

We encourage everyone 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 5, 2025  
9:00 a.m.

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE/MOMENT OF SILENT PRAYER
- III. ROLL CALL
- IV. PUBLIC COMMENT: Public Comment shall be limited to 25 minutes at the beginning of each meeting and limited to five minutes per person. Anyone wishing to make comments either on items on the agenda or not are encouraged to provide their comments in writing no later than 8:00 AM the Monday immediately preceding the meeting. These comments will be included in the agenda packet for everyone to access and review. This allows the Commission to have time to fully consider input and request follow up if needed prior to the meeting.
- V. ADMINISTRATIVE BUSINESS:
  - a) Letter of support for HB 2005 (Commissioner Reid)
  - b) St. Patrick's Day parade participation
- VI. CONSENT AGENDA: The items on the Consent Agenda are considered by staff to be routine business items. Approval of the items may be made by a single motion, seconded, and a majority vote with no separate discussion of any item listed. Should a member of the Governing Body desire to discuss any item, it will be removed from the Consent Agenda and considered separately.
  - a) Approval of the minutes of the meeting of January 29, 2025
  - b) Approval of the schedule for the week of February 10, 2025
  - c) Approval of the check register

- d) Approve and sign the OCB's

VII. FORMAL BOARD ACTION:

- a) Consider a motion to approve the letter of support for SCR No. 1603.
- b) Consider a motion to approve the proposed text amendments to the County's 5-year Solid Waste Management Plan and forward the amendments to KDHE.
- c) Consider a motion to approve the Leavenworth County 2025 Solid Waste Committee member roster and forward to KDHE.
- d) Consider a motion to repeal Resolution 2024-32 and adopt Resolution 2025-7 to correct the legal description.
- e) **Resolution 2025-6, a special use permit for RJ Farm**
- Consider a motion that this request for a special use permit complies with the Golden Factors and move to adopt to Resolution 2025-6 and conditionally approve the special use permit as outlined in Case DEV-24-125 based on the recommendation and conditions of the Planning Commission and the findings as set forth in the staff report.
  - Consider a motion that this request for a special use permit does not comply with the Golden Factors (**list factors**) and move to deny Resolution 2025-6 and deny the special use permit as outlined in Case DEV-24-125.
  - Consider a motion that this request for a special use permit complies with the Golden Factors and move to adopt Resolution 2025-6 and conditionally approve the special use permit as outlined in Case DEV-24-125 based on the recommendation and conditions of the Planning Commission and the findings as set forth in the staff report subject to the following additional conditions (**list conditions or modifications**).
  - Consider a motion to remand Case DEV-24-125 back to the Planning Commission for additional review due to (**State Reason(s) the BOCC cannot approve or disapprove the matter**).

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
- Public Works

IX. ADJOURNMENT

# **LEAVENWORTH COUNTY COMMISSIONERS MEETING SCHEDULE**

**Monday, February 3, 2025**

**Tuesday, February 4, 2025**

**Wednesday, February 5, 2025**

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

**Thursday, February 6, 2025**

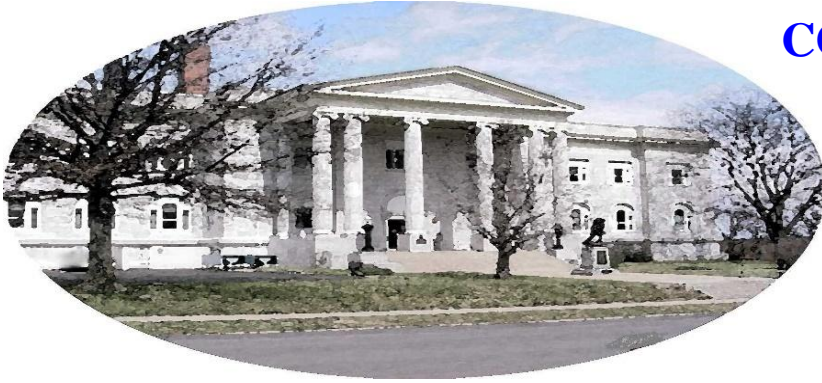
8:00 a.m.      County Day at the Capitol  
• Kansas State Capitol First Floor Rotunda

**Friday, February 7, 2025**

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



## **COUNTY OF LEAVENWORTH**

**Board of County Commissioners**

**300 Walnut, Suite 225**

**Leavenworth, Kansas 66048-2815**

**(913)684-0417**

**Fax (913) 680-2742**

**Email: [bocc@leavenworthcounty.gov](mailto:bocc@leavenworthcounty.gov)**

February 5, 2025

The Leavenworth Board of County Commissioners supports tax relief for all Kansans. We also recognize that people with disabilities face difficulties in paying property taxes that others don't. While House Bill 2005 as presented does not offer relief to all tax payers it does allow veterans with a total disability to receive an income tax credit of up to 75% based upon their property and ad valorem taxes paid.

The language in HB 2005 as presented simplifies the calculation of eligibility when compared to the Kansas Homestead Act and in our opinion is a much better approach. The Leavenworth Board of County Commissioners appreciates that the State will be responsible to fund any financial impact this may have rather than pushing the cost back on local government. We believe this is an admirable start to property tax relief and encourage the House and Senate to support this act.

We encourage further action to support property tax relief for all homeowners in Kansas.

Sincerely

Leavenworth County Board of County Commissioners

## HOUSE BILL No. 2005

By Representatives Proctor, Barrett, Bergquist, Blex, Bloom, Bohi, Buehler, Butler, Chauncey, Collins, Delperdang, Ellis, Esau, Essex, Goddard, Howerton, Kessler, Minnix, Moser, Neelly, Resman, Rhiley, Roeser, Steele, Sweely, Thompson, Turk and Waymaster

1-10

1 AN ACT concerning income taxation; establishing the veterans' valor  
2 property tax relief act; providing an income tax credit or refund for  
3 eligible individuals.  
4

5 *Be it enacted by the Legislature of the State of Kansas:*

6 Section 1. (a) This act shall be known and may be cited as the  
7 veterans' valor property tax relief act.

8 (b) There shall be allowed as a credit against the tax liability of a  
9 taxpayer imposed under the Kansas income tax act for tax year 2025, and  
10 all tax years thereafter, in an amount equal to 75% of the amount of  
11 property and ad valorem taxes actually and timely paid by a taxpayer who  
12 has been deemed to be totally disabled, permanently and totally disabled,  
13 or unemployable pursuant to 38 C.F.R. § 3.340 if such taxes were paid  
14 upon real or personal property used for residential purposes of such  
15 taxpayer that is the taxpayer's principal place of residence for the tax year  
16 in which the tax credit is claimed.

17 (c) The amount of any such credit for any such taxpayer shall not  
18 exceed the amount of property and ad valorem taxes paid by such taxpayer  
19 as specified in this section. A taxpayer shall not take the credit pursuant to  
20 this section if such taxpayer has received a homestead property tax refund  
21 pursuant to K.S.A. 79-4501 et seq., and amendments thereto, or a credit  
22 pursuant to the selective assistance for effective senior relief pursuant to  
23 K.S.A. 79-32,263, and amendments thereto, for such property for such tax  
24 year.

25 (d) Subject to the provisions of this section, if the amount of such tax  
26 credit exceeds the taxpayer's income tax liability for the taxable year, the  
27 amount of such excess credit that exceeds such tax liability shall be  
28 refunded to the taxpayer.

29 (e) The secretary of revenue shall adopt rules and regulations  
30 regarding the filing of documents that support the amount of the credit  
31 claimed pursuant to this section.

32 (f) The provisions of this act shall be a part of and supplemental to  
33 the homestead property tax refund act, except that the income or appraised  
34 valuation limits set forth in the homestead property tax refund act shall not

1 apply to this section.

2       Sec. 2. This act shall take effect and be in force from and after its

3 publication in the statute book.

\*\*\*\*\*January 29, 2025 \*\*\*\*\*

The Board of County Commissioners met in a regular session on Wednesday, January 29, 2025. Commissioner Culbertson; Commissioner Smith, Commissioner Stieben and Commissioner Dove are present; Commissioner Reid is present by phone; Also present: Mark Loughry, County Administrator; Misty Brown, County Counselor; Aaron Yoakam, Buildings and Grounds Director; Bob Weber, County Appraiser; Tammy Saldivar, Solid Waste Director; Connie Harmon, Council on Aging Director; Jamie Miller, EMS/Health Dept. Director; John Richmeier, Leavenworth Times

PUBLIC COMMENT:

Louis Klemp commented.

ADMINISTRATIVE BUSINESS:

Commissioners Culbertson, Stieben and Dove will be attending the NACO Conference in March.

Commissioner Smith reported the staff from the Mid America Regional Council will be updating the Board next month for the new Commissioners.

*A motion was made by Commissioner Culbertson and seconded by Commissioner Stieben to accept the consent agenda for Wednesday, January 29, 2025 as presented.*

*Motion passed, 5-0.*

Commissioner Smith read a proclamation proclaiming Leavenworth County as a non-sanctuary county.

*A motion was made by Commissioner Stieben and seconded by Commissioner Dove to adopt the proclamation of non-sanctuary county.*

*Motion passed, 5-0.*

Commissioner Culbertson clarified the County is not in negotiations with CoreCivic to open an ICE facility.

Mark Loughry presented an updated public comment policy.

*A motion was made by Commissioner Stieben and seconded by Commissioner Dove to adopt the updated public comment policy.*

*Motion passed, 5-0.*

Bob Weber requested a contract from Eagleview for arial photos for the Appraisers office.

*A motion was made by Commissioner Stieben and seconded by Commissioner Culbertson to approve the oblique imagery with Eagleview and contract to be funded by the ROD tech fund for \$55,998.00 per year for six years with a contract that has a termination for convenience clause.*

*Motion passed, 5-0.*

Treanor presented options to the Board regarding the second phase of stonework for repairs to the Courthouse.

Tammy Saldivar presented the quarterly report for the Solid Waste Department.



Connie Harmon presented the quarterly report for Council on Aging.

Jamie Miller presented the quarterly report for the EMS and Health Departments.

Commissioners Culbertson and Stieben participated in the MARC meeting.

Commissioner Stieben read from a property tax cap bill.

Commissioner Smith met with Senator Jeff Klemp and Lansing City Administrator Tim Vandall

***A motion was made by Commissioner Stieben and seconded by Commissioner Culbertson to adjourn.  
Motion passed, 4-0.***

The Board adjourned at 10:42 a.m.

# **LEAVENWORTH COUNTY COMMISSIONERS MEETING SCHEDULE**

**Monday, February 10, 2025**

**Tuesday, February 11, 2025**

**Wednesday, February 12, 2025**

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

**Thursday, February 13, 2025**

12:00 p.m.      LCDC meeting

**Friday, February 14, 2025**

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: 01/25/2025 END DATE: 01/31/2025

TYPES OF CHECKS SELECTED: \* ALL TYPES

		P.O.NUMBER	CHECK#							
4120	ACE IMAGEWEAR	AAA LAUNDRY & LINEN SUPPLY CO	346809	112363 AP	01/31/2025	5-001-5-53-215	NOX WEED UNIFORMS 4013-01994	97.42		
4120	ACE IMAGEWEAR	AAA LAUNDRY & LINEN SUPPLY CO	346809	112363 AP	01/31/2025	5-001-5-53-215	NOX WEED UNIFORMS 4013-01994	97.67		
4120	ACE IMAGEWEAR	AAA LAUNDRY & LINEN SUPPLY CO	346809	112363 AP	01/31/2025	5-001-5-53-215	NOX WEED UNIFORMS 4013-01994	83.68		
								*** VENDOR	4120 TOTAL	278.77
20588	ADVANTAGE	ADVANTAGE PRINTING	346810	112364 AP	01/31/2025	5-001-5-19-301	98 DIST CT CLERK ENVELOPES	992.00		
1537	ARV - PARTS	AMERICAN RESPONSE VEHICLE INC	346812	112366 AP	01/31/2025	5-001-5-05-306	TRANSDUCER PRESS 3000 OXY	947.20		
401	BIRINGERS	BIRINGERS SHOP AND SERVICE	346813	112367 AP	01/31/2025	5-001-5-33-209	1-38 NEW LEVER LOCK INSTALLED	200.00		
23989	CASA	CASA	346787	112357 AP	01/28/2025	5-001-5-09-234	PER 2025 BOCC BUDGET	17,500.00		
24545	CDW GOVERN	CDW GOVERNMENT INC	346814	112368 AP	01/31/2025	5-001-5-18-301	3773122 FOXIT PDF EDITOR	191.30		
8103	CHARTER COMMUNICATIO	CHARTER COMMUNICATIONS	346863	414	01/31/2025	5-001-5-07-216	INTERNET ACCESS - EOC	74.99		
8103	CHARTER COMMUNICATIO	CHARTER COMMUNICATIONS	346863	414	01/31/2025	5-001-5-07-219	INTERNET ACCESS JAIL MENTAL HE	182.01		
8103	CHARTER COMMUNICATIO	CHARTER COMMUNICATIONS	346863	414	01/31/2025	5-001-5-18-213	ACCESS FEES N 16TH	159.98		
8103	CHARTER COMMUNICATIO	CHARTER COMMUNICATIONS	346863	414	01/31/2025	5-001-5-18-213	ACCESS FEES - COUNTY COMMS	2,210.82		
								*** VENDOR	8103 TOTAL	2,627.80
5637	CLEARWATER ENTERPRIS	CLEARWATER ENTERPRISES,LLC	346788	112358 AP	01/28/2025	5-001-5-14-220	20642-1201929650 & 1201903995	2,010.84		
5637	CLEARWATER ENTERPRIS	CLEARWATER ENTERPRISES,LLC	346788	112358 AP	01/28/2025	5-001-5-32-392	20642-1201929650 & 1201903995	3,999.49		
								*** VENDOR	5637 TOTAL	6,010.33
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-001-5-05-215	TONGANOXIE WATER EMS 9102	74.10		
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-001-5-06-216	AT&T MOBILITY - PLANNING/ZONIN	87.26		
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-001-5-07-210	AT&T LVSO 1005	4,387.81		
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-001-5-07-210	AT&T LVSO 0837	92.46		
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-001-5-14-220	TONGANOXIE - WATER 725 LAMING	63.29		
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-001-5-18-254	IS:SOFTWARE	655.91		
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-001-5-31-290	BG:ZF:CTHSE DOOR REPAIR	305.16		
								*** VENDOR	648 TOTAL	5,665.99
156	CONVERGEONE	CONVERGEONE INC	346816	112370 AP	01/31/2025	5-001-5-18-254	AOSLVCO0001 EXCHANGE EOL	112.50		
1219	DIST CT CLERK LV	CLERK OF DIST COURT-LEAV	346817	112371 AP	01/31/2025	5-001-5-11-501	CO ATTORNEY JANUARY DIST COURT	3,020.00		
8686	EVERGY EFT	EVERGY KANSAS CENTRAL INC	346865	416	01/31/2025	5-001-5-14-220	ELEC SVC COURTHOUSE	6,840.11		
8686	EVERGY EFT	EVERGY KANSAS CENTRAL INC	346865	416	01/31/2025	5-001-5-32-392	ELEC SVC JUSTICE CENTER	17,839.95		
8686	EVERGY EFT	EVERGY KANSAS CENTRAL INC	346865	416	01/31/2025	5-001-5-32-392	ELEC SVC KPL BLDG	125.32		
8686	EVERGY EFT	EVERGY KANSAS CENTRAL INC	346793	408	01/28/2025	5-001-5-53-219	ELEC SVC NOX WEED	372.81		
								*** VENDOR	8686 TOTAL	25,178.19
70	FREESTATE EFT	FREESTATE ELECTRIC COOPERATIVE	346859	410	01/31/2025	5-001-5-05-215	ELEC SC EMS 9102	212.05		
70	FREESTATE EFT	FREESTATE ELECTRIC COOPERATIVE	346859	410	01/31/2025	5-001-5-14-220	ELEC SVC 725 LAMING	744.46		
								*** VENDOR	70 TOTAL	956.51
5824	FRONTIER	FORENSIC MEDICAL HOLDINGS OF K	346789	112359 AP	01/28/2025	5-001-5-13-271	INV G10CBFM02020012 DEC AUTOPS	75.00		
5824	FRONTIER	FORENSIC MEDICAL HOLDINGS OF K	346789	112359 AP	01/28/2025	5-001-5-13-271	INV G10CBFM02020012 DEC AUTOPS	75.00		
5824	FRONTIER	FORENSIC MEDICAL HOLDINGS OF K	346789	112359 AP	01/28/2025	5-001-5-13-271	INV G10CBFM02020012 DEC AUTOPS	50.00		
5824	FRONTIER	FORENSIC MEDICAL HOLDINGS OF K	346789	112359 AP	01/28/2025	5-001-5-13-271	INV G10CBFM02020012 DEC AUTOPS	50.00		
5824	FRONTIER	FORENSIC MEDICAL HOLDINGS OF K	346789	112359 AP	01/28/2025	5-001-5-13-271	INV G10CBFM02020012 DEC AUTOPS	2,475.00		
5824	FRONTIER	FORENSIC MEDICAL HOLDINGS OF K	346789	112359 AP	01/28/2025	5-001-5-13-271	INV G10CBFM02020012 DEC AUTOPS	50.00		
5824	FRONTIER	FORENSIC MEDICAL HOLDINGS OF K	346789	112359 AP	01/28/2025	5-001-5-13-271	INV G10CBFM02020012 DEC AUTOPS	50.00		
5824	FRONTIER	FORENSIC MEDICAL HOLDINGS OF K	346789	112359 AP	01/28/2025	5-001-5-13-271	INV G10CBFM02020012 DEC AUTOPS	50.00		
5824	FRONTIER	FORENSIC MEDICAL HOLDINGS OF K	346789	112359 AP	01/28/2025	5-001-5-13-271	INV G10CBFM02020012 DEC AUTOPS	2,475.00		
5824	FRONTIER	FORENSIC MEDICAL HOLDINGS OF K	346789	112359 AP	01/28/2025	5-001-5-13-271	INV G10CBFM02020012 DEC AUTOPS	50.00		
5824	FRONTIER	FORENSIC MEDICAL HOLDINGS OF K	346789	112359 AP	01/28/2025	5-001-5-13-271	INV G10CBFM02020012 DEC AUTOPS	50.00		
5824	FRONTIER	FORENSIC MEDICAL HOLDINGS OF K	346789	112359 AP	01/28/2025	5-001-5-13-271	INV G10CBFM02020012 DEC AUTOPS	850.00		
5824	FRONTIER	FORENSIC MEDICAL HOLDINGS OF K	346789	112359 AP	01/28/2025	5-001-5-13-271	INV G10CBFM02020012 DEC AUTOPS	50.00		
5824	FRONTIER	FORENSIC MEDICAL HOLDINGS OF K	346789	112359 AP	01/28/2025	5-001-5-13-271	INV G10CBFM02020012 DEC AUTOPS	50.00		
5824	FRONTIER	FORENSIC MEDICAL HOLDINGS OF K	346789	112359 AP	01/28/2025	5-001-5-13-271	INV G10CBFM02020012 DEC AUTOPS	50.00		
5824	FRONTIER	FORENSIC MEDICAL HOLDINGS OF K	346789	112359 AP	01/28/2025	5-001-5-13-271	INV G10CBFM02020012 DEC AUTOPS	50.00		
5824	FRONTIER	FORENSIC MEDICAL HOLDINGS OF K	346789	112359 AP	01/28/2025	5-001-5-13-271	INV G10CBFM02020012 DEC AUTOPS	50.00		
5824	FRONTIER	FORENSIC MEDICAL HOLDINGS OF K	346789	112359 AP	01/28/2025	5-001-5-13-271	INV G10CBFM02020012 DEC AUTOPS	50.00		
5824	FRONTIER	FORENSIC MEDICAL HOLDINGS OF K	346789	112359 AP	01/28/2025	5-001-5-13-271	INV G10CBFM02020012 DEC AUTOPS	75.00		

START DATE: 01/25/2025 END DATE: 01/31/2025

TYPES OF CHECKS SELECTED: \* ALL TYPES

			P.O.NUMBER	CHECK#						
5824	FRONTIER	FORENSIC MEDICAL HOLDINGS OF K	346789	112359 AP	01/28/2025	5-001-5-13-271	INV G10CBFM02020012 DEC AUTOPS	50.00		
							*** VENDOR	5824 TOTAL		6,625.00
4465	GRONIS	GRONIS HARDWARE INC	346820	112374 AP	01/31/2025	5-001-5-07-357	JAIL MAINT/EXP +.03 CORRECTION	6.99		
4465	GRONIS	GRONIS HARDWARE INC	346820	112374 AP	01/31/2025	5-001-5-07-357	JAIL MAINT/EXP +.03 CORRECTION	.03		
4465	GRONIS	GRONIS HARDWARE INC	346820	112374 AP	01/31/2025	5-001-5-07-359	JAIL MAINT/EXP +.03 CORRECTION	1.12		
							*** VENDOR	4465 TOTAL		8.14
236	INTERPRETERS	INTERPRETERS INC	346823	112377 AP	01/31/2025	5-001-5-19-221	DIST CT INTERPRETERS 1/6,8,15,	1,186.04		
8416	IRON MOUNTAIN	IRON MOUNTAIN INC	346864	415	01/31/2025	5-001-5-02-212	RSSW3 SHREDDING 300 WALNUT/725	32.31		
8416	IRON MOUNTAIN	IRON MOUNTAIN INC	346864	415	01/31/2025	5-001-5-02-212	RSSW3 SHREDDING 300 WALNUT/725	7.04		
8416	IRON MOUNTAIN	IRON MOUNTAIN INC	346864	415	01/31/2025	5-001-5-14-247	RSSW3 SHREDDING 300 WALNUT/725	29.96		
8416	IRON MOUNTAIN	IRON MOUNTAIN INC	346864	415	01/31/2025	5-001-5-14-247	RSSW3 SHREDDING 300 WALNUT/725	6.53		
8416	IRON MOUNTAIN	IRON MOUNTAIN INC	346864	415	01/31/2025	5-001-5-19-220	IRON MOUNTAIN SHREDDING	188.58		
8416	IRON MOUNTAIN	IRON MOUNTAIN INC	346864	415	01/31/2025	5-001-5-28-301	RSSW3 SHREDDING 300 WALNUT/725	14.98		
8416	IRON MOUNTAIN	IRON MOUNTAIN INC	346864	415	01/31/2025	5-001-5-28-301	RSSW3 SHREDDING 300 WALNUT/725	3.27		
							*** VENDOR	8416 TOTAL		282.67
99	JUROR		346796	112361 AP	01/28/2025	4-001-5-19-205	REPL JURY CK 109523 237B	25.00		
771	KANSAS COU	KANSAS CO TREASURER ASSN	346825	112379 AP	01/31/2025	5-001-5-03-203	KCTA DUES, CLASS & CONF REGIST	125.00		
771	KANSAS COU	KANSAS CO TREASURER ASSN	346825	112379 AP	01/31/2025	5-001-5-03-203	KCTA DUES, CLASS & CONF REGIST	175.00		
							*** VENDOR	771 TOTAL		300.00
66366	KANSAS GAS ACH	KANSAS GAS SERVICE	346794	409	01/28/2025	5-001-5-05-215	510614745 2015657 27 GAS TRANS	184.73		
66366	KANSAS GAS ACH	KANSAS GAS SERVICE	346794	409	01/28/2025	5-001-5-14-220	510614745 1628631 73 GAS TRANS	1,239.38		
66366	KANSAS GAS ACH	KANSAS GAS SERVICE	346794	409	01/28/2025	5-001-5-32-392	510614745 1628631 73 GAS TRANS	2,359.40		
66366	KANSAS GAS ACH	KANSAS GAS SERVICE	346794	409	01/28/2025	5-001-5-33-392	510614745 1562996 18 GAS TRANS	1,108.56		
66366	KANSAS GAS ACH	KANSAS GAS SERVICE	346794	409	01/28/2025	5-001-5-33-392	510614745 1562996 18 GAS TRANS	122.06		
							*** VENDOR	66366 TOTAL		5,014.13
12574	KANSAS JUD	KANSAS JUDICIAL BRANCH	346826	112380 AP	01/31/2025	5-001-5-19-301	O365 SOFTWARE LICENSES (18)	3,150.00		
13225	LANSING PO	LANSING POLICE DEPT	346828	112382 AP	01/31/2025	5-001-5-11-503	LAW ENFORCEMENT FEE	2.00		
710	LIPPERT MECHANICAL	LIPPERT MECHANICAL SERVICE LLC	346830	112384 AP	01/31/2025	5-001-5-33-209	6887515 711 MARSHALL HEAT EXCH	2,723.00		
4755	LV PAPER	LEAVENWORTH PAPER AND OFFICE S	346832	112386 AP	01/31/2025	5-001-5-07-359	JAIL SUPPLIES	5,737.99		
4755	LV PAPER	LEAVENWORTH PAPER AND OFFICE S	346832	112386 AP	01/31/2025	5-001-5-19-301	DIST CT CSO CORRECTION TAPE	37.40		
4755	LV PAPER	LEAVENWORTH PAPER AND OFFICE S	346832	112386 AP	01/31/2025	5-001-5-19-301	DIST CT CSO OFFICE SUPPLIES	1,122.56		
							*** VENDOR	4755 TOTAL		6,897.95
537	LV TIMES	CHERRYROAD MEDIA INC	346833	112387 AP	01/31/2025	5-001-5-19-217	24156 DIST CT LEGAL NOTICE 202	65.50		
537	LV TIMES	CHERRYROAD MEDIA INC	346833	112387 AP	01/31/2025	5-001-5-53-216	30313 BIDG NOTICE NOX WEED CHE	16.18		
							*** VENDOR	537 TOTAL		81.68
2059	MIDWEST OFFICE TECH	MIDWEST OFFICE TECHNOLOGY INC	346834	112388 AP	01/31/2025	5-001-5-07-219	LC00_K COPIES - JAIL MEDICAL	55.00		
2059	MIDWEST OFFICE TECH	MIDWEST OFFICE TECHNOLOGY INC	346834	112388 AP	01/31/2025	5-001-5-07-219	LC00_K COPIES - JAIL MEDICAL	8.93		
2059	MIDWEST OFFICE TECH	MIDWEST OFFICE TECHNOLOGY INC	346834	112388 AP	01/31/2025	5-001-5-11-303	OPL305_K COPIES - CO ATTY	34.26		
2059	MIDWEST OFFICE TECH	MIDWEST OFFICE TECHNOLOGY INC	346834	112388 AP	01/31/2025	5-001-5-19-204	OPL306_K DIST CT 4TH FLOOR COP	31.12		
2059	MIDWEST OFFICE TECH	MIDWEST OFFICE TECHNOLOGY INC	346834	112388 AP	01/31/2025	5-001-5-19-204	OPK594_K DIST CT CSO COPIER	203.51		
							*** VENDOR	2059 TOTAL		332.82
1231	ODONNELL	O'DONNELL PROFESSIONAL SVCS, P	346837	112391 AP	01/31/2025	5-001-5-23-2	2024 1099-S TAX PREP/SUBMISSIO	320.00		
6713	REILLY & S	REILLY & SONS INC	346839	112393 AP	01/31/2025	5-001-5-14-224	3723 LIABILITY POLICY-UNDERGRO	184.00		
103	RESTITUTIO	USD 464	346840	112394 AP	01/31/2025	5-001-5-11-502	RESTITUTION	115.00		
103	RESTITUTIO	USD 464	346840	112394 AP	01/31/2025	5-001-5-11-502	RESTITUTION	95.00		
							*** VENDOR	103 TOTAL		210.00
248	SUMMIT FOOD	ELIOR, INC	346844	112398 AP	01/31/2025	5-001-5-07-261	INMATE MEALS	485.75		
248	SUMMIT FOOD	ELIOR, INC	346844	112398 AP	01/31/2025	5-001-5-07-261	INMATE MEALS	5,906.98		
248	SUMMIT FOOD	ELIOR, INC	346844	112398 AP	01/31/2025	5-001-5-07-261	INMATE MEALS	5,863.63		
248	SUMMIT FOOD	ELIOR, INC	346844	112398 AP	01/31/2025	5-001-5-07-261	INMATE MEALS	5,870.70		
							*** VENDOR	248 TOTAL		18,127.06
376	SYMMETRY ACH	ATHENS ENERGY SERVICES HOLDING	346791	406	01/28/2025	5-001-5-33-392	413714 GAS SVC - 711 MARSHALL	2,444.94		

warrants by vendor

WARRANT REGISTER - BY FUND / VENDOR

START DATE: 01/25/2025 END DATE: 01/31/2025

TYPES OF CHECKS SELECTED: \* ALL TYPES

			P.O.NUMBER	CHECK#						
376	SYMMETRY ACH	ATHENS ENERGY SERVICES HOLDING	346791	406	01/28/2025	5-001-5-33-392	413714 GAS SVC - 711 MARSHALL	212.11-		
							*** VENDOR	376 TOTAL		2,232.83
261	TELEFLEX	TELEFLEX FUNDING LLC	346847	112401 AP	01/31/2025	5-001-5-05-381	EMS 1239536 FIELD SUPPLIES	1,100.00		
261	TELEFLEX	TELEFLEX FUNDING LLC	346847	112401 AP	01/31/2025	5-001-5-05-381	EMS 1239536 FIELD SUPPLIES	1,650.00		
							*** VENDOR	261 TOTAL		2,750.00
883	TMA LASER GROUP	TMA LASER GROUP INC	346848	112402 AP	01/31/2025	5-001-5-07-301	LVS0 LEXMARK IMAGING UNITS	59.00		
2390	UNITED IMAGING	UNITED IMAGING	346849	112403 AP	01/31/2025	5-001-5-07-219	INMATE MEDICAL BILL	225.00		
4648	WASTE MANAGEMENT	WASTE MANAGEMENT	346792	407	01/28/2025	5-001-5-53-207	NOX WEED TRASH	105.37		
2	WATER DEPT	WATER DEPT	346851	112405 AP	01/31/2025	5-001-5-32-392	WATER SVC 514 S 2ND ST	15.60		
276	WEX	WEX BANK	346860	411	01/31/2025	5-001-5-11-253	FUEL TO 1.23 CO ATTY	50.18		
276	WEX	WEX BANK	346860	411	01/31/2025	5-001-5-14-331	FUEL TO 1.23.25 EMS	5,457.33		
276	WEX	WEX BANK	346860	411	01/31/2025	5-001-5-14-332	FUEL TO 1.23 SHERIFF	3,562.46		
276	WEX	WEX BANK	346860	411	01/31/2025	5-001-5-14-334	FUEL TO 1.23	176.60		
							*** VENDOR	276 TOTAL		9,246.57
100	WITNESS LIST						*** VENDOR	100 TOTAL		186.85
							TOTAL FUND 001			123,971.30
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648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-108-5-00-213	BALANCE OF 6350 IO130070	38.29		
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-108-5-00-213	BALANCE OF 6350 IO130070	38.29		
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-108-5-00-213	BALANCE OF 6350 IO130070	3.29		
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-108-5-00-213	BALANCE OF 6350 IO130070	3.29		
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-108-5-00-280	BALANCE OF 6350 IO130070	60.00		
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-108-5-00-280	BALANCE OF 6350 IO130070	9.25		
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-108-5-00-280	BALANCE OF 6350 IO130070	570.50		
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-108-5-00-280	BALANCE OF 6350 IO130070	15.00		
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-108-5-00-280	BALANCE OF 6350 IO130070	124.00		
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-108-5-00-301	BALANCE OF 6350 IO130070	19.78		
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-108-5-00-301	BALANCE OF 6350 IO130070	19.78		
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-108-5-00-301	BALANCE OF 6350 IO130070	19.78		
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-108-5-00-301	BALANCE OF 6350 IO130070	19.78		
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-108-5-00-301	BALANCE OF 6350 IO130070	19.78		
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-108-5-00-301	BALANCE OF 6350 IO130070	19.78		
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-108-5-00-301	BALANCE OF 6350 IO130070	19.76		
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-108-5-00-601	BALANCE OF 6350 IO130070	19.78		
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-108-5-00-601	BALANCE OF 6350 IO130070	120.09		
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-108-5-00-606	BALANCE OF 6350 IO130070	19.78		
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-108-5-00-606	WIC/JH: BALANCE OF JAN STMT	159.90		
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-108-5-00-610	BALANCE OF 6350 IO130070	19.78		
							*** VENDOR	648 TOTAL		1,319.90
2900	HEALTH/EMS OVERPAY	KANCARE	346821	112375 AP	01/31/2025	5-108-5-00-280	OVERPAYMENT ON CLINET ACCT CL-	7.91		
							TOTAL FUND 108			1,327.81
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24545	CDW GOVERN	CDW GOVERNMENT INC	346814	112368 AP	01/31/2025	5-115-5-00-409	3773122 LASERJET PRINTER	290.03		
907	TECHNIMOUNT	TECHNIMOUNT SYSTEM LLC	346846	112400 AP	01/31/2025	5-115-5-00-436	EMS NEW LIFEPAK MONITOR BRACKE	10,255.00		
							TOTAL FUND 115			10,545.03

warrants by vendor

TYPES OF CHECKS SELECTED: \* ALL TYPES

		P.O.NUMBER	CHECK#						
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-117-5-00-301	REVERSE CHGS PAID TWICE 130373	22.86-	
								TOTAL FUND 117	22.86
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-119-5-00-253	IAFCI MEMBERSHIP 2 FOR 1	155.00	
								TOTAL FUND 119	155.00
24562	JJA	KDOC:DIV OF JUVENILE SERVICES	346790	112360 AP	01/28/2025	4-121-5-00-204	P2301-7 FY23 UNSPENT FUNDS-VOI	1,964.00	
								TOTAL FUND 121	1,964.00
276	WEX	WEX BANK	346860	411	01/31/2025	5-125-5-00-211	FUEL TO JAN 23	45.90	
								TOTAL FUND 125	45.90
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-126-5-00-210	AT&T COMM CORR	251.70	
8416	IRON MOUNTAIN	IRON MOUNTAIN INC	346864	415	01/31/2025	5-126-5-00-225	IRON MOUNTAIN SHREDDING	38.01	
								TOTAL FUND 126	289.71
17529	KCCA	KANSAS COMMUNITY CORR ASSN	346797	112362 AP	01/28/2025	4-127-5-00-3	REPL CK 17529 NEVER RECEIVED	701.77	
909	REVIVE RESIDENCE	REVIVE RESIDENCE LLC	346841	112395 AP	01/31/2025	5-127-5-00-3	HOUSING - MUNDY	160.00	
276	WEX	WEX BANK	346860	411	01/31/2025	5-127-5-00-3	FUEL TO 1.23.25	75.84	
								TOTAL FUND 127	937.61
4120	ACE IMAGEWEAR	AAA LAUNDRY & LINEN SUPPLY CO	346809	112363 AP	01/31/2025	5-133-5-00-215	1-49 4013-01993 UNIFORM RENTAL	1,425.14	
4120	ACE IMAGEWEAR	AAA LAUNDRY & LINEN SUPPLY CO	346809	112363 AP	01/31/2025	5-133-5-00-215	1-49 4013-01993 UNIFORM RENTAL	733.84	
4120	ACE IMAGEWEAR	AAA LAUNDRY & LINEN SUPPLY CO	346809	112363 AP	01/31/2025	5-133-5-00-312	1-49 4013-01993 UNIFORM RENTAL	279.94	
4120	ACE IMAGEWEAR	AAA LAUNDRY & LINEN SUPPLY CO	346809	112363 AP	01/31/2025	5-133-5-00-312	1-49 4013-01993 UNIFORM RENTAL	251.65	
								*** VENDOR 4120 TOTAL	2,690.57
18634	AMERICAN E	AMERICAN EQUIPMENT CO	346811	112365 AP	01/31/2025	5-133-5-00-360	1-40 MITCHES, SPOT LIGHT, SPRI	518.67	
18634	AMERICAN E	AMERICAN EQUIPMENT CO	346811	112365 AP	01/31/2025	5-133-5-00-360	1-40 MITCHES, SPOT LIGHT, SPRI	795.47	
								*** VENDOR 18634 TOTAL	1,314.14
401	BIRINGERS	BIRINGERS SHOP AND SERVICE	346813	112367 AP	01/31/2025	5-133-5-00-207	1-38 NEW LEVER LOCK INSTALLED	200.00	
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-133-5-00-207	1-9 MIDWEST MOBILE RADIO PROGR	105.00	
369	HOLLIDAY	HOLLIDAY SAND & GRAVEL CO	346822	112376 AP	01/31/2025	5-133-5-00-306	1-43 218331 IC SAND	8,046.31	
369	HOLLIDAY	HOLLIDAY SAND & GRAVEL CO	346822	112376 AP	01/31/2025	5-133-5-00-306	1-43 218331 IC SAND	4,837.42	
369	HOLLIDAY	HOLLIDAY SAND & GRAVEL CO	346822	112376 AP	01/31/2025	5-133-5-00-306	1-43 218331 IC SAND	3,736.07	
								*** VENDOR 369 TOTAL	16,619.80
8466	KDHE PERMITS	KDHE DIV OF ENVIRONMENT	346827	112381 AP	01/31/2025	5-133-5-00-209	1-48 WASTEWATER PERMIT TONGIE	60.00	
537	LV TIMES	CHERRYROAD MEDIA INC	346833	112387 AP	01/31/2025	5-133-5-00-208	1-42 30313 BID NOTICE FOR SIGN	16.98	
2666	MISC REIMBURSEMENTS	JEFF CARLIN	346835	112389 AP	01/31/2025	5-133-5-00-364	1-41 SAFETY BOOT REIMB	165.00	
680	NEXTRAN CORP	NEXTRAN TRUCK CENTERS	346836	112390 AP	01/31/2025	5-133-5-00-360	1-44 684042700 BELTS	152.48	
1242	SCOTWOOD I	SCOTWOOD INDUSTRIES INC	346843	112397 AP	01/31/2025	5-133-5-00-306	1-45 LEAV02 CALCIUM CHLORIDE	6,350.63	
113	SUMNERONE INC	SUMNERONE INC	346845	112399 AP	01/31/2025	5-133-5-00-301	1-46 50LWC COPIES	59.42	
276	WEX	WEX BANK	346860	411	01/31/2025	5-133-5-00-304	1-47 FUEL TO 1.23.25 PW	182.56	
2367	911 CUSTOM LLC	911 CUSTOM LLC	346858	112412 AP	01/31/2025	5-133-5-00-360	1-39 AMBER LED LIGHTS	594.00	
								TOTAL FUND 133	28,510.58
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-136-5-00-206	AT&T COMM CORR	50.34	
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-136-5-00-226	AT&T COMM CORR	50.34	
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-136-5-00-246	AT&T COMM CORR	100.68	
								*** VENDOR 648 TOTAL	201.36
8416	IRON MOUNTAIN	IRON MOUNTAIN INC	346864	415	01/31/2025	5-136-5-00-203	IRON MOUNTAIN SHREDDING	12.67	
8416	IRON MOUNTAIN	IRON MOUNTAIN INC	346864	415	01/31/2025	5-136-5-00-223	IRON MOUNTAIN SHREDDING	12.67	

TYPES OF CHECKS SELECTED: \* ALL TYPES

			P.O.NUMBER	CHECK#						
8416	IRON MOUNTAIN	IRON MOUNTAIN INC	346864	415	01/31/2025	5-136-5-00-243	IRON MOUNTAIN SHREDDING	12.68		
							*** VENDOR	8416 TOTAL		38.02
							TOTAL FUND 136			239.38
4120	ACE IMAGEWEAR	AAA LAUNDRY & LINEN SUPPLY CO	346809	112363 AP	01/31/2025	5-137-5-00-203	1-11 4013-01993 UNIFORM RENTAL	97.52		
4120	ACE IMAGEWEAR	AAA LAUNDRY & LINEN SUPPLY CO	346809	112363 AP	01/31/2025	5-137-5-00-203	1-11 4013-01993 UNIFORM RENTAL	87.49		
							*** VENDOR	4120 TOTAL		185.01
446	EQUIPMENT SHARE	EQUIPMENT SHARE INC	346818	112372 AP	01/31/2025	5-137-5-00-320	1-9 62824 CASE V-BELT	226.22		
8569	KANEQUIP INC	KANEQUIP, INC	346824	112378 AP	01/31/2025	5-137-5-00-320	1-10 104580 HYD FILERS, LUBE F	1,410.88		
1123	POMPMIDWEST EFT	POMP'S TIRE SERVICE INC	346862	413	01/31/2025	5-137-5-00-321	1-7 1960724 TIRES	3,150.00		
1123	POMPMIDWEST EFT	POMP'S TIRE SERVICE INC	346862	413	01/31/2025	5-137-5-00-321	1-7 1960724 TIRES	3,150.00		
							*** VENDOR	1123 TOTAL		6,300.00
8028	POWERPLAN	MURPHY TRACTOR & EQUIP CO	346838	112392 AP	01/31/2025	5-137-5-00-320	1-8 88002-36463 PIN FASTENERS	479.49		
							TOTAL FUND 137			8,601.60
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	5-138-5-00-226	AT&T COMM CORR	201.36		
276	WEX	WEX BANK	346860	411	01/31/2025	5-138-5-00-227	FUEL TO 1.23	27.95		
							TOTAL FUND 138			229.31
559	COBURNCO LLC	CLAY E COBURN III	346815	112369 AP	01/31/2025	5-145-5-00-213	COA VEHICLE FLEET WASHES	15.50		
648	COMMERCE BANK-COMMER	COMMERCE BANK-COMMERCIAL CARDS	346861	412	01/31/2025	4-145-5-00-307	COA:CH:UNIFORMS	692.59		
11055	LEAV CO HU	LEAV CO HUMAN SERV COUNCIL	346829	112383 AP	01/31/2025	5-145-5-00-258	DUES CONNIE HARMON/JESSICA PON	12.00		
4755	LV PAPER	LEAVENWORTH PAPER AND OFFICE S	346832	112386 AP	01/31/2025	5-145-5-00-301	COA COIN ENVELOPES	462.50		
4755	LV PAPER	LEAVENWORTH PAPER AND OFFICE S	346832	112386 AP	01/31/2025	5-145-5-00-345	COA CONSUMABLES FOR C1&C2	151.45		
4755	LV PAPER	LEAVENWORTH PAPER AND OFFICE S	346832	112386 AP	01/31/2025	5-145-5-00-345	COA CONSUMABLES FOR C1&C2	299.90		
4755	LV PAPER	LEAVENWORTH PAPER AND OFFICE S	346832	112386 AP	01/31/2025	5-145-5-05-301	COA CONSUMABLES FOR C1&C2	64.59		
4755	LV PAPER	LEAVENWORTH PAPER AND OFFICE S	346832	112386 AP	01/31/2025	5-145-5-06-301	COA CONSUMABLES FOR C1&C2	49.08		
4755	LV PAPER	LEAVENWORTH PAPER AND OFFICE S	346832	112386 AP	01/31/2025	5-145-5-06-321	COA CONSUMABLES FOR C1&C2	163.58		
4755	LV PAPER	LEAVENWORTH PAPER AND OFFICE S	346832	112386 AP	01/31/2025	5-145-5-07-302	COA CONSUMABLES FOR C1&C2	6.68		
4755	LV PAPER	LEAVENWORTH PAPER AND OFFICE S	346832	112386 AP	01/31/2025	5-145-5-07-321	COA CONSUMABLES FOR C1&C2	32.72		
							*** VENDOR	4755 TOTAL		1,230.50
							TOTAL FUND 145			1,950.59
8416	IRON MOUNTAIN	IRON MOUNTAIN INC	346864	415	01/31/2025	5-146-5-00-218	RSSW3 SHREDDING 300 WALNUT/725	68.14		
8416	IRON MOUNTAIN	IRON MOUNTAIN INC	346864	415	01/31/2025	5-146-5-00-218	RSSW3 SHREDDING 300 WALNUT/725	96.93		
8416	IRON MOUNTAIN	IRON MOUNTAIN INC	346864	415	01/31/2025	5-146-5-00-218	RSSW3 SHREDDING 300 WALNUT/725	21.13		
							*** VENDOR	8416 TOTAL		186.20
771	KANSAS COU	KANSAS CO TREASURER ASSN	346825	112379 AP	01/31/2025	5-146-5-00-203	KCTA DUES, CLASS & CONF REGIST	250.00		
							TOTAL FUND 146			436.20
8686	EVERGY EFT	EVERGY KANSAS CENTRAL INC	346865	416	01/31/2025	5-160-5-00-210	ELEC SVC SOLID WASTE	806.00		
8686	EVERGY EFT	EVERGY KANSAS CENTRAL INC	346865	416	01/31/2025	5-160-5-00-210	ELEC SVC SOLID WASTE	142.12		
8686	EVERGY EFT	EVERGY KANSAS CENTRAL INC	346865	416	01/31/2025	5-160-5-00-210	ELEC SVC SOLID WASTE	612.85		
							*** VENDOR	8686 TOTAL		1,560.97
461	LV COOP	LEAV CO COOP	346831	112385 AP	01/31/2025	5-160-5-00-263	2025-26 2 PROPANE TANK LEASES	161.25		
461	LV COOP	LEAV CO COOP	346831	112385 AP	01/31/2025	5-160-5-00-263	2025-26 2 PROPANE TANK LEASES	11.25-		
461	LV COOP	LEAV CO COOP	346831	112385 AP	01/31/2025	5-160-5-00-263	2025-26 2 PROPANE TANK LEASES	11.25-		
							*** VENDOR	461 TOTAL		138.75
6917	RWD 1	RURAL WATER DIST #1	346842	112396 AP	01/31/2025	5-160-5-00-210	WATER SERVICE SOLID WASTE STAT	26.03		
643	VEOLIA ENVIRONMENTAL	VEOLIA ENVIRONMENTAL SERVICES	346850	112404 AP	01/31/2025	5-160-5-00-208	HHW DISPOSAL 1J002452429VES	752.32		
							TOTAL FUND 160			2,478.07

TYPES OF CHECKS SELECTED: \* ALL TYPES

			P.O.NUMBER	CHECK#					
70	FREESTATE EFT	FREESTATE ELECTRIC COOPERATIVE	346859	410	01/31/2025	5-174-5-00-210	ELEC SVC EISENHOWER TOWER	751.15	
							TOTAL FUND 174		751.15
203	GREENFEATHER	DANNY SLUSSER AND TERRI RICKET	346819	112373 AP	01/31/2025	5-176-5-00-212	SCRAM ALC MONITORING - VTC PAR	210.00	
							TOTAL FUND 176		210.00
5637	CLEARWATER ENTERPRIS	CLEARWATER ENTERPRISES,LLC	346788	112358 AP	01/28/2025	5-195-5-00-290	20642-0321A77493 GAS SERVICE	171.39	
66366	KANSAS GAS ACH	KANSAS GAS SERVICE	346794	409	01/28/2025	5-195-5-00-290	510614745 1628631 73 GAS TRANS	162.93	
2	WATER DEPT	WATER DEPT	346851	112405 AP	01/31/2025	5-195-5-00-290	WATER SVC COMM CORR	237.85	
							TOTAL FUND 195		572.17
							TOTAL ALL CHECKS		183,192.55



TYPES OF CHECKS SELECTED: \* ALL TYPES

FUND SUMMARY

001	GENERAL	123,971.30
108	COUNTY HEALTH	1,327.81
115	EQUIPMENT RESERVE	10,545.03
117	CO CLERK TECHNOLOGY	22.86-
119	ROD TECHNOLOGY	155.00
121	JUVENILE JUSTICE AUTHORITY	1,964.00
125	CPJJ	45.90
126	COMM CORR ADULT	289.71
127	COMM CORR ADULT NON GRANT	937.61
133	ROAD & BRIDGE	28,510.58
136	COMM CORR JUVENILE	239.38
137	LOCAL SERVICE ROAD & BRIDGE	8,601.60
138	JUV INTAKE & ASSESSMENT	229.31
145	COUNCIL ON AGING	1,950.59
146	COUNTY TREASURER SPECIAL	436.20
160	SOLID WASTE MANAGEMENT	2,478.07
174	911	751.15
176	VETERANS TREATMENT COURT (16.753)	210.00
195	JUVENILE DETENTION	572.17
	TOTAL ALL FUNDS	183,192.55

**Consent Agenda 2-5-2025**  
**Cks 01/25 - 01/31**

\_\_\_\_\_  
\_\_\_\_\_



## **COUNTY OF LEAVENWORTH**

**Board of County Commissioners**

**300 Walnut, Suite 225**

**Leavenworth, Kansas 66048-2815**

**(913)684-0417**

**Fax (913) 680-2742**

**Email: [bocc@leavenworthcounty.gov](mailto:bocc@leavenworthcounty.gov)**

February 5, 2025

Re: Support for SCR No. 1603

Dear Representative

We write to you to request your support for the adoption of SCR No. 1603. Providing relief from the excessive and growing burden of residential property taxes to the citizens of Leavenworth County, and those of the state, is of paramount interest to us and your constituents. SCR No. 1611, by capping the increase in assessed valuation on residential properties, in most cases, will help prevent our citizens being taxed out of their homes by ever rising market prices.

SCR No. 1603 does provide for the adjustment of the valuation on residential properties when those properties are sold or improved. In those instances, the homeowner's choice would be the deciding factor in the increase in the valuation of the property, not the engine of comparable sales with no cap on annual increases.

Your support for SCR No. 1603 provides substantial relief and assistance to the citizens of Leavenworth County and the State. Without the cap on valuation increases the tax burden on our citizens will continue to climb. Taking this opportunity to support SCR No. 1603 will evidence your support for relief to the homeowners.

Respectfully

Leavenworth County Board of County Commissioners

**Senate Concurrent Resolution No. 1603**

By Senators Tyson, Alley, Blasi, Bowser, J.R. Claeys, Joseph Claeys, Erickson,  
Gossage, Klemp, Kloos, Masterson, Murphy, Peck, Petersen, Shallenburger,  
Starnes, Thompson and Warren

1-15

1 A PROPOSITION to amend section 1 of article 11 of the constitution of  
2 the state of Kansas; relating to property taxation; limiting valuation  
3 increases for real property and for personal property classified as  
4 mobile homes used for residential purposes.

5

6 *Be it resolved by the Legislature of the State of Kansas, two-thirds of the*  
7 *members elected (or appointed) and qualified to the Senate and*  
8 *two-thirds of the members elected (or appointed) and qualified*  
9 *to the House of Representatives concurring therein:*

10 Section 1. The following proposition to amend the constitution of  
11 the state of Kansas shall be submitted to the qualified electors of the state  
12 for their approval or rejection: Section 1 of article 11 of the constitution  
13 of the state of Kansas is hereby amended to read as follows:

14 "**§ 1. System of taxation; classification; exemption.** (a) The  
15 provisions of this subsection shall govern the assessment and  
16 taxation of property on and after January 1, ~~2013~~ 2026, and  
17 each year thereafter. Except as otherwise hereinafter  
18 specifically provided, the legislature shall provide for a  
19 uniform and equal basis of valuation and rate of taxation of  
20 all property subject to taxation. The legislature may provide  
21 for the classification and the taxation uniformly as to class of  
22 recreational vehicles and watercraft, as defined by the  
23 legislature, or may exempt such class from property taxation  
24 and impose taxes upon another basis in lieu thereof. The  
25 provisions of this subsection shall not be applicable to the  
26 taxation of motor vehicles, except as otherwise hereinafter  
27 specifically provided, mineral products, money, mortgages,  
28 notes and other evidence of debt and grain.

29 *The final taxable appraised value of real property classified in*  
30 *any subclass and personal property classified as mobile*  
31 *homes used for residential purposes shall not increase by*  
32 *more than 3%, or a lesser percentage as provided by law, in*  
33 *any taxable year except when:*

34 (1) *The property includes new construction or improvements*

- 1        *have been made to the property;*
- 2        (2) *the class or subclass of the property changes for*
- 3        *assessment rate purposes;*
- 4        (3) *the property becomes disqualified from exemption;*
- 5        (4) *the property is first listed as escaped or omitted property,*
- 6        *or an error is corrected; or*
- 7        (5) *the legal description of the land, lot or parcel changes,*
- 8        *except that the total final taxable appraised value of all*
- 9        *property affected by a legal description change shall not*
- 10       *exceed the total final taxable appraised value of the affected*
- 11       *property for the previous year by more than 3%, or a lesser*
- 12       *percentage as provided by law; or*

13 ~~(6) title to the property is transferred, changed or conveyed to~~

14 ~~another person or entity.~~

15 ***The benefits of the valuation limitation shall remain in place***

16 ***whenever title to the property is transferred, changed or***

17 ***conveyed to another person or entity, unless the legislature***

18 ***enacts provisions that provide for exceptions. For property***

19 ***that is subject to the valuation limitation, the final taxable***

20 ***appraised value each year shall be the appraised value of***

21 ***the property determined as otherwise provided by law***

22 ***without the application of the valuation limitation***

23 ***provisions or the limited appraised value of the property***

24 ***determined by the application of the valuation limitation***

25 ***provisions, whichever is less. The legislature may define***

26 ***new construction or improvements by law and enact other***

27 ***legislation to administer this provision. All or any portion of***

28 ***the benefits of the valuation limitation may be portable or***

29 ***transferable under certain circumstances as defined and***

30 ***provided by state statute.***

31 Property shall be classified into the following classes for the

32 purpose of assessment and assessed at the percentage of

33 value prescribed therefor:

34 Class 1 shall consist of real property. Real property shall be

35 further classified into seven subclasses. Such property shall

36 be defined by law for the purpose of subclassification and

37 assessed uniformly as to subclass at the following

38 percentages of value:

- 39 (1) Real property used for residential purposes including
- 40 multi-family residential real property and real property
- 41 necessary to accommodate a residential community of
- 42 mobile or manufactured homes including the real property
- 43 upon which such homes are located.....11½%

- 1 (2) Land devoted to agricultural use which shall be valued
- 2 upon the basis of its agricultural income or agricultural
- 3 productivity pursuant to section 12 of article 11 of the
- 4 constitution.....30%
- 5 (3) Vacant lots.....12%
- 6 (4) Real property which is owned and operated by a not-for-
- 7 profit organization not subject to federal income taxation
- 8 pursuant to section 501 of the federal internal revenue code,
- 9 and which is included in this subclass by law.....12%
- 10 (5) Public utility real property, except railroad real property
- 11 which shall be assessed at the average rate that all other
- 12 commercial and industrial property is assessed.....33%
- 13 (6) Real property used for commercial and industrial purposes
- 14 and buildings and other improvements located upon land
- 15 devoted to agricultural use.....25%
- 16 (7) All other urban and rural real property not otherwise
- 17 specifically subclassified.....30%
- 18 Class 2 shall consist of tangible personal property. Such
- 19 tangible personal property shall be further classified into six
- 20 subclasses, shall be defined by law for the purpose of
- 21 subclassification and assessed uniformly as to subclass at the
- 22 following percentages of value:
- 23 (1) Mobile homes used for residential purposes.....11½%
- 24 (2) Mineral leasehold interests except oil leasehold interests
- 25 the average daily production from which is five barrels or
- 26 less, and natural gas leasehold interests the average daily
- 27 production from which is 100 mcf or less, which shall be
- 28 assessed at 25%.....30%
- 29 (3) Public utility tangible personal property including
- 30 inventories thereof, except railroad personal property
- 31 including inventories thereof, which shall be assessed at the
- 32 average rate all other commercial and industrial property is
- 33 assessed.....33%
- 34 (4) All categories of motor vehicles not defined and
- 35 specifically valued and taxed pursuant to law enacted prior
- 36 to January 1, 1985.....30%
- 37 (5) Commercial and industrial machinery and equipment
- 38 which, if its economic life is seven years or more, shall be
- 39 valued at its retail cost when new less seven-year straight-
- 40 line depreciation, or which, if its economic life is less than
- 41 seven years, shall be valued at its retail cost when new less
- 42 straight-line depreciation over its economic life, except that,
- 43 the value so obtained for such property, notwithstanding its

- 1 economic life and as long as such property is being used,
- 2 shall not be less than 20% of the retail cost when new of
- 3 such property.....25%
- 4 (6) All other tangible personal property not otherwise
- 5 specifically classified.....30%
- 6 (b) All property used exclusively for state, county, municipal,
- 7 literary, educational, scientific, religious, benevolent and
- 8 charitable purposes, farm machinery and equipment,
- 9 merchants' and manufacturers' inventories, other than public
- 10 utility inventories included in subclass (3) of class 2,
- 11 livestock, and all household goods and personal effects not
- 12 used for the production of income, shall be exempted from
- 13 property taxation."

14 Sec. 2. The following statement shall be printed on the ballot with  
 15 the amendment as a whole:

16 "*Explanatory statement.* This amendment would limit annual  
 17 valuation increases to 3%, or a lesser percentage as provided  
 18 by law, for purposes of property taxation for real property  
 19 classified in any subclass and personal property classified as  
 20 mobile homes used for residential purposes except when the  
 21 property includes new construction or improvements have  
 22 been made to the property, the class or subclass of the  
 23 property changes, the property becomes disqualified from  
 24 exemption, the property is first listed as escaped or omitted  
 25 property, an error is corrected; *or* the legal description of the  
 26 property changes ~~or title to the property is transferred,~~  
 27 ~~changed or conveyed to another person or entity.~~

28 "A vote for this proposition would limit annual valuation  
 29 increases to 3%, or a lesser percentage as provided by law,  
 30 for real property classified in any subclass and personal  
 31 property classified as mobile homes used for residential  
 32 purposes except when the property includes new  
 33 construction or improvements have been made to the  
 34 property, the class or subclass of the property changes, the  
 35 property becomes disqualified from exemption, the property  
 36 is first listed as escaped or omitted property, an error is  
 37 corrected; *or* the legal description of the property changes ~~or~~  
 38 ~~title to the property is transferred, changed or conveyed to~~  
 39 ~~another person or entity.~~ *The amendment would provide for*  
 40 *the benefits of the valuation limitation to remain in place*  
 41 *whenever title to the property is transferred, changed or*  
 42 *conveyed to another person or entity, unless the legislature*  
 43 *enacts provisions that provide for exceptions. The*

1 *amendment would clarify that for property subject to the*  
2 *valuation limitation, the final taxable appraised value each*  
3 *year would be the appraised value of the property*  
4 *determined without the application of the valuation*  
5 *limitation provisions or the limited appraised value of the*  
6 *property determined by the application of the valuation*  
7 *limitation provisions, whichever is less.* The amendment  
8 would authorize the legislature to define new construction or  
9 improvements and enact other legislation to administer the  
10 provision. ~~The amendment would also allow for the~~  
11 ~~portability or transfer of all or any portion of valuation~~  
12 ~~limitation benefits under certain circumstances as defined~~  
13 ~~and provided by state statute.~~

14 "A vote against this proposition would provide no change to the  
15 Kansas constitution."

16 Sec. 3. This resolution, if approved by two-thirds of the members  
17 elected (or appointed) and qualified to the Senate and two-thirds of the  
18 members elected (or appointed) and qualified to the House of  
19 Representatives, shall be entered on the journals, together with the yeas  
20 and nays. The secretary of state shall cause this resolution to be published  
21 as provided by law and shall cause the proposed amendment to be  
22 submitted to the electors of the state at a special election, which is hereby  
23 called on November 4, 2025, pursuant to section 1 of article 14 of the  
24 constitution of the state of Kansas, to be held in conjunction with the  
25 general election held on such date.

SESSION OF 2025

**SUPPLEMENTAL NOTE ON SENATE CONCURRENT  
RESOLUTION NO. 1603**

As Amended by Senate Committee on  
Assessment and Taxation

**Brief\***

SCR 1603, as amended, if adopted by a two-thirds majority of each chamber of the Kansas Legislature and approved by voters, would amend the *Kansas Constitution* to generally limit, for property tax purposes, the growth of taxable value of any real property or residential mobile home personal property to 3 percent per year.

The limit would not apply when:

- The property includes new construction or improvements have been made;
- The class or subclass of the property changes for assessment rate purposes;
- The property becomes disqualified from exemption;
- The property is first listed as escaped or omitted property; or
- The legal description of the parcel changes, except the valuation of all property affected by a legal description change would not be permitted to exceed 3 percent of the total valuation of the affected property of the previous year.

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\*Supplemental notes are prepared by the Legislative Research Department and do not express legislative intent. The supplemental note and fiscal note for this bill may be accessed on the Internet at <https://klrd.gov/>



The concurrent resolution specifies the benefits of the valuation limitation would remain in place when title to the property is transferred, changed, or conveyed to another person, unless the Legislature enacts provisions providing for exceptions.

The concurrent resolution provides for the final taxable appraised value to be the lesser of the appraised value of the property determined without the application of the valuation limitation and the limited appraised value determined by the application of the valuation limitation. The Legislature would be authorized to define "new construction or improvements" and enact other implementing legislation.

The concurrent resolution requires the following explanatory statement to be printed on the ballot with the text of the amendment if it is submitted to the voters for their approval:

This amendment would limit annual valuation increases to 3 percent for real property for purposes of property taxation except when the property includes new construction or improvements have been made to the property, the class or subclass of the property changes, the property becomes disqualified from exemption, the property is first listed as escaped or omitted property, or the legal description of the property changes.

A vote for this proposition would limit annual valuation increases to 3 percent for real property for purposes of property taxation except when the property includes new construction or improvements have been made to the property, the class or subclass of the property changes, the property becomes disqualified from exemption, the property is first listed as escaped or omitted property, or the legal description of the property changes.

The amendment would provide for the benefits of the valuation limitation to remain in place whenever title to the property is transferred, changed, or conveyed to another person or entity, unless the Legislature enacts provisions that provide for exceptions. The amendment would clarify that for property subject to the valuation limitation, the final taxable appraised value each year would be the appraised value of the property determined without the application of the valuation limitation provisions or the limited appraised value of the property determined by the application of the valuation limitation provisions, whichever is less. The amendment would authorize the legislature to define new construction or improvements and to enact such other legislation as is necessary to administer the provision.

A vote against this proposition would provide no change to the *Kansas Constitution*.

If approved by two-thirds of the Legislature, the text of the resolution and the yea and nay votes of both the Kansas House of Representatives and the Kansas Senate would be published in the journals of both chambers.

The resolution requires the proposed constitutional amendment to be submitted to voters at a special election to be called on November 4, 2025, to be held in conjunction with the general election to be held on that date.

### **Background**

The bill was introduced at the request of Senators Tyson, Alley, Blasi, Bowser, J.R. Claeys, Joseph Claeys, Erickson, Gossage, Klemp, Kloos, Masterson, Murphy, Peck, Petersen, Shallenburger, Starnes, Thompson, and Warren.

### ***Senate Committee on Assessment and Taxation***

In the Senate Committee hearing, **proponent** testimony was provided by Senator Thompson; representatives of the City of Basehor, Renew Kansas Biofuels Association, and Kansas Policy Institute; a Leavenworth County Commissioner; and a private citizen.

The proponents generally stated increases in property taxes make it difficult for Kansans to remain in their homes, that valuation increases result in tax increases for individuals without requiring notice by local governments, and that the bill would limit valuation increases over time.

Written-only proponent testimony was provided by three private citizens.

**Opponent** testimony was provided by representatives of the Kansas Association of Realtors, Kansas Farm Bureau, and the Kansas Livestock Association.

The opponents generally stated the approach to limiting property tax provided by the bill would not result in lower taxes but shift the burden of taxes paid between classes of property or between properties within the same class and that other approaches are available that would reduce taxes more effectively and more fairly.

Written-only opponent testimony was provided by a Douglas County appraiser and representatives of the cities of Olathe and Overland Park, Kansas Association of School Boards, Kansas National Education Association, and Kansas Action for Children.

Neutral testimony was provided by a representative of the Kansas Chamber, who stated the bill would have the potential to reduce property taxes for some taxpayers but other approaches could lower taxes for more taxpayers without increasing the tax burden for others.

Written-only neutral testimony was provided by Senator Titus and representatives of the League of Kansas Municipalities, Kansas Association of Counties, Kansas County Appraisers Association, and the Kansas Manufactured Housing Association.

No other testimony was provided.

The Senate Committee amended the concurrent resolution to:

- Provide for transferability of the valuation benefit when the title to the property is transferred, changed, or conveyed to another person; and
- Add clarifying language specifying the final taxable amount would be the lesser of the limited assessment value or the market value without the limitation applied.

Taxation; constitutional amendment; property tax; valuation growth

# Leavenworth County Request for Board Action

**Date:** February 5, 2026

**To:** Board of County Commissioners

**From:** Tammy Saldivar, Leavenworth County Solid Waste Committee Secretary

**Department Head Approval:**

**Additional Reviews as needed:**

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

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**Action Requested:** Consider proposed text amendments the County's 5-Year Solid Waste Management Plan and forward the amendments to KDHE.

**Recommendation:** Approve text amendment to section 4, paragraph B, subsection 7 of the County's 5-Year Solid Waste Management Plan to consistently reflect the County's current plan.

**Analysis:** The County's 5-Year Solid Waste Management Plan currently contains language that requires revisions in order to be consistent with the County's current plan pertaining to C&D landfills within the County. The proposed revisions to the County's Solid Waste Management Plan will reflect the current practices.

**Alternatives:**

**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:**

Revised language proposed for Section 4, Paragraph B, subsection 7 of the Solid Waste Management Plan.

Existing

7. Construction and demolition wastes:

- There is no permitted C&D landfill in Leavenworth County available to county residents. All construction and demolition waste are treated as solid waste.

Proposed:

7. Construction and demolition waste

- A. C&D waste collected at the Leavenworth County Transfer Station is treated as solid waste, and processed accordingly.
- B. C&D Landfills are operated in Leavenworth County under the following conditions
  - a. Active Permit through KDHE;
  - b. Consistent zoning and land use certification by governing body;  
and
  - i. Valid Special Use Permit

# Leavenworth County Request for Board Action

**Date:** February 5, 2026

**To:** Board of County Commissioners

**From:** Tammy Saldivar, Leavenworth County Solid Waste Committee Secretary

**Department Head Approval:**

**Additional Reviews as needed:**

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

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**Action Requested:** Consider the Leavenworth County 2025 Solid Waste Committee member roster and forward the roster to KDHE.

**Recommendation:** Approve and adopt the 2025 Solid Waste Committee member roster.

**Analysis:** The 2025 Leavenworth County Solid Waste Management Plan Annual Review is due to KDHE March 24, 2025. In order to comply with the requirements of KDHE, the BOCC is required to consider and approve a 2025 Solid Waste Committee member roster in regular session.

**Alternatives:**

**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:**

Proposed Leavenworth County KS 2025 Solid Waste Committee members.

# Leavenworth County KS 2025 Solid Waste Committee

## City of Leavenworth

(1 member appointed by the Mayor)

100 N. 5<sup>th</sup> St. Leavenworth, KS 66048

Steve King – [sking@firstcity.org](mailto:sking@firstcity.org)

913.682.0650

## City of Lansing

(1 member appointed by the Mayor)

800 1<sup>st</sup> Terrace, Lansing, KS 66043

Mike Spickelmier – [mspickelmier@lansingks.org](mailto:mspickelmier@lansingks.org)

913.364.6910

## Cities of Tonganoxie, Basehor, Linwood & Easton

(1 member appointed between the Mayors)

2300 N. 158<sup>th</sup> St. PO Box 406, Basehor, KS 66007

Gene Myracle – [citysuper@cityofbasehor.org](mailto:citysuper@cityofbasehor.org)

913.724.2000

## Unincorporated Area of Leavenworth County

(1 member - appointed by the BOCC)

300 Walnut, Leavenworth, KS 66048

Stephanie Sloop- Planning & Zoning [ssloop@leavenworthcounty.gov](mailto:ssloop@leavenworthcounty.gov)

913.684.0465

## Hauler/Recycler of Leavenworth County

(2 members – appointed by the BOCC)

1119 Limit, Leavenworth KS 66048

Bobby Hancock – Brothers Disposal [brotherstrashman@gmail.com](mailto:brotherstrashman@gmail.com)

804 N. 12<sup>th</sup> St. Leavenworth, KS 66048

George Jacobs – G J Disposal [marion.jacobs@ymail.com](mailto:marion.jacobs@ymail.com)

913.775.3434

580.273.7230

## Designee of County Departments

(2 members - appointed by the BOCC)

300 Walnut, Leavenworth, Ks 66048

Tammy Saldivar -Solid Waste [tsaldivar@leavenworthcounty.gov](mailto:tsaldivar@leavenworthcounty.gov)

Zach Phillips – Emergency Management [zphillips@lvsheriff.org](mailto:zphillips@lvsheriff.org)

913.727.2858

913.680.2678

## Leavenworth County 2025 Solid Waste Committee Officers

**Chairperson** – Mike Spickelmier

**Vice Chairperson** – Gene Myracle

**Secretary** – Tammy Saldivar



**Leavenworth County  
Request for Board Action  
Resolution 2025-07  
Amend Resolution**

**Date:** February 5, 2025  
**To:** Board of County Commissioners  
**From:** Planning & Zoning Staff

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

**Additional Reviews as needed:**

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

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**Action Requested:** Consideration of and approval of an amended Resolution revising the legal description to correct an error.

*Motion: Chairman, I move to repeal Resolution 2024-32 and approve Resolution 2025-7 to correct the legal description.*

**Analysis:** On December 30, 2024, Resolution 2024-32 was adopted as part of the approval for Case DEV-24-134, a rezoning from RR-5 to RR-2.5. It was determined later that a part of the legal description provided by the applicant contained an error. Staff has confirmed that this error did not affect the notice for public hearing nor did it affect the parcels that were identified as part of the notice and considered during the public hearing and ultimately approved by the BOCC. This request is simply to amend the resolution to reflect the appropriate full legal description for the parcels approved.

**Planning Commission Recommendation:** The Planning Commission voted 8-0 (1 absent) to recommend approval of Case No. DEV-24-134 (Resolution 2024-32) rezoning request from RR-5 to RR-2.5.

**Board of County Commissioners Action:** The Board of County Commissioners approved the rezoning request on December 30, 2024 on a vote of 5-0.

**Alternatives:** Table, Deny or Approve

**Budgetary Impact:**

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

**Total Amount Requested:**  
\$0.00

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

## RESOLUTION 2025-07

A resolution of the Leavenworth County Kansas Board of Commissioners, authorizing a rezoning from RR-5 to RR-2.5 as defined by the Zoning and Subdivision Regulations of Leavenworth County, Kansas on the following described property:

**A tract of land in the Southwest Quarter of the Northwest Quarter of Section 35, Township 11 South, Range 21 East of the 6<sup>th</sup> P.M. described as follows: Commencing at the Southwest corner of the Northwest Quarter of Section 35, Township 11, Range 21; thence South 89 degrees 46'36" East (assumed) 676.72 feet to the point of beginning of this tract; thence North 00 degrees East 681.61 feet; thence South 89 degrees 46'36" West 197.03 feet to the point of beginning, in Leavenworth County, Kansas, less any part thereof taken or used for road purposes.**

**AND**

**East 1/2 of the Southwest Quarter (SW1/4) of the Northwest Quarter (NW1/4) of Section 35 Township 11S Range 21 E of the 6th P.M. in Leavenworth County, Kansas less the following 2 tracts of land:**

**A tract of land in the Southwest Quarter of the Northwest Quarter of Section 35, Township 11 South, Range 21 East of the 6th P.M., described as follows: Commencing at the Southwest corner of the Northwest Quarter of Section 35, Township 11, Range 21; thence South 89° 46' 36" East (assumed) 676.72 feet to the point of beginning of this tract; thence North 00° East 681.61 feet; thence South 89° 46' 36" East 197.54 feet; thence South 00° 02' 34" West 681.61 feet; thence North 89°46' 36" West 197.03 feet to the point of beginning, in Leavenworth County, Kansas, less any part taken or used for road.**

**And (less): A tract of land in the Southwest Quarter (SW1/4) of the Northwest Quarter (NW1/4) of Section 35, Township 11South, Range 21 East of the Sixth Principal Meridian and more particularly described as follows:**

**Beginning at the Southeast corner of the Southwest Quarter (SW1/4) of the Northwest Quarter (NW1/4) of said Section 35; Thence S90°00'00" W, along the South line of the Southwest Quarter (SW1/4) of the Northwest Quarter (NW1/4) of said Section 35, a distance of 445.00 feet; Thence N00°10'50"W a distance of 490.00 feet; Thence N90°00'00"E, a distance of 445.00 feet to the East line of the Southwest Quarter (SW1/4) of the Northwest Quarter (NW1/4) of said Section 35; Thence S00°10'50"E along the East line of the Southwest Quarter (SW1/4) of the Northwest Quarter (NW1/4) of said Section 35, a distance of 490.00 feet to the point of beginning, all in Leavenworth County, Kansas. As shown on the Survey recorded August 30, 1985 in Survey Book 13 at Page #39**

**AND**

**A tract of land in the Southwest Quarter (SW1/4) of the Northwest Quarter (NW1/4) of Section 35, Township 11South, Range 21 East of the Sixth Principal Meridian and more particularly described as follows:**

**Beginning at the Southeast corner of the Southwest Quarter (SW1/4) of the Northwest Quarter (NW1/4) of said Section 35; Thence S90°00'00" W, along the South line of the Southwest Quarter (SW1/4) of the Northwest Quarter (NW1/4) of said Section 35, a distance of 445.00 feet; Thence N00°10'50"W a distance of 490.00 feet; Thence N90°00'00"E, a distance of 445.00 feet to the East line of the Southwest Quarter (SW1/4) of the Northwest Quarter (NW1/4) of said Section 35; Thence S00°10'50"E along the East line of the Southwest Quarter (SW1/4) of the Northwest Quarter (NW1/4) of said Section 35, a distance of 490.00 feet to the point of beginning, all in Leavenworth County, Kansas. As shown on the Survey recorded August 30, 1985 in Survey Book 13 at Page #39**

**WHEREAS**, it is hereby found and determined that a request for a Rezoning as described above was filed with the Secretary of the Leavenworth County Planning Commission, on the 26<sup>th</sup> day of September, 2024, and

**WHEREAS**, it is hereby found that the Leavenworth County Planning Commission, after notice as required by law, did conduct a public hearing for Case DEV-24-134 upon the granting of such request for a Rezoning on the 11<sup>th</sup> day of December, 2024; and

**WHEREAS**, it is hereby found that the Leavenworth County Planning Commission, based upon specific findings of fact incorporated by reference herein, did recommend that the Rezoning be approved; and

**WHEREAS**, the Board of County Commissioners considered, in session on the 30<sup>th</sup> day of December, 2024, the recommendation of the Leavenworth County Planning Commission and approved Resolution 2024-32; and

**WHEREAS**, after adoption of Resolution 2024-32 an error in part of the legal description was discovered; and

**WHEREAS**, the error did not affect the notice as required by law, and the Board of County Commissioners of Leavenworth County wishes to repeal Resolution 2024-32 to correct the error in the legal description contained therein; and

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

1. Based upon the recommendation and findings of fact of the Leavenworth County Planning Commission and the findings of fact adopted by the Board of County Commissioners in regular session on the 30<sup>th</sup> day of December, 2024, and incorporated herein by reference, it is hereby resolved that request for rezoning as described above, also known as 00000, 20426 and 20500 Woodend Road, Parcel Identification Number 197-35-0-00-00-011, 197-35-0-00-00-011.01 and 197-35-0-00-00-011.05, is hereby granted.
2. The Planning and Zoning Department of Leavenworth County, Kansas is hereby ordered to and directed to cause such designations to be made on the official District Map of said County in its custody and to show property herein described to be now zoned RR-2.5. Said District Map previously incorporated by reference by Section 4 of the Zoning and Subdivision Regulations of the Leavenworth County, Kansas is hereby incorporated as part of the Zoning Resolution as amended.
3. All resolutions, including Resolution 2024-32, or parts thereof, in conflict herewith are hereby expressly repealed insofar as they conflict herewith.
4. This Resolution shall be in full force and effect from and after its adoption and publication in the Leavenworth Times.

Adopted this 5<sup>th</sup> day of February, 2025  
Board of County Commission  
Leavenworth, County, Kansas

\_\_\_\_\_  
Mike Smith, Chairman

ATTEST:

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

\_\_\_\_\_  
Janet Klasinski, Leavenworth County Clerk

\_\_\_\_\_  
Vanessa Reid, Member

\_\_\_\_\_  
Willie Dove, Member

\_\_\_\_\_  
Mike Stieben, Member

**Leavenworth County  
Request for Board Action  
Resolution 2025-06  
Special Use Permit RJ Farm  
*\*Regular Agenda\****

**Date:** February 5, 2025  
**To:** Board of County Commissioners  
**From:** Planning & Zoning Staff

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

**Additional Reviews as needed:**

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

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**Action Requested:** Consider the Planning Commission’s recommendation regarding the Applicant’s Special Use Permit as outlined in case DEV-24-125 be approved with conditions.

**Analysis:** The applicant is requesting a Special Use Permit for outdoor events to host rodeos but can also include weddings, birthdays, etc. This request does not include approval for any event that is defined as a private event per the Leavenworth County Zoning & Subdivision Regulations. The applicant is proposing to hold up to 15 events per calendar year, with maximum attendance capped at 300 people. Most of these events will be one-day events but can also extend to multi-day events. The narrative indicated that they plan on holding weekend events with operable hours being from 12 pm to 11 pm. Staff, competitors and vendors will be on-site before and after operation times for setting up and clean up.

Third-party vendors will be used for portable toilets, retail sales and food sales. The applicant will not provide or sell alcohol. An entry fee will be required for some events. Adequate parking for 400 vehicles is provided, however it is likely that most events will not generate that much parking. The owners have upgraded their entrance to allow for two-way traffic in and out of the property. No parking or stacking will be permitted on the public right-of-way. Any waste generated from the events will need to be removed or handled in compliance with the proposed conditions and all local, state and federal regulations. The existing stage is located within the Floodplain and has received a floodplain permit.

The property owner has been noticed for zoning violations in the past regarding events without permits. During the summer of 2024, the applicant applied for and was approved for a temporary special use permit for a rodeo event. No complaints were received. Staff recommends this permit be classified as Type 3 with a time limit recommendation of 5 years per the conditions and uses proposed.

**Planning Commission Recommendation:** The Planning Commission voted 5-1 (3 absent) to recommend approval of Resolution 2025-06 (Case No. DEV-24-125) of a Special Use Permit for RJ Farms with amended conditions. Condition #8 has been amended to “*The conditional special use permit shall be limited to one year.*”

**Alternatives:**

1. Approve Case DEV-24-125 (Resolution 2025-06), Special Use Permit for Fairgrounds with Outdoor Events for RJ Farm, with Findings of Fact with a majority vote; or

Motion: *Chairman, I find that this request for a Special Use Permit complies with the Golden Factors and move to adopt Resolution 2025-26 and conditionally approve the Special Use Permit as outlined in Case DEV-24-125 based on the recommendation and conditions of the Planning Commission and the findings as set forth in the Staff Report.*

2. Deny Case DEV-24-125 (Resolution 2025-06), Special Use Permit for Fairgrounds with Outdoor Events for RJ Farm, with Findings of Fact by overriding the Planning Commission’s recommendation with a 2/3 majority vote; or

Motion: *Chairman, I find that this request for a Special Use Permit does not comply with Golden Factors (LIST FACTORS) and move to deny Resolution 2025-06 and deny the Special Use Permit as outlined in Case DEV-24-125.*

3. Revise or Modify the Planning Commission Recommendation to Case DEV-24-125 (Resolution 2025-06), Special Use Permit for Fairgrounds with Outdoor Events for RJ Farm, with Findings of Fact by overriding the Planning Commission’s recommendation with a 2/3 majority vote; or

Motion: *Chairman, I find that this request for a Special Use Permit complies with the Golden Factors and move to adopt Resolution 2025-26 and conditionally approve the Special Use Permit as outlined in Case DEV-24-125 based on the recommendation and conditions of the Planning Commission and the findings as set forth in the Staff Report subject to the following additional conditions (LIST CONDITIONS OR MODIFICAITONS).*

4. Remand the case back to the Planning Commission with a majority vote and a statement specifying the basis for the Board failure to approve or disapprove.

Motion: *Chairman, I move to remand Case No. DEV-24-125 back to the Planning Commission for additional review due to (STATE THE REASON(S) THE BOCC CANNOT APPROVE OR DISAPPROVE THE MATTER).*

**Budgetary Impact:**

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

**Total Amount Requested:**

\$0.00

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

**LEAVENWORTH COUNTY  
PLANNING COMMISSION  
STAFF REPORT**

CASE NO: DEV-24-125 RJ Farm

January 8, 2025

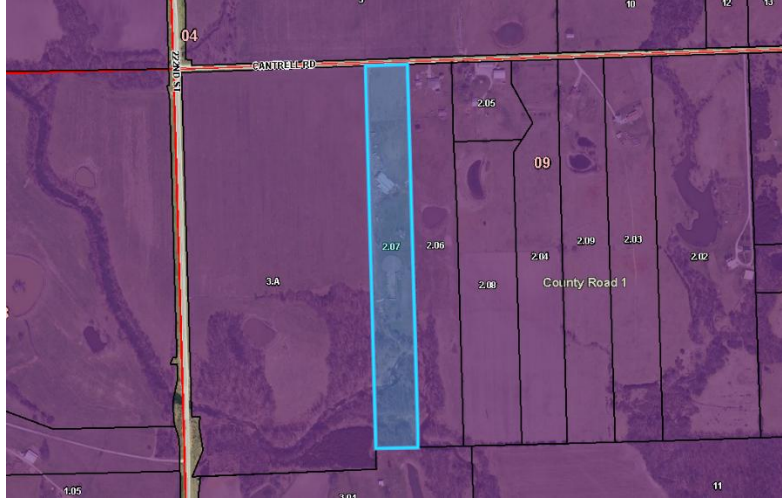
**REQUEST: Public Hearing Required**

- Zoning Amendment             Special Use Permit  
 Temporary Special Use Permit

**STAFF REPRESENTATIVE:**

Amy Allison  
Deputy Director

SUBJECT PROPERTY: 00000 Cantrell Road



**APPLICANT/APPLICANT AGENT:**

JOE HERRING  
Herring Surveying Co  
315 N 5th Street  
Leavenworth, KS 66048

**PROPERTY OWNER:**

Aurelio Haro & Norma Brockenberry  
17564 W 158th Terrace  
Olathe, KS 66052

**CONCURRENT APPLICATIONS:**

N/A

**LAND USE**

ZONING: RR-5

**FUTURE LAND USE DESIGNATION:**

County Road 1

**LEGAL DESCRIPTION:**

Lot 1 in Whispering Plains, a subdivision in Leavenworth County, Kansas, according to the recorded plat thereof, in Leavenworth County, Kansas.

SUBDIVISION: Whispering Plains

FLOODPLAIN: Zone A and X

**STAFF RECOMMENDATION: APPROVAL WITH CONDITIONS**

**PROPERTY INFORMATION**

**ACTION OPTIONS:**

PARCEL SIZE: 17.5 ACRES

1. Recommend approval of Case No. DEV-24-, Conditional Special Use Permit for RJ Farm for an amusement park, commercial athletic fields, racetracks, circuses, carnivals and fairgrounds for outdoor events, to the Board of County Commission, with or without conditions; or
2. Recommend denial of Case No. DEV-24-, Conditional Special Use Permit for RJ Farm for an amusement park, commercial athletic fields, racetracks, circuses, carnivals and fairgrounds for outdoor events, to the Board of County Commission for the following reasons; or
3. Continue the hearing to another date, time, and place.

PARCEL ID NO:  
222-09-0-00-00-002.07

BUILDINGS:  
Barn, Stage and Arena

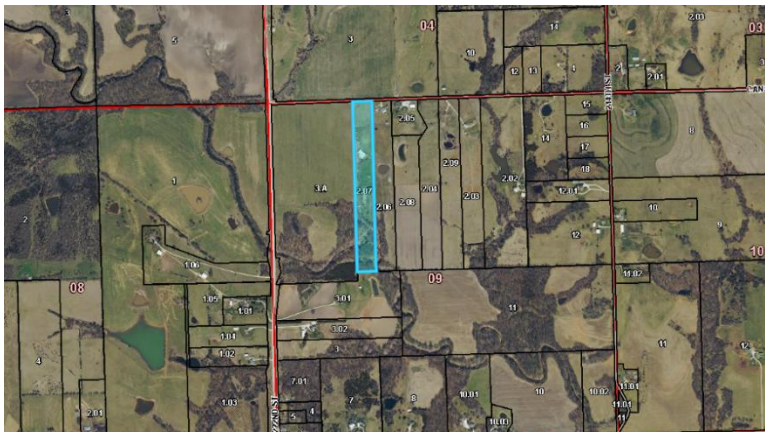
**PROJECT SUMMARY:**

Request for a Special Use Permit to operate an amusement park, commercial athletic fields, racetracks, circuses, carnivals and fairgrounds for outdoor events at 00000 Cantrell Road (PID 222-09-0-00-00-002.07).

**ACCESS/STREET:**

Cantrell Road  
County Local  
±26' WIDE, GRAVEL

**Location Map:**



**UTILITIES**

SEWER: SEPTIC  
FIRE: Fire District #2  
WATER: RWD #10  
ELECTRIC: EVERGY

**NOTICE & REVIEW:**

STAFF REVIEW: 12/23/2024  
NEWSPAPER NOTIFICATION:  
12/17/2024  
NOTICE TO SURROUNDING  
PROPERTY OWNERS:  
12/17/2024

<b>FACTORS TO BE CONSIDERED:</b>		
<i>The following factors are to be considered by the Planning Commission and the Board of County Commissioners when approving or disapproving this Special Use Permit request:</i>	<b>Met</b>	<b>Not Met</b>
<p><b>1. Character of the Neighborhood:</b>  <i>Density: The surrounding neighborhood is not dense, parcels ranging in size from 5.8 acres to over 150 acres.</i></p> <p><i>Nearby City Limits: The City of Linwood is approximately 2.3 miles to the southeast.</i></p> <p><i>Initial Growth Management Area: This parcel is not located within an Urban Growth Area.</i></p>	✓	
<p><b>2. Zoning and uses of nearby property:</b>  <i>Adjacent Uses: Most of the adjacent parcels are residential and agricultural in nature.</i></p> <p><i>Adjacent Zoning: Adjacent parcels are zoned RR-5 and MXD.</i></p>	✓	
<p><b>3. Suitability of the Property for the uses to which is has been restricted:</b>  <i>The property is <b>17.5 acres</b>. The property is suitable as a rural residence, for agricultural uses and the proposed use is allowed with a Special Use Permit.</i></p>	✓	
<p><b>4. Extent to which removal of the restrictions will detrimentally affect nearby property:</b></p> <p><i>The use is unlikely to detrimentally impact neighboring parcels.</i>  <i>The proposed use will have increased noise levels; however, staff is proposing a condition that noise levels shall not exceed 60 dB as measured from the property line.</i></p> <p><i>Traffic: Proposed events will increase traffic to the site but with approximately 1.5 events per month, traffic at the elevated levels will be for a short term and infrequent.</i></p> <p><i>Lighting: The applicant indicated that exterior lighting will be used. Staff recommends placing a condition that foot-candles will have no net increase, as measured from the property line.</i></p> <p><i>Outdoor Storage: No outdoor storage is proposed with this request.</i></p> <p><i>Parking: Parking is provided and is adequate for the proposed use.</i></p> <p><i>Visitors/Employees: The applicants are requesting to hold events with up to 300 attendees. All events may not have the maximum capacity proposed. Staff will be on-site to support the events and provide parking assistance. Staff recommends placing a condition for the maximum event attendees at 300.</i></p> <p><i>Waste: The applicant does not store chemicals, lubricants, oils or other chemicals on the property. The proposal states that a third-party portable vender will be utilized. Any waste generated from the property must be disposed of in compliance with all applicable local, state and federal laws.</i></p>	✓ (Condition 15)  ✓  ✓ (Condition 14)  ✓  ✓  ✓ (Condition 7)  ✓ (Condition 17, 18 & 19)	
<p><b>5. Length of time the property has been vacant as zoned:</b>  <input type="checkbox"/> Vacant:  <input checked="" type="checkbox"/> Not Vacant: <i>The property does have an existing barn, stage and arena on-site.</i></p>	✓	



<p><b>6. Relative gain to economic development, public health, safety and welfare:</b>  <i>The proposed application would allow for another business to be located within Leavenworth County. There does not appear to be any detrimental effects to the public health, safety or welfare.</i></p>	✓	
<p><b>7. Conformance to the Comprehensive Plan:</b>  <i>Future Land Use Map: County Road 1  County Road 1 shows this area as remaining RR-5, its current zoning designation. Since this use is allowed with a Special Use Permit in that zoning designation, staff feels that it meets the intent of the Comprehensive Plan.</i></p>	✓	

**STAFF COMMENTS:**

The applicant is requesting a Special Use Permit for outdoor events to host rodeos but can also include weddings, birthdays, etc. This request does not include approval for any event that is defined as a private event per the Leavenworth County Zoning & Subdivision Regulations. The applicant is proposing to hold up to 15 events per calendar year, with maximum attendance capped at 300 people. Most of these events will be one-day events but can also extend to multi-day events. The narrative indicated that they plan on holding weekend events with operable hours being from 12 pm to 11 pm. Staff, competitors and vendors will be on-site before and after operation times for setting up and clean up.

Third-party vendors will be used for portable toilets, retail sales and food sales. The applicant will not provide alcohol. An entry fee will be required for some events. Adequate parking for 400 vehicles is provided, however it is likely that most events will not generate that much parking. The owners have upgraded their entrance to allow for two-way traffic in and out of the property. No parking or stacking will be permitted on the public right-of-way. Any waste generated from the events will need to be removed or handled in compliance with the proposed conditions and all local, state and federal regulations. The existing stage is located within the Floodplain and has received a floodplain permit.

The property owner has been noticed for zoning violations in the past regarding events without permits. During the summer of 2024, the applicant applied for and was approved for a temporary special use permit for a rodeo event. No complaints were received.

***Staff recommends this permit be classified as Type 3 with a time limit recommendation of 5 years per the conditions and uses proposed.***

**STAFF RECOMMENDED CONDITIONS:**

1. Provide an updated site plan showing the location of the additional 50 parking spaces outlined in narrative.
2. Property entrance shall be built to the specifications of the Driveway Template designed by David Lutgen. Applicant shall provide confirmation to staff by way of photographs to verify improvement.
3. The applicant shall provide a certificate of general liability insurance in the amount of \$1,000,000 and shall indicate Leavenworth County as the certificate holder prior to commencement of activities on the site.
4. Provide a copy of the contract for the Portable Toilet provider.
5. The applicant shall comply with the Narrative submitted on December 12, 2024.
6. Events shall be limited to 15 events in a calendar year.
7. Occupancy for all events shall be limited to 300 people. Employees shall be limited to 15 people.
8. The conditional special use permit shall be limited to 5 (five) years.
9. No events shall take place inside the agricultural building.
10. There shall be no on-street parking allowed.
11. Traffic shall not queue onto the public road network when entering the site.

12. No events shall be allowed within any public rights-of-way.
13. No signage shall be allowed in the right-of-way. Sign permits shall be required for any on-site or off-site signage. The applicant shall provide an owner authorization form for any off-site signs. All signage shall comply with Article 25, Sign Regulations of the Leavenworth County Zoning and Subdivision Regulations.
14. Lighting generated from the event shall be limited 0.00 foot-candles net gain, as measured at the property line.
15. Noise generated from an event held at this facility including, but not limited to: live music, DJ, and noise from guests shall be limited to 60 decibels at the property line. No amplifiers will be permitted for any live music band.
16. No extension cords may cross driveways or drive aisles.
17. All dumpsters shall be screened from public right-of-way.
18. All garbage and animal waste must be removed from the property and disposed of in accordance with local and state requirements and within 2 business days of the event.
19. All portable restrooms must be maintained in a professional manner and removed from the property within 2 business days of the event.
20. The applicant shall comply with the following:
  - a. Leavenworth Fire District 2 email, dated October 18, 2024
  - b. RWD #10, dated October 31, 2024
  - c. Public Works memo, dated December 23, 2024
  - d. Emergency Management, dated December 12, 2024
21. That no public nuisance be allowed or created upon the subject real property.
22. This SUP shall comply with all local, state, and federal rules and regulations that may be applicable.
23. That the conditional Special Use Permit granted herein is subject to revocation upon the breaching of the conditions set forth herein, or any substantial change in the use of the subject property. The RJ Farm Events, and its assigns or successors in interest, hereby consent to, and authorize, entry onto the subject property by employees or agents of the county for the purpose of inspecting the subject property for compliance with the conditions set forth herein.

**ATTACHMENTS:**

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

Whispering Plains Army  
Lot 1

#185

**SPECIAL USE PERMIT APPLICATION**

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

RR 5 PAID 400.00 Energy RWD 10  
458 SWP 17.50  
222-09 002.07 Reno

County Rd 1 plan

APPLICANT/AGENT INFORMATION	OWNER INFORMATION (If different)
NAME <u>Arnelio Haro / Norma Brockenberry</u>	NAME _____
ADDRESS <u>17564 W 158<sup>th</sup> Terr</u>	ADDRESS _____
CITY/ST/ZIP <u>Olathe KS 66062</u>	CITY/ST/ZIP _____
PHONE <u>(913) 424-0785</u>	PHONE _____
EMAIL <u>brockenberrynorma@yahoo.com</u>	EMAIL _____
CONTACT PERSON <u>Norma</u>	CONTACT PERSON _____

**PROPERTY INFORMATION**

PID: 222-09 002.07 Zoning District: RR 5

Address of property 21985 Cantrell road Parcel size 17.5 acres

Current use of the property Farming

Does the owner live on the property?  Yes  No

Proposed Special Use Family activities, Music and food, Rodeos, Hispanic culture parties

**TAX ASSESSEMENT STATEMENT**

Upon the granting of a Special Use Permit by the Leavenworth County Board of County Commissioners, the assessable nature of the above referenced property and structures on the property may result in a change of the Appraised Class and Value and in the next year's Tax Assessment.

---

I, the applicant, have read and understand that there may be a change in the appraised value of my property due to the presence of a Special Use Permit for my property. (Check one)  Yes  No

I, the undersigned am the (circle one) owner, duly authorized agent, of the aforementioned property situated in the unincorporated portion of Leavenworth County, Kansas. By execution of my signature, I do hereby officially apply for a Special Use Permit and acknowledge the potential of a change in the Appraised Value of my property as indicated above. I hereby agree to "cease and desist" the operation of the activity upon denial of the permit by the Board of County Commissioners.

Signature [Signature] Date 8/21/24

ATTACHMENT A

PROPOSED SPECIAL USE PERMIT INFORMATION

Name of Business RJ Farm

Existing and Proposed Structures One

Number of structures used for Special Use Permit one

Will the use require parking?  Yes  No How many parking spaces are proposed/available? 400

Is the proposed use seasonal?  Yes  No  
If yes, what months will the use be active? \_\_\_\_\_ through \_\_\_\_\_  
Month Month

Reason for requesting a Special Use Permit: To be able to have events following the city regulations and requirements

**Estimated Traffic**

*In this section, you are determining the impact your proposed use will have on the county roadways. A vehicle visiting your site is to be considered two trips because the visitor/employee/user will use the roadways twice. If you are planning to expand the use that may generate additional traffic during the duration of the permit, provide the traffic generation for the full expansion.*

How many total Passenger vehicle trips (both entering and exiting) will be generated by the Special Use Permit?  
Daily \_\_\_\_\_ Weekly \_\_\_\_\_ Monthly 800 - 2 events

If applicable, how many total Commercial (delivery, heavy trucks, equipment, etc.) vehicle trips (both entering and exiting) will be generated by the Special Use Permit?  
Daily \_\_\_\_\_ Weekly \_\_\_\_\_ Monthly 4

If applicable, describe Seasonal trips not accounted for above: What type (Passenger and Commercial) vehicle trips, how many trips per vehicle type in the seasonal timeframe, and describe the seasonal time frame (months, weeks, or days) in a calendar year.

Passenger: Months \_\_\_\_\_ Weeks \_\_\_\_\_ Days \_\_\_\_\_  
Commercial: Months \_\_\_\_\_ Weeks \_\_\_\_\_ Days \_\_\_\_\_

When are trips to the site expected to occur (i.e. throughout the day, limited certain hours, etc.)? If applicable, separate occurrences by vehicle type (Passenger, Commercial, Seasonal Passenger, and Seasonal Commercial):  
early in the morning commercial trucks delivering Johnny on the Spots Music Truck, food truck

What is the anticipated route(s) from the nearest State Highway to the Site? I-70 located to the South

**Special Use Permit Renewal**

Describe any change to operations since the SUP was last issued including traffic trips compared to this SUP:  
None

Have you added any buildings since the SUP was last issued?  Yes  No Any parking?  Yes  No

*Janet Klasmaker*  
COUNTY CLERK

Mail Tax Statement to:  
17504 W 158<sup>th</sup> Terr  
Olathe KS 66062  
Property Address \_\_\_\_\_

JOINT TENANCY QUIT CLAIM DEED Pursuant to K.S.A. 79-1437 (e), a real estate validation questionnaire is not required due to exemption no. 9.

GRANTOR Aurelio HARO  
(single/married person(s))

CONVEY and QUITCLAIM TO  
Aurelio HARO AND Norma Brackenberry  
(single/married person(s))

As JOINT TENANTS and not as tenants in common, with full rights of survivorship, the whole estate to vest in the survivor in the event of the death of either, all of the following described real estate in the County of Leavenworth, State of Kansas, to-wit:

Lot 1 in Whispering Plains, a subdivision in Leavenworth county, Kansas, according to the recorded plat thereof, in Leavenworth county, Kansas.  
A.H

for the sum of One Dollar, the receipt of which is hereby acknowledged. This conveyance is made subject to easements, restrictions, reservations and covenants of record, if any.

Dated this 12 day of April A.D. 20 22

Aurelio Haro  
GRANTOR (Signature)

[Signature]  
GRANTOR (Signature)

Aurelio HARO  
(Printed Name)

Norma Brackenberry  
(Printed Name)

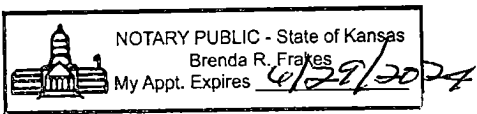
STATE OF KANSAS, COUNTY OF LEAVENWORTH

Be it remembered that before me, a notary public in and for the State and County aforesaid, personally appeared Aurelio HARO & Norma Brackenberry known to me be the same person(s) who executed the within Transfer on Death Deed and who acknowledged the execution of same as a free act and deed. In witness whereof, I have hereunto set my hand and affixed my official seal the day and year last above written.

Brenda R. Frakes  
NOTARY PUBLIC (Signature)

Brenda R. Frakes  
(Printed Name)

My commission expires: 6/29/2024



**OWNER AUTHORIZATION**

I/WE Aurelio Haro, Norma Brockenberry, hereby referred to as the "Undersigned", being of lawful age, do hereby on this 8 day of 21, 2024, make the following statements, to wit:

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

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

Aurelio Haro  
Owner

[Signature]  
Owner

STATE OF KANSAS  
COUNTY OF ~~LEAVENWORTH~~ Johnson (KH)

The foregoing instrument was acknowledged before me on this 21 day of August, 2024,  
by Norma Brockenberry.

My Commission Expires: 09/08/2024

**KELSIE HODES**  
Notary Public-State of Kansas  
My Appt. Expires 09/08/2024

Kelsie Hodess  
Notary Public

**ATTACHMENT C**

This narrative is for the events to be held at RJ farm at 21985 Cantrell Road on a tract of ground with approximately 17.5 acres of land. Land has an agriculture building which could be used for shelter in case of emergency. There are some residential houses to the northeast of the events site, all are over 1000 feet from the event area. The south half of the property is treed and in flood plain. The closest residence to the south over this area is 1320 feet from the event area. Portable restrooms will be provided by a 3<sup>rd</sup> party vendor A1 rental located in Topeka KS. These events should not cause any conflict with the surrounding parcels there will be 0 decibels increased at the property line and 0 increased of foot candle, no light will spill over to the adjoining property. Majority of the other parcels are agriculture in nature and very few residents. Attendees are encouraged to use 222nd Street to Cantrell Road to access the event. Cantrell road is gravel and dust will be created but with the encourage route all vehicles should travel in front of agriculture property and the distance on the gravel road would be 1320 feet. Majority of the traffic volume will occur at the beginning and end of the event. Parking is all on the site and can handle the expected number of vehicles and trailers. The event will have parking staff on-site, keeping personal vehicles and vehicles with trailers separate, all parking will be taking place in the open fields on the property. The proposed events hours of operation 12pm -11pm one day event. Pre- event checking and commercial vehicles traffic will begin at 10am-12pm (porta potty, trash truck, music vehicle and food vendors). The proposed number of events will be approximately 15 public events per year if all the plans were to fall in place, most of them are rodeos but few private smaller events such as but not limited to weddings and birthdays. The expected number of attendees on this public events is 300 and there will be a required fee depending on the event. Number of employees at the property when doing this public events will be 3-10 depending on the magnitude of the event. Employees will each create 2 trips per event. Safety signs are posted around the farm they are different sizes, no signs are digital or lighted there will be no outdoor displays. There is no chemical, oils, fluids or lubricants usage. No outdoor storage of materials. The farm uses well water to clean, as for potable water it will be brought in with sodas and other soft drinks, as for any alcohol beverage none will be sold by the applicant. Food and any retail vendors will be provided by a 3<sup>rd</sup> party vendors. Any advertising will be done on the company website or digital platform example (Facebook, Instagram, etc). For emergency and safety, there will be security employees keeping people safe and the right channels notified in case of an emergency. The entrance and exit have ample space for a vehicle to come in and out at the same time. In the events there will be generators used for electricity. There will be 400 parking spots vehicles including 50 trailers there will be no parking outside the property at all-time, all the parking will be within the facility.

Aurelio Haro

Norma Brockenberry

RJ farm

21985 Cantrell road Linwood KS 66052

2. There will be no outdoor storage of materials
3. 3-10 employees
4. There will be signage of safety displayed at the entrance of the farm
5. There will be 0 decibels increased at the property line
6. 0 increased of foot candles at the property line no light will spill over at the adjoining property
7. No outdoor display
8. Yes by 3rd party vendors
9. 300 a fee will be require yes for the rodeos
10. Yes 3rd party vendor
11. None will be sold by the applicant
12. No chemicals or hazardous material will be used
13. No oils or lubricants materials be used
14. A1 portable 3<sup>rd</sup> party located in Topeka
15. Emergency plan already sent on 12/12/24
16. Hours of operation 12pm-11pm one day events. Pre event checking and commercial vehicle traffic will begin at 10am (porta potty , trash truck, music vehicle) and food vendors. Clean up will happen within 24 hours at the end of every event
17. 15 public events most of them rodeos but few private smaller events such as but no limited too such as weddings and birthdays.



Department of public works Olsson

2. The expected number of trips per month. Will varied depending on the events and type of events the number was about 400 ( 200 in and 200 out)

3. Expected number of livestock trailers about 50

1. No street parking space will be needed

1. Expected guest 300 with 400 parking spaces needed with some driving solo and other with 2 attendees per vehicle.

15- public events most of them rodeos a year-each event include 300 guest (2 attendees per vehicle) 50 truck with trailers (1 attendee per vehicle) 10 employees, 2 commercial vehicles (1 trash truck 1 porta potty) 3 supportive vehicles 2 food and 1 music. With a few smaller private events.

1. All parking will be inside the premises no outside parking
2. Driveway template done by professional Kansas engineer David Lutgen
3. All vehicles will be parked inside the premises inside the farm no outside parking will be allowed
4. The drive way is dirt road and two vehicle are able to come in and out at the same time since it is an open ground, the entrance gate 20' wide.

# SITE PLAN

Lot 1, WHISPERING SUBDIVISION,  
Leavenworth County, Kansas.

PREPARED FOR:

HARO, AURELIO & BROCKENBERRY, NORMA  
21985 Cantrell Road  
Linwood, KS 66086  
PID # 222-09-0-00-00-002.07

**Parking Note:**

Grid is show for the referenced  
350 parking space per narrative  
Standard Parking - 10'x20'  
Oversized Parking - 15'x40'  
Parking area is grass.

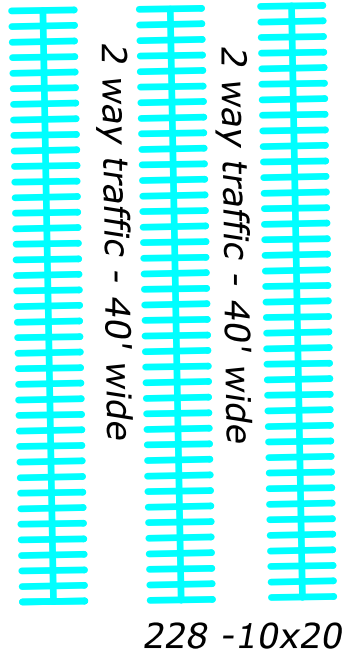
**ADDITIONAL NOTES:**

- Sound System in Stage Area
- Vendor Area, if any, as shown.
- Lighting, if any, will be around Stage Area and/or Rodeo Area

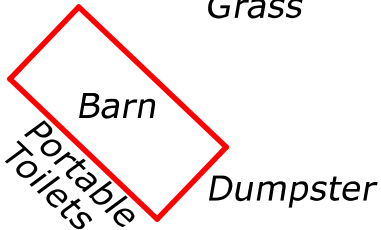
CANTRELL ROAD  
330'

40' R/W  
20' Gate

Parking Area  
Grass



Grass



Fence Line

Gravel Driveway

Fence Line

Grass



817.5'

817.2'

Stage is built on piers  
Stage deck elev. 820'+  
< 700 Sq.Ft. in Area

BFE 817.75', Prorated  
BFE 817.62', Prorated

Special Flood Hazard  
Area - Zone A  
20103C0325G



Not to Scale

Job # K-24-1804  
May 30, 2024 Rev. 11-2-24

J.Herring, Inc. (dba)  
**HERRING**  
SURVEYING  
COMPANY

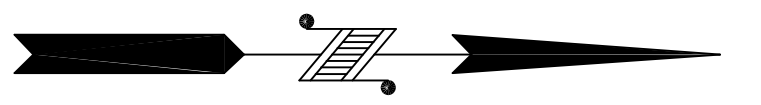
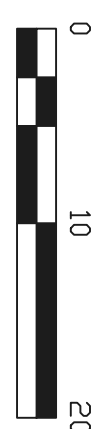
315 North 5th Street, Leav., KS 66048  
Ph. 913.651.3858 Fax 913.674.5381  
Email - survey@teamcash.com

**THIS DOES NOT CONSTITUTE A BOUNDARY SURVEY**

AUTOCAD VER.13 INFORMATION BLOCK		
DRAWING:	BY:	DATE:
XREF DWG1: NONE	XREF DWG2: NONE	
XREF DWG3: NONE	XREF DWG4: NONE	

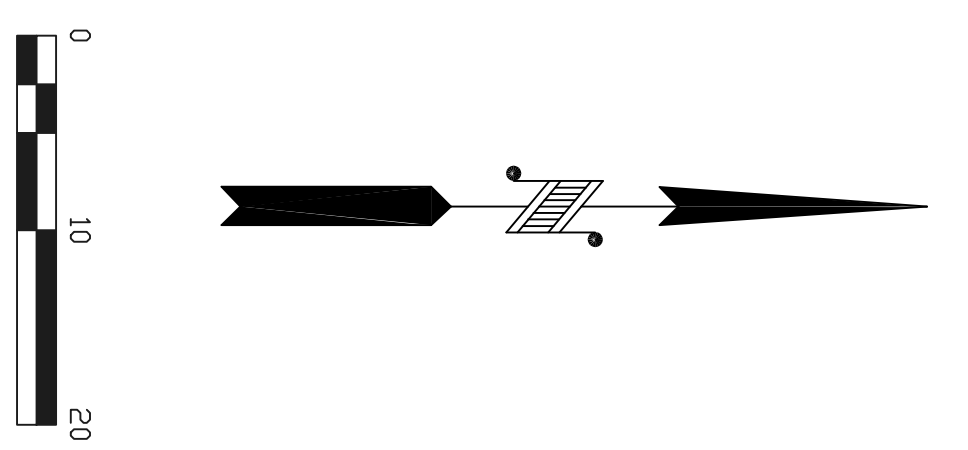


Cantrell Road



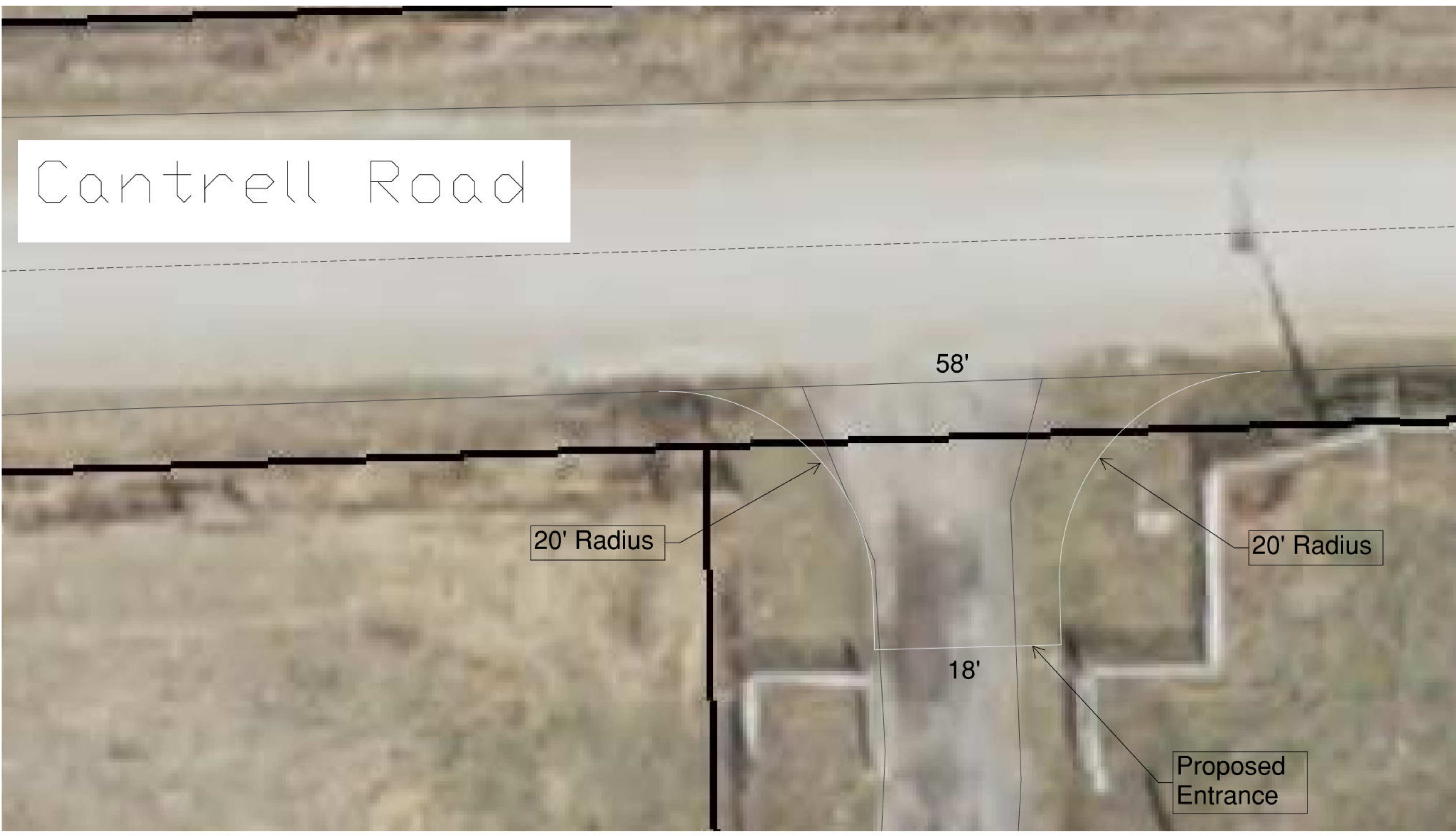
SHEET NO. 1	HARO EVENT LINWOOD KS	Designed By _____ Drawn By _____ Checked By _____ Issue Date: _____ Job No. _____	5					
	EASTBOUND RIGHT TURN		4					
			3					
			2					
			1					
			NO.	DATE	REVISIONS	BY	APP'D.	

AUTOCAD VER.13 INFORMATION BLOCK		
DRAWING:	BY:	DATE:
XREF DWG1: NONE	XREF DWG2: NONE	
XREF DWG3: NONE	XREF DWG4: NONE	

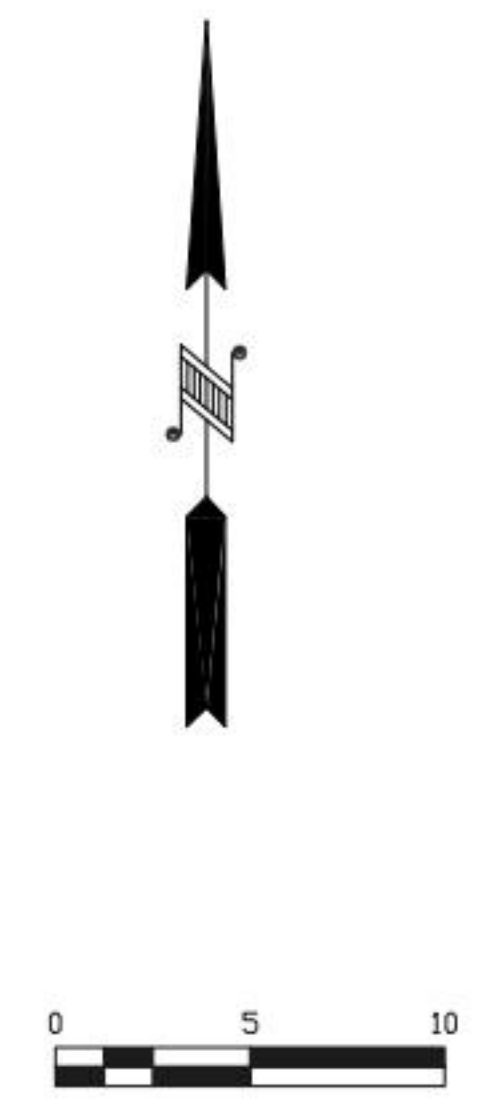


SHEET NO. 2	HARO EVENT LINWOOD KS	Designed By _____ Drawn By _____ Checked By _____ Issue Date: _____ Job No. _____	5				
	WESTBOUND LEFT TURN		4				
			3				
			2				
			1				
			NO.	DATE	REVISIONS	BY	APP'D

AUTOCAD VER.13 INFORMATION BLOCK  
 DRAWING: BY: DATE:  
 XREF DWG1: NONE XREF DWG2: NONE  
 XREF DWG3: NONE XREF DWG4: NONE



Cantrell Road



NO.	DATE	REVISIONS	BY	APP'D
5				
4				
3				
2				
1				

Designed By	
Drawn By	
Checked By	
Issue Date	
Job No.	

HARO EVENT LINWOOD KS	RECOMMENDED ENTRANCE DIMENSIONS
SHEET NO. 2	

# Tax History Inquiry for HARO,AURELIO & BROCKENBERRY,NORMA

[View Parcel Information](#) --- [Tax Search Page](#)

Property Address											
CANTRELL RD											
Tax ID		Sec-Twn-Rng	Sub	Blk	Lot	Description				Parcel Id/Cama	Parcel Classes
2024 RealEstate - 31495		09-12-21E	WHISPERING PLAINS		1	WHISPERING PLAINS, S09, T12, R21E, LOT 1; , ACRES 17.53				222-09-0-00-00-002.07-0	Agricultural Real Estate
Tax Unit	USD	Cty/Twn	Assessed Valuation	Mill Levy	Ad Valorem	Special Assessments	Total Tax	Total Paid	DIq	Book-Page	Date of Transfer
101	458	RENO TOWNSHIP	\$7746	116.402	\$901.66	\$0	Amount \$901.66	Amount \$0	No	0842 - 1974	0

[Click here for Additional Years](#)

[View Parcel Information](#) --- [Tax Search Page](#)

Tax Search powered by  **Aumentum**<sup>™</sup>  
TECHNOLOGIES



Laura Kelly, Governor  
Mark A. Burghart, Secretary  
[www.ksrevenue.gov](http://www.ksrevenue.gov)

# CERTIFICATE OF TAX CLEARANCE

Norma S Brockenberry

**ISSUE DATE**  
10/28/2024

**TRANSACTION ID**  
T66C-8EKH-8XDP

**CONFIRMATION NUMBER**  
C4CA-TM3T-JXJJ

**TAX CLEARANCE VALID THROUGH 01/26/2025**

*Verification of this certificate can be obtained on our website, [www.ksrevenue.org](http://www.ksrevenue.org),  
or by calling the Kansas Department of Revenue at 785-296-3199*

September 30, 2024

Amy Allison  
Deputy Director  
Leavenworth County Planning & Zoning Department  
300 Walnut St  
Leavenworth, KS 66048

Re: Haro Cantrell Rd Property

Ms. Allison,

I have reviewed the construction of the stage that is located on the Haro property on Cantrell Rd east of 222<sup>nd</sup> St in Leavenworth County. Based upon the location within the floodplain and the type of construction, driven piers, it is my engineering opinion that this structure will not cause a rise on the floodplain.

Thank you,

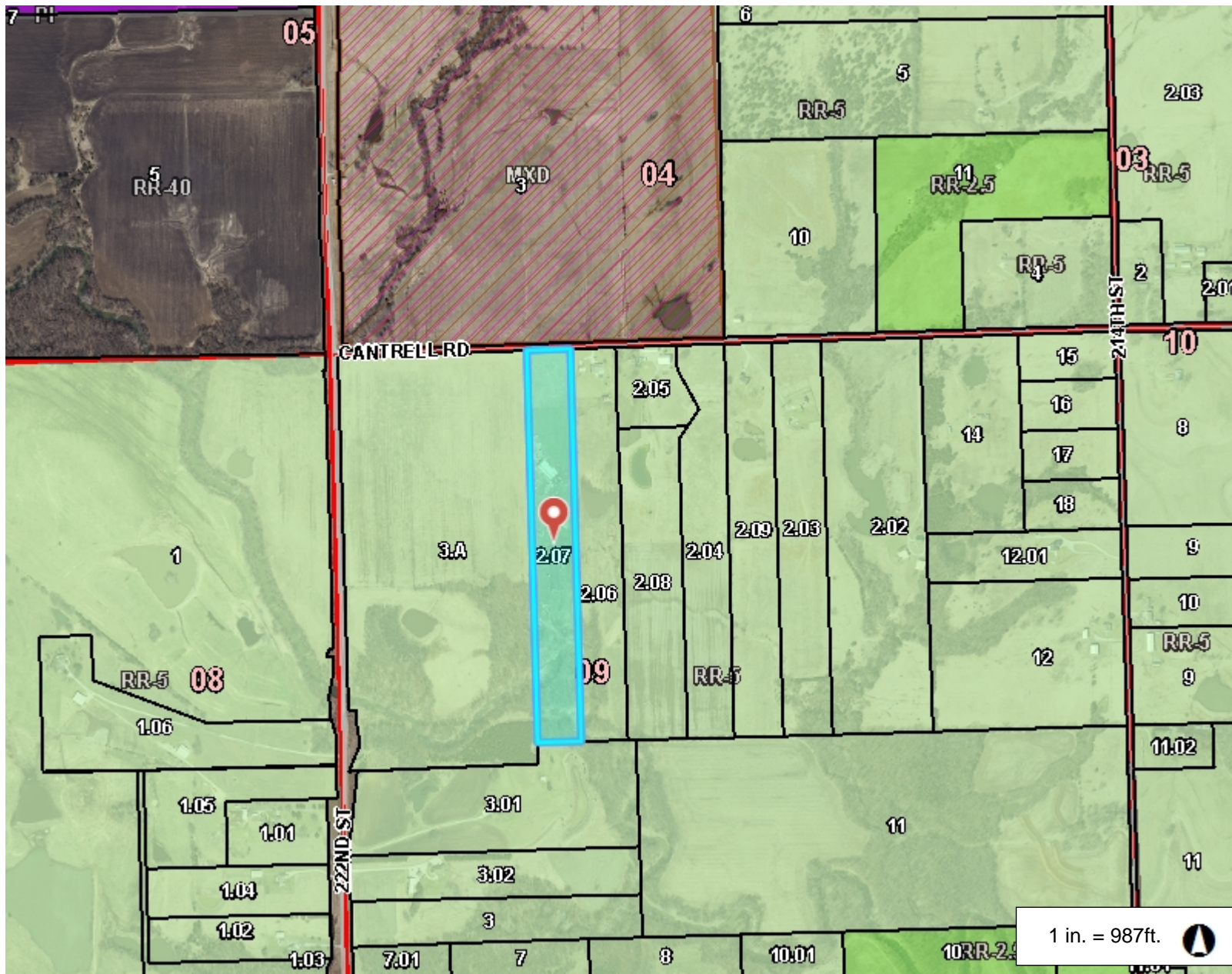
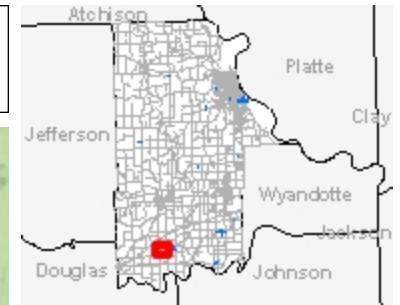


David Lutgen, P.E.





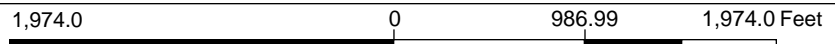
# DEV-24-125 RJ FARM SUP



### Legend

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

1 in. = 987ft.



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

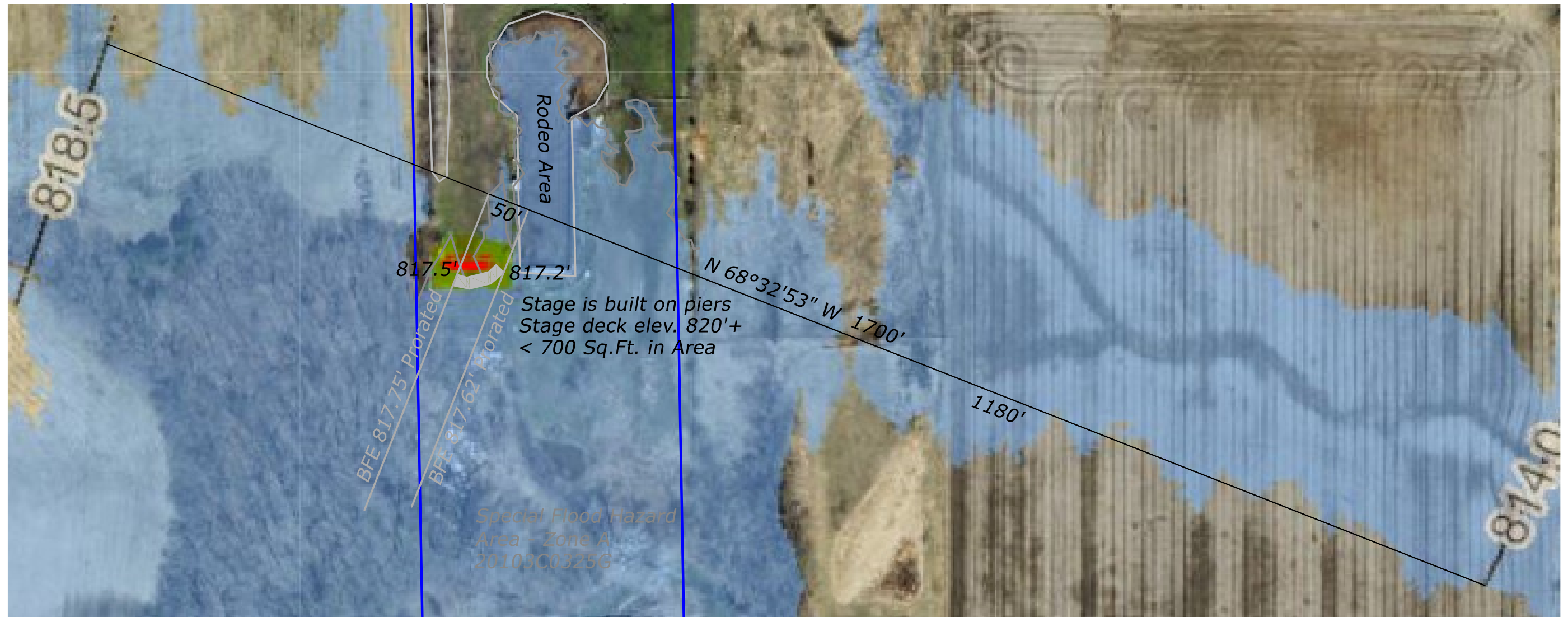
### Notes

# ELEVATION EXHIBIT

Lot 1, WHISPERING SUBDIVISION,  
Leavenworth County, Kansas.

PREPARED FOR:

HARO, AURELIO & BROCKENBERRY, NORMA  
21985 Cantrell Road  
Linwood, KS 66086  
PID # 222-09-0-00-00-002.07



Job # K-24-1804  
May 30, 2024 Rev. 9-3-24

J.Herring, Inc. (dba)  
**HERRING**  
SURVEYING  
COMPANY

315 North 5th Street, Leav., KS 66048  
Ph. 913.651.3858 Fax 913.674.5381  
Email - survey@teamcash.com



Not to Scale

**THIS DOES NOT CONSTITUTE A BOUNDARY SURVEY**



October 31, 2024

Amy Allison  
Leavenworth County Planning & Zoning  
300 Walnut St, Suite 212  
Leavenworth, KS 66048

Re: Special Use Permit Application for 21985 Cantrell Rd – Haro Rodeo

Dear Ms. Allison.

This letter is in response to your request for comments regarding the Special Use Permit Application for 21985 Cantrell Rd.

RWD10 has an existing main and can provide water service to this address with the purchase of a benefit unit.

If you have any additional questions or concerns, please do not hesitate to contact us.

Regards,

Steve Conley  
Leavenworth County RWD10 | District Manager

# MEMO

**To:** Planning & Zoning  
**From:** Leavenworth County Emergency Management  
**Subject:** Haro Event Space @ 00000 Cantrell road, Linwood KS, 66052  
**Date:** January 3, 2025

Thank you for the opportunity to help review the Haro event space once again. Our team referred back to the previous time we were able to sit down with owners and operators of the Rodeo Event space, Aurelio Haro and Norma Brockenberry.

We discussed four aspects of maintaining a safe and secure environment for their various events. They stated they have several ways to receive weather information and alerts for their events, and continuously monitor for any hazard or severe weather. They have plans put in place to postpone or cancel events if severe weather would occur. If weather were to occur without notice they have shelter for both event-goers and animals to be housed to wait out the storm. They can house approximately 300 people in their barn and have additional shelter for animals on the side, if the barn is at max capacity. They also have a wide and clear exit path from the event area that is well lit, marked by reflective signs and directed by staff to allow traffic to easily be moved. If the original route is no longer available for use, they have claimed to have an alternative route provided by their neighbor of their property.

After reviewing the property and the information they gave us, we have a few recommendations for the property and the facility operations. The Haro property for the event needs to have a 911 address to allow first responders to easily find the facility. The alternative route that they have does not seem to be a clear road. It needs to be well marked all the way through from the property to the main road. There should be a point of contact for an emergency outside of the event, such as a hazardous material incident. We also recommend a sign posted on the outside of the facility of emergency contacts for emergency responders to make contact if the applicant is not present during the emergency. There are no further recommendations at this time.

## Allison, Amy

---

**From:** Ryan McCallister <Ryan.McCallister@evergy.com>  
**Sent:** Friday, October 11, 2024 11:25 AM  
**To:** Allison, Amy  
**Subject:** RE: DEV-24-125 Special Use Permit - Haro Rodeo

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

Internal Use Only

Hey Amy,

Evergy has no conflict with this area. Let me know if there is anything else that I can help with.

Thanks!

### Ryan McCallister

Evergy  
Distribution Designer  
[ryan.mccallister@Evergy.com](mailto:ryan.mccallister@Evergy.com)  
O (785) 865-4844

---

**From:** Allison, Amy <AAllison@leavenworthcounty.gov>  
**Sent:** Thursday, October 10, 2024 4:26 PM  
**To:** Magaha, Chuck <cmagaha@lvsheriff.org>; Anderson, Kyle <KAnderson@leavenworthcounty.gov>; Miller, Jamie <JMiller@leavenworthcounty.gov>; Patzwald, Joshua <jpatzwald@lvsheriff.org>; Brown, Misty <MBrown@leavenworthcounty.gov>; Mitch Pleak <mpleak@olsson.com>; Noll, Bill <BNoll@leavenworthcounty.gov>; McAfee, Joe <JMcAfee@leavenworthcounty.gov>; Design Group Lawrence Service Center <designgrouponlawrenceservicecenter@evergy.com>; 'LVCO RWD10' <RWD10@conleysandu.com>; 'kritter@lvcofd2.com' <kritter@lvcofd2.com>; 'dritter@lvcofd2.com' <dritter@lvcofd2.com>  
**Cc:** PZ <PZ@leavenworthcounty.gov>  
**Subject:** RE: DEV-24-125 Special Use Permit - Haro Rodeo

#### This Message Is From an External Sender

This message came from outside your organization.

Report Suspicious

Good Afternoon,

The Department of Planning and Zoning has received a Special Use Permit application to operate a private rodeo event space at the property located at 21985 Cantrell Road.

The Planning Staff would appreciate your written input in consideration of the above request. Please review the attached information and forward any comments to us by Thursday, October 24, 2024.

If you have any questions or need additional information, please contact me at (913) 684-0465 or at [pz@leavenworthcounty.gov](mailto:pz@leavenworthcounty.gov)

Thank you,

## Allison, Amy

---

**From:** Anderson, Kyle  
**Sent:** Wednesday, October 16, 2024 1:52 PM  
**To:** Allison, Amy  
**Subject:** RE: RE: DEV-24-125 Special Use Permit - Haro Rodeo

Multiple events have been held on this property without a Special Use Permit or Temporary Special Use Permit. After a codes court case they did apply for and receive a TSUP for their last event in July. Our office did not receive any complaints about that event.

Kyle Anderson  
Environmental Technician/Code Enforcement  
Leavenworth County Planning & Zoning  
300 Walnut St. Ste. 212  
Leavenworth, KS 66048  
913-684-1084

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

---

**From:** Allison, Amy <AAllison@leavenworthcounty.gov>  
**Sent:** Thursday, October 10, 2024 4:26 PM  
**To:** Magaha, Chuck <cmagaha@lvsheriff.org>; Anderson, Kyle <KAnderson@leavenworthcounty.gov>; Miller, Jamie <JMiller@leavenworthcounty.gov>; Patzwald, Joshua <jpatzwald@lvsheriff.org>; Brown, Misty <MBrown@leavenworthcounty.gov>; Mitch Pleak <mpleak@olsson.com>; Noll, Bill <BNoll@leavenworthcounty.gov>; McAfee, Joe <JMcafee@leavenworthcounty.gov>; 'designgrouplawrenceservicecenter@evergy.com' <designgrouplawrenceservicecenter@evergy.com>; 'LVCO RWD10' <RWD10@conleysandu.com>; 'kritter@lvcofd2.com' <kritter@lvcofd2.com>; 'dritter@lvcofd2.com' <dritter@lvcofd2.com>  
**Cc:** PZ <PZ@leavenworthcounty.gov>  
**Subject:** RE: DEV-24-125 Special Use Permit - Haro Rodeo

Good Afternoon,

The Department of Planning and Zoning has received a Special Use Permit application to operate a private rodeo event space at the property located at 21985 Cantrell Road.

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If you have any questions or need additional information, please contact me at (913) 684-0465 or at [pz@leavenworthcounty.gov](mailto:pz@leavenworthcounty.gov)

Thank you,

Amy Allison, AICP  
Deputy Director  
Planning & Zoning

## Allison, Amy

---

**From:** Dylan Ritter <dritter@lvcofd2.com>  
**Sent:** Monday, October 21, 2024 2:34 PM  
**To:** Allison, Amy  
**Cc:** Magaha, Chuck; Anderson, Kyle; Miller, Jamie; Patzwald, Joshua; Brown, Misty; Mitch Pleak; Noll, Bill; McAfee, Joe; designgrouplawrenceservicecenter@evergy.com; LVCO RWD10; kritter@lvcofd2.com; PZ  
**Subject:** Re: DEV-24-125 Special Use Permit - Haro Rodeo

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

Leavenworth County Fire District #2 has no issues with this proposal.

However, we would recommend that the driveway be wide enough for both entry and exit to occur simultaneously. The goal being that people attending the rodeo be able to egress the property in a safe and timely manner in the event of an emergency.

On Thu, Oct 10, 2024 at 4:26 PM Allison, Amy <[AAllison@leavenworthcounty.gov](mailto:AAllison@leavenworthcounty.gov)> wrote:

Good Afternoon,

The Department of Planning and Zoning has received a Special Use Permit application to operate a private rodeo event space at the property located at 21985 Cantrell Road.

The Planning Staff would appreciate your written input in consideration of the above request. Please review the attached information and forward any comments to us by Thursday, October 24, 2024.

If you have any questions or need additional information, please contact me at (913) 684-0465 or at [pz@leavenworthcounty.gov](mailto:pz@leavenworthcounty.gov)

Thank you,

Amy Allison, AICP

Deputy Director

Planning & Zoning

Leavenworth County

913.364.5757

**Disclaimer**

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

--

Dylan Ritter  
Assistant Chief  
Leavenworth County Fire District #2  
100 Main Street  
P.O. Box 270  
Linwood, KS, 66052  
(913) 339-8973





October 31, 2024

Amy Allison  
Leavenworth County Planning & Zoning  
300 Walnut St, Suite 212  
Leavenworth, KS 66048

Re: Special Use Permit Application for 21985 Cantrell Rd – Haro Rodeo

Dear Ms. Allison.

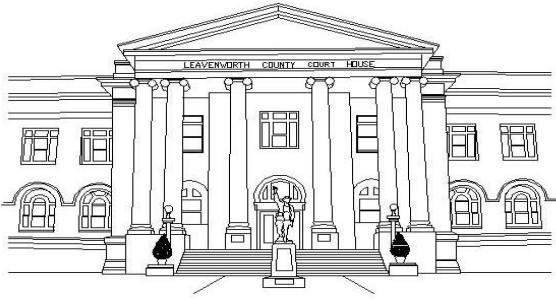
This letter is in response to your request for comments regarding the Special Use Permit Application for 21985 Cantrell Rd.

RWD10 has an existing main and can provide water service to this address with the purchase of a benefit unit.

If you have any additional questions or concerns, please do not hesitate to contact us.

Regards,

Steve Conley  
Leavenworth County RWD10 | District Manager



# COUNTY OF LEAVENWORTH

## Department of Public Works

300 Walnut, Suite 007

Leavenworth, Kansas 66048-2815

Phone (913) 684-0470

Fax (913) 684-0473

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December 23, 2024

### **Rodeo SUP DEV-24-125 – Public Works Review**

The Public Works Department have reviewed the following documents:

- 2024.10.10 Application.
- 2024.11.08 Site Plan.
- 2024.12.13 Updated Narrative
- 2024.12.13 Turning Template seal date 7-1-24.

Below are comments from the received documents listed above. Based on the review of the requested information below, additional comments, investigations, and studies may be generated. Direct any questions to Amy Allison at [aallison@leavenworthcounty.gov](mailto:aallison@leavenworthcounty.gov).

Cantrell Road is a two-lane gravel roadway with a width of approximately 21 feet.

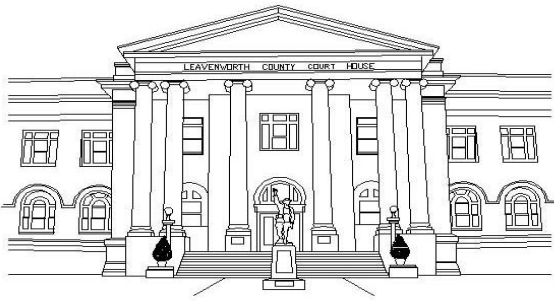
The SUP proposes 15 events a year. The rodeo event is the largest presented trip generator. If all events contained the same trips as the rodeo event the total trips per year for passenger vehicles would be 6,390 passenger trips and 60 commercial trips. Average trips per day would be 17.5 passenger trips and 0.16 commercial trips. The application states, the applicant will encourage vehicles to use 222nd Street to Cantrell Road for events. 222nd Street is a hard surfaced roadway. Cantrell Road is a gravel roadway. SUP's average daily trips proposed do not require a traffic impact study and physical roadway assessment for both gravel and hard surfaced roadways.

### **Additional Information Request:**

1. Olsson Comment (10.18.24): Provide expected number of guests per event. Provide how many guests are expected per vehicle. Provide number of employees per event (assume one employee per vehicle).

Applicant Response (11.08.24): Updated narrative states employees will range between 3 to 10 depending on the event type. Events will include family gatherings, birthdays, weddings, rodeos with music and food, along with some being open to public. The proposed number of events will be approximately 52 per year.

Olsson Response (11.18.24): Provide additional detail for the type of proposed 52 events per year with an estimate of guests, guests per vehicle, employees, commercial vehicles, and support



# COUNTY OF LEAVENWORTH

## Department of Public Works

300 Walnut, Suite 007

Leavenworth, Kansas 66048-2815

Phone (913) 684-0470

Fax (913) 684-0473

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vehicles (trash, food trucks, music trucks) for each. Update application to coordinate with the narrative.

### Example:

- 20 family gathering events a year – Each event includes up to 40 guests (2 attendees per vehicle), 2 employees, 1 commercial vehicle (porta potty), 0 support vehicles. Events on Friday through Sunday – 12 pm to 8 pm.
- 10 birthday events a year – 20 guests (2 attendees per vehicle), 1 employee, 1 commercial vehicle (porta potty), 0 support vehicles. Events on Friday through Sunday – 12 pm to 8 pm.
- 10 wedding events a year – Each event includes up to 200 guests (2 attendees per vehicle), 5 employees, 2 commercial vehicles (trash truck and porta potty), 2 support vehicles (1 music and 1 food). Events on Friday through Sunday – 12 pm to 10 pm.
- 10 rodeo events a year – Each event includes up to 300 guests (2 attendees per vehicle), 50 truck and trailers (1 attendee per vehicle), 10 employees, 2 commercial vehicles (trash truck and porta potty), 2 support vehicles (1 music and 1 food). Events on Saturdays – 12 pm to 10 pm.

**Note: Commercial vehicles, defined by TIF Policy, is: 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).**

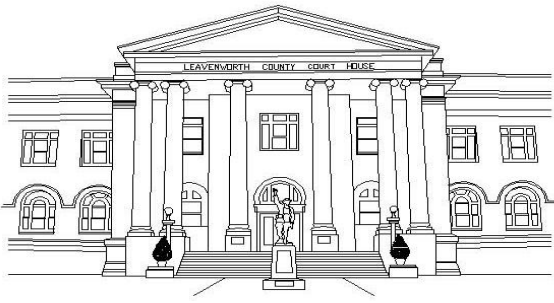
Applicant Response (12.13.24): 15 public events most of them rodeos a year-each event include 300 guests (2 attendees per vehicle), 50 truck with trailers (1 attendee per vehicle), 10 employees, 2 commercial vehicles (1 trash truck/1 porta potty), 3 support vehicles (2 food and 1 music). Smaller private events may occur on the property. There will be 400 parking spots provided on site, including parking for 50 trucks with trailers. Parking outside the property will not be provided.

Olsson Response (12.23.24): 11.08.2024 site plan depicting stalls contains 350 parking spaces (300 standard and 50 oversized). Provide a revised site plan depicting 400 parking spaces.

2. Olsson Comment (10.18.24): Clarify total number of trips expected per month. Reviewing application, is 800 the number of trips per event (400 in/400 out)?

Applicant Response (11.08.24): No response provided

Olsson Response (11.18.24): Repeat comment. Update application to coordinate with the narrative.



# COUNTY OF LEAVENWORTH

## Department of Public Works

300 Walnut, Suite 007

Leavenworth, Kansas 66048-2815

Phone (913) 684-0470

Fax (913) 684-0473

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Applicant Response (12.13.24): The expected number of trips per month. Will varied depending on the events and type of events the number was about 400 (200 in and 200 out).

Olsson Response (12.23.24): No further comment.

3. Olsson Comment (10.18.24): Provide expected number of and size of livestock trailers anticipated for the event to the application. Per application, is four the total number of commercial vehicles being proposed to support each event (ie trash trucks, barricades) or is that the monthly number.

Applicant Response (11.08.24): No response provided.

Olsson Response (11.18.24): Repeat comment. Update application to coordinate with the narrative.

Applicant Response (12.13.24): Expected number of livestock trailers about 50.

Olsson Response (12.23.24): No further comment.

### **Public Work Comments:**

1. Olsson Comment (10.18.24): No on street parking shall be allowed. All generated traffic shall be parked within the private site.

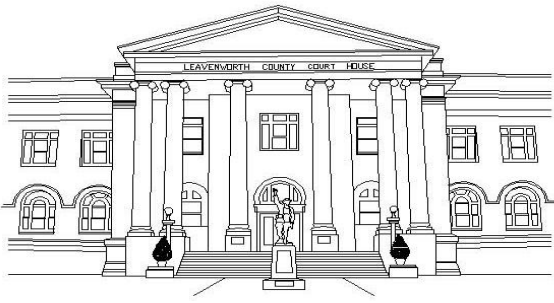
Applicant Response (11.08.24): The event will have parking staff on-site, keeping personal vehicles and vehicles with trailers separate, all parking will be taking place in the open fields on the property.

Olsson Response (11.18.24): No further comment.

2. Olsson Comment (10.18.24): Applicant to provide a turning template study to ensure driveway entrance size is adequate for trucks entering and exiting the site. Study shall be performed by a KS Professional Engineer.

Applicant Response (11.08.24): No response provided.

Olsson Response (11.18.24): Repeat comment.



# COUNTY OF LEAVENWORTH

## Department of Public Works

300 Walnut, Suite 007

Leavenworth, Kansas 66048-2815

Phone (913) 684-0470

Fax (913) 684-0473

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Applicant Response (12.13.24): Driveway template done by professional Kansas engineer David Lutgen.

Olsson Response (12.23.24): Driveway template proposes the driveway to be improved. Driveway to be improved including any necessary driveway storm pipe. 18 foot drive should extend south from the entrance approximately 42 feet to allow for truck and trailer exiting the property and allow an incoming truck and trailer to enter the property from the public street. Provide transition from 18-foot drive width to existing approximate 13-foot drive width. Contact County for permitting requirements.

3. Olsson Comment (10.18.24): Parking operations should be contained entirely on site; traffic should not queue onto the public road network when entering the site.

Applicant Response (11.08.24): The event will have parking staff on-site, keeping personal vehicles and vehicles with trailers separate, all parking will be taking place in the open fields on the property.

Olsson Response (11.18.24): No further comment.

4. Olsson Comment (10.18.24): The private driveway appears to be a dirt roadway with a width of approximately 12 feet, which would accommodate only one-way traffic. Designated bulb out areas will be required for vehicles that attempt to travel contraflow (need to support concurrent entering and exiting traffic). Provide locations with details on the site plan.

Applicant Response (11.08.24): No response provided.

Olsson Response (11.18.24): Repeat comment.

Applicant Response (12.13.24): The drive way is dirt road and two vehicle are able to come in and out at the same time since it is an open ground, the entrance gate is 20' wide.

Olsson Response (12.23.24): See Public Works comment #2 response dated 12.23.24. Applicant states adequate width is available on site for two way traffic

## RESOLUTION 2025-06

A resolution of the Leavenworth County Kansas Board of County Commission, conditionally issuing a Special Use Permit for a fairgrounds – RJ Farm on the following described property:

Lot 1 in Whispering Plains, a subdivision in Leavenworth County, Kansas, according to the recorded plat thereof, in Leavenworth County, Kansas more commonly known as 00000 Cantrell Road.

WHEREAS, it is hereby found and determined that a request for a Special Use Permit as described above was filed with the Secretary of the Leavenworth County Planning Commission, on the 10<sup>th</sup> day of October, 2024, and

WHEREAS, it is hereby found that the Leavenworth County Planning Commission, after notice as required by law, did conduct a public hearing upon the granting of such request for a Special Use Permit on the 8<sup>th</sup> day of January, 2025; and

WHEREAS, it is hereby found that the Leavenworth County Planning Commission, based upon specific findings of fact incorporated by reference herein, did recommend that the Special Use Permit be approved, subject to special conditions as set forth; and

WHEREAS, the Board of County Commission considered, in session on the 5<sup>th</sup> day of February, 2025, the recommendation of the Leavenworth County Planning Commission.

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

1. Based upon the findings as set forth in the staff report and as adopted by the Planning Commission; and,
2. Based upon the recommendation and findings of fact of the Leavenworth County Planning Commission; and,
3. Based upon the findings of fact adopted by the Board of County Commission in regular session on the 5<sup>th</sup> day of February, 2025, and incorporated herein by reference;

**That Case No. DEV-24-125, Special Use Permit for a Fairground – RJ Farm be conditionally approved subject to the performance and observation of the following conditions:**

1. Provide an updated site plan showing the location of the additional 50 parking spaces outlined in narrative.
2. Property entrance shall be built to the specifications of the Driveway Template designed by David Lutgen. Applicant shall provide confirmation to staff by way of photographs to verify improvement.
3. The applicant shall provide a certificate of general liability insurance in the amount of \$1,000,000 and shall indicate Leavenworth County as the certificate holder prior to commencement of activities on the site.
4. Provide a copy of the contract for the Portable Toilet provider.
5. The applicant shall comply with the Narrative submitted on December 12, 2024.
6. Events shall be limited to 15 events in a calendar year.

7. Occupancy for all events shall be limited to 300 people. Employees shall be limited to 15 people.
8. The conditional special use permit shall be limited to 1 (one) year.
9. No events shall take place inside the agricultural building.
10. There shall be no on-street parking allowed.
11. Traffic shall not queue onto the public road network when entering the site.
12. No events shall be allowed within any public rights-of-way.
13. No signage shall be allowed in the right-of-way. Sign permits shall be required for any on-site or off-site signage. The applicant shall provide an owner authorization form for any off-site signs. All signage shall comply with Article 25, Sign Regulations of the Leavenworth County Zoning and Subdivision Regulations.
14. Lighting generated from the event shall be limited 0.00 foot-candles net gain, as measured at the property line.
15. Noise generated from an event held at this facility including, but not limited to: live music, DJ, and noise from guests shall be limited to 60 decibels at the property line. No amplifiers will be permitted for any live music band.
16. No extension cords may cross driveways or drive aisles.
17. All dumpsters shall be screened from public right-of-way.
18. All garbage and animal waste must be removed from the property and disposed of in accordance with local and state requirements and within 2 business days of the event.
19. All portable restrooms must be maintained in a professional manner and removed from the property within 2 business days of the event.
20. The applicant shall comply with the following:
  - a. Leavenworth Fire District 2 email, dated October 18, 2024
  - b. RWD #10, dated October 31, 2024
  - c. Public Works memo, dated December 23, 2024
  - d. Emergency Management, dated December 12, 2024
21. That no public nuisance be allowed or created upon the subject real property.
22. This SUP shall comply with all local, state, and federal rules and regulations that may be applicable.
23. That the conditional Special Use Permit granted herein is subject to revocation upon the breaching of the conditions set forth herein, or any substantial change in the use of the subject property. The RJ Farm Events, and its assigns or successors in interest, hereby consent to, and authorize, entry onto the subject property by employees or agents of the county for the purpose of inspecting the subject property for compliance with the conditions set forth herein.

located in Section 9, Township 12 South, Range 21, in Leavenworth County, Kansas more commonly known as 00000 Cantrell Road (PID No. 222-09-0-00-00-002.07).

Adopted this 5<sup>th</sup> day of February, 2025  
Board of County Commission  
Leavenworth, County, Kansas

\_\_\_\_\_  
Mike Smith, Chairman

ATTEST

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

\_\_\_\_\_  
Fran Keppler

\_\_\_\_\_  
Vanessa Reid, Member

\_\_\_\_\_  
Willie Dove, Member

\_\_\_\_\_  
Mike Stieben, Member



**LEAVENWORTH COUNTY PLANNING COMMISSION  
MINUTES OF THE REGULAR MEETING  
January 08, 2025**

*The complete recorded meeting can be found on the County's YouTube channel.*

**The Planning Commission meeting was called to order at 5:36 p.m.**

**Pledge of Allegiance**

**Members present:** Doug Tystad, Robert Owens, Marcus Majure, Allan Stork, William Gottschalk, Steve Skeet and Dan Clemons

**Members absent:** Jeff Spink, Jaden Bailey and Steve Rosenthal

**Staff present:** John Jacobson-Director, Amy Alison-Deputy Director, Misty Brown-County Counselor, Jon Khalil-Asst. County Counselor.

**Minutes:** Commissioner Stork made a motion to approve the minutes. Commissioner Tystad seconded the motion.

**ROLL CALL VOTE - Motion to approve the minutes passed, 6/0 (3 absent)**

**Secretary's Report:** Amy Allison gave the secretary's report going over the agenda.

**Declarations:** Commissioner Tystad stated that he received an email from a concerned citizen regarding DEV-24-125. Chairman Majure stated he received multiple phone calls regarding the matter and would (recuse) himself from voting.

**Commissioner Stork made a motion to approve the agenda. Commissioner Clemons seconded the motion.**

**ROLL CALL VOTE - Motion to approve the agenda passed, 6/0 (3 absent)**

**Regular Agenda**

**A. Case DEV-24-125 Special Use Permit RJ Farm**

Consideration of a Special Use Permit request for an amusement park, commercial athletic fields, racetracks, circuses, carnivals and fairgrounds for outdoor events on the following described property: Lot 1 in Whispering Plains, a subdivision in Leavenworth County, Kansas, according to the recorded plat thereof, in Leavenworth County, Kansas.

**Also known as 21985 Cantrell Road**

**PID: 222-09-0-00-00-002.07**

**\*\*\*Public Hearing Required\*\*\***

**\*\*\*Public Comment limited to three minutes per person\*\*\***

Amy Allison gave the staff report outlining the details of the Special Use Permit request.

John Jacobson confirmed Staff recommends that there be a time limit for the Special Use Permit. In this case, the recommendation is 5 (five) years.

**(There were technical difficulties and a break was taken).**

Amy Allison again provided a synopsis of the staff report indicating that property owner would operate a fairground and host a total of 15 events per calendar year. The hours would be 12:00pm – 11:00pm and the maximum number of attendees for the events would be 300. The types of events would be rodeos, birthday parties, weddings, concerts, etc. The applicant proposes 400 parking spaces to accommodate the attendees, contestants, employees. The permit application included details regarding vendors for the events that would sell food and retail items, but no alcohol.

Commissioner Clemons asked why No Alcohol was not listed as one of the conditions of the Special Use Permit. Director Jacobson indicated the narrative regarding Alcohol on Premises is the condition.

Commissioner Skeet asked if the Special Use Permit can be revoked if the conditions are not met. Director Jacobson confirmed, the SUP can be revoked and goes through the same process in revocation as in approval. Not complying with the conditions is, in fact, grounds for revocation.

Commissioner Tystad questioned the change in the number of events. Deputy Director Allison confirmed the applicant originally requested a total of 52 events per year, but after learning of public comments and concerns reduced that number to 15 events per calendar year.

Commissioner Clemons questioned if a third-party on premises sold alcohol, would that be a violation of the SUP. Director Jacobson confirmed that would be a violation and according to the narrative, no alcohol is to be sold on premises.

Chairman Majure questioned that if alcohol sales occur and is verified, would the Special Use Permit be revoked. Director Jacobson confirmed, the permit would be eligible for revocation. If found in violation, the Board of County Commissioners can request that the revocation process begin.

Chairman Majure opened the public hearing.

Surveyor Joe Herring thanked Staff and spoke on behalf of the applicant outlining the proposed private events for the Special Use Permit. Mr. Herring indicated the applicant reduced the parking spaces from 400 to 300 and was essentially in an open field with no markings. The applicant will have help with parking and making sure there is two-way traffic in case of an emergency. Mr. Herring indicated the applicant has previously had a Temporary Special Use Permit, which was recommended by Staff without complaints.

Mr. Aurelio Haro, a part owner, spoke in favor of the request for a Special Use Permit. Mr. Haro indicated that they have been hosting Mexican rodeos for "several decades" and it has become a family tradition that he encourages his children to continue.

Commissioner Stork asked Mr. Haro if there were any formal complaints after the Temporary Special Use Permit. Mr. Haro indicated no and added that police officers have come onto premises and there were no orders to end the event.

Director Jacobson stated the last formal complaint was April 16, 2022 and was a traffic related. Additionally, there were a total of two traffic-related violations after 100 calls to the Police since 2010.

Ms. Norma Brockenberry spoke in favor of the request for Special Use Permit. Ms. Brockenberry indicated that the events are most times family events with children.

Commissioner Owens asked where the applicant is obtaining stock contractors from. Mr. Haro indicated that horses are brought in by their owners and steer are brought in by local owners.

Commissioner Owens also questioned if 3-10 employees would be enough to accommodate the traffic. Director Jacobson responded that yes, with additionally family helping, 10 paid employees should be enough.

Julie (and John) Downes spoke in opposition of the Special Use Permit based upon non-compliance. Ms. Downes raised concerns about past code violations, tax violations, the selling of alcohol without a permit and concerns about the treatment of animals at these events.

Ms. Downes spoke of photos and videos she has in her possession outlining violations on the Haro property. Chairman Majure indicated those items could not be reviewed because submission did not meet the deadline for the hearing.

Commissioner Skeet asked if Ms. Downes photos were of one Haro event or several. Ms. Downes confirmed the photos encompassed several different events.

Commissioner Owens asked why the photos and videos were not submitted in a more timely manner so they Planning Commission could review them. Ms. Owens indicated her health issues and holidays were an obstacle.

Counsel Misty Brown addressed the questions regarding the violations of the Temporary Special Use Permits that were brought against the applicants. Ms. Brown confirmed there were code violations because allegations were made that they were hosting events without a TSUP or a SUP. Ms. Brown did initiate a codes case against both applicants. The goal of the court case is to obtain code compliance. During this process, when looking at some of the events, some were private which would not require a TSUP or SUP. However, it was determined that there was, in fact, events that should have had an SUP. Working with the Court, the recommendation was if Haro were to become compliant and begin to apply for a Temporary Special Use Permits for the events, there would be no issue. It was expressed to property owner that if

compliance did not continue, the matter would again come back before the Courts. This process is designed to keep property owners in compliance and understand the conditions. Ms. Brown reminded the Commissioners that this is a Land Use matter. Decisions cannot be based upon allegations. However, if there is an actual charge or conviction, then Planning Commission decisions can be made based upon those items.

Chairman Majure confirmed regardless of hearsay or assumptions of what events are transpiring on the property, decisions of the Planning Commission cannot go into effect without a conviction. Counselor Brown confirmed this to be true and stated decisions need to be made upon the Golden Factors and the reasons for violations of the factors need to be stated.

Chairman Majure closed the public hearing at 6:42pm.

Commissioner Owens proposed the Commission grant the SUP request for 1 (one) year initially to be sure they remain compliant. If the applicant avoids violations, the Commission may grant a longer term on the next Special Use Permit. Commissioner Tystad concurred that a 5-year SUP is not warranted in this case. Commissioner Stork stated the SUP can be revoked at any time.

Discussions ensued within the Planning Commission.

Chairman Majure reminded the Commissioners that any decisions by the Planning Commission would then go before the Board of County Commissioners and the applicant is allowed to hold private events. Director Jacobson stated that private events are unregulated and the proposed 15 (fifteen) public events would be regulated.

Commissioner Owens questioned what occurs if the SUP is approved and at a later time there is a loud event with alcohol what will be done legally. Counselor Brown responded that if a Sheriff's report is received that the Special Use Permit has been violated, the attorneys would review the case and determine if there is sufficient evidence. A Notice of Violation would be issued which is then addressed before the Judge. Any potential charges would be a misdemeanor to include a citation and fines. If convicted, then the Commission may move to revoke the Special Use Permit.

Chairman Majure asked the applicant to define the cultural events. Surveyor Herring stated events would either fall under a public event which would be restricted per the Special Use Permit or a private event which is exempt per the regulations. The specific activities has no bearing on the Special Use Permit.

Commissioner Gottschalk asked for clarification on the definition of a public event. Meanwhile, Jacobson reminded the Planning Commission that this particular item on the agenda is to address Land Use as defined within the Land Use table. He further added which in this case the land use is a fairground, of which rodeos are an event that is allowed.

Deputy Director Alison shared the definition of a private event per the Zoning and Subdivision Regulations .

Commissioner Gottschalk questioned who regulates the use under the SUP. Ms. Allison stated that from a Land Use perspective, the Planning and Zoning staff and the Planning Commission regulates the use. And the Board of County Commissioners ultimately approve these regulations. With that in mind, the Commission was reminded that the applicant has requested use of the property as a "fairground" which allows them to hold public events. They are open to the public and charging a fee for admittance or for usage of that parcel.

Mr. Jacobson stated that taxation or any other elements would be considered by the State. The only items that we regulate at a local level is Land Use and any nuisances that may be created.

Discussion ensued.

Commissioner Tystad motioned for approval of the Special Use Permit based upon the request meets the Golden Factors and based upon Staff recommendations. Tystad proposed a 1-year time limit on the Special Use Permit. Commissioner Owens seconded the motion.

**ROLL CALL VOTE - Motion to approve passed 5/1 (3 absent)**

**Commissioner Tystad motioned for adjournment and Commissioner Owens seconded the motion.**

**Adjournment of Planning Commission at 7:20pm.**

**Upcoming meeting dates:**

DRAFT



# 4th Quarter Report

PLANNING & ZONING

JOHN JACOBSON

## Planning & Zoning Department News

The Planning & Zoning Department has continued to offer exceptional customer service, timely processing of applications and is continuously reviewing and offering amendments to the Zoning and Subdivision Regulations to support development in Leavenworth County.

The department has processed **97 single-family home permits**, this is a substantial increase from last year's numbers in Q4 and **21 ADU's** (Accessory Dwelling Units) with **152 accessory building permits**, another substantial increase from 2023. Additionally, the department processed **164 development cases**, which includes **52 plats**. Development cases are substantially higher with plat actions decreasing 17% from Q4 of 2023. Rezones are substantially higher than this time last year meaning that active developers anticipate subdividing properties that are in the rezoning process currently. This is a similar trend seen at the end of 2023.

A number of policy changes have been adopted that will impact specific land uses and clarify process. The tiering of SUP's and the expansion of the *Home Occupation License* is anticipated to substantially decrease the overall number of active SUP's and allow a wider range of permitted uses previously restricted in the regulations.

The Department is also responsible for administration of building codes. The department has completed the administrative section of the code adoption process and expects to have the 2012 Code Series ready for adoption in the first quarter of 2025.

Staff completed the annual review of the Comprehensive Plan. Staff worked through proposed changes and additions since the beginning of 2024. The annual plan review focused on the implementation schedule progress and the development of action matrices and the suggested formation of a utilities commission. Changes were recently adopted by the BOCC.

## Departmental Updates

Departmental staff have been working through case logs and developing changes to regulatory processes. The changes will allow a more thorough field review of development actions and assist current planners with case review. Staff will continue to evaluate and accommodate processes in order to provide the most efficient and comprehensive service possible. Changes in departmental policies related to fee collection and process timelines have been largely successful. Anticipated fund generation exceeded expectation and **finished 2024 at 113% of the anticipated 2024 revenue projections**.

## Applications

The department is continually evaluating all permits, processes and applications for inconsistencies. 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 evaluated on a clear, concise and consistent basis. This is an ongoing process.

## Joint Review Committee

Since instituting the Joint Review Committee with Planning, Public Works, Survey and legal departments, several policy items relative to the platting process have been identified and clarified by the corresponding department. These process changes are actively implemented where allowable and appropriate. Any substantial changes will be included in the annual policy review for consideration and potentially codification. 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 continues to work with all respective departments to help facilitate a clear and common goal. 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 is intended to ensure that the appropriate documents are submitted upon application. In addition to staff level inter-departmental meetings, all associated departments are now participating in pre-application development submittal meetings. These meetings are intended to give the applicant more resources and answer policy questions to address respective application deficiencies before formal submittal.

In the event the appropriate documents are not provided, the application is deemed incomplete and 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 pre-application meeting prior to the deadline in order to provide time to procure any missing documents or address rudimentary regulatory concerns. Upon further review, there may be additional information needed. If so, and the requested information is not provided by the applicant, the submittal is deemed incomplete and cannot move forward for consideration by the appropriate board or commission.

## Regulation Updates

Staff as been active in recommending a number of changes and or clarifications in policy for 2024. A number of text amendments were approved by the Planning Commission in June and adopted by the BOCC in October. These changes are a result of the annual policy review.

A general annual review of policy occurs at the planning commission level then is forwarded to the BOCC in the first quarter of each year. Policy review is a critical component of administration to verify that the adopted regulations are commensurate with the vision of the comprehensive plan and the intent of the governing body. These policy amendments have been completed and are currently under review by the BOCC.

## Comprehensive Plan

Although all areas of the current plan have been evaluated for consistency and considered in the annual review, a focus on potential overlay and regulation criteria within zoning districts has been suggested as primary goals for 2025. The 2024 amendments were approved by the Planning Commission and adopted by the BOCC in September.

## **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**

This group while serving in its primary function as an appeals board, also serves as an advisory committee to the Board of County Commissioners. The board completed a new adoptive code. As a product of this review, new local amendments and code body will be sent to the BOCC for review, consideration and adoption in the first quarter of 2025.

### **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.

### **Bicycle-Pedestrian Advisory Committee**

The Bicycle-Pedestrian Advisory Committee (BPAC) is a regional forum that is briefed on bicycle and pedestrian matters in the Kansas City area. It is one of MARC's planning modal committees that advises the Total Transportation Policy Committee and contributes to MARC's bicycle/pedestrian planning efforts. BPAC also serves an advisory role on certain funding and programming activities administered through the MPO processes.

### **Sustainable Places Policy Committee**

The Sustainable Places Policy Committee provides leadership and policy advice to MARC's Board of Directors in regional sustainable development. Under the guidance of the SPPC, MARC works with local communities to update and implement land-use strategies that support transportation, equity, environment and conservation principles.

### **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.

### **MARC Technical Review Committee**

MARC with assistance from local staff have been active in making long-range population and employment forecasts needed to update the Connected KC 2050.



A two-step process is used:

1. First forecast how fast the entire region will grow between now and 2050. This establishes the total number of people and jobs that our future transportation system will need to serve.
2. Then distribute that growth to communities and neighborhoods using small areas like census tracts and transportation zones (TAZs)

Regional Forecast: REMI From Regional Economic Models, Inc Examines how the regional economy has competed against the rest of the nation for market share at the level of 70 industries. This means it requires a national forecast as input into the regional forecast. U.S. Census Bureau for population forecasts and U.S. Bureau of Labor Statistics for employment forecasts are used by State economic development agencies and MPOs around the country.

Planning staff have been participating in this process throughout 2024. A final small- area forecast is anticipated to be complete by January of 2025 with final adoption coming in June of 2025.

## 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. Staff has begun holding work sessions with the Planning Commission to provide education and guidance for new Planning Commissioners.

## Work Sessions

Work Sessions with the BOCC are held regularly. Staff also holds work sessions with the Planning Commission.

## Development

Development in the County is trending substantially higher from Q4 in 2023. There has been an increase in building permits of 39% for new Single-Family Homes. While no one can make a viable prediction of eventual new construction performance due to variable market conditions, the amount of rezoning's in the fourth quarter of 2024 remain elevated. Subdivision plats and development actions (buildable lots) in Leavenworth County have a continuing upward trend through 2024. The number of Special Use Permits are dropping due to policy changes. Revenue is approximately 113% of the estimated total for 2024. The overall numbers are listed below:

Development Type	2023 4 <sup>th</sup> Quarter Totals	2024 4 <sup>th</sup> Quarter Totals
Single Family Homes	70	97
ADU/Replacement Homes	N/A	21
Accessory Buildings	150	152
Special Use Permits	4	1
Temporary Special Use Permits	14	13
Rezoning	9	17
Subdivision Plats	61	52
Tract Splits and BLA's	22	26
Variances	2	11

# PUBLIC WORKS 2024



**QUARTERLY REPORT**  
QUARTER 4

**PREPARED BY**  
Bill Noll

**LEAVENWORTH  
DEPARTMENT OF  
PUBLIC WORKS**



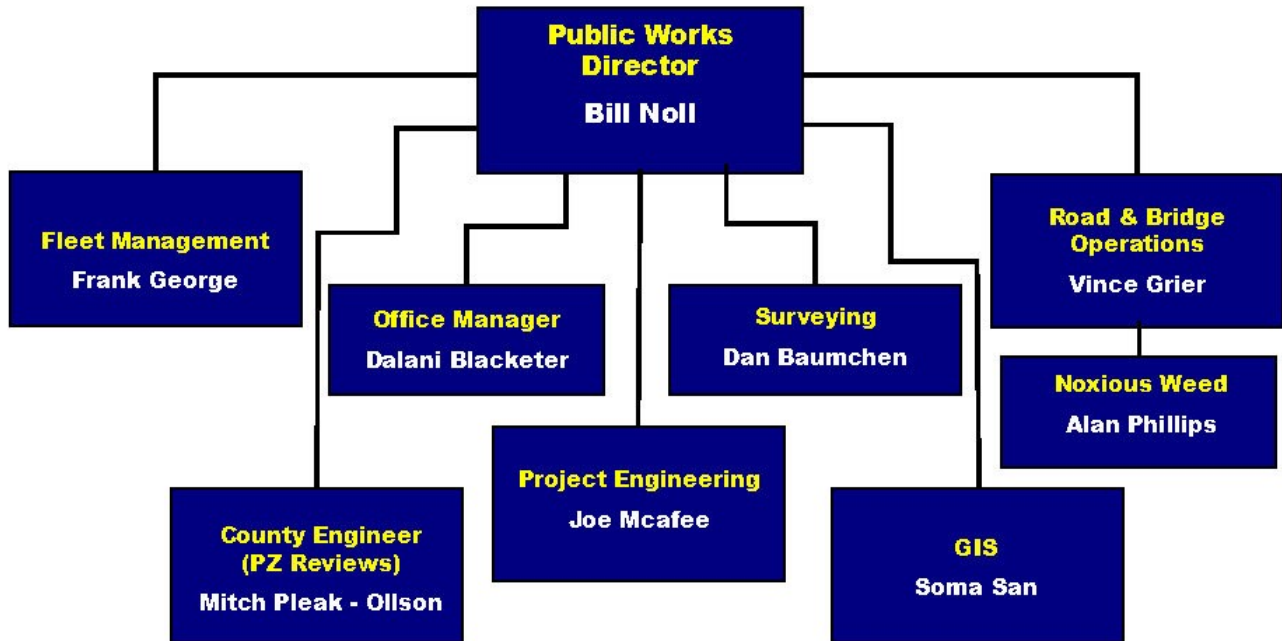
**COUNTY**



COUNTY OF LEAVENWORTH  
DEPARTMENT OF PUBLIC WORKS



# Public Works Department





**COUNTY OF LEAVENWORTH**  
DEPARTMENT OF PUBLIC WORKS



**4th Quarter 2024 Public Works-September 2024 to December 2024**

**Road and Bridge**

4th	Quarter	Report	
Culverts	installed	35	
Rock	16495	tons	
Trap rock	3015	tons	
Asphalt	1094	tons	
Road oil	3037	gal.	
Salt	received	840	tons
Sand	hauled in	400	tons
Snow	event	1-event	
Salt/Sand	2000	tons	spread
Pure Salt	25	tons	spread
Salt Brine	15000	gal.	sprayed
Fuel	35,000	gal.	Diesel /Gas
Equip.	Maint.	Repair	\$96,655.18

**2024 Budgets- December 2024**

Road and Bridge	YTD \$13,146,871.94	Remaining \$310,943.06	2% remaining
Local Service	YTD \$4,634,265.84	Remaining \$247,034.16	5% remaining
Noxious Weed	YTD \$692,967.69	Remaining \$40,733.31	6% remaining
GIS	YTD \$339,037.14	Remaining \$18,962.86	5% remaining

**Personnel: 4th quarter**

- ❖ County Shop/Noxious Weed/GIS: 69 positions total
  - ◆ Full Time – 1 vacant (Heavy Equipment Operator 1)
  - ◆ Full Time- 1 vacant (Noxious Weed Crewman Lead)
  - ◆ IOC Position – 1 vacant (Noxious Weed Assistant)

**Noxious Weed**

Boom mowers out cutting back brush.

Brush crew out clearing brush from rights, a way and culverts

All paved roads have been mowed at least 3 times secondary roads have been mowed twice with the exception of Delaware, Fairmount, stranger, Sherman and parts of Reno and Tonganoxie townships have been mowed 3 times finished mowing road sides in November.



# COUNTY OF LEAVENWORTH

## DEPARTMENT OF PUBLIC WORKS



Finished spraying roadsides for noxious weeds, removed spray beds, and mounted salt beds  
Removing snow and ice from road ways

chemical sales ongoing has slowed down some pretty much done for the year

Glyphosate & 24-D's sales are up from a year ago Glyphosate 30%, 2-4D's 8 %

Pasture Guard down 53%, remedy down 10% Tordon 22 k down 127 %

Outrider (Johnson grass) up 200 %

after talking to 2 of my chemical representatives they have informed me that some of the cost of chemicals in 2025 will have a increase from \$5 dollars to 8 dollars per gallon.

### Projects

#### **A. 158<sup>th</sup> Street Road Improvement Project – MHS 2004 Design – Linaweaver Construction**

- i. Retainage was reduced to 3% for seeding. Linaweaver's request for full release of seeding was denied. Litigation is ongoing.
- ii. A trial date was set for next year..

#### **B. Tonganoxie Road HRRR Safety Improvement Project – MHS design/inspection 52C-5119-01**

- i. 90/10 cost share grant – High Risk Rural Roads Program
- ii. KDOT pushed the project until to a February 2025 letting.
- iii. KDOT will procure the Construction Engineering for the project. A selection committee met and is recommending Kaw Valley as the selection for CE.

#### **C. Tonganoxie Road HRRR Safety Project – Phase 2 – SMH Design 52C-5242-01**

- i. Final Plans were accepted
- ii. The BoCC signed a supplemental agreement for funding.

#### **D. CR30 – 235<sup>th</sup> Street Roadway Improvement Project – Wilson Design 52C-5250-01**

- i. Wilson is preparing bid documents.
- ii. MARC approved the TIP amendment. The KDOT STIP amendment is in process.

#### **E. ST-26 Bridge Replacement Project – Finney and Turnipseed Design**

- i. Design plans are complete.
- ii. Property acquisition was completed.
- iii. The County Surveyor will stake the south right of way on 1/24 for Evergy to relocate the power lines.
- iv. County staff is pushing for a 3/25 start date.

#### **F. HP-36 Bridge Replacement Project – Finney and Turnipseed Design**

- i. The final pay app was signed to adjust the quantities to final and set the retainage being held.

#### **G. K-19 Bridge Replacement Project – Finney and Turnipseed Design**

- i. Design is complete.
- ii. Acquisition is complete.



COUNTY OF LEAVENWORTH  
DEPARTMENT OF PUBLIC WORKS



- iii. Staff coordinated powerline relocation with Evergy and FreeState. Both electrical companies has lines on the same poles.
  - iv. An anticipated start date of June was set.
- H. Box Culvert and Large Culvert Replacement Project – A-6, A-66, H-29, H-30, K-5, K-17, K-37, R-24, SH-63, ST-56, ST-59, ST-60, E-UM4, K-46 – MHS Design – ARPA Funds**
- i. Julius Kaaz Construction is the contractor for ST-59, ST-60, and K-37. K-37 is complete. A final change order was signed to zero out the project funds and balance the bid sheets to under and over ran items.
  - ii. MegaKC's is constructing HP-29, HP-30, and SH-63. SH-63 was completed. They are working on the final box culvert on Eisenhower Road. Backfilling and grading of the structure has been slowed by the weather. Current completion of the work is anticipated by the contractor by February 14<sup>th</sup>. They will open the roadway with a gravel surface once grading is complete and they will come back to seed and asphalt as soon as weather permits.
  - iii. The county crews have installed 7 of the 8 culverts that they are completing.
- I. 2024 Biannual Bridge Inspections**
- i. **Electronic filing of the reports has begun internally.**
- J. Regional Transportation Capital Improvement Plan and Study – Kimley Horn**
- i. KDOT notified the county verbally that an official kick off meeting for the investigation phase of the K-5 project has been scheduled. They stated there will be public meetings during the summer followed by a final report of findings near the end of 2025. Once that is complete, Kimley-Horn will have approval of the scope of the project, including any route changes, and begin to complete field survey and design work.
- K. KDOT Local Projects:**
- i. Public Works is preparing an HRRR grant application for submittal next week.
- L. Federal Grant Projects:**
- i. The TAC committee, consisting of local members of the community, schools, and KDOT, have been reviewing the draft safety plan. The deadline for review passed and no members of the panel provided any comments.

## **Survey Department**

Completed field work & drafting Kickapoo for Township.

Continue training for new Survey Technician.

During the last quarter 3 section corners have been recovered and 3 section corners were set in Kickapoo Township. This completes the Township survey, see attached map.

Filed 6 new Land Survey Reference Reports for Kickapoo Township.



# COUNTY OF LEAVENWORTH

## DEPARTMENT OF PUBLIC WORKS



During the last quarter 51 section corners have been recovered and 1 section corner was set in High Prairie Township, see attached map.

Filed 52 new Land Survey Reference Reports for High Prairie Township.

Indexed 115 section corner tie reports.

Uploaded 27 Surveys & Plats to Survey record database.

Completed reviews of 31 plats/surveys.

Stake R/W & TCE at Hollingsworth & Tonganoxie drive.

## **Fleet Management**

### **Heavy Trucks ordered, not delivered**

Vendor : Nextran/Mack

Two 2025 Mack Granite Asphalt Bed Dump Trucks W snow plows and Sanders that are Replacing trucks # 11 and # 56.

One 2025 Mack MD6 Sign Truck that is Replacing truck #95.

One 2025 Mack MD7 Mechanics Truck that is Replacing truck # 85.

Four 2026 Mack Granite Asphalt Bed Dump Trucks W Snow Plows and Sanders that are Replacing trucks #14,#17,#83,#91.

### **Equipment ordered, not delivered**

Vendor : Foley Equipment

Two Caterpillar 140-15AWD Motor graders with Scarifiers that are replacing #23 and #24

### **Noxious Weed Equipment ordered, not delivered**

Vendor : Fairbanks Morse

Two Roadside Weed Sprayers

### **Enterprise Leased Vehicles**

Current leased vehicle count is 75 units

### **Cameras and GPS units**

144 GPS units installed

139 Cameras installed





COUNTY OF LEAVENWORTH  
DEPARTMENT OF PUBLIC WORKS



# GIS DEPARTMENT

## QUARTERLY REPORT



2024- QUARTER 4

Quarterly Report

2024 – QUARTER 3



# COUNTY OF LEAVENWORTH

## DEPARTMENT OF PUBLIC WORKS



### GIS Department Quarterly Performance

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

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

- ✓ Over 130 public GIS layers have been updated for 2025 and are set to be uploaded to our [GIS web map](#) and [ArcGIS HUB](#) by the end of the year. These updates include both shapefiles and PDFs, ensuring they are easily accessible and user-friendly for anyone with an internet connection.
- ✓ Updated our city limit boundaries in accordance with Ordinance No. 924 and No. 939, which reflects the recent annexation that has expanded Basehor's jurisdiction. The revised city limit shapefile has been sent to the Mid-America Regional Council (MARC), the U.S. Census Bureau, the Kansas Department of Revenue (PORKA), and the Data Access and Support Center (DASC) for their records and integration into their respective systems. Additionally, the updated shapefile has been sent to Tylor from [SAM](#) to update our [Integrity website](#).
- ✓ Updated our [Property Information web map](#) to include all the new house photos recently captured by the Appraiser's Office.
- ✓ Started developing a new survey using Survey123 to systematically inventory all the culverts across the county. Additionally, I created an [Interactive Dashboard](#) that enables real-time visualization of fieldwork and live update.
- ✓ Worked with Maria Walser from MARC, Dispatch, Planning and Zoning, and Appraiser's Office on fixing some 911 address issues.
- ✓ Developed a [3D Scene Viewer](#) and an [interactive Dashboard](#) for managing the entire sign inventory in Leavenworth County.



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- ✓ Updated the road surface layer by incorporating all dust control treatments applied by the county in 2024.
- ✓ We have received the 2024 ortho imagery, updated our website to reflect the latest data, and processed the imagery by clipping it for each city. The 2024 ortho imagery for each municipality has been successfully delivered to them.
- ✓ Collaborated with Dispatch, MARC (Mid-America Regional Council), the Appraiser's Office, the City of Tonganoxie, and the Planning and Zoning Department to address and resolve specific issues on South Delaware Street and Drive within the city of Tonganoxie.
- ✓ Updated the High-Volume Road Map to reflect the latest traffic count data for the county, ensuring accurate and up-to-date insights into traffic patterns and infrastructure usage.
- ✓ Collaborated with MARC and fixed over 50 address-related issues within the county.
- ✓ With District 1 transitioning to Lansing City Fire, I updated all fire-related layers, including districts, response areas, and agency assignments, to reflect the new boundaries per Lee Ann.
- ✓ Prepared two (2) protest petition maps for Planning and Zoning
- ✓ Completed preparing the Kansas Open Records Act (KORA) request and sent it to Misty for further processing.
- ✓ Prepared a GIS data request for David at Ponzer Youngquist Engineers as part of a Kansas Open Records Request.
- ✓ Updated the [Single-Family Residential building permit](#) web map for the Planning and Zoning Department and added all permits that were issued in the last three months.
- ✓ Updated the Fire Geo Prox layer as requested by Lee Ann from the Sheriff's Office and sent the updated dispatch data for the ProSuite system.
- ✓ Sent updated parcel boundaries and address points to the city of Lansing.
- ✓ Updated the current section corner and quarter section line shapefiles in the northern part of the county per Dan, the county surveyor.
- ✓ Updated the dispatch folder to update the ProSuite system.



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- ✓ Updated parcel data, NG911, and shared it with MARC, ORKA, and PORKA FTP sites.
- ✓ Updated a zoning map using the approved zoning changes list and created a Grayscale Zoning map for Planning and Zoning.
- ✓ Quarterly parcel updates (Split, Merge, and BLA) have been sent to the Planning and Zoning and Appraiser's departments.
- ✓ Monthly photos of houses were sent to [SAM](#) for updating on the [Integrity website](#).
- ✓ Worked with Tylor Hardy at SAM to add a "Find Road Intersection" button to the search tab on our Integrity Website. Additionally, I worked with him on changing some house photos on several parcels.
- ✓ Collaborated with MARC, the NG911 group, and our Sheriff's Office to resolve a few address issues on Eisenhower Road.
- ✓ Held meetings with Bob Weber, Travis from the Appraiser's Office, and EagleView representative to discuss 3-inch ortho and oblique imagery for the county.
- ✓ Submitted the length of the Cross Access Easement in the county, measured in miles and feet, to John and Amy from the Planning and Zoning Department.
- ✓ Worked on fixing addressing and topology errors for NG911 data for the end-of-September submission.
- ✓ Processed the sync of NG911 GIS and Parcel data with the LV city.
- ✓ Monthly building permit/address verification
  - Added addresses that were missing
  - Updated a road range to account for the newly added "max" address
- ✓ Developed and maintained the [Single Family Residence Building Permit Dashboard](#) for the Planning and Zoning Department. This dashboard provides real-time data insights and visualization to streamline permit tracking and improve decision-making.




# COUNTY OF LEAVENWORTH

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- ✓ Developed the new [Leavenworth County Subdivision Boundaries Dashboard](#) that will visually represent all subdivisions platted since July 2020. This tool will provide real-time insights and comprehensive tracking of newly developed area.
- ✓ Drone footage was captured for seven culverts ( K-17, K-5, K-46, K-37, E-UM4, A-6, and A-66) located across the Easton, Kickapoo, and Alexandria townships following the completion of the project.
- ✓ Over Twenty four (24) survey records were mapped and added to our GIS database.
- ✓ Seventeen (17) subdivision Plats were mapped and added to our GIS database and the Appraisal Subdivision layer.
- ✓ Twenty-two (22) track splits/combinations/boundary line adjustments were made to the appraisal property database.
- ✓ Filled over sixty (60) requests from external organizations and walk-ins.
- ✓ Worked with the Registrar of Deeds on parcel correction, deed research, and boundary mapping.
- ✓ Over Three hundred ninety five (395) homesites were added including the update of all mile markers to NG911 address points. These updates were shared with EMS, fire departments, and city authorities to enhance emergency response coordination.
- ✓ Over six (6) Certified Property owner lists were made.
- ✓ Two hundred Seventy-five (275) traffic accidents , Thirty-nine (39) utility Permits and six (6) entrance permits were recorded. .
- ✓ Six hundred twenty-eight (628) traffic sign inventory and one hundred sixty four (164) maps have been archived, and six hundred eighty (680) Road plans have been archived.

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

-  Continue updating the culvert inventory and include the previously unrecorded culvert data to enhance the completeness of our database.



# COUNTY OF LEAVENWORTH

## DEPARTMENT OF PUBLIC WORKS



- ↪ Continue maintaining and updating the dashboards, web maps, and story maps to ensure they stay current and aligned with the GIS layers in our database. This ongoing work is essential for delivering accurate, reliable, and accessible information to all users.
- ↪ Continue advancing the Road Record database, including the integration of Right of Way data, historical road names, dedication dates, road plans, historical agreements, as well as new subdivision and survey records.
- ↪ Continue working on developing our recent Road Record web map.
- ↪ Pre and post-Project Drone footage.