

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
April 26, 2023
9:00 a.m.

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE/MOMENT OF SILENCE
- III. ROLL CALL
- IV. PUBLIC COMMENT: Public Comment shall be limited to 15 minutes at the beginning of each meeting for agenda items **only** and limited to three minutes per person. Comments at the end of the meeting shall be open to any topic of general interest to the Board of County Commissioners and limited to five minutes per person. There should be no expectation of interaction by the Commission during this time.

Anyone wishing to make comments either on items on the agenda or not are encouraged to provide their comments in writing no later than 8:00 AM the Monday immediately preceding the meeting. These comments will be included in the agenda packet for everyone to access and review. This allows the Commission to have time to fully consider input and request follow up if needed prior to the meeting.
- V. ADMINISTRATIVE BUSINESS:
- VI. CONSENT AGENDA: The items on the Consent Agenda are considered by staff to be routine business items. Approval of the items may be made by a single motion, seconded, and a majority vote with no separate discussion of any item listed. Should a member of the Governing Body desire to discuss any item, it will be removed from the Consent Agenda and considered separately.
 - a) Approval of the minutes of the meeting of April 19, 2023
 - b) Approval of the schedule for the week May 1, 2023

- c) Approval of the check register
- d) Approve and sign the OCB's
- e) Approve Case Number DEV-23-031 & 032 Preliminary and Final Plat for Summit Farms
- f) Approve Case Number DEV-23-040 & 041 Preliminary and Final Plat for Pioneer Acres

VII. FORMAL BOARD ACTION:

- a) Consider a motion to award bid to Barkley Asphalt Company for mill/overlay and patch work to the Health Department parking lot in an amount not to exceed \$124,610.00 with \$100,000.00 funded through the ELC grant.
- b) Consider a motion to approve the request to renew Adult Corrections Advisory Board appointments as recommended.
- c) Consider a motion to approve the request to renew Juvenile Corrections Advisory Board appointments as recommended.
- d) Consider a motion to approve the application for FY24 Adult Comprehensive Plan Grant.
- e) Consider a motion to approve the FY23 Adult Comprehensive Plan Budget Amendment receiving an additional \$19,618.93.

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

Quarterly Report

- Community Corrections
- Council on Aging
- Human Resources
- EMS/Health Dept.
- Economic Development

IX. ADDITIONAL PUBLIC COMMENT IF NEEDED

X. ADJOURNMENT

LEAVENWORTH COUNTY COMMISSIONERS MEETING SCHEDULE

Monday, April 24, 2023

Tuesday, April 25, 2023

2023 Kansas County Commissioners Association Annual Conference
• Hilton Garden Inn, Hayes, KS

8:00 a.m. Workforce Partnership

12:00 p.m. MARC meeting

Wednesday, April 26, 2023

2023 Kansas County Commissioners Association Annual Conference
• Hilton Garden Inn, Hayes, KS

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

Thursday, April 27, 2023

2023 Kansas County Commissioners Association Annual Conference
• Hilton Garden Inn, Hayes, KS

12:30 p.m. JCAB meeting
• Atchison County Emergency Services, 10443 US Highway 59, Atchison, KS

Friday, April 28, 2023

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

*****April 19, 2023 *****

The Board of County Commissioners met in a regular session on Wednesday, April 19, 2023. Commissioner Kaaz, Commissioner Doug Smith, Commissioner Mike Smith, Commissioner Culbertson are present; Commissioner Stieben is absent; Also present: Mark Loughry, County Administrator; David Van Parys, Senior County Counselor; Bill Noll, Infrastructure and Construction Services; Aaron Yoakam, Buildings and Grounds Director; Larry Malbrough, Information Systems Director; Senator Jeff Pittman; Edd Hingula, Leavenworth City Commissioner; John Richmeier, Leavenworth Times

Residents: Eric McMillin, Joe Herring, Kirk Sours, Wes Baker, Eric Weslander

PUBLIC COMMENT:

Elaine Belardo with the Deeper Window Association invited the Board to attend a film premiere presented by the KU Alzheimer's Disease Research Center on April 20 at 6:30 p.m. at the First United Methodist Church.

ADMINISTRATIVE BUSINESS:

Senator Jeff Pittman updated the Board on legislation taking place in Topeka and answered questions from the Board.

A representative with Varney and Associates presented the 2022 Leavenworth County Audit.

Mark Loughry reported May 24th at 5:30 p.m. will be a joint meeting with the city of Basehor.

A motion was made by Commissioner Culbertson and seconded by Commissioner Mike Smith to accept the consent agenda for Wednesday, April 19, 2023 as presented.

Motion passed, 4-0.

David Van Parys presented Resolution 2023-6, regarding the formation of Fire District #2.

A motion was made by Commissioner Mike Smith and seconded by Commissioner Doug Smith to approve Resolution 2023-6 regarding the formation for Fire District #2.

Motion passed, 4-0.

Bill Noll presented a declaration of property as surplus as presented.

A motion was made by Commissioner Doug Smith and seconded by Commissioner Mike Smith to approve the declaration of property recorded in book 513, page 1873 as surplus as presented.

Motion passed, 4-0.

A representative from Kimley-Horn presented the Regional Transportation Study Plan.

Larry Malbrough presented the quarterly report for Information Systems.

Aaron Yoakam presented the quarterly report for Buildings and Grounds.

Mr. Noll presented the quarterly report for Public Works.

Eric McMillin commented on a non-agenda item.

Commissioners Mike Smith and Stieben will attend the KCAA Spring Conference in Hayes next week. He reported May 6th at 9:00 a.m. a fishing derby will be held at Bernard Park. He attended the ribbon cutting ceremony for the 4th and Eisenhower intersection.

Commissioner Doug Smith attended the Basehor City Council meeting. He will attend the 4H Foundation meeting this Saturday and the MARC meeting next week.

Commissioner Kaaz attended the Child Abuse Prevention breakfast fundraiser. She participated in the Port Authority meeting and Transit Authority Finance Committee meeting. She will attend the Workforce Partnership meeting next week.

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

Motion passed, 4-0.

The Board adjourned at 11:18 a.m.

LEAVENWORTH COUNTY COMMISSIONERS MEETING SCHEDULE

Monday, May 1, 2023

- 5:30 p.m. Joint meeting with the city of Tonganoxie
• Tonganoxie City Hall, 526 E. 4th St., Tonganoxie, KS 66086

Tuesday, May 2, 2023

Wednesday, May 3, 2023

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

Thursday, May 4, 2023

Friday, May 5, 2023

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

TYPES OF CHECKS SELECTED: * ALL TYPES

Table with columns for Vendor Name, P.O. NUMBER, CHECK#, Date, Fund/Check#, Amount, and Total. Lists various vendors like Advantage Printing, Alliance Against Family Violence, and Clearwater Enterprises, LLC.

warrants by vendor

START DATE: 04/15/2023 END DATE: 04/21/2023

TYPES OF CHECKS SELECTED: * ALL TYPES

				P.O.NUMBER	CHECK#					
							*** VENDOR	2628 TOTAL		5,411.44
6636	KANSAS GAS	KANSAS GAS SERVICE	333947	102889 AP	04/21/2023	3-001-5-05-215	510614745 2015657 27 GAS TRANS		214.86	
30	KOHL FRANK	FRANK E KOHL	333948	102890 AP	04/21/2023	3-001-5-09-231	COURT APPOINTED ATTORNEY CONFL		300.00	
30	KOHL FRANK	FRANK E KOHL	333948	102890 AP	04/21/2023	3-001-5-09-231	COURT APPOINTED ATTORNEY CONFL		232.50	
							*** VENDOR	30 TOTAL		532.50
43	LAMAR TEXAS	LAMAR TEXAS LIMITED PARTNERSHI	333949	102891 AP	04/21/2023	3-001-5-04-301	816141 PREOPERTY FRAUD ALERT P		650.00	
43	LAMAR TEXAS	LAMAR TEXAS LIMITED PARTNERSHI	333949	102891 AP	04/21/2023	3-001-5-04-301	816141 PROPERTY FRAUD ALERT PA		650.00	
							*** VENDOR	43 TOTAL		1,300.00
461	LEAV CO CO	LEAV CO COOP	333950	102892 AP	04/21/2023	3-001-5-32-265	DYED DIESEL FOR JUSTICE CENTER		1,213.43	
975	LEAV LANSI	LEAVENWORTH/LANSING CHAMBER	333951	102893 AP	04/21/2023	3-001-5-01-203	2639700 2023-2024 ANNUAL MEMBE		1,430.00	
4755	LEAV PAPER	LEAVENWORTH PAPER AND OFFICE S	333952	102894 AP	04/21/2023	3-001-5-19-301	DIST CT CSO OFFICE SUPPLIES		1,106.99	
537	LEAV TIMES	CHERRYROAD MEDIA INC	333953	102895 AP	04/21/2023	3-001-5-06-218	21250 PUBLIC NOTICES - PLANNIN		10.98	
537	LEAV TIMES	CHERRYROAD MEDIA INC	333953	102895 AP	04/21/2023	3-001-5-06-218	21250 PUBLIC NOTICES - PLANNIN		10.58	
							*** VENDOR	537 TOTAL		21.56
2059	MIDWEST OFFICE TECH	MIDWEST OFFICE TECHNOLOGY INC	333956	102898 AP	04/21/2023	3-001-5-19-301	OPK594_K DIST CT CSO STAPLE CA		71.95	
17368	SECURITY T	SECURITY TRANSPORT SERVICES	333959	102901 AP	04/21/2023	3-001-5-07-218	TRANSPORT OF INMATE FROM POLLO		1,698.50	
17368	SECURITY T	SECURITY TRANSPORT SERVICES	333959	102901 AP	04/21/2023	3-001-5-07-218	TRANSPORT OF INMATE FROM POLLO		372.06	
							*** VENDOR	17368 TOTAL		2,070.56
6575	STERICYCLE	STERICYCLE, INC	333961	102903 AP	04/21/2023	3-001-5-07-359	CUST 2237623 MEDICAL WASTE REM		192.72	
248	SUMMIT FOOD	ELIOR, INC	333962	102904 AP	04/21/2023	3-001-5-07-261	C74100 INMATE MEALS		5,819.89	
248	SUMMIT FOOD	ELIOR, INC	333962	102904 AP	04/21/2023	3-001-5-07-261	C74100 INMATE MEALS		5,803.63	
248	SUMMIT FOOD	ELIOR, INC	333962	102904 AP	04/21/2023	3-001-5-07-261	C74100 INMATE MEALS		5,672.52	
248	SUMMIT FOOD	ELIOR, INC	333962	102904 AP	04/21/2023	3-001-5-07-261	C74100 INMATE MEALS		5,636.89	
							*** VENDOR	248 TOTAL		22,932.93
1003	SUPERION	CENTRALSQUARE TECHNOLOGIES, LLC	333963	102905 AP	04/21/2023	3-001-5-07-362	GROUP 6790 ADD SVC Q-132809		3,500.00	
376	SYMMETRY	ATHENS ENERGY SERVICES HOLDING	333908	102859 AP	04/19/2023	3-001-5-33-392	413714 GAS SERVICE 711 MARSHAL		1,099.44	
376	SYMMETRY	ATHENS ENERGY SERVICES HOLDING	333908	102859 AP	04/19/2023	3-001-5-33-392	413714 GAS SERVICE 711 MARSHAL		52.12	
							*** VENDOR	376 TOTAL		1,151.56
261	TELEFLEX	TELEFLEX FUNDING LLC	333964	102906 AP	04/21/2023	3-001-5-05-381	1239536 EMS IO NEEDLES		1,115.50	
829	THOMSON REUTERS	THOMSON REUTERS - WEST	333965	102907 AP	04/21/2023	3-001-5-09-307	1000090351 CO COUNSELOR P&R MA		229.00	
829	THOMSON REUTERS	THOMSON REUTERS - WEST	333965	102907 AP	04/21/2023	3-001-5-11-210	100059017 CO ATTY WEST INFO CH		845.00	
							*** VENDOR	829 TOTAL		1,074.00
41	UNDERGROUN	UNDERGROUND VAULTS & STORAGE	333967	102909 AP	04/21/2023	3-001-5-19-214	100492 DIST CT FILE RETRIEVAL		112.31	
575	US POSTAL SERVICE	US POSTAL SERVICE (QUADIENT-PO	333968	102910 AP	04/21/2023	3-001-5-01-302	MARCH POSTAGE LEGAL/BOCC		113.38	
575	US POSTAL SERVICE	US POSTAL SERVICE (QUADIENT-PO	333968	102910 AP	04/21/2023	3-001-5-02-302	MARCH POSTAGE, ELECTION, CLERK,		.60	
575	US POSTAL SERVICE	US POSTAL SERVICE (QUADIENT-PO	333968	102910 AP	04/21/2023	3-001-5-03-302	MARCH POSTAGE CO TREAS		102.60	
575	US POSTAL SERVICE	US POSTAL SERVICE (QUADIENT-PO	333968	102910 AP	04/21/2023	3-001-5-04-302	MARCH POSTAGE REG OF DEEDS		.60	
575	US POSTAL SERVICE	US POSTAL SERVICE (QUADIENT-PO	333968	102910 AP	04/21/2023	3-001-5-05-302	MARCH POSTAGE EMS		857.52	
575	US POSTAL SERVICE	US POSTAL SERVICE (QUADIENT-PO	333968	102910 AP	04/21/2023	3-001-5-06-302	MARCH POSTAGE PLANNING/ZONING		24.24	
575	US POSTAL SERVICE	US POSTAL SERVICE (QUADIENT-PO	333968	102910 AP	04/21/2023	3-001-5-07-302	MARCH POSTAGE - SHERIFF		275.86	
575	US POSTAL SERVICE	US POSTAL SERVICE (QUADIENT-PO	333968	102910 AP	04/21/2023	3-001-5-09-232	MARCH POSTAGE LEGAL/BOCC		26.40	
575	US POSTAL SERVICE	US POSTAL SERVICE (QUADIENT-PO	333968	102910 AP	04/21/2023	3-001-5-11-302	MARCH POSTAGE CO ATTORNEY		910.33	
575	US POSTAL SERVICE	US POSTAL SERVICE (QUADIENT-PO	333968	102910 AP	04/21/2023	3-001-5-14-302	MARCH POSTAGE, ELECTION, CLERK,		29.30	
575	US POSTAL SERVICE	US POSTAL SERVICE (QUADIENT-PO	333968	102910 AP	04/21/2023	3-001-5-14-302	MARCH POSTAGE APPRAISER		1,519.62	
575	US POSTAL SERVICE	US POSTAL SERVICE (QUADIENT-PO	333968	102910 AP	04/21/2023	3-001-5-19-302	MARCH POSTAGE - DISTRICT COURT		1,857.65	
575	US POSTAL SERVICE	US POSTAL SERVICE (QUADIENT-PO	333968	102910 AP	04/21/2023	3-001-5-28-302	MARCH POSTAGE USED HR		63.53	
575	US POSTAL SERVICE	US POSTAL SERVICE (QUADIENT-PO	333968	102910 AP	04/21/2023	3-001-5-49-302	MARCH POSTAGE, ELECTION, CLERK,		569.40	
575	US POSTAL SERVICE	US POSTAL SERVICE (QUADIENT-PO	333968	102910 AP	04/21/2023	3-001-5-49-344	MARCH POSTAGE, ELECTION, CLERK,		3,088.14	
							*** VENDOR	575 TOTAL		9,439.17
2	WATER DEPT	WATER DEPT	333969	102911 AP	04/21/2023	3-001-5-05-215	WATER SVC EMS 9103		59.91	
2007	WIRENUTS	WIRENUTS	333970	102912 AP	04/21/2023	3-001-5-18-220	CABLE INSTALLATION - CUSHING B		7,321.00	
							TOTAL FUND 001			99,250.19

TYPES OF CHECKS SELECTED: * ALL TYPES

		P.O.NUMBER	CHECK#							
86	EVERGY	EVERGY KANSAS CENTRAL INC	333937	102879 AP	04/21/2023	3-108-5-00-219	ELEC SVC WIC/HEALTH	482.55		
86	EVERGY	EVERGY KANSAS CENTRAL INC	333937	102879 AP	04/21/2023	3-108-5-00-606	ELEC SVC WIC/HEALTH	160.84		
								*** VENDOR	86 TOTAL	643.39
575	US POSTAL SERVICE	US POSTAL SERVICE (QUADIENT-PO	333968	102910 AP	04/21/2023	3-108-5-00-302	MARCH POSTAGE -HEALTH,WIC	272.61		
575	US POSTAL SERVICE	US POSTAL SERVICE (QUADIENT-PO	333968	102910 AP	04/21/2023	3-108-5-00-606	MARCH POSTAGE -HEALTH,WIC	104.40		
								*** VENDOR	575 TOTAL	377.01
								TOTAL FUND 108		1,020.40
24545	CDW GOVERN	CDW GOVERNMENT INC	333928	102870 AP	04/21/2023	3-115-5-00-409	3773122 PRINTERS	2,037.00		
649	MAPS	MAPS INC	333954	102896 AP	04/21/2023	3-115-5-00-409	LC26 SCANNER	683.85		
								TOTAL FUND 115		2,720.85
843	FIDLAR	FIDLAR	333938	102880 AP	04/21/2023	3-119-5-00-252	2010343 BASTION AVID HOSTING T	3,050.00		
7098	QUILL CORP	QUILL CORP	333957	102899 AP	04/21/2023	3-119-5-00-301	3309088 REG OF DEEDS OFFICE SU	120.85		
7098	QUILL CORP	QUILL CORP	333957	102899 AP	04/21/2023	3-119-5-00-301	3309088 REG OF DEEDS OFFICE SU	42.99		
								*** VENDOR	7098 TOTAL	163.84
								TOTAL FUND 119		3,213.84
1220	CULLIGAN OF GREATER	CULLIGAN OF GREATER KANSAS CIT	333932	102874 AP	04/21/2023	3-126-5-00-225	1220762 WATER/COOLER RENT ADT	42.00		
7098	QUILL CORP	QUILL CORP	333957	102899 AP	04/21/2023	3-126-5-00-321	5645204 COMM CORR OFFICE SUPPL	164.16		
575	US POSTAL SERVICE	US POSTAL SERVICE (QUADIENT-PO	333968	102910 AP	04/21/2023	3-126-5-00-321	MARCH POSTAGE - ADULT COMM COR	80.80		
								TOTAL FUND 126		286.96
2621	CAFE	TERRY BOOKER	333925	102867 AP	04/21/2023	3-127-5-00-3	ADT COMM CORRECTIONS ADVISORY	144.00		
7098	QUILL CORP	QUILL CORP	333957	102899 AP	04/21/2023	3-127-5-00-3	5645204 COMM CORR OFFICE SUPPL	12.98		
7098	QUILL CORP	QUILL CORP	333957	102899 AP	04/21/2023	3-127-5-00-3	5645204 COMM CORR OFFICE SUPPL	22.47		
								*** VENDOR	7098 TOTAL	35.45
								TOTAL FUND 127		179.45
7158	A-1 RENTAL	A-1 RENTAL	333918	102860 AP	04/21/2023	3-133-5-00-214	4-4 MONTHLY TOILET RENTALS	220.00		
7158	A-1 RENTAL	A-1 RENTAL	333918	102860 AP	04/21/2023	3-133-5-00-214	4-4 MONTHLY TOILET RENTALS	110.00		
								*** VENDOR	7158 TOTAL	330.00
5637	CLEARWATER ENTERPRIS	CLEARWATER ENTERPRISES,LLC	333929	102871 AP	04/21/2023	3-133-5-00-304	4-56 20642-5600012303 GAS SERV	309.48		
86	EVERGY	EVERGY KANSAS CENTRAL INC	333905	102856 AP	04/19/2023	3-133-5-00-251	4-37 ELECTRIC SVC CO SHOP ET A	791.55		
86	EVERGY	EVERGY KANSAS CENTRAL INC	333905	102856 AP	04/19/2023	3-133-5-00-251	4-37 ELECTRIC SVC CO SHOP ET A	385.52		
86	EVERGY	EVERGY KANSAS CENTRAL INC	333905	102856 AP	04/19/2023	3-133-5-00-251	4-37 ELECTRIC SVC CO SHOP ET A	32.73		
86	EVERGY	EVERGY KANSAS CENTRAL INC	333905	102856 AP	04/19/2023	3-133-5-00-251	4-37 ELECTRIC SVC CO SHOP ET A	228.40		
								*** VENDOR	86 TOTAL	1,438.20
461	LEAV CO CO	LEAV CO COOP	333950	102892 AP	04/21/2023	3-133-5-00-304	4-3 DYED DEISEL,UNLEADED,CDEF,	20,978.55		
461	LEAV CO CO	LEAV CO COOP	333950	102892 AP	04/21/2023	3-133-5-00-304	4-3 DYED DEISEL,UNLEADED,CDEF,	14,855.42		
461	LEAV CO CO	LEAV CO COOP	333950	102892 AP	04/21/2023	3-133-5-00-304	4-3 DYED DEISEL,UNLEADED,CDEF,	21,090.57		
461	LEAV CO CO	LEAV CO COOP	333950	102892 AP	04/21/2023	3-133-5-00-310	4-3 DYED DEISEL,UNLEADED,CDEF,	944.51		
								*** VENDOR	461 TOTAL	57,869.05
2650	SHERMAN TOWNSHIP	SHERMAN TOWNSHIP	333907	102858 AP	04/19/2023	3-133-5-00-209	4-35 YR 1 OF 10 EXTENSION PER	1,500.00		
575	US POSTAL SERVICE	US POSTAL SERVICE (QUADIENT-PO	333968	102910 AP	04/21/2023	3-133-5-00-301	4-27 MARCH POSTAGE PUBLIC WORK	87.66		
								TOTAL FUND 133		61,534.39
1220	CULLIGAN OF GREATER	CULLIGAN OF GREATER KANSAS CIT	333932	102874 AP	04/21/2023	3-136-5-00-203	1274542 WATER/COOLER RENTAL	21.00		
1220	CULLIGAN OF GREATER	CULLIGAN OF GREATER KANSAS CIT	333932	102874 AP	04/21/2023	3-136-5-00-223	1274542 WATER/COOLER RENTAL	21.00		
								*** VENDOR	1220 TOTAL	42.00
7098	QUILL CORP	QUILL CORP	333957	102899 AP	04/21/2023	3-136-5-00-238	5645204 COMM CORR OFFICE SUPPL	29.00		

warrants by vendor

START DATE: 04/15/2023 END DATE: 04/21/2023

TYPES OF CHECKS SELECTED: * ALL TYPES

		P.O.NUMBER	CHECK#							
7098	QUILL CORP	QUILL CORP	333957	102899 AP	04/21/2023	3-136-5-00-301	5645204 COMM CORR OFFICE SUPPL	28.99		
7098	QUILL CORP	QUILL CORP	333957	102899 AP	04/21/2023	3-136-5-00-321	5645204 COMM CORR OFFICE SUPPL	28.99		
								*** VENDOR	7098 TOTAL	86.98
1708	SHERIFF - SECURITY	LEAV CO SHERIFF-SECURITY	333960	102902 AP	04/21/2023	3-136-5-00-205	COMMUNITY CORRECTIONS/JIAS JAN	250.00		
1708	SHERIFF - SECURITY	LEAV CO SHERIFF-SECURITY	333960	102902 AP	04/21/2023	3-136-5-00-225	COMMUNITY CORRECTIONS/JIAS JAN	250.00		
1708	SHERIFF - SECURITY	LEAV CO SHERIFF-SECURITY	333960	102902 AP	04/21/2023	3-136-5-00-233	COMMUNITY CORRECTIONS/JIAS JAN	162.25		
								*** VENDOR	1708 TOTAL	662.25
575	US POSTAL SERVICE	US POSTAL SERVICE (QUADIENT-PO	333968	102910 AP	04/21/2023	3-136-5-00-301	MARCH POSTAGE - JUV COMM CORR	5.52		
575	US POSTAL SERVICE	US POSTAL SERVICE (QUADIENT-PO	333968	102910 AP	04/21/2023	3-136-5-00-321	MARCH POSTAGE - JUV COMM CORR	5.53		
								*** VENDOR	575 TOTAL	11.05
								TOTAL FUND 136		802.28

461	LEAV CO CO	LEAV CO COOP	333950	102892 AP	04/21/2023	3-137-5-00-304	4-1 DYED DIESEL	13,942.49		
								TOTAL FUND 137		13,942.49

1708	SHERIFF - SECURITY	LEAV CO SHERIFF-SECURITY	333960	102902 AP	04/21/2023	3-138-5-00-205	COMMUNITY CORRECTIONS/JIAS JAN	250.00		
								TOTAL FUND 138		250.00

675	ASHLEY THE ENTERTAIN	GREGG ASHLEY COOPER II	333924	102866 AP	04/21/2023	3-145-5-00-211	SENIOR PICNIC ENTERTAINMENT 5/5	550.00		
2621	CAFE	TERRY BOOKER	333925	102867 AP	04/21/2023	3-145-5-00-256	MEALS RESERVED 4/1-4/14	13,273.00		
2621	CAFE	TERRY BOOKER	333925	102867 AP	04/21/2023	3-145-5-00-256	MEALS RESERVED 4/1-4/14	13,273.00		
								*** VENDOR	2621 TOTAL	26,546.00
4755	LEAV PAPER	LEAVENWORTH PAPER AND OFFICE S	333952	102894 AP	04/21/2023	3-145-5-00-345	C1&C2 CONSUMABLES (CO ON AGING	64.73		
4755	LEAV PAPER	LEAVENWORTH PAPER AND OFFICE S	333952	102894 AP	04/21/2023	3-145-5-00-345	C1&C2 CONSUMABLES (CO ON AGING	163.94		
4755	LEAV PAPER	LEAVENWORTH PAPER AND OFFICE S	333952	102894 AP	04/21/2023	3-145-5-05-301	C1&C2 CONSUMABLES (CO ON AGING	28.01		
4755	LEAV PAPER	LEAVENWORTH PAPER AND OFFICE S	333952	102894 AP	04/21/2023	3-145-5-06-301	C1&C2 CONSUMABLES (CO ON AGING	37.26		
4755	LEAV PAPER	LEAVENWORTH PAPER AND OFFICE S	333952	102894 AP	04/21/2023	3-145-5-06-321	C1&C2 CONSUMABLES (CO ON AGING	24.84		
4755	LEAV PAPER	LEAVENWORTH PAPER AND OFFICE S	333952	102894 AP	04/21/2023	3-145-5-07-302	C1&C2 CONSUMABLES (CO ON AGING	3.86		
4755	LEAV PAPER	LEAVENWORTH PAPER AND OFFICE S	333952	102894 AP	04/21/2023	3-145-5-07-321	C1&C2 CONSUMABLES (CO ON AGING	22.36		
								*** VENDOR	4755 TOTAL	345.00
537	LEAV TIMES	CHERRYROAD MEDIA INC	333953	102895 AP	04/21/2023	3-145-5-00-209	19780 PUBLIC NOTICE SENIOR SER	21.57		
350	TREASURER	LEAVENWORTH COUNTY	333966	102908 AP	04/21/2023	3-145-5-00-211	SENIOR PICNIC EVENT START UP C	1,180.00		
575	US POSTAL SERVICE	US POSTAL SERVICE (QUADIENT-PO	333968	102910 AP	04/21/2023	3-145-5-00-302	MARCH POSTAGE - CO ON AGING	223.26		
								TOTAL FUND 145		28,865.83

575	US POSTAL SERVICE	US POSTAL SERVICE (QUADIENT-PO	333968	102910 AP	04/21/2023	3-146-5-00-302	MARCH POSTAGE - CO TREAS SPECI	1,595.40		
								TOTAL FUND 146		1,595.40

7158	A-1 RENTAL	A-1 RENTAL	333918	102860 AP	04/21/2023	3-160-5-00-263	JOHNNY ON THE JOB	110.00		
26195	ADVANCE AUTO PARTS	GENERAL PARTS DISTRIBUTION	333919	102861 AP	04/21/2023	3-160-5-00-213	670030 WASHER FLUID,WIPER BLAD	24.78		
26195	ADVANCE AUTO PARTS	GENERAL PARTS DISTRIBUTION	333919	102861 AP	04/21/2023	3-160-5-00-213	670030 WASHER FLUID,WIPER BLAD	40.69		
26195	ADVANCE AUTO PARTS	GENERAL PARTS DISTRIBUTION	333919	102861 AP	04/21/2023	3-160-5-00-304	670030 WASHER FLUID,WIPER BLAD	115.86		
								*** VENDOR	26195 TOTAL	181.33
575	US POSTAL SERVICE	US POSTAL SERVICE (QUADIENT-PO	333968	102910 AP	04/21/2023	3-160-5-00-201	MARCH POSTAGE - SOLID WASTE	30.00		
								TOTAL FUND 160		321.33

615	KIMLEY-HORN	KIMLEY-HORN & ASSOCIATES, INC	333972	1694 AP	04/20/2023	3-171-5-07-201	4-4 REG TRANSP STUDY 268228000	60,350.00		
								TOTAL FUND 171		60,350.00

3030	ISG TECHNOLOGY	ISG TECHNOLOGY	333971	10202 AP	04/21/2023	3-172-5-00-107	ARPA179 1.85 VIRTUAL SERVER	104,165.68		
								TOTAL FUND 172		104,165.68

TYPES OF CHECKS SELECTED: * ALL TYPES

			P.O.NUMBER	CHECK#						
1991	MARC	MID-AMERICA REGIONAL COUNCIL	333955	102897 AP	04/21/2023	3-174-5-00-210	LEAV-911 MARCH 911 COSTSHARE		31,424.79	
							TOTAL FUND 174			31,424.79
5637	CLEARWATER ENTERPRIS	CLEARWATER ENTERPRISES,LLC	333929	102871 AP	04/21/2023	3-195-5-00-290	20642-0321A774932303 GAS SERVI		95.67	
							TOTAL FUND 195			95.67
1867	REDWOOD TOXICOLOGY	REDWOOD TOXICOLOGY LABORATORY	333958	102900 AP	04/21/2023	3-196-5-00-201	112368 CONFIRMATION TESTS		151.50	
							TOTAL FUND 196			151.50
451	AETNA	AETNA LIFE INSURANCE COMPANY	333903	102854 AP	04/19/2023	3-510-2-00-939	APRIL PREMIUMS		305,058.22	
451	AETNA	AETNA LIFE INSURANCE COMPANY	333903	102854 AP	04/19/2023	3-510-2-00-939	APRIL PREMIUMS		9,741.84	
451	AETNA	AETNA LIFE INSURANCE COMPANY	333903	102854 AP	04/19/2023	3-510-2-00-939	APRIL PREMIUMS		784.15	
							*** VENDOR	451 TOTAL		315,584.21
1504	DELTA DENTAL OF KS	DELTA DENTAL OF KANSAS	333904	102855 AP	04/19/2023	3-510-2-00-942	APRIL PREMIUMS		18,397.16	
1504	DELTA DENTAL OF KS	DELTA DENTAL OF KANSAS	333904	102855 AP	04/19/2023	3-510-2-00-942	APRIL PREMIUMS		27.20	
1504	DELTA DENTAL OF KS	DELTA DENTAL OF KANSAS	333904	102855 AP	04/19/2023	3-510-2-00-942	APRIL PREMIUMS		1,796.96	
1504	DELTA DENTAL OF KS	DELTA DENTAL OF KANSAS	333904	102855 AP	04/19/2023	3-510-2-00-942	APRIL PREMIUMS		108.80-	
							*** VENDOR	1504 TOTAL		20,112.52
8500	METLIFE	METLIFE (VISION PLAN)	333906	102857 AP	04/19/2023	3-510-2-00-944	APRIL PREMIUMS 5919453		3,824.54	
8500	METLIFE	METLIFE (VISION PLAN)	333906	102857 AP	04/19/2023	3-510-2-00-944	APRIL PREMIUMS 5919453		112.48-	
							*** VENDOR	8500 TOTAL		3,712.06
							TOTAL FUND 510			339,408.79
							TOTAL ALL CHECKS			749,579.84

TYPES OF CHECKS SELECTED: * ALL TYPES

FUND SUMMARY

001	GENERAL	99,250.19
108	COUNTY HEALTH	1,020.40
115	EQUIPMENT RESERVE	2,720.85
119	ROD TECHNOLOGY	3,213.84
126	COMM CORR ADULT	286.96
127	COMM CORR ADULT NON GRANT	179.45
133	ROAD & BRIDGE	61,534.39
136	COMM CORR JUVENILE	802.28
137	LOCAL SERVICE ROAD & BRIDGE	13,942.49
138	JUV INTAKE & ASSESSMENT	250.00
145	COUNCIL ON AGING	28,865.83
146	COUNTY TREASURER SPECIAL	1,595.40
160	SOLID WASTE MANAGEMENT	321.33
171	S TAX CAP RD PROJ: BONDS	60,350.00
172	AMERICAN RECOVERY PLAN	104,165.68
174	911	31,424.79
195	JUVENILE DETENTION	95.67
196	DRUG TEST & SUPERVISION FEES	151.50
510	PAYROLL CLEARING	339,408.79
	TOTAL ALL FUNDS	749,579.84

Consent Agenda 4/26/2023
Checks dated 4/15-4/21

**Leavenworth County
Request for Board Action
Case No. DEV-23-031/032
Preliminary & Final Plat Summit Farms**

Date: April 26, 2023
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**

Action Requested: The applicants are requesting a Preliminary and Final Plat for a four-lot subdivision. Lots range in size from 5.18 acres to 13.06 acres.

Analysis: The applicant is proposing to divide a 35-acre parcel into four lots. The Subdivision is classified as a Class C with all lots lying within the Rural Growth Area of Leavenworth County. Staff is supportive of a waiver of the requirement to connect to a sanitary sewer system as sanitary sewers are not located within 660' of the subdivision (see condition 3). Lot 1 is proposed to be 10.04 acres. Lot 2 is 6.78 acres. Lot 3 will be 5.18 acres and Lot 4 will be 13.06 acres. Lots 2 and 3 comply with the RR-5 zoning district standard but Lots 1 & 4 will need an exception to the lot-depth to lot-width requirements. Both lots have floodplain that runs along the west property lines. Lot 4 is also a uniquely shaped lot due to the original configuration of the parcel. Floodplain is located on this parcel. Any future development must comply with the County's floodplain regulations. The property abuts I-70 on the north side. The required landscape buffer strip has been included on the face of the plat. KTA did review the application and notified staff that a right-of-way expansion project is planned for the future. The subdivision will access off an existing local road (258th Street) and the proposed lots meet the Access Management standards for driveways. RWD 10 has been in communication with the applicant and indicated that a water line extension would be required.

Recommendation: The Planning Commission voted 7-0 to recommend approval of Case No.DEV-23-031/032, Preliminary and Final Plat for Summit Farms subject to conditions.

Alternatives:

1. Approve Case No. DEV-23-031/032, Preliminary and Final Plat for Summit Farms, with Findings of Fact, and with or without conditions; or
2. Deny Case No. DEV-23-031/032, Preliminary and Final Plat for Summit Farms, with Findings of Fact; or
3. Revise or Modify the Planning Commission Recommendation to Case No. DEV-23-031/032, Preliminary and Final Plat for Summit Farms, with Findings of Fact; or
4. Remand the case back to the Planning Commission.

Budgetary Impact:

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

Total Amount Requested: \$0.00

Additional Attachments: Staff Report, Plat, Planning Commission Minutes

**LEAVENWORTH COUNTY
BOARD OF COUNTY COMMISSIONERS
STAFF REPORT**

CASE NO: DEV-23-031/032 Summit Farms

April 26, 2023

REQUEST: **Consent Agenda**
 Preliminary Plat Final Plat

STAFF REPRESENTATIVE:
 AMY ALLISON
 DEPUTY DIRECTOR

SUBJECT PROPERTY: 00000 254TH STREET

APPLICANT/APPLICANT AGENT:
 JOE HERRING
 HERRING SURVEYING

PROPERTY OWNER:
 MATTHEW FRANCIS
 SUMMIT FARMS LLC
 10000 HOLLINGSWORTH ROAD
 KANSAS CITY, KS 66109

CONCURRENT APPLICATIONS:
 NONE

LAND USE

ZONING: RR-5

FUTURE LAND USE DESIGNATION:
 RESIDENTIAL (2.5-ACRE MIN)

LEGAL DESCRIPTION:

A tract of land located in the West Half of Section 22, Township 12 South, Range 20 East of the 6th P.M., in Leavenworth County Kansas.

SUBDIVISION: N/A

FLOODPLAIN: A PORTION OF THE PROPERTY IS LOCATED IN ZONE A

PLANNING COMMISSION RECOMMENDATION: APPROVAL WITH CONDITIONS

PROPERTY INFORMATION

ACTION OPTIONS:

1. Approve Case No. DEV-23-031/032, Preliminary and Final Plat for Summit Farms, with Findings of Fact, and with or without conditions
2. Deny Case No. DEV-23-031/032, Preliminary and Final Plat for Summit Farms, with Findings of Fact
3. Revise or Modify the Planning Commission Recommendation to Case No. DEV-23-031/032, Preliminary and Final Plat for Summit Farms, with Findings of Fact
4. Remand the case back to the Planning Commission.

PARCEL SIZE:
 35 ACRES

PARCEL ID NO:
 215-22-0-00-00-020.01

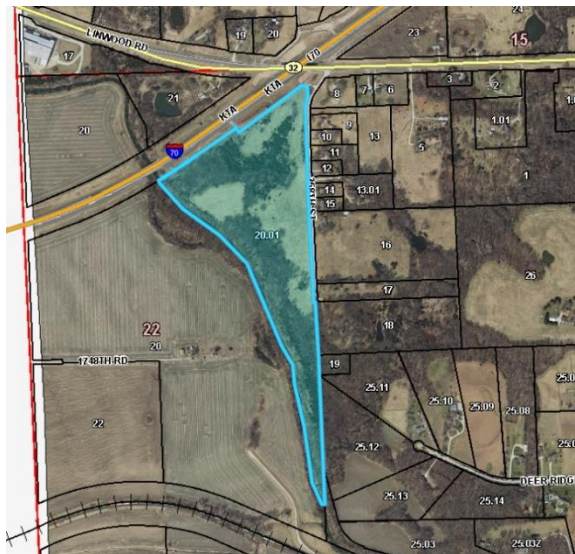
BUILDINGS:
 N/A

PROJECT SUMMARY:

Request for preliminary and final plat approval to subdivide property located at 00000 258th Street (PID 215-22-0-00-00-020.01) as Lots 1 through 4 of Summit Farms.

ACCESS/STREET:
 258TH STREET - COUNTY LOCAL,
 GRAVEL ± 20’;

Location Map:



UTILITIES

SEWER: PRIVATE SEPTIC SYSTEM

FIRE: RENO

WATER: RWD 10

ELECTRIC: EVERGY

NOTICE & REVIEW:

STAFF REVIEW:
 3/31/2023

NEWSPAPER NOTIFICATION:
 4/4/2023

NOTICE TO SURROUNDING
 PROPERTY OWNERS:
 N/A

STANDARDS TO BE CONSIDERED:			
<i>Leavenworth County Zoning and Subdivision Standards: Preliminary Review</i>		Met	Not Met
35-40	Preliminary Plat Content	X	
40-20	Final Plat Content	X	
41-6	Access Management	X	
41-6.B.a-c.	Entrance Spacing	N/A	
41-6.C.	Public Road Access Management Standards	N/A	
43	Cross Access Easements	N/A	
50-20	Utility Requirements	X	
50-30	Other Requirements	X	
50-40	Minimum Design Standards		X
	Exception required from Article 50-Section 40.3.i. for Lots 1 & 4		
50-50	Sensitive Land Development	N/A	
50-60.	Dedication of Reservation of Public Sites and Open Spaces	N/A	

STAFF COMMENTS:

The applicant is proposing to divide a 35-acre parcel into four lots. The Subdivision is classified as a Class C with all lots lying within the Rural Growth Area of Leavenworth County. Staff is supportive of a waiver of the requirement to connect to a sanitary sewer system as sanitary sewers are not located within 660' of the subdivision (see condition 3). Lot 1 is proposed to be 10.04 acres. Lot 2 is 6.78 acres. Lot 3 will be 5.18 acres and Lot 4 will be 13.06 acres. Lots 2 and 3 comply with the RR-5 zoning district standard but Lots 1 & 4 will need an exception to the lot-depth to lot-width requirements. Both lots have floodplain that runs along the west property lines. Lot 4 is also a uniquely shaped lot due to the original configuration of the parcel. Floodplain is located on this parcel. Any future development must comply with the County's floodplain regulations. The property abuts I-70 on the north side. The required landscape buffer strip has been included on the face of the plat. KTA did review the application and notified staff that a right-of-way expansion project is planned for the future. The subdivision will access off an existing local road (258th Street) and the proposed lots meet the Access Management standards for driveways. RWD 10 has been in communication with the applicant and indicated that a water line extension would be required. Staff is generally in support.

PROPOSED CONDITIONS:

1. Building permits shall be required for any new construction.
2. Erosion control shall be used when designing and constructing driveways. A form of sediment control shall be installed before work begins and maintained throughout the time that the land disturbing activities are taking place. Re-vegetation of all disturbed sites shall be completed within 45 days after completion of final grading weather permitting.
3. A waiver for the use of private septic systems within this subdivision is granted with this approval.
4. At time of development, fire hydrants shall be required, if necessary infrastructure is available.
5. An exception from Article 50 – Section 40.3.1. for lot-depth to lot-width has been granted for Lots 1 & 4.
6. The developer must comply with the following memorandums:
 - a. Email – RWD#10, April 5, 2023

ATTACHMENTS:

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

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

Office Use Only

PID: _____
 Township: _____
 Planning Commission Meeting Date: _____
 Case No. _____ Date Received/Paid: _____
 Zoning District _____
 Comprehensive Plan land use designation _____

APPLICANT/AGENT INFORMATION

OWNER INFORMATION

NAME: Herring Surveying Company NAME: Summits Farms LLC - Matthew Francis
 MAILING ADDRESS: 315 N. 5th Street MAILING ADDRESS 10000 Hollingsworth Road
 CITY/ST/ZIP: Leavenworth, KS 66048 CITY/ST/ZIP Kansas City, Kansas 66109
 PHONE: 913-651-3858 PHONE: N/A
 EMAIL : herringsurveying@outlook.com EMAIL N/A

GENERAL INFORMATION

Proposed Subdivision Name: SUMMIT FARMS
 Address of Property: 00000 254th Street
 Urban Growth Management Area: N/A

SUBDIVISION INFORMATION

Gross Acreage: 45 Acres	Number of Lots: 5	Minimum Lot Size: 5 Acres
Maximum Lot Size: 13 Acres	Proposed Zoning: RR-5	Density: N/A
Open Space Acreage: N/A	Water District: RWD 10	Proposed Sewage: Septic
Fire District: Reno	Electric Provider: Evergy	Natural Gas Provider: Propane
Covenants: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Road Classification: <u>Local</u> - Collector - Arterial - State - Federal	

Is any part of the site designated as Floodplain? Yes No if yes, what is the panel number: 20103C0360G

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

Signature: Joe Herring - digitally signed 2/28/2023 Date: 2-28-23

ATTACHMENT A

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

Office Use Only

PID: _____
 Township: _____
 Planning Commission Meeting Date: _____
 Case No. _____ Date Received/Paid: _____
 Zoning District _____
 Comprehensive Plan land use designation _____

APPLICANT/AGENT INFORMATION

OWNER INFORMATION

NAME: Herring Surveying Company NAME: Summits Farms LLC - Matthew Francis
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 CITY/ST/ZIP: Leavenworth, KS 66048 CITY/ST/ZIP Kansas City, Kansas 66109
 PHONE: 913-651-3858 PHONE: N/A
 EMAIL : herringsurveying@outlook.com EMAIL N/A

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 Address of Property: 00000 254th Street
 Urban Growth Management Area: N/A

SUBDIVISION INFORMATION

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Open Space Acreage: N/A	Water District: RWD 10	Proposed Sewage: Septic
Fire District: Reno	Electric Provider: Evergy	Natural Gas Provider: Propane
Covenants: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Road Classification: <u>Local</u> - Collector - Arterial - State - Federal	

Is any part of the site designated as Floodplain? Yes No if yes, what is the panel number: 20103C0360G

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

Signature: Joe Herring - digitally signed 2/28/2023 Date: 2-28-23

ATTACHMENT A

AFFIDAVIT

Authorization of Contractors or Individuals to Act as Agents of a Landowner
COUNTY OF LEAVENWORTH
STATE OF KANSAS

We/I Summit Farms and MATTHEW FRANCIS

Being dully sworn, dispose and say that we/I are the owner(s) of said property located at ^{7 00-00-020-01}
0000 258th PID 215-22-0, and that we authorize the
following people or firms to act in our interest with the Leavenworth County Planning
and Zoning Department for a period of one calendar year. Additionally, all statements
herein contained in the information herewith submitted are in all respects true and correct
to the best of our knowledge and belief.

Authorized Agents (full name, address & telephone number)

1) Joseph A. Herring – Herring Surveying Company 315 N. 5th Street, Leavenworth,
KS 66048, 913-651-3858

2)

Signed and entered this _____ day of _____, 20__.

MATTHEW J. FRANCIS 10000 HOLLINGSWORTH ROAD KANSAS CITY KS
66109

Print Name, Address, Telephone

[Signature] MANAGER Summit Farms
Signature

STATE OF KANSAS)
) SS
COUNTY OF LEAVENWORTH)

Be it remember that on this 10th day of February 23, 2020, before me, a notary public in and
for said County and State came Matthew J. Francis to me
personally known to be the same persons who executed the forgoing instrument of writing, and
duly acknowledged the execution of same. In testimony whereof, I have hereunto set my hand
and affixed my notary seal the day and year above written.

NOTARY PUBLIC Erin K Shoemaker

My Commission Expires: 05/12/2023

(seal)

ERIN K SHOEMAKE
Notary Public, Notary Seal
State of Missouri
Platte County
Commission # 19579196
My Commission Expires 05-12-2023

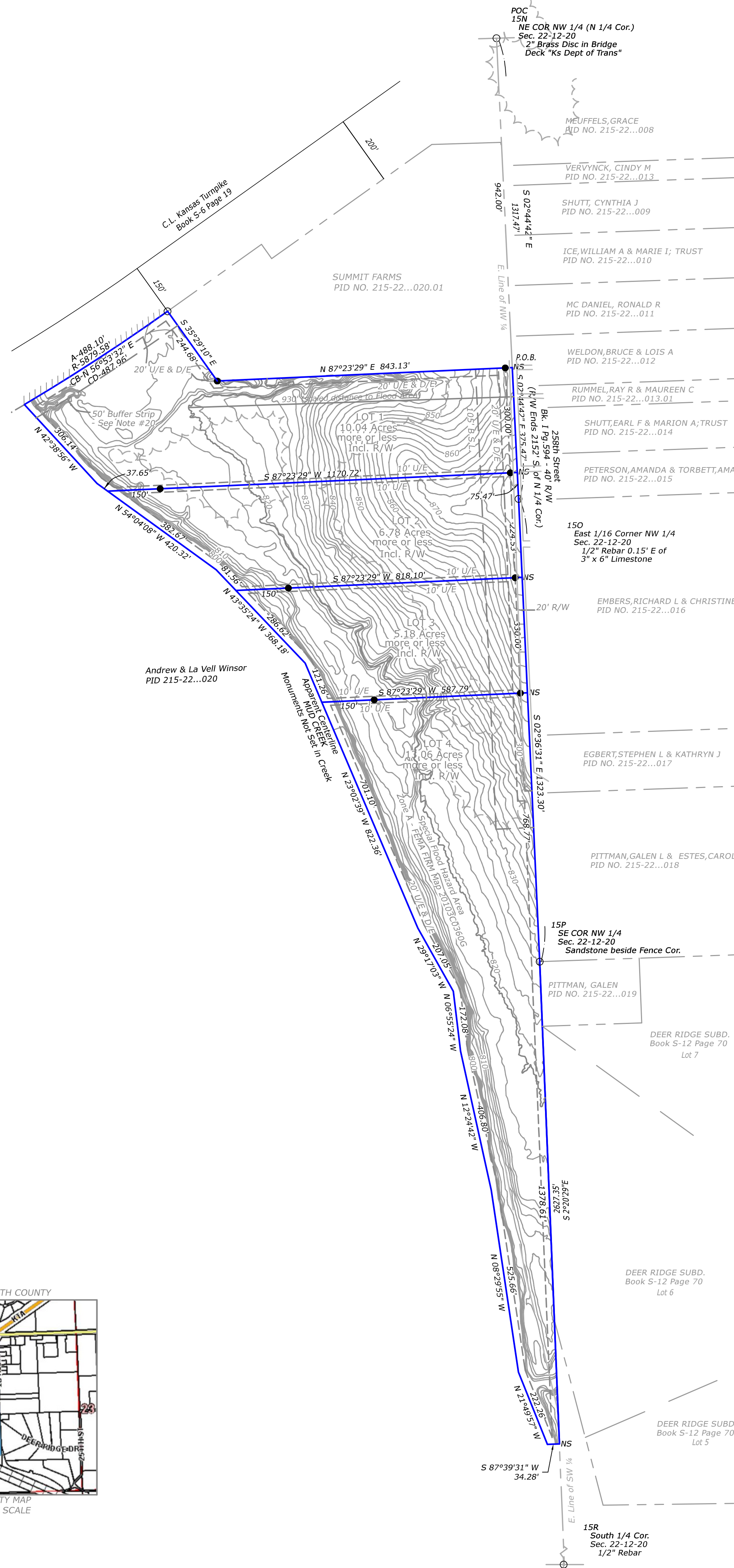
SUMMIT FARMS

A Minor Subdivision in the West Half of Section 22, Township 12 South, Range 20 East of the 6th P.M., Leavenworth County, Kansas.

PRELIMINARY PLAT

PREPARED FOR:
SUMMIT FARMS
10000 HOLLINGSWORTH RD
KANSAS CITY, KS 66109
PID # 215-22-0-00-00-020.01

RECORD DESCRIPTION:
A tract of land located in the West Half of Section 22, Township 12 South, Range 20 East of the 6th P.M., Leavenworth County, Kansas, written by Joseph A. Herring on March 4, 2023, more fully described as follows: Commencing at the Northwest corner of the Northwest Quarter of said Section 22; Thence South 2 degrees 44'42" East for a distance of 942.00 feet along the East line of said Northwest Quarter to the TRUE POINT OF BEGINNING; thence continuing South 2 degrees 44'42" East for a distance of 375.47 feet along the East line of the Northeast Quarter of said Northwest Quarter to the Southeast corner of the North Half of said Northwest Quarter; thence South 2 degrees 36'31" East for a distance of 1323.30 feet along the East line of the Southeast Quarter of said Northwest Quarter to the Southeast corner of said Northwest Quarter; thence South 2 degrees 20'29" East for a distance of 1378.61 feet along the East line of the Southwest Quarter of said Section 22; thence South 87 degrees 39'31" West 34.28 feet to the apparent centerline of Mudd Creek; thence North 21 degrees 49'57" West for a distance of 222.26 feet along said centerline; thence North 08 degrees 29'55" West for a distance of 525.66 feet along said centerline; thence North 12 degrees 24'42" West for a distance of 406.80 feet along said centerline; thence North 06 degrees 55'24" West for a distance of 172.08 feet along said centerline; thence North 29 degrees 17'03" West for a distance of 207.05 feet along said centerline; thence North 23 degrees 02'39" West for a distance of 822.36 feet along said centerline; thence North 43 degrees 35'24" West for a distance of 368.18 feet along said centerline; thence North 54 degrees 04'08" West for a distance of 420.32 feet along said centerline; thence North 42 degrees 36'56" West for a distance of 306.14 feet to the Southerly right-of-way of the Kansas Turnpike; thence along a non-tangent curve to the left having a radius of 5879.58 feet and an arc length of 486.10 feet along said Southerly right-of-way, being subtended by a chord bearing North 56 degrees 53'32" East and a chord distance of 487.96 feet; thence South 35 degrees 29'10" East for a distance of 244.68 feet; thence North 87 degrees 23'29" East for a distance of 843.13 to the point of beginning. Together with and subject to covenants, easements, and restrictions of record. Said property contains 35.07 acres, more or less, including road right of way. Error of Closure = 1 : 672578

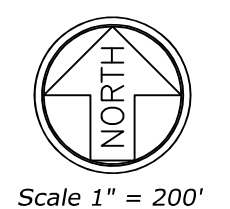


- LEGEND:**
- - 1/2" Rebar Set with Cap No.1296
 - - 1/2" Rebar Found, unless otherwise noted.
 - POB - Point of Beginning
 - POC - Point of Commencing
 - () - Record / Deeded Distance
 - U/E - Utility Easement
 - D/E - Drainage Easement
 - B.S.L. - Building Setback Line
 - R/W - Permanent Dedicated Roadway Easement
 - BM - Benchmark
 - NS - Not Set this survey per agreement with client
 - A - Arc Distance
 - R - Arc Radius
 - CB - Chord Bearing
 - CD - Chord Distance
 - //// - No Vehicle Entrance Access
 - NS - Not Set this survey per agreement with client
 - - Power Pole
 - X - Fence Line
 - OHP - Overhead Power Lines
 - T - Underground Telephone/Fiber Optic Line
 - ◇ - Gas Valve
 - ⊕ - Water Meter/Valve
 - ⊞ - Telephone Pedestal
 - W - 6" Water Line - location as per district
 - ~ - Tree/Brush Line

- RESTRICTIONS:**
- 1) All proposed structures within this plat shall comply with the Leavenworth County Zoning and Subdivision Regulations or zoning regulation jurisdiction.
 - 2) An Engineered Waste Disposal System may be required due to poor soil conditions.
 - 3) Erosion and sediment control measures shall be used when designing and constructing driveways and other structures. Re-vegetation of all disturbed areas shall be completed within 45 days after final grading.
 - 4) Lots are subject to the current Access Management Policy
 - 5) Any buildings to be constructed in or near the special flood hazard zone shall provide an elevation certificate to be approved by Leavenworth County prior to the issuance of a building permit.
 - 6) An exception has been granted for Lot width to Lot depth ratio on Lot 1 and Lot 4
 - 7) No off-plat restrictions.

ZONING:
RR 5 - Rural Residential 5

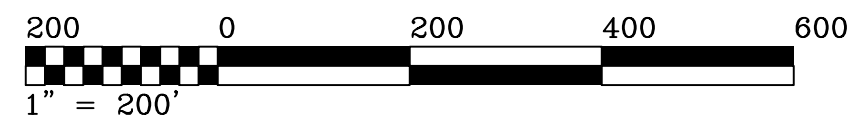
- NOTES:**
- 1) This survey does not show ownership.
 - 2) All distances are calculated from measurements or measured this survey, unless otherwise noted.
 - 3) All recorded and measured distances are the same, unless otherwise noted.
 - 4) Error of Closure - See Error of Closure Calculations
 - 5) Basis of Bearing - KS SPC North Zone 1501
 - 6) Monument Origin Unknown, unless otherwise noted.
 - 7) Proposed Lots for Residential Use.
 - 8) Road Record - See Survey
 - 9) Benchmark - NAVD83
Project Benchmark (BM) - N 1/4 Cor SEction 22 - Elev - 900.8'
 - 10) Easements, if any, are created hereon or listed in referenced title commitment.
 - 11) Reference Recorded Deed Doc # 2022R02408
 - 12) Utility Companies
- Water - Water District 10
- Electric - Evergy
- Sewer - Septic / Lagoon
- Gas - Propane / Natural Gas
 - 13) Reference Chicago Title Insurance Company File No. TX0017032 dated February 8, 2023.
- Southwestern Bell Easement Book 385 Page 416 is a blanket easement in nature and is not shown hereon.
- Kansas Power and Light Easement Book 339 Page 247 is a blanket easement in nature and is not shown hereon.
 - 14) Property is in a Special Flood Hazard Area Zone A per FEMA FIRM Map 20103C0360G dated July 16, 2015
 - 15) Building Setback Lines as shown hereon or noted below
- All side yard setbacks - 15' (Accessory - 15')
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 - 16) Distances to and of structures, if any, are +- 1'.
 - 17) Easements as per referenced Title Commitment are shown hereon, if any.
 - 18) Fence Lines do not necessarily denote the boundary line for the property.
 - 19) Reference Surveys:
APT - A.P.Tanking Survey Doc #2022S037
JAH - J.A. Herring Survey Doc # 2022S091 & 2023S015
DEER RIDGE SUBD. Book S-12 Page 70
 - 20) 50' Buffer Strip reserved for the planting of trees or shrubs by owner or developer; the building of structures is prohibited. Current area is heavily treed and in an existing special flood hazard area, if clearing of this area occurs, mature trees to remain in place.



Job # K-22-1656
March 5, 2023 Rev. 3/31/23

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

315 North 5th Street, Leav., KS 66048
Ph. 913.651.3858 Fax 913.674.5361
Email - survey@herringinc.com



I hereby certify that this survey was made by me, or under my direct supervision, on the ground during the month of February 2023 and this map or plat is correct to the best of my knowledge.

Joseph A. Herring
PS # 1296

SUMMIT FARMS

A Minor Subdivision in the West Half of Section 22, Township 12 South, Range 20 East of the 6th P.M., Leavenworth County, Kansas.

FINAL PLAT

PREPARED FOR:
SUMMIT FARMS
10000 HOLLINGSWORTH RD
KANSAS CITY, KS 66109
PID # 215-22-0-00-00-020.01

RECORD DESCRIPTION:
A tract of land located in the West Half of Section 22, Township 12 South, Range 20 East of the 6th P.M., Leavenworth County, Kansas, written by Joseph A. Herring on March 4, 2023, more fully described as follows: Commencing at the Northeast corner of the Northwest Quarter of said Section 22; Thence South 2 degrees 44'42" East for a distance of 942.00 feet along the East line of said Northwest Quarter to the TRUE POINT OF BEGINNING; thence continuing South 2 degrees 44'42" East for a distance of 375.47 feet along the East line of the Northeast Quarter of said Northwest Quarter to the Southeast corner of the North Half of said Northwest Quarter; thence South 2 degrees 36'31" East for a distance of 1323.30 feet along the East line of the Southeast Quarter of said Northwest Quarter to the Southeast corner of said Northwest Quarter; thence South 2 degrees 20'29" East for a distance of 1378.61 feet along the East line of the Southwest Quarter of said Section 22; thence South 87 degrees 39'31" West 34.28 feet to the apparent centerline of Mud Creek; thence North 21 degrees 49'57" West for a distance of 222.26 feet along said centerline; thence North 08 degrees 29'55" West for a distance of 525.66 feet along said centerline; thence North 12 degrees 24'42" West for a distance of 406.80 feet along said centerline; thence North 06 degrees 55'24" West for a distance of 172.08 feet along said centerline; thence North 29 degrees 17'03" West for a distance of 207.05 feet along said centerline; thence North 23 degrees 02'39" West for a distance of 822.36 feet along said centerline; thence North 43 degrees 35'24" West for a distance of 368.18 feet along said centerline; thence North 54 degrees 04'08" West for a distance of 420.32 feet along said centerline; thence North 42 degrees 38'56" West for a distance of 306.14 feet to the Southerly right-of-way of the Kansas Turnpike; thence along a non-tangent curve to the left having a radius of 5879.58 feet and an arc length of 498.10 feet along said Southerly right-of-way, being subtended by a chord bearing North 56 degrees 53'32" East and a chord distance of 487.96 feet; thence South 35 degrees 29'10" East for a distance of 244.68 feet; thence North 87 degrees 23'29" East for a distance of 843.13 to the point of beginning. Together with and subject to covenants, easements, and restrictions of record. Said property contains 35.07 acres, more or less, including road right of way. Error of Closure = 1 : 672578

CERTIFICATION AND DEDICATION
The undersigned proprietors state that all taxes of the above described tract of land have been paid and that they have caused the same to be subdivided in the manner shown on the accompanying plat, which subdivision shall be known as: SUMMIT FARMS.

Easements shown on this plat are hereby dedicated for public use, the rights of way which are shown with dashed lines on the accompanying plat, and said easements may be employed to locate and maintain sewers, water lines, gas lines, poles and wires and any other form of public utility now and hereafter used by the public over, under and along the strips marked "Utility Easement" (U/E).

"Drainage Easements" or "D/E" shown on this plat are hereby dedicated for the purpose of constructing, using, replacing and maintaining a culvert, storm sewer, drainage ditch, or other drainage facility or tributary connections, including similar facilities, and appurtenances thereto, including the right to maintain, repair and replace the drainage facility and for any reconstruction and future expansion of such facility, together with the right of access for the same, is hereby dedicated for public use. Drainage Easements shall be kept clear of obstructions that impair the strength or interfere with the use and/or maintenance of storm drainage facilities. The maintenance and upkeep of said Easements shall be the responsibility of the individual owners of the lots whereupon said Easements are dedicated. Leavenworth County shall bear no responsibility for any maintenance and upkeep of said Easements.

Building Lines or Setback Lines (B.S.L.) are hereby established as shown on the accompanying plat and no building or portion thereof shall be built or constructed between this line and the street line.

IN TESTIMONY WHEREOF,
We, the undersigned owners of SUMMIT FARMS, have set our hands this _____ day of _____, 2023.

Matthew Francis, Member of Summit Farms, LLC

NOTARY CERTIFICATE:
Be it remembered that on this _____ day of _____, 2023, before me, a notary public in and for said County and State came Matthew Francis, Member of Summit Farms, LLC, to me personally known to be the same persons who executed the foregoing instrument of writing, and duly acknowledged the execution of same. In testimony whereof, I have hereunto set my hand and affixed my notary seal the day and year above written.

NOTARY PUBLIC
My Commission Expires: _____ (seal)

APPROVALS
We, the Leavenworth County Planning Commission, do hereby approve the foregoing plat of SUMMIT FARMS this _____ day of _____, 2023.

Secretary: John Jacobson
Chairman: Steven Rosenthal

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

County Engineer - Mitch Pleak

COUNTY COMMISSION APPROVAL:
We, the Board of County Commissioners of Leavenworth County, Kansas, do hereby approve the foregoing plat of SUMMIT FARMS this _____ day of _____, 2023.

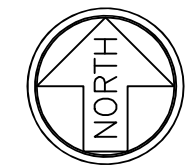
Chairman: Vicky Kaaz
County Clerk Attest: Janet Klasinski

REGISTER OF DEED CERTIFICATE:
Filed for Record as Document No. _____ on this _____ day of _____, 2023 at _____ o'clock ____ M in the Office of the Register of Deeds of Leavenworth County, Kansas,

Register of Deeds - TerriLois G. Mashburn

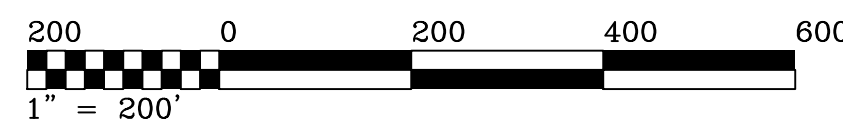
I hereby certify that this survey plat meets the requirements of K.S.A. 58-2005. The face of this survey plat was reviewed for compliance with Kansas Minimum Standards for Boundary Surveys. No field verification is implied. This review is for survey information only.

Daniel Baumchen, PS#1363
County Surveyor



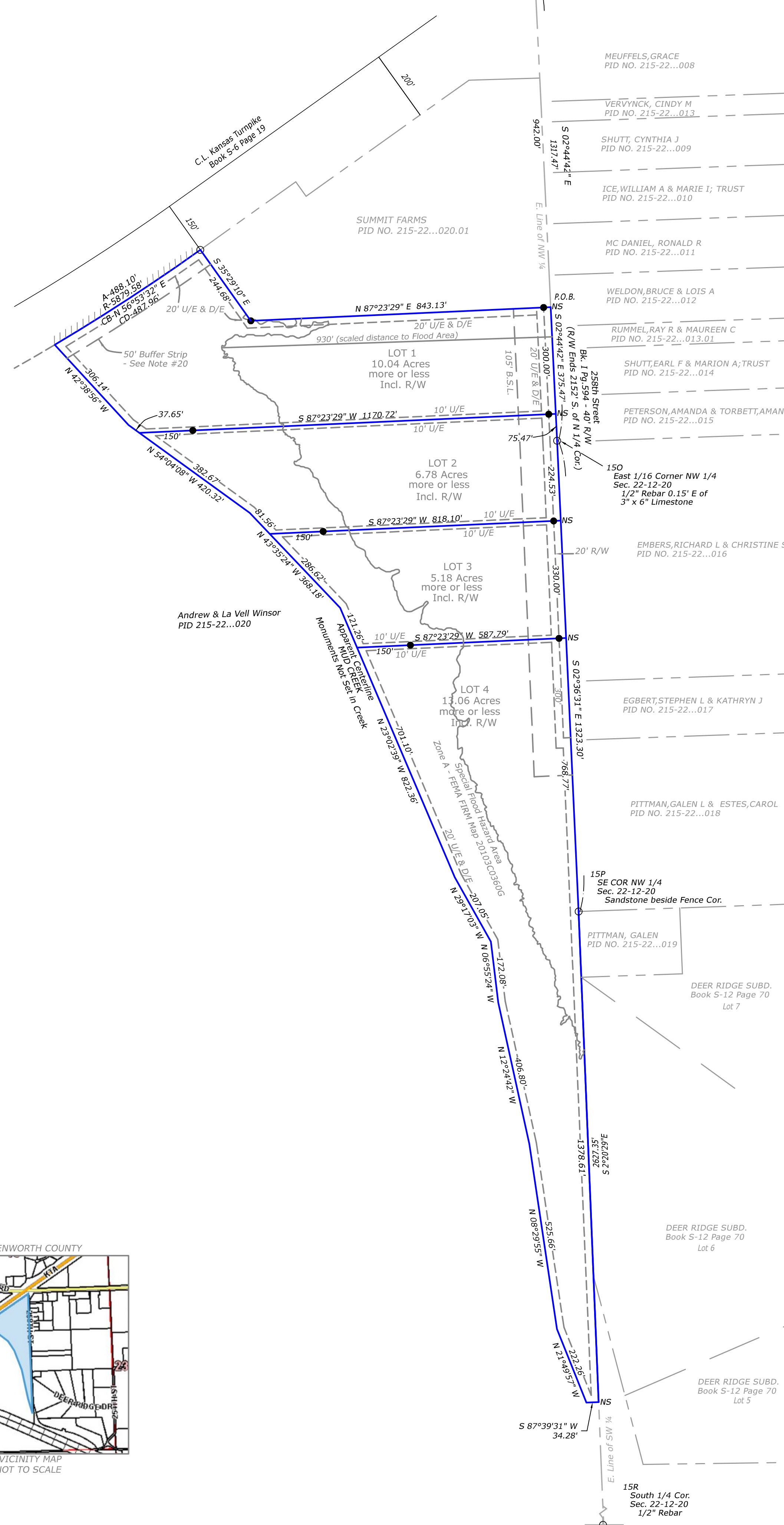
Scale 1" = 200'

Job # K-22-1656
March 5, 2023 Rev. 3/31/23
J. HERRING SURVEYING COMPANY
315 North 5th Street, Leav., KS 66048
Ph. 913.651.3858 Fax 913.674.5381
Email - survey@jeancash.com



LEAVENWORTH COUNTY

VICINITY MAP
NOT TO SCALE

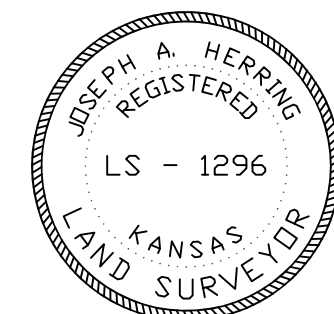


LEGEND:
● - 1/2" Rebar Set with Cap No.1296
○ - 1/2" Rebar Found Cap No.1314
POB - Point of Beginning
POC - Point of Commencing
() - Record / Deeded Distance
U/E - Utility Easement
D/E - Drainage Easement
B.S.L. - Building Setback Line
R/W - Permanent Dedicated Roadway Easement
BM - Benchmark
NS - Not Set this survey per agreement with client
A - Arc Distance
R - Arc Radius
CB - Chord Bearing
CD - Chord Distance
///// - No Vehicle Entrance Access
NS - Not Set this survey per agreement with client

RESTRICTIONS:
1) All proposed structures within this plat shall comply with the Leavenworth County Zoning and Subdivision Regulations or zoning regulation jurisdiction.
2) An Engineered Waste Disposal System may be required due to poor soil conditions.
3) Erosion and sediment control measures shall be used when designing and constructing driveways and other structures. Re-vegetation of all disturbed areas shall be completed within 45 days after final grading.
4) Lots are subject to the current Access Management Policy.
5) Any buildings to be constructed in or near the special flood hazard zone shall provide an elevation certificate to be approved by Leavenworth County prior to the issuance of a building permit.
6) An exception has been granted for Lot width to Lot depth ratio on Lot 1 and Lot 4
7) No off-plat restrictions.

ZONING:
RR 5 - Rural Residential 5

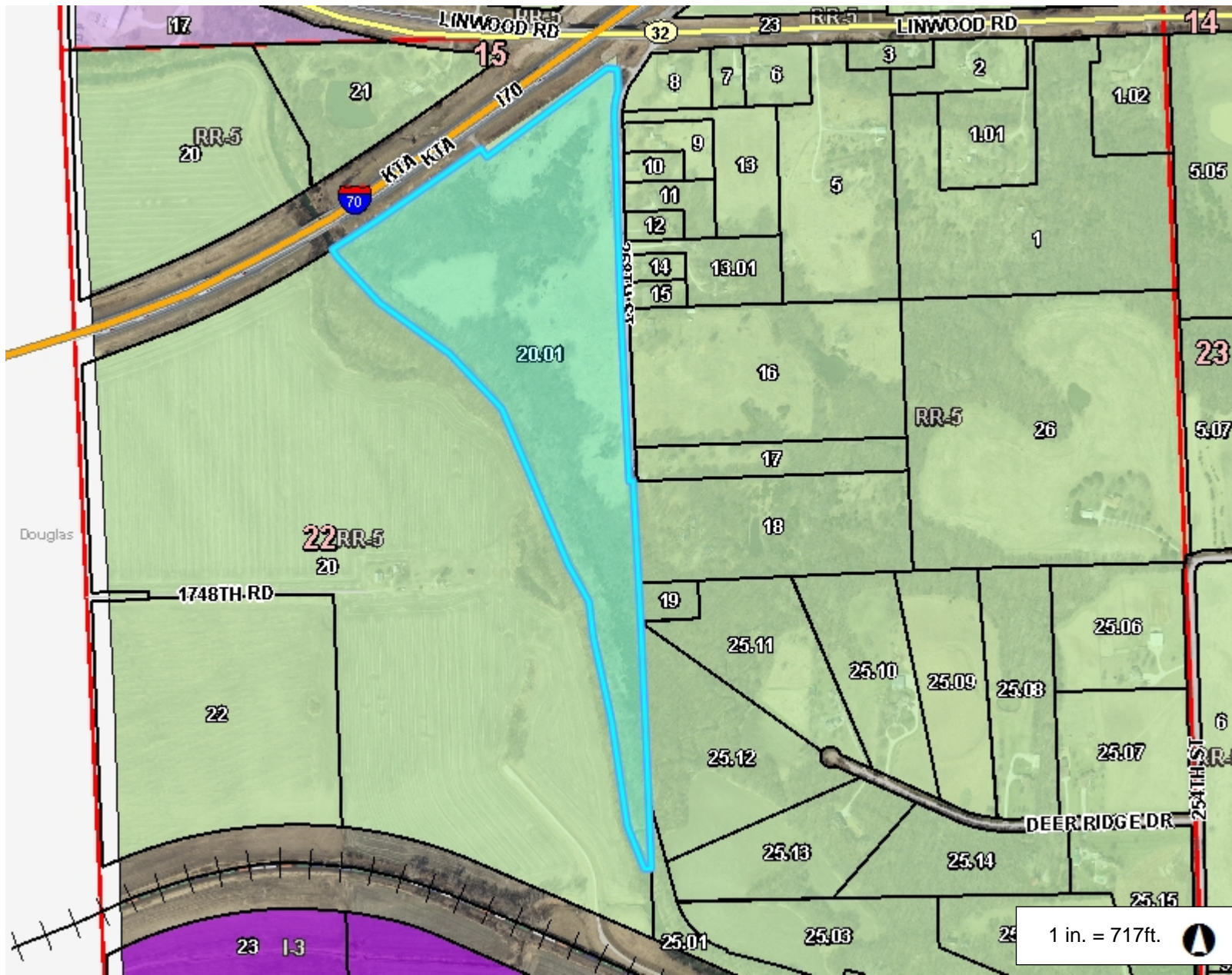
NOTES:
1) This survey does not show ownership.
2) All distances are calculated from measurements or measured this survey, unless otherwise noted.
3) All recorded and measured distances are the same, unless otherwise noted.
4) Error of Closure - See Error of Closure Calculations
5) Basis of Bearing - KS SPC North Zone 1501
6) Monument Origin Unknown, unless otherwise noted.
7) Proposed Lots for Residential Use.
8) Road Record - See Survey
9) Benchmark - NAVD83
Project Benchmark (BM) - N 1/4 Cor Section 22 - Elev - 900.8'
10) Easements, if any, are created hereon or listed in referenced title commitment.
11) Reference Recorded Deed Doc # 2014R02408
12) Utility Companies
- Water - Water District 10
- Electric - Evergy
- Sewer - Septic / Lagoon
- Gas - Propane / Natural Gas
13) Reference Chicago Title Insurance Company File No. TX0017032 dated February 8, 2023.
- Southwestern Bell Easement Book 385 Page 416 is a blanket easement in nature and is not shown hereon.
- Kansas Power and Light Easement Book 339 Page 247 is a blanket easement in nature and is not shown hereon.
14) Property is in a Special Flood Hazard Area Zone A per FEMA FIRM Map 20103C0360G dated July 16, 2015
15) Building Setback Lines as shown hereon or noted below
- All side yard setbacks - 15' (Accessory - 15')
- All rear yard setbacks - 40' (Accessory - 15')
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18) Fence Lines do not necessarily denote the boundary line for the property.
19) Reference Surveys:
APT - A.P.Tanking Survey Doc #20225037
JAH - J.A. Herring Survey Doc # 20225091 & 20235015
DEER RIDGE SUBD. Book S-12 Page 70
20) 50' Buffer Strip reserved for the planting of trees or shrubs by owner or developer; the building of structures is prohibited. Current area is heavily treed and in an existing special flood hazard area, if clearing of this area occurs, mature trees to remain in place.



I hereby certify that this survey was made by me, or under my direct supervision, on the ground during the month of February 2023 and this map or plat is correct to the best of my knowledge.

Joseph A. Herring
PS # 1296

DEV-23-031/032 Summit Farms



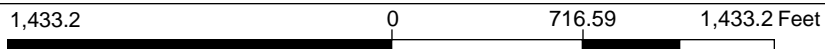
Legend

- Parcel Number
- Parcel
- City Limit Line
- Major Road
 - <all other values>
 - 70
- Road
- 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
 - PUD
 - R-1

Notes

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



1 in. = 717ft.

Allison, Amy

From: David Jacobson <DJacobson@ksturnpike.com>
Sent: Friday, March 17, 2023 9:56 AM
To: Allison, Amy
Subject: RE: DEV-23-031/032 Preliminary and Final Plat – Summit Farms

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.

Thank you for the information.

I want to provide comments on potential improvements along I-70 (KTA) that will likely impact the property.

KTA is currently developing preliminary plans for the future widening of I-70 to six-lanes from Lawrence (MM 205) to Bonner Springs (MM 224). The construction timeline is not set at this time.

Preliminary plans indicate that additional right-of-way will likely need to be acquired from the property that is the subject of your email.

Let me know if you have any questions or require additional information.

David E. Jacobson, P.E.

Kansas Turnpike Authority | Director of Engineering
3939 SW Topeka Blvd. | Topeka, KS 66609
w: 785.274.3650
m: 785.224.9106



From: Allison, Amy <AAllison@leavenworthcounty.gov>
Sent: Tuesday, March 14, 2023 10:54 AM
To: Magaha, Chuck <cmagaha@lvsheriff.org>; Miller, Jamie <JMiller@leavenworthcounty.gov>; Patzwald, Joshua <jpatzwald@lvsheriff.org>; Van Parys, David <DVanParys@leavenworthcounty.gov>; 'LTorneden@RTFD21.com' <LTorneden@RTFD21.com>; 'designgrouponlawrencesservicecenter@evergy.com' <designgrouponlawrencesservicecenter@evergy.com>; 'rwd10@conleysandu.com' <rwd10@conleysandu.com>; 'Steven Taylor [KDOT]' <Steven.Taylor@ks.gov>; David Jacobson <DJacobson@ksturnpike.com>
Cc: PZ <PZ@leavenworthcounty.gov>
Subject: RE: DEV-23-031/032 Preliminary and Final Plat – Summit Farms

CAUTION: This email is from an external source. Think before clicking links, opening attachments, or providing information in response.

Good Morning,

The Leavenworth County Department of Planning and Zoning has received a request for a Preliminary and Final Plat for 4-lot subdivision on the property at 00000 258th Street (PID 215-22-0-00-00-020.01).

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 Wednesday, March 22, 2023.

Allison, Amy

From: Anderson, Kyle
Sent: Tuesday, March 21, 2023 8:14 AM
To: Allison, Amy
Subject: RE: RE: DEV-23-031/032 Preliminary and Final Plat – Summit Farms

We have not received any complaint on this property. We are also not aware of any septic systems currently installed on the property.

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

From: Allison, Amy <AAllison@leavenworthcounty.gov>
Sent: Tuesday, March 14, 2023 10:54 AM
To: Magaha, Chuck <cmagaha@lvsheriff.org>; Miller, Jamie <JMiller@leavenworthcounty.gov>; Patzwald, Joshua <jpatzwald@lvsheriff.org>; Van Parys, David <DVanParys@leavenworthcounty.gov>; 'LTorneden@RTFD21.com' <LTorneden@RTFD21.com>; 'designgrouplawrenceservicecenter@evergy.com' <designgrouplawrenceservicecenter@evergy.com>; 'rwd10@conleysandu.com' <rwd10@conleysandu.com>; 'Steven Taylor [KDOT]' <Steven.Taylor@ks.gov>; 'djacobson@ksturnpike.com' <djacobson@ksturnpike.com>
Cc: PZ <PZ@leavenworthcounty.gov>
Subject: RE: DEV-23-031/032 Preliminary and Final Plat – Summit Farms

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If you have any questions or need additional information, please contact me at (913) 684-0465 or at AAllison@LeavenworthCounty.org.

Thank you,

Amy Allison, AICP
Deputy Director
Planning & Zoning
Leavenworth County
913.364.5757

Allison, Amy

From: Boone Heston <Boone.Heston@evergy.com>
Sent: Tuesday, March 21, 2023 2:40 PM
To: Allison, Amy
Subject: FW: DEV-23-031/032 Preliminary and Final Plat – Summit Farms
Attachments: 2023.03.01 Application Pre.pdf; 2023.03.06 Final REVIEW.pdf; 2023.03.06 Prelim REVIEW.pdf; 2023.03.01 Application Final.pdf

Internal Use Only

Good afternoon,

This plat looks good for all of Evergy's concerns.

Thanks,

Boone Heston
Evergy
Supervisor, Field Design
Lawrence Service Center
Boone.Heston@evergy.com
O 785-508-2590

From: Allison, Amy <AAllison@leavenworthcounty.gov>
Sent: Tuesday, March 14, 2023 10:54 AM
To: Magaha, Chuck <cmagaha@lvsheriff.org>; Miller, Jamie <JMiller@leavenworthcounty.gov>; Patzwald, Joshua <jpatzwald@lvsheriff.org>; Van Parys, David <DVanParys@leavenworthcounty.gov>; 'LTorneden@RTFD21.com' <LTorneden@RTFD21.com>; Design Group Lawrence Service Center <designgrouplawrenceservicecenter@evergy.com>; 'rwd10@conleysandu.com' <rwd10@conleysandu.com>; 'Steven Taylor [KDOT]' <Steven.Taylor@ks.gov>; 'djacobson@ksturnpike.com' <djacobson@ksturnpike.com>
Cc: PZ <PZ@leavenworthcounty.gov>
Subject: RE: DEV-23-031/032 Preliminary and Final Plat – Summit Farms

****WARNING: This email originated from an external source outside of Evergy. Think before you click on links or attachments!****

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If you have any questions or need additional information, please contact me at (913) 684-0465 or at Aallison@LeavenworthCounty.org.

03.31.23

Drainage Study Approved. No further comments.

Summit Farms

Leavenworth County Kansas

Drainage Report

February 16, 2023

Revised March 30, 2023



SUMMIT FARMS

A Minor Subdivision in the West Half of Section 22, Township 12 South, Range 20 East of the 6th P.M., Leavenworth County, Kansas.

FINAL PLAT

PREPARED FOR:
SUMMIT FARMS
10000 HOLLINGSWORTH RD
KANSAS CITY, KS 66109
PID # 215-22-0-00-00-020.01

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We, the undersigned owners of SUMMIT FARMS, have set our hands this _____ day of _____, 2023.

Matthew Francis, Member of Summit Farms, LLC

NOTARY CERTIFICATE:
Be it remembered that on this _____ day of _____, 2023, before me, a notary public in and for said County and State came Matthew Francis, Member of Summit Farms, LLC, to me personally known to be the same persons who executed the foregoing instrument of writing, and duly acknowledged the execution of same. In testimony whereof, I have hereunto set my hand and affixed my notary seal the day and year above written.

NOTARY PUBLIC
My Commission Expires: _____ (seal)

APPROVALS
We, the Leavenworth County Planning Commission, do hereby approve the foregoing plat of SUMMIT FARMS this _____ day of _____, 2023.

Secretary John Jacobson Chairman Steven Rosenthal

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

County Engineer - Mitch Pleak

COUNTY COMMISSION APPROVAL:
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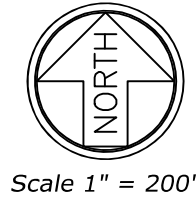
Chairman Vicky Kaaz County Clerk Attest: Janet Klasinski

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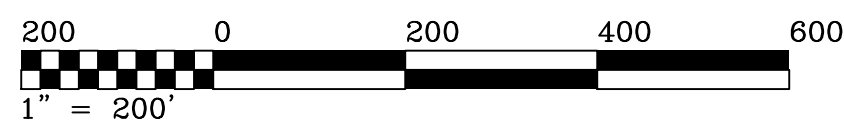
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Daniel Baumchen, PS#1363
County Surveyor



Job # K-22-1656
March 5, 2023 Rev. 3/31/23
J. Herring, Inc. (dba) HERRING SURVEYING COMPANY
315 North 5th Street, Leav., KS 66048
Ph. 913.651.3858 Fax 913.674.5381
Email - survey@jeincash.com



LVCO PE Approved
03/31/2023

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 - - 1/2" Rebar Found Cap No.1314
 - POB - Point of Beginning
 - POC - Point of Commencing
 - () - Record / Deeded Distance
 - U/E - Utility Easement
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 - B.S.L. - Building Setback Line
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ZONING:
RR 5 - Rural Residential 5

- NOTES:**
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 - 3) All recorded and measured distances are the same, unless otherwise noted.
 - 4) Error of Closure - See Error of Closure Calculations
 - 5) Basis of Bearing - KS SPC North Zone 1501
 - 6) Monument Origin Unknown, unless otherwise noted.
 - 7) Proposed Lots for Residential Use.
 - 8) Road Record - See Survey
 - 9) Benchmark - NAVD83 Project Benchmark (BM) - N 1/4 Cor Section 22 - Elev - 900.8'
 - 10) Easements, if any, are created hereon or listed in referenced title commitment.
 - 11) Reference Recorded Deed Doc # 2014R02408
 - 12) Utility Companies
 - Water - Water District 10
 - Electric - Evergy
 - Sewer - Septic / Lagoon
 - Gas - Propane / Natural Gas
 - 13) Reference Chicago Title Insurance Company File No. TX0017032 dated February 8, 2023.
 - Southwestern Bell Easement Book 385 Page 416 is a blanket easement in nature and is not shown hereon.
 - Kansas Power and Light Easement Book 339 Page 247 is a blanket easement in nature and is not shown hereon.
 - 14) Property is in a Special Flood Hazard Area Zone A per FEMA FIRMS Map 20103C0360G dated July 16, 2015
 - 15) Building Setback Lines as shown hereon or noted below
 - All side yard setbacks - 15' (Accessory - 15')
 - All rear yard setbacks - 40' (Accessory - 15')
 - 16) Distances to and of structures, if any, are +- 1'.
 - 17) Easements as per referenced Title Commitment are shown hereon, if any.
 - 18) Fence Lines do not necessarily denote the boundary line for the property.
 - 19) Reference Surveys:
 - APT - A.P.Tanking Survey Doc #2022S037
 - JAH - J.A. Herring Survey Doc # 2022S091 & 2023S015
 - DEER RIDGE SUBD. Book S-12 Page 70
 - 20) 50' Buffer Strip reserved for the planting of trees or shrubs by owner or developer; the building of structures is prohibited. Current area is heavily treed and in an existing special flood hazard area, if clearing of this area occurs, mature trees to remain in place.



I hereby certify that this survey was made by me, or under my direct supervision, on the ground during the month of February 2023 and this map or plat is correct to the best of my knowledge.

Joseph A. Herring
PS # 1296

SUMMIT FARMS

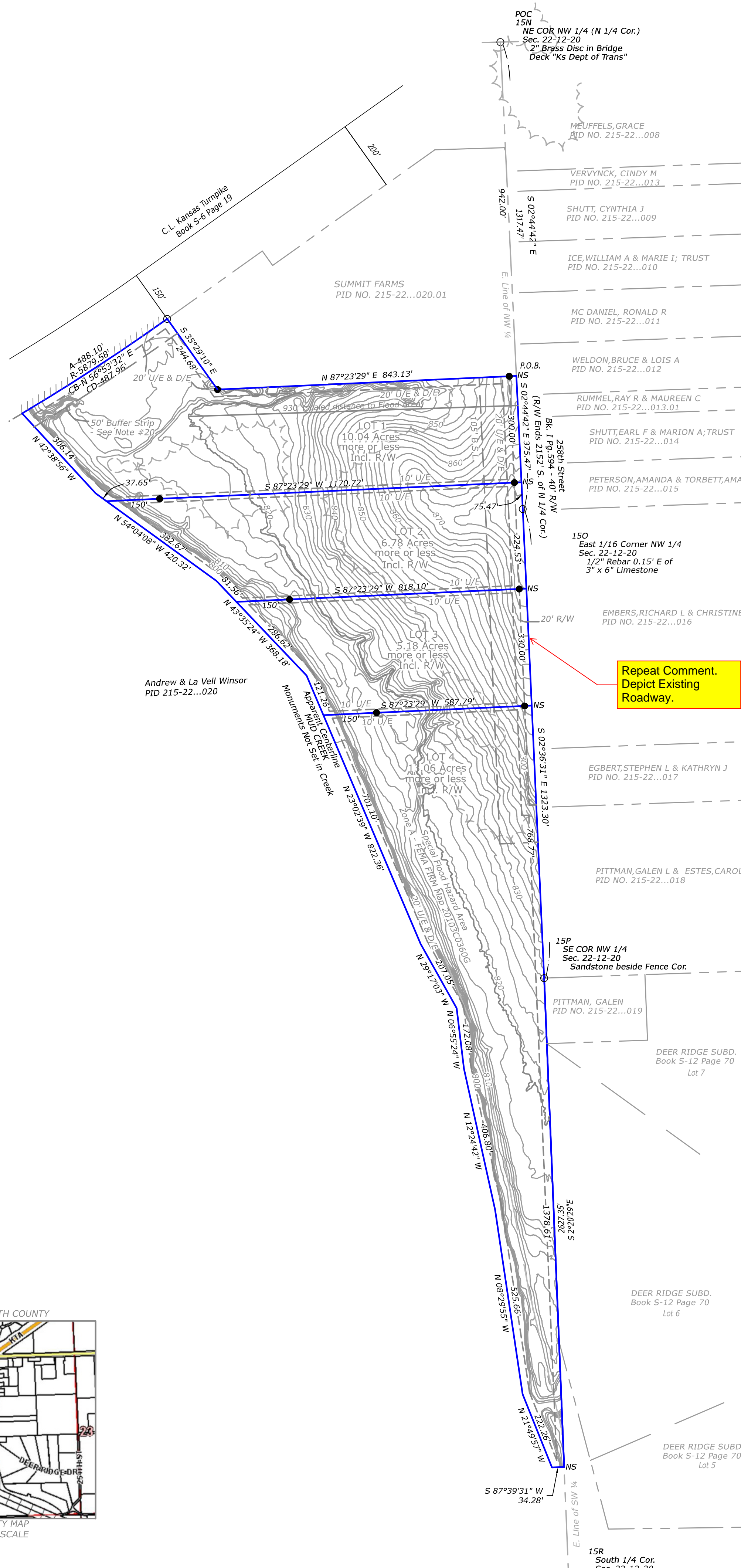
A Minor Subdivision in the West Half of Section 22, Township 12 South, Range 20 East of the 6th P.M., Leavenworth County, Kansas.

PRELIMINARY PLAT

PREPARED FOR:
SUMMIT FARMS
10000 HOLLINGSWORTH RD
KANSAS CITY, KS 66109
PID # 215-22-0-00-00-020.01

RECORD DESCRIPTION:
A tract of land located in the West Half of Section 22, Township 12 South, Range 20 East of the 6th P.M., Leavenworth County, Kansas, written by Joseph A. Herring on March 4, 2023, more fully described as follows: Commencing at the Northwest corner of the Northwest Quarter of said Section 22; Thence South 2 degrees 44'42" East for a distance of 942.00 feet along the East line of said Northwest Quarter to the TRUE POINT OF BEGINNING; thence continuing South 2 degrees 44'42" East for a distance of 375.47 feet along the East line of the Northeast Quarter of said Northwest Quarter to the Southeast corner of the North Half of said Northwest Quarter; thence South 2 degrees 36'31" East for a distance of 1323.30 feet along the East line of the Southeast Quarter of said Northwest Quarter to the Southeast corner of said Northwest Quarter; thence South 2 degrees 20'29" East for a distance of 1378.61 feet along the East line of the Southwest Quarter of said Section 22; thence South 87 degrees 39'31" West 34.28 feet to the apparent centerline of Mudd Creek; thence North 21 degrees 49'57" West for a distance of 222.26 feet along said centerline; thence North 08 degrees 29'55" West for a distance of 525.66 feet along said centerline; thence North 12 degrees 24'42" West for a distance of 406.80 feet along said centerline; thence North 06 degrees 55'24" West for a distance of 172.08 feet along said centerline; thence North 29 degrees 17'03" West for a distance of 207.05 feet along said centerline; thence North 23 degrees 02'39" West for a distance of 822.36 feet along said centerline; thence North 43 degrees 35'24" West for a distance 368.18 feet along said centerline; thence North 54 degrees 04'08" West for a distance of 420.32 feet along said centerline; thence North 42 degrees 36'56" West for a distance of 306.14 feet to the Southerly right-of-way of the Kansas Turnpike; thence along a non-tangent curve to the left having a radius of 5879.58 feet and an arc length of 486.10 feet along said Southerly right-of-way, being subtended by a chord bearing North 56 degrees 53'32" East and a chord distance of 487.96 feet; thence South 35 degrees 29'10" East for a distance of 244.68 feet; thence North 87 degrees 23'29" East for a distance of 843.13 to the point of beginning, Together with and subject to covenants, easements, and restrictions of record. Said property contains 35.07 acres, more or less, including road right of way. Error of Closure = 1 : 672578

LVCO PE Review
03/31/2023

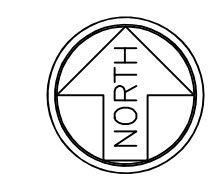


- LEGEND:**
- - 1/2" Rebar Set with Cap No.1296
 - - 1/2" Rebar Found, unless otherwise noted.
 - POB - Point of Beginning
 - POC - Point of Commencing
 - () - Record / Deeded Distance
 - U/E - Utility Easement
 - D/E - Drainage Easement
 - B.S.L. - Building Setback Line
 - R/W - Permanent Dedicated Roadway Easement
 - BM - Benchmark
 - NS - Not Set this survey per agreement with client
 - A - Arc Distance
 - R - Arc Radius
 - CB - Chord Bearing
 - CD - Chord Distance
 - //// - No Vehicle Entrance Access
 - NS - Not Set this survey per agreement with client
 - - Power Pole
 - X - Fence Line
 - OHP - Overhead Power Lines
 - T - Underground Telephone/Fiber Optic Line
 - ◇ - Gas Valve
 - ⊕ - Water Meter/Valve
 - ⊞ - Telephone Pedestal
 - W - 6" Water Line - location as per district
 - ~ - Tree/Brush Line

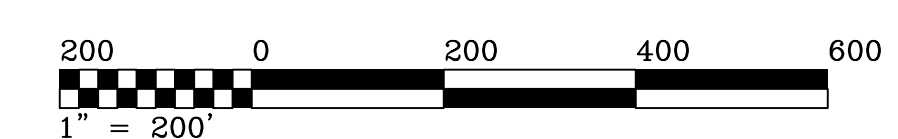
- RESTRICTIONS:**
- 1) All proposed structures within this plat shall comply with the Leavenworth County Zoning and Subdivision Regulations or zoning regulation jurisdiction.
 - 2) An Engineered Waste Disposal System may be required due to poor soil conditions.
 - 3) Erosion and sediment control measures shall be used when designing and constructing driveways and other structures. Re-vegetation of all disturbed areas shall be completed within 45 days after final grading.
 - 4) Lots are subject to the current Access Management Policy
 - 5) Any buildings to be constructed in or near the special flood hazard zone shall provide an elevation certificate to be approved by Leavenworth County prior to the issuance of a building permit.
 - 6) An exception has been granted for Lot width to Lot depth ratio on Lot 1 and Lot 4
 - 7) No off-plat restrictions.

ZONING:
RR 5 - Rural Residential 5

- NOTES:**
- 1) This survey does not show ownership.
 - 2) All distances are calculated from measurements or measured this survey, unless otherwise noted.
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 - 20) 50' Buffer Strip reserved for the planting of trees or shrubs by owner or developer; the building of structures is prohibited. Current area is heavily treed and in an existing special flood hazard area, if clearing of this area occurs, mature trees to remain in place.

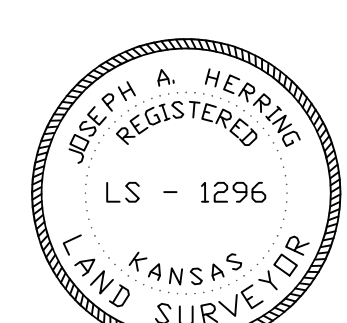


Scale 1" = 200'



Job # K-22-1656
March 5, 2023 Rev. 3/31/23

315 North 5th Street, Leav., KS 66048
Ph. 913.651.3858 Fax 913.674.5361
Email - survey@herringcash.com



I hereby certify that this survey was made by me, or under my direct supervision, on the ground during the month of February 2023 and this map or plat is correct to the best of my knowledge.

Joseph A. Herring
PS # 1296

SUMMIT FARMS

A Minor Subdivision in the West Half of Section 22, Township 12 South, Range 20 East of the 6th P.M., Leavenworth County, Kansas.

FINAL PLAT

PREPARED FOR:
SUMMIT FARMS
10000 HOLLINGSWORTH RD
KANSAS CITY, KS 66109
PID # 215-22-0-00-00-020.01

RECORD DESCRIPTION:
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CERTIFICATION AND DEDICATION
The undersigned proprietors state that all taxes of the above described tract of land have been paid and that they have caused the same to be subdivided in the manner shown on the accompanying plat, which subdivision shall be known as: SUMMIT FARMS.

Easements shown on this plat are hereby dedicated for public use, the rights of way which are shown with dashed lines on the accompanying plat, and said easements may be employed to locate and maintain sewers, water lines, gas lines, poles and wires and any other form of public utility now and hereafter used by the public over, under and along the strips marked "Utility Easement" (U/E).

"Drainage Easements" or "D/E" shown on this plat are hereby dedicated for the purpose of constructing, using, replacing and maintaining a culvert, storm sewer, drainage ditch, or other drainage facility or tributary connections, including similar facilities, and appurtenances thereto, including the right to maintain, repair and replace the drainage facility and for any reconstruction and future expansion of such facility, together with the right of access for the same, is hereby dedicated for public use. Drainage Easements shall be kept clear of obstructions that impair the strength or interfere with the use and/or maintenance of storm drainage facilities. The maintenance and upkeep of said Easements shall be the responsibility of the individual owners of the lots whereupon said Easements are dedicated. Leavenworth County shall bear no responsibility for any maintenance and upkeep of said Easements.

Building Lines or Setback Lines (B.S.L.) are hereby established as shown on the accompanying plat and no building or portion thereof shall be built or constructed between this line and the street line.

IN TESTIMONY WHEREOF,
We, the undersigned owners of SUMMIT FARMS, have set our hands this _____ day of _____, 2023.

Matthew Francis, Member of Summit Farms, LLC

NOTARY CERTIFICATE:
Be it remembered that on this _____ day of _____, 2023, before me, a notary public in and for said County and State came Matthew Francis, Member of Summit Farms, LLC, to me personally known to be the same persons who executed the foregoing instrument of writing, and duly acknowledged the execution of same. In testimony whereof, I have hereunto set my hand and affixed my notary seal the day and year above written.

NOTARY PUBLIC
My Commission Expires: _____ (seal)

APPROVALS
We, the Leavenworth County Planning Commission, do hereby approve the foregoing plat of SUMMIT FARMS this _____ day of _____, 2023.

Secretary John Jacobson Chairman Steven Rosenthal

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

County Engineer - Mitch Pleak

COUNTY COMMISSION APPROVAL:
We, the Board of County Commissioners of Leavenworth County, Kansas, do hereby approve the foregoing plat of SUMMIT FARMS this _____ day of _____, 2023.

Chairman Vicky Kaaz County Clerk Attest: Janet Klasinski

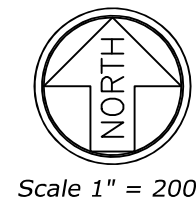
REGISTER OF DEED CERTIFICATE:
Filed for Record as Document No. _____ on this _____ day of _____, 2023 at _____ o'clock _____ M in the Office of the Register of Deeds of Leavenworth County, Kansas,

Register of Deeds - TerriLois G. Mashburn

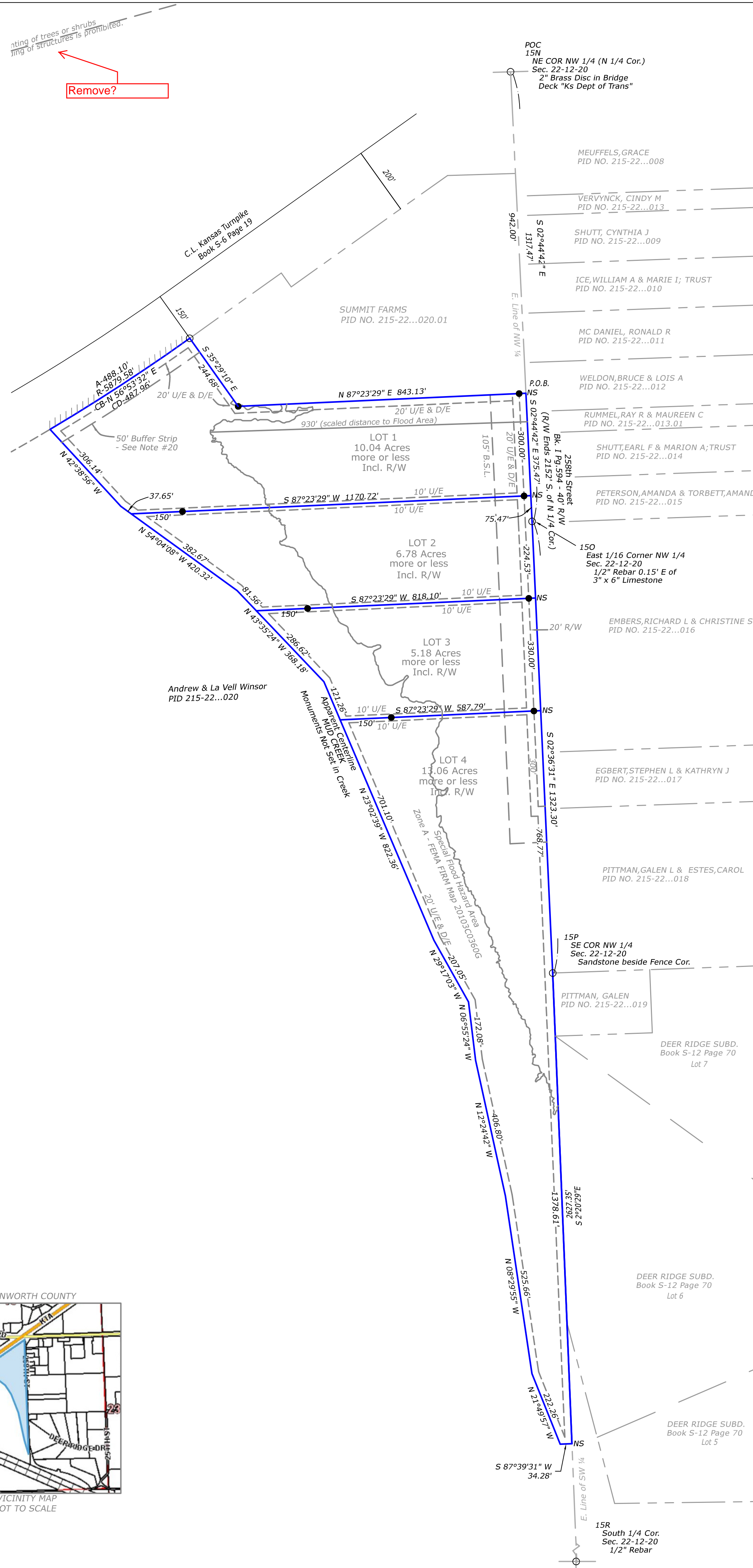
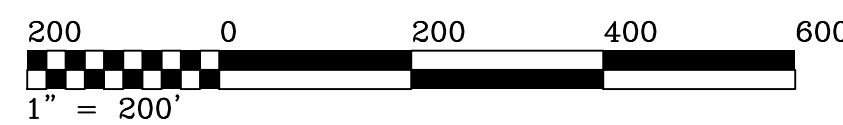
I hereby certify that this survey plat meets the requirements of K.S.A. 58-2005. The face of this survey plat was reviewed for compliance with Kansas Minimum Standards for Boundary Surveys. No field verification is implied. This review is for survey information only.

Reviewed 2023.03.31 No Comments

Daniel Baumchen, PS#1363
County Surveyor



Job # K-22-1656
March 5, 2023 Rev. 3/31/23
J. Herring, Inc. (dba)
HERRING SURVEYING & COMPANY
315 North 5th Street, Leav., KS 66048
Ph. 913.651.3858 Fax 913.674.5361
Email - survey@jeancash.com

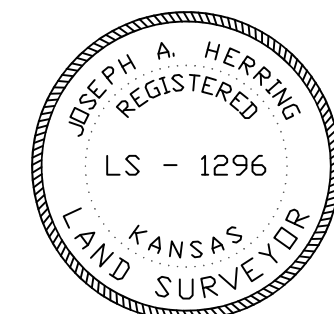


LEGEND:
● - 1/2" Rebar Set with Cap No.1296
○ - 1/2" Rebar Found Cap No.1314
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() - Record / Deeded Distance
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D/E - Drainage Easement
B.S.L. - Building Setback Line
R/W - Permanent Dedicated Roadway Easement
BM - Benchmark
NS - Not Set this survey per agreement with client
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ZONING:
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Joseph A. Herring
PS # 1296

Allison, Amy

From: LVCO RWD10 <RWD10@conleysandu.com>
Sent: Wednesday, April 5, 2023 2:13 PM
To: LVCO RWD10
Cc: Allison, Amy; PZ; Magaha, Chuck; Miller, Jamie; Patzwald, Joshua; Van Parys, David; LTorneden@RTFD21.com; designgrouplawrencesservicecenter@evergy.com; Steven Taylor [KDOT]; djacobson@ksturnpike.com
Subject: Re: DEV-23-031/032 Preliminary and Final Plat – Summit Farms

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.

From Leavenworth Rural Water District 10:

No concerns about being able to service these new lots. However, a line upgrade will be required at the expense of the developer. Steve Conley has already been in contact with developer.

On Tuesday, March 14, 2023 at 10:54:09 AM UTC-5 Allison, Amy wrote:

Good Morning,

The Leavenworth County Department of Planning and Zoning has received a request for a Preliminary and Final Plat for 4-lot subdivision on the property at 00000 258th Street (PID 215-22-0-00-00-020.01).

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 Wednesday, March 22, 2023.

If you have any questions or need additional information, please contact me at [\(913\) 684-0465](tel:9136840465) or at Aallison@LeavenworthCounty.org.

Thank you,

Amy Allison, AICP

Deputy Director

Planning & Zoning

Leavenworth County

**Leavenworth County
Request for Board Action
Case No. DEV-23-040/041
Preliminary & Final Plat Pioneer Acres**

Date: April 26, 2023
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**

Action Requested: The applicants are requesting a Preliminary and Final Plat for a one-lot subdivision. Proposed Lot 1 is 6.8 acres in size.

Analysis: The applicant is proposing to plat a 6.8-acre parcel into one lot. The original parcel was divided via a non-compliant Certificate of Survey. The applicant is subdividing the property to bring it back into compliance. The Subdivision is classified as a Class A subdivision with all lots lying within the Urban Growth Boundary of the City of Basehor. Additionally, the property is within 660' of the Ginger Creek Sewer District. The City of Basehor has provided comment that there is no existing agreement between the County and the City and therefore will not place any requirements on the subdivision. Additionally, Aaron Yoakam, Buildings and Grounds, has reviewed the Ginger Creek Sewer District and determined there is no capacity for extension at this time nor was the property within the original boundaries of the sewer district. Since the City of Basehor is not requiring the property to hook into City sewers nor is there capacity for extension from Ginger Creek, Staff is supportive of a waiver of the requirement to connect to a sanitary sewer system (see condition 3). The proposed lot will be 6.8 acres in size. The lot meets the requirements for the RR-2.5 zoning district. There is an existing house and accessory structures on the property. The preliminary plat notes that those structures are proposed to be demolished. The house is located within the proposed utility and drainage easement along the north boundary line. The applicant has provided a notation on the face of the plat that would not allow for any expansion of the house to further encroach on the easement. The property has an existing entrance off of 166th street. Suburban Water, Inc. has notified staff that an existing waterline is in the vicinity of the property and can service the property. The current line does not have the capacity to support a fire hydrant.

Recommendation: The Planning Commission voted 6-0, with one abstention, to recommend approval of Case No.DEV-23-040/041, Preliminary and Final Plat for Pioneer Acres subject to conditions.

Alternatives:

1. Approve Case No. DEV-23-040/041, Preliminary and Final Plat for Pioneer, with Findings of Fact, and with or without conditions; or
2. Deny Case No. DEV-23-040/041, Preliminary and Final Plat for Pioneer, with Findings of Fact; or
3. Revise or Modify the Planning Commission Recommendation to Case No. DEV-23-040/041, Preliminary and Final Plat for Pioneer, with Findings of Fact; or
4. Remand the case back to the Planning Commission.

Budgetary Impact:

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

Total Amount Requested: \$0.00

Additional Attachments: Staff Report, Plat, Planning Commission Minutes

**LEAVENWORTH COUNTY
BOARD OF COUNTY COMMISSIONERS
STAFF REPORT**

CASE NO: DEV-23-040/041 Pioneer Acres

April 26, 2023

REQUEST: **Consent Agenda**
 Preliminary Plat Final Plat

STAFF REPRESENTATIVE:
 AMY ALLISON
 DEPUTY DIRECTOR

SUBJECT PROPERTY: 18209 166TH STREET

APPLICANT/APPLICANT AGENT:
 JOE HERRING
 HERRING SURVEYING

PROPERTY OWNER:
 ALLAN F AND MARION SUE STORK
 16678 EVANS RD
 BASEHOR, KS 66007

CONCURRENT APPLICATIONS:
 NONE

LAND USE

ZONING: RR-2.5

FUTURE LAND USE DESIGNATION:

LEGAL DESCRIPTION:

A tract of land in the Southeast Quarter of Section 9, Township 11 South, Range 22 East of the 6th P.M., in Leavenworth County Kansas.

SUBDIVISION: N/A

FLOODPLAIN: N/A

PLANNING COMMISSION RECOMMENDATION: APPROVAL WITH CONDITIONS

PROPERTY INFORMATION

ACTION OPTIONS:

1. Approve Case No. DEV-23-040/041, Preliminary and Final Plat for Pioneer, with Findings of Fact, and with or without conditions
2. Deny Case No. DEV-23-040/041, Preliminary and Final Plat for Pioneer, with Findings of Fact
3. Revise or Modify the Planning Commission Recommendation to Case No. DEV-23-040/041, Preliminary and Final Plat for Pioneer, with Findings of Fact
4. Remand the case back to the Planning Commission.

PARCEL SIZE:

6.8 ACRES

PARCEL ID NO:

182-09-0-00-00-018.07

BUILDINGS:

SINGLE FAMILY RESIDENCE,
 ACCESSORY STRUCTURES

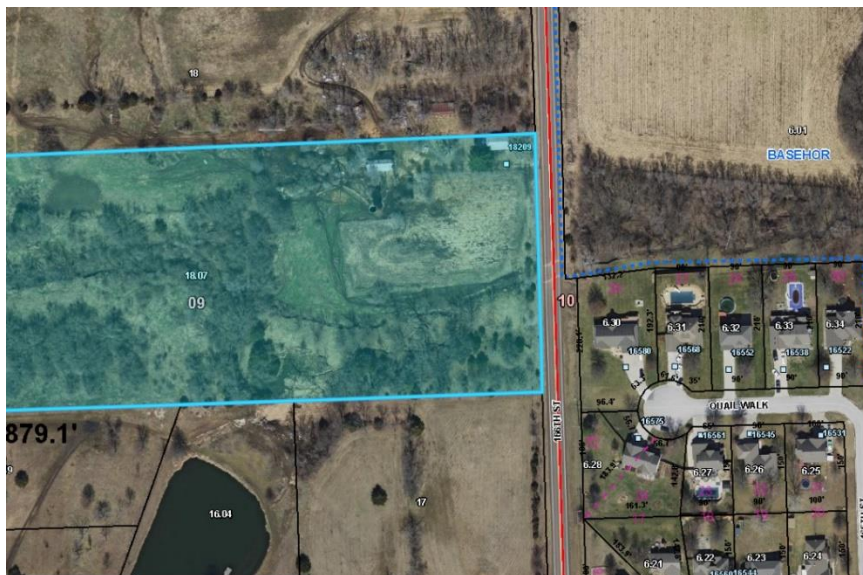
PROJECT SUMMARY:

Request for preliminary and final plat approval to subdivide property located at 18209 166th Street as Lots 1 of the Pioneer Acres Subdivision.

ACCESS/STREET:

166TH STREET - COUNTY COLLECTOR,
 PAVED ± 24’;

Location Map:



UTILITIES

SEWER: PRIVATE SEPTIC SYSTEM

FIRE: FAIRMOUNT

WATER: SUBURBAN WATER

ELECTRIC: EVERGY

NOTICE & REVIEW:

STAFF REVIEW:

3/31/2023

NEWSPAPER NOTIFICATION:

4/4/2023

NOTICE TO SURROUNDING
 PROPERTY OWNERS:

N/A

STANDARDS TO BE CONSIDERED:			
<i>Leavenworth County Zoning and Subdivision Standards: Preliminary Review</i>		Met	Not Met
35-40	Preliminary Plat Content	X	
40-20	Final Plat Content	X	
41-6	Access Management	X	
41-6.B.a-c.	Entrance Spacing	n/a	
41-6.C.	Public Road Access Management Standards	n/a	
43	Cross Access Easements	N/A	
50-20	Utility Requirements	X	
50-30	Other Requirements	X	
50-40	Minimum Design Standards	X	
50-50	Sensitive Land Development	N/A	
50-60.	Dedication of Reservation of Public Sites and Open Spaces	N/A	

STAFF COMMENTS:

The applicant is proposing to plat a 6.8-acre parcel into one lot. The original parcel was divided via a non-compliant Certificate of Survey. The applicant is subdividing the property to bring it back into compliance. The Subdivision is classified as a Class A subdivision with all lots lying within the Urban Growth Boundary of the City of Basehor. Additionally, the property is within 660' of the Ginger Creek Sewer District. The City of Basehor has provided comment that there is no existing agreement between the County and the City and therefore will not place any requirements on the subdivision. Additionally, Aaron Yoakam, Buildings and Grounds, has reviewed the Ginger Creek Sewer District and determined there is no capacity for extension at this time nor was the property within the original boundaries of the sewer district. Since the City of Basehor is not requiring the property to hook into City sewers nor is there capacity for extension from Ginger Creek, Staff is supportive of a waiver of the requirement to connect to a sanitary sewer system (see condition 3). The proposed lot will be 6.8 acres in size. The lot meets the requirements for the RR-2.5 zoning district. There is an existing house and accessory structures on the property. The preliminary plat notes that those structures are proposed to be demolished. The house is located within the proposed utility and drainage easement along the north boundary line. The applicant has provided a notation on the face of the plat that would not allow for any expansion of the house to further encroach on the easement. The property has an existing entrance off of 166th street. Suburban Water, Inc. has notified staff that an existing waterline is in the vicinity of the property and can service the property. The current line does not have the capacity to support a fire hydrant. Staff is generally in support.

PROPOSED CONDITIONS:

1. Building permits shall be required for any new construction.
2. Erosion control shall be used when designing and constructing driveways. A form of sediment control shall be installed before work begins and maintained throughout the time that the land disturbing activities are taking place. Re-vegetation of all disturbed sites shall be completed within 45 days after completion of final grading weather permitting.
3. A waiver for the use of private septic systems within this subdivision is granted with this approval.
4. At time of development, fire hydrants shall be required, if necessary infrastructure is available.
5. The developer must comply with the following memorandums:
 - a. Memo – Travis Miles, Suburban Water Inc., April 5, 2023

ATTACHMENTS:

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

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

Office Use Only

PID: _____
 Township: _____
 Planning Commission Meeting Date: _____
 Case No. _____ Date Received/Paid: _____
 Zoning District _____
 Comprehensive Plan land use designation _____

APPLICANT/AGENT INFORMATION

OWNER INFORMATION

NAME: Herring Surveying Company NAME: Allan F. and Marion Sue Stork
 MAILING ADDRESS: 315 N. 5th Street MAILING ADDRESS 16678 Evans Road
 CITY/ST/ZIP: Leavenworth, KS 66048 CITY/ST/ZIP Basehor, KS 66007
 PHONE: 913-651-3858 PHONE: N/A
 EMAIL : herringsurveying@outlook.com EMAIL N/A

GENERAL INFORMATION

Proposed Subdivision Name: PIONEER ACRES
 Address of Property: 18209 166th Street, Basehor, KS 66007
 Urban Growth Management Area: West line of Basehor City Limits

SUBDIVISION INFORMATION

Gross Acreage: <u>6.8 Ac</u>	Number of Lots: <u>1</u>	Minimum Lot Size: <u>6.8 AC</u>
Maximum Lot Size: <u>6.8 AC</u>	Proposed Zoning: <u>RR-2.5</u>	Density: <u>N/A</u>
Open Space Acreage: <u>N/A</u>	Water District: <u>Suburban</u>	Proposed Sewage: <u>Septic</u>
Fire District: <u>Fairmount</u>	Electric Provider: <u>Evergy</u>	Natural Gas Provider: <u>Propane</u>
Covenants: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Road Classification: <u>Local – Collector – Arterial – State – Federal</u>	

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

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

Signature: Joe Herring - digitally signed 3/13/2023 Date: 3-13-23

ATTACHMENT A

ENTERED IN TRANSFER RECORD IN
MY OFFICE THIS DAY 02/16/2023

Janet Klasmaker
COUNTY CLERK

Doc #: 2023R01014
TERRILOIS MASHBURN
REGISTER OF DEEDS
LEAVENWORTH COUNTY, KANSAS
RECORDED ON:
02/16/2023 10:27:27 AM
RECORDING FEE: 38.00
PAGES: 2

Continental Title Company: 23445915

Warranty Deed
(Joint Tenants)

This indenture, Made this 14 day of February, 2023 between, Keith E. Miller and Melissa A. Miller, a married couple of Miami County, in the State of Kansas, party(ies) of the first part, and Allan Stork and Marion Stork, a married couple, As Joint Tenants with right of Survivorship and not as Tenants in Common, of Leavenworth County, in the State of KS, party(ies) of the second part:

WITNESSETH, that the said party of the first part, in Consideration of the sum of TEN Dollars and other valuable considerations, the receipt whereof is hereby acknowledged, does by these presents, grant, bargain, sell and convey unto said parties of the second part, the survivor's heirs and assigns, all of the following described real estate, situated in the County of Leavenworth and State of Kansas to wit:

Legal Description: Tract A:

A tract of land in the Southeast Quarter of Section 9, Township 11 South, Range 22 East of the 6th P.M., Leavenworth County, Kansas, as written by Joseph A. Herring PS-1296 on January 23, 2023, more fully described as follows: Commencing at the Northeast corner of said Southeast Quarter; thence South 01°42'58" East for a distance of 1225.63 feet along the East line of said Southeast corner to the true point of beginning; thence continuing South 01°42'58" East for a distance of 450.00 feet along said East line; thence South 88°04'56" West for a distance of 661.00 feet and along the North line of HEARTLAND ESTATES and SUNNY SIDE ESTATES; thence North 01°42'58" West for a distance of 444.52 feet; thence North 87°36'27" East for a distance of 661.05 feet to the point of beginning, subject to covenants, easements and restrictions of record.

Tract B:

A tract of land in the Southeast Quarter of Section 9, Township 11 South, Range 22 East of the 6th P.M., Leavenworth County, Kansas, as written by Joseph A. Herring PS-1296 on January 23, 2023, more fully described as follows: Commencing at the Northeast corner of said Southeast quarter; thence South 01°42'58" East for a distance of 1225.63 feet along the East line of said Southeast corner; thence South 87°36'27" West for a distance of 661.05 feet to the true point of beginning; thence South 01°42'58" East for a distance of 444.52 feet to the North line of SUNNY SIDE ESTATES; thence South 88°04'56" West for a distance of 658.46 feet and along the North line of said SUNNY SIDE ESTATES to the Northwest corner of said SUNNY SIDE ESTATES; thence South 87°54'46" West for a distance of 1318.56 feet to the West line of said Southeast Quarter; thence North 01°50'58" West for a distance of 1162.95 feet; thence North 87°36'27" East for a distance of 946.80 feet; thence South 01°42'59" East for a distance of 730.94 feet; thence North 87°36'27" East for a distance of 1033.07 feet to the point of beginning, subject to covenants, easements and restrictions of record.

Note: Subject to easements, reservations, and restrictions, if any of record.

To have and to hold the same, together with all and singular the tenements, hereditaments and appurtenances thereunto belonging or in any wise appertaining forever.

And said party of the first part, for itself, and its successors and assigns, does hereby covenant, promise and agree, to and with said party(ies) of the second part, that at the delivery of these presents, it is lawfully seized in its own right of an absolute and indefeasible estate of inheritance, in fee simple, of and in all and singular the able granted and described premises, with the appurtenances; that the same are free, clear, discharged and unencumbered of and from all former and other grants, titles, charges, states, judgments, taxes, assessments and encumbrances, of what nature and kind so ever, and that it will Warrant and Forever Defend the same unto said party(ies) of the second part, survivor's heirs and assigns, and all and every person or persons whomsoever, lawfully claiming or to claim the same.

In Witness whereof, said party (ies) of the first part has/have hereunto set his/her/their hand(s) the day and year last above written.

Keith E. Miller
Keith E. Miller

Melissa A. Miller
Melissa A. Miller

State of Kansas)
County of Leavenworth) ss.

BE IT REMEMBERED, That on 14 day of February, 2023 before me, a notary public, in and for said county and state aforesaid, came Keith E. Miller and Melissa A. Miller a married couple personally known to me to be the same PERSON(S) who executed the within instrument of writing and such person(s) duly acknowledged the execution of the same. IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal the day and year last above written.

Michelle E. Blaesing
- Notary Public
Michelle E. Blaesing
My Term Expires: 8/21/24

MICHELLE E. BLAESING
Notary Public - State of Kansas
My Appt. Expires 8/21/24

AFFIDAVIT
Authorization of Contractors or Individuals to Act as Agents of a Landowner
COUNTY OF LEAVENWORTH
STATE OF KANSAS

We/I Allan F. Stork and _____

Being dully sworn, dispose and say that we/I are the owner(s) of said property located at -
18209 146th St Basehor KS 66007, and that we authorize the following people or firms to act in our interest with the Leavenworth County Planning and Zoning Department for a period of one calendar year. Additionally, all statements herein contained in the information herewith submitted are in all respects true and correct to the best of our knowledge and belief.

Authorized Agents (full name, address & telephone number)

- 1) Joseph A. Herring – Herring Surveying Company 315 N. 5th Street, Leavenworth, KS 66048, 913-651-3858

2)
Signed and entered this 23 day of January, 2023

Allan F. Stork 14678 Evans Rd Basehor KS 66007 217-519-1987
Print Name, Address, Telephone

Allan F. Stork
Signature

STATE OF KANSAS)
) SS
COUNTY OF LEAVENWORTH)

Be it remember that on this 23rd day of January 2023 before me, a notary public in and for said County and State came Allan F. Stork to me personally known to be the same persons who executed the forgoing instrument of writing, and duly acknowledged the execution of same. In testimony whereof, I have hereunto set my hand and affixed my notary seal the day and year above written.

NOTARY PUBLIC Katy Torneden

My Commission Expires: 01-27-2025

(seal)



CERTIFICATE OF SURVEY

Tracts of land in the Southeast Quarter of Section 9, Township 11 South, Range 22 East of the 6th P.M., Leavenworth County, Kansas.

Doc # 2022090
 TRISTEE HARRING
 REGISTER OF DEEDS
 LEAVENWORTH COUNTY, KANSAS
 RECORDED ON:
 01/01/2023 04:14:39 PM
 RECORDED PAGE: 12-00
 PAGES: 1

PREPARED FOR:
 Keith E. Miller
 1417 N. 28th Street
 Leavenworth, KS 66045
 PID NO. 182-09-00-018-07

RECORD DESCRIPTION:
 Tract of land in the Southeast Quarter of Section 9, Township 11 South, Range 22 East of the 6th P.M., Leavenworth County, Kansas, as written by Joseph A. Herring PS-1296 on March 12, 2022, more fully described as follows: Commencing at the Northeast corner of said Southeast Quarter; thence South 01 degrees 42'58" East for a distance of 1225.63 feet along the East line of said Southeast corner to the TRUE POINT OF BEGINNING; thence contrary South 01 degrees 42'58" East for a distance of 450.00 feet along said East line; thence South 88 degrees 04'55" West for a distance of 661.00 feet and along the North line of HEARTLAND ESTATES and the North line of SUNNY SIDE ESTATES to the Northwest corner of said SUNNY SIDE ESTATES; thence South 87 degrees 54'46" West for a distance of 1318.55 feet to the West line of said Southeast Quarter; thence North 01 degrees 50'39" West for a distance of 1162.95 feet; thence North 87 degrees 36'27" East for a distance of 946.80 feet; thence North 01 degrees 42'58" East for a distance of 730.94 feet; thence North 87 degrees 36'27" East for a distance of 1694.12 feet to the point of beginning.
 Together with and subject to covenants, easements, and restrictions of record.
 Said property contains 42.53 acres, more or less, including road right of way.
 Error of Closure: 1 - 194694

SURVEY DESCRIPTION:
TRACT A
 Tract of land in the Southeast Quarter of Section 9, Township 11 South, Range 22 East of the 6th P.M., Leavenworth County, Kansas, as written by Joseph A. Herring PS-1296 on January 23, 2023, more fully described as follows: Commencing at the Northeast corner of said Southeast Quarter; thence South 01 degrees 42'58" East for a distance of 1225.63 feet along the East line of said Southeast corner to the TRUE POINT OF BEGINNING; thence contrary South 01 degrees 42'58" East for a distance of 450.00 feet along said East line; thence South 88 degrees 04'55" West for a distance of 661.00 feet and along the North line of HEARTLAND ESTATES and SUNNY SIDE ESTATES; thence North 01 degrees 42'58" West for a distance of 444.51 feet; thence North 87 degrees 36'27" East for a distance of 661.05 feet to the point of beginning.
 Together with and subject to covenants, easements, and restrictions of record.
 Said property contains 6.79 acres, more or less, including road right of way.
 Error of Closure: 1 - 295635

TRACT B
 Tract of land in the Southeast Quarter of Section 9, Township 11 South, Range 22 East of the 6th P.M., Leavenworth County, Kansas, as written by Joseph A. Herring PS-1296 on January 23, 2023, more fully described as follows: Commencing at the Northeast corner of said Southeast Quarter; thence South 01 degrees 42'58" East for a distance of 1225.63 feet along the East line of said Southeast corner; thence South 87 degrees 36'27" West for a distance of 661.05 feet to the TRUE POINT OF BEGINNING; thence South 01 degrees 42'58" East for a distance of 444.51 feet to the North line of SUNNY SIDE ESTATES; thence South 88 degrees 04'55" West for a distance of 658.46 feet and along the North line of said SUNNY SIDE ESTATES to the Northwest corner of said SUNNY SIDE ESTATES; thence South 87 degrees 54'46" West for a distance of 1318.55 feet to the West line of said Southeast Quarter; thence North 01 degrees 50'39" West for a distance of 1162.95 feet; thence North 87 degrees 36'27" East for a distance of 946.80 feet; thence South 01 degrees 42'58" East for a distance of 730.94 feet; thence North 87 degrees 36'27" East for a distance of 1033.07 feet to the point of beginning.
 Together with and subject to covenants, easements, and restrictions of record.
 Said property contains 35.74 acres, more or less.
 Error of Closure: 1 - 153425

COUNTY SURVEYOR DISCLAIMER:
 This survey does not necessarily meet the Leavenworth County Planning and Zoning requirements for a conforming tract sale and therefore may NOT be a bailable tract of land. Prospective purchasers should contact the County Planning and Zoning Office of Leavenworth County to determine if any tract shown herein is a bailable tract.

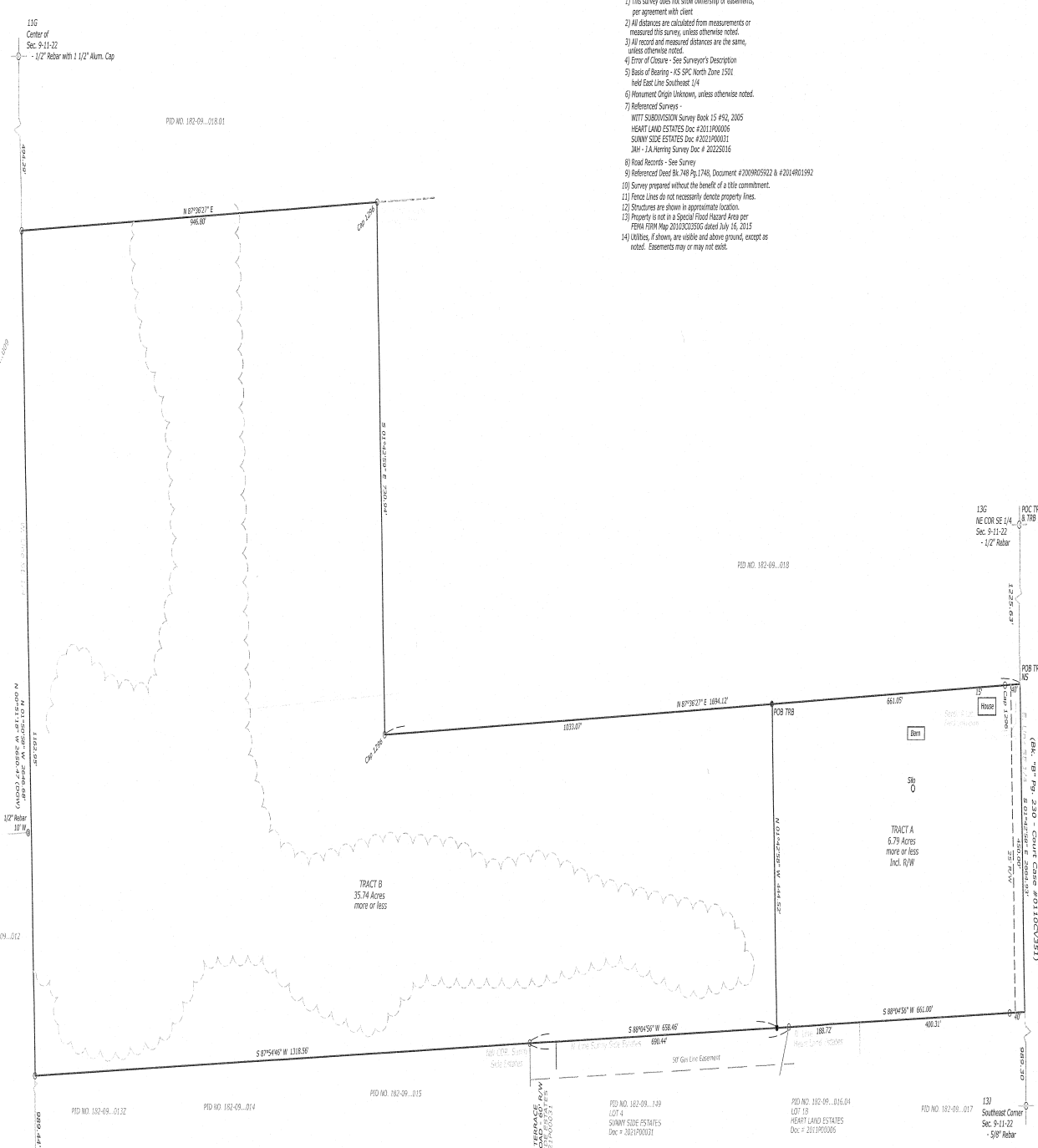
I hereby certify that this plat meets the requirements of K.S.A. 58-2005. The face of this plat was reviewed for compliance with Kansas Minimum Standards for Boundary Surveys. No field notation is implied. This review is for survey information only.

Daniel Baunacher, PS1133
 County Surveyor

Scale 1" = 100'

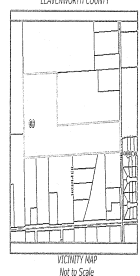
Job # K-22-1558 - 2023
 January 23, 2023 Rev. 2/1/23

HERRING SURVEYING COMPANY
 815 North 5th Street, Leavenworth, KS 66048
 Ph. 816.851.8888 Fax 816.874.5306
 Email = survey@herringks.com



- NOTES:**
- 1) This survey does not show ownership or easements, per agreement with client.
 - 2) All distances are calculated from measurements or measured this survey, unless otherwise noted.
 - 3) All record and measured distances are the same, unless otherwise noted.
 - 4) Error of Closure - See Surveyor's Description
 - 5) Basis of Bearing - KS SPC North Zone 1501
 - 6) Monument Origin Unknown, unless otherwise noted.
 - 7) Referenced Surveys -
 WITT SUBDIVISION Survey Book 15 #92, 2005
 HEARTLAND ESTATES Doc # 2021P00006
 SUNNY SIDE ESTATES Doc # 2021P00011
 348 - J.A. Herring Survey Doc # 2022S016
 - 8) Road Records - See Survey
 - 9) Referenced Deed #8-748 Pg.1748, Document # 2009025922 & # 2014R01992
 - 10) Survey prepared without the benefit of a title commitment.
 - 11) Fence Lines do not necessarily denote property lines.
 - 12) Structures are shown in approximate location.
 - 13) Property is not in a Special Flood Hazard Area per FEMA Flood Map 20102020350G dated July 16, 2015
 - 14) Utilities, if shown, are visible and above ground, except as noted. Easements may or may not exist.

- LEGEND:**
- - 1/2" Rebar Set with Cap No. 1296
 - - 1/2" Rebar Found, unless otherwise noted.
 - PDB - Point of Beginning
 - - True/Brass Line
 - NS - Not Set this Survey per agreement with client



I hereby certify that this survey was made by me, or under my direct supervision, on the ground during the month of January 2023 and this map or plat is correct to the best of my knowledge.

Joseph A. Herring
 PS # 1296

PIONEER ACRES

A Minor Subdivision in the Southeast Quarter of Section 9, Township 11 South, Range 22 East of the 6th P.M., Leavenworth County, Kansas.

PRELIMINARY PLAT

PREPARED FOR:
STORK, ALLAN F & MARION SUE
16678 EVANS ROAD
BASEHOR, KS 66007
PID NO. 182-09-00-00-018.07

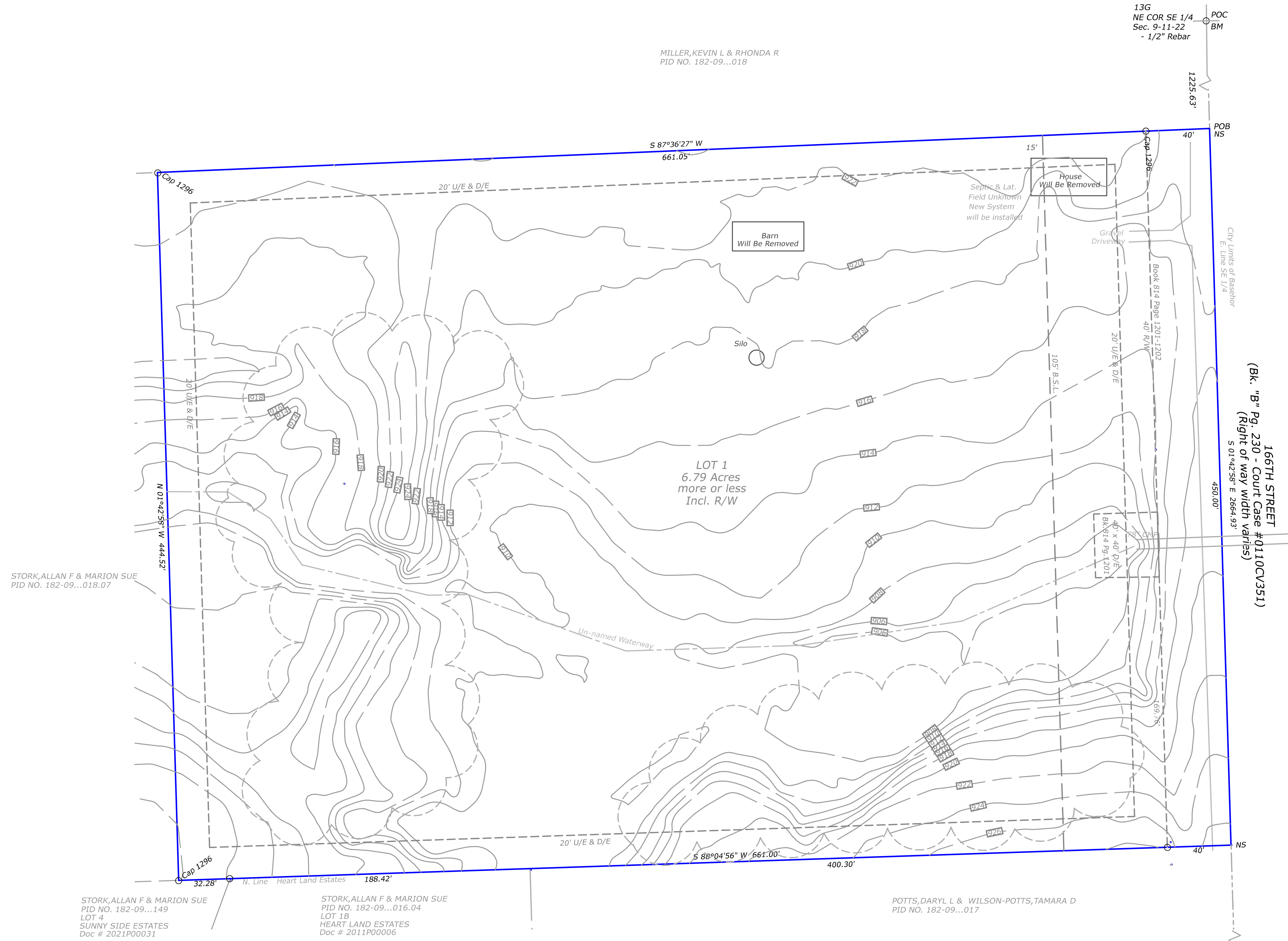
RECORD DESCRIPTION:
Tract of land in the Southeast Quarter of Section 9, Township 11 South, Range 22 East of the 6th P.M., Leavenworth County, Kansas, as written by Joseph A. Herring PS-1296 on January 23, 2023, more fully described as follows: Commencing at the Northeast corner of said Southeast Quarter; thence South 01 degrees 42'58" East for a distance of 1225.63 feet along the East line of said Southeast Quarter to the TRUE POINT OF BEGINNING; thence continuing South 01 degrees 42'58" East for a distance of 450.00 feet along said East line; thence South 88 degrees 04'56" West for a distance of 661.00 feet and along the North line of HEARTLAND ESTATES and SUNNY SIDE ESTATES; thence North 01 degrees 42'58" West for a distance of 444.52 feet; thence North 87 degrees 36'27" East for a distance of 661.05 feet to the point of beginning.
Together with and subject to covenants, easements, and restrictions of record.
Said property contains 6.79 acres, more or less, including road right of way.
Error of Closure: 1 - 259636

- RESTRICTIONS:
- All proposed structures within this plat shall comply with the Leavenworth County Zoning and Subdivision Regulations or zoning regulation jurisdiction.
 - An Engineered Waste Disposal System may be required due to poor soil conditions.
 - Erosion and sediment control measures shall be used when designing and constructing driveways and other structures. Re-vegetation of all disturbed areas shall be completed within 45 days after final grading.
 - Lots are subject to the current Access Management Policy
 - Structures that exist within the building setback line or platted easement. Any future building or expansion must comply with the building setback. If the structure is damaged greater than 51% it may not be rebuilt or restored on the existing location and must meet all setbacks
 - No off-plat restrictions.

- LEGEND:
- - 1/2" Rebar Set with Cap No. 1296
 - - 1/2" Rebar Found, unless otherwise noted.
 - - Concrete Base around Point
 - △ - PK Nail Found in Place
 - () - Record / Deeded Distance
 - U/E - Utility Easement
 - D/E - Drainage Easement
 - B.S.L. - Building Setback Line
 - R/W - Permanent Dedicated Roadway Easement
 - BM - Benchmark
 - NS - Not Set this survey per agreement with client
 - A - Arc Distance
 - R - Arc Radius
 - B - Chord Bearing
 - C - Chord Distance
 - //// - No Vehicle Entrance Access
 - NS - Not Set this survey per agreement with client
 - - Power Pole
 - X - Fence Line
 - OHP - Overhead Power Lines
 - T - Underground Telephone/Fiber Optic Line
 - ◇ - Gas Valve
 - ⊠ - Water Meter/Valve
 - ⊞ - Telephone Pedestal
 - W - 6" Water Line - location as per district
 - ~ - Tree/Brush Line

ZONING:
RR 2.5 - Rural Residential 2.5

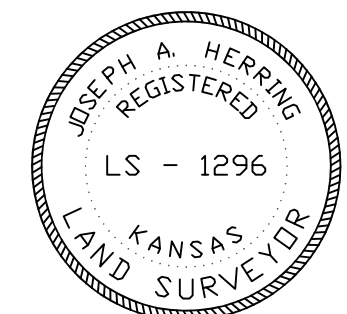
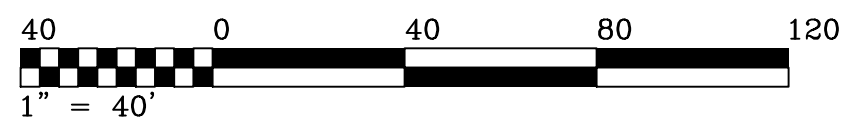
- NOTES:
- This survey does not show ownership.
 - All distances are calculated from measurements or measured this survey, unless otherwise noted.
 - All recorded and measured distances are the same, unless otherwise noted.
 - Error of Closure - See Error of Closure Calculations
 - Basis of Bearing - KS SPC North Zone 1301
 - Monument Origin Unknown, unless otherwise noted.
 - Existing and Proposed Lots for Residential Use.
 - Road Record - See Survey
 - Benchmark - NAVD83
Project Benchmark (BM) - NE COR SE 1/4 Section 9 - Elev - 932.27'
 - Easements, if any, are created hereon or listed in referenced title commitment.
 - Reference Recorded Deed Doc # 2023R01014
 - Utility Companies
- Water - Suburban
- Electric - Evergy
- Sewer - Septic / Lagoon
- Gas - Propane / Natural Gas
 - Reference Continental Title File Number 23445915 updated January 25, 2023
 - Property is not in a Special Flood Hazard Area per FEMA FIRMS Map 20103C0327G dated July 16, 2015
 - Building Setback Lines as shown hereon or noted below
- All side yard setbacks - 15' (Accessory - 15')
- All rear yard setbacks - 40' (Accessory - 15')
 - Distances to and of structures, if any, are +- 1'.
 - Easements as per referenced Title Commitment are shown hereon, if any. Gas Line Easement Book 325 Page 321, Blanket over South 20 acres of Tract Existing Gas Line South of surveyed property.
 - Fence Lines do not necessarily denote the boundary line for the property.
 - Reference Surveys:
WITT SUBDIVISION Survey Book 15 #92, 2005
HEART LAND ESTATES Doc # 2011P00006
SUNNY SIDE ESTATES Doc # 2021P00031
JAH - J.A.Herring Survey Doc # 2022S016 & 2023S009
Heart Land Estates Lot Split Doc #2020S026



Scale 1" = 40'

Job # K-23-1558
March 11, 2023 Rev. 3/29/23

J. Herring, Inc. (dba)
J. HERRING SURVEYING & COMPANY
315 North 5th Street, Leav., KS 66048
Ph. 913.651.3858 Fax 913.674.5381
Email - survey@jeancash.com



I hereby certify that this survey was made by me, or under my direct supervision, on the ground during the month of February 2023 and this map or plat is correct to the best of my knowledge.

Joseph A. Herring
PS - 1296

PIONEER ACRES

A Minor Subdivision in the Southeast Quarter of Section 9, Township 11 South, Range 22 East of the 6th P.M., Leavenworth County, Kansas.

FINAL PLAT

PREPARED FOR:
STORK, ALLAN F & MARION SUE
16678 EVANS ROAD
BASEHOR, KS 66007
PID NO. 182-09-0-00-00-018.07

RECORD DESCRIPTION:
Tract of land in the Southeast Quarter of Section 9, Township 11 South, Range 22 East of the 6th P.M., Leavenworth County, Kansas, as written by Joseph A. Herring PS-1296 on January 23, 2023, more fully described as follows: Commencing at the Northeast corner of said Southeast Quarter; thence South 01 degrees 42'58" East for a distance of 1225.63 feet along the East line of said Southeast Quarter to the TRUE POINT OF BEGINNING; thence continuing South 01 degrees 42'58" East for a distance of 450.00 feet along said East line; thence South 88 degrees 04'56" West for a distance of 661.00 feet and along the North line of HEARTLAND ESTATES and SUNNY SIDE ESTATES; thence North 01 degrees 42'58" West for a distance of 444.52 feet; thence North 87 degrees 36'27" East for a distance of 661.05 feet to the point of beginning. Together with and subject to covenants, easements, and restrictions of record. Said property contains 6.79 acres, more or less, including road right of way. Error of Closure: 1 - 259636

CERTIFICATION AND DEDICATION
The undersigned proprietors state that all taxes of the above described tract of land have been paid and that they have caused the same to be subdivided in the manner shown on the accompanying plat, which subdivision shall be known as: PIONEER ACRES.

Easements shown on this plat are hereby dedicated for public use, the rights of way which are shown with dashed lines on the accompanying plat, and said easements may be employed to locate and maintain sewers, water lines, gas lines, poles and wires and any other form of public utility now and hereafter used by the public over, under and along the strips marked "Utility Easement" (U/E).

"Drainage Easements" or "D/E" shown on this plat are hereby dedicated for the purpose of constructing, using, replacing and maintaining a culvert, storm sewer, drainage ditch, or other drainage facility or tributary connections, including similar facilities, and appurtenances thereto, including the right to maintain, repair and replace the drainage facility and for any reconstruction and future expansion of such facility, together with the right of access for the same, is hereby dedicated for public use. Drainage Easements shall be kept clear of obstructions that impair the strength or interfere with the use and/or maintenance of storm drainage facilities. The maintenance and upkeep of said Easements shall be the responsibility of the individual owners of the lots whereupon said Easements are dedicated. Leavenworth County shall bear no responsibility for any maintenance and upkeep of said Easements.

Building Lines or Setback Lines (B.S.L.) are hereby established as shown on the accompanying plat and no building or portion thereof shall be built or constructed between this line and the street line.

IN TESTIMONY WHEREOF,
We, the undersigned owners of PIONEER ACRES, have set our hands this _____ day of _____, 2023.

Allan F. Stork
Marion Sue Stork

NOTARY CERTIFICATE:
Be it remembered that on this _____ day of _____, 2023, before me, a notary public in and for said County and State came Allan F. Stork and Marion Sue Stork, a married couple, to me personally known to be the same persons who executed the foregoing instrument of writing, and duly acknowledged the execution of same. In testimony whereof, I have hereunto set my hand and affixed my notary seal the day and year above written.

NOTARY PUBLIC
My Commission Expires: _____ (seal)

APPROVALS
We, the Leavenworth County Planning Commission, do hereby approve the foregoing plat of PIONEER ACRES this _____ day of _____, 2023.

Secretary John Jacobson
Chairman Steven Rosenthal
PID NO. 182-09...018.07

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

County Engineer - Mitch Pleak

COUNTY COMMISSION APPROVAL:
We, the Board of County Commissioners of Leavenworth County, Kansas, do hereby approve the foregoing plat of PIONEER ACRES this _____ day of _____, 2023.

Chairman Vicky Kaaz
County Clerk Attest: Janet Klasinski

REGISTER OF DEED CERTIFICATE:
Filed for Record as Document No. _____ on this _____ day of _____, 2023 at _____ o'clock _____ M in the Office of the Register of Deeds of Leavenworth County, Kansas,

Register of Deeds - TerriLois G. Mashburn

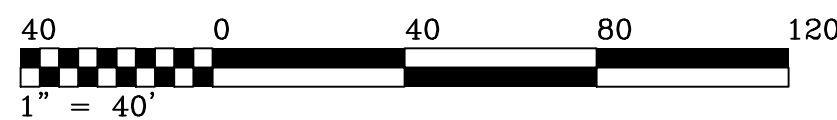
I hereby certify that this survey plat meets the requirements of K.S.A. 58-2005. The face of this survey plat was reviewed for compliance with Kansas Minimum Standards for Boundary Surveys. No field verification is implied. This review is for survey information only.

Daniel Baumchen, PS#1363
County Surveyor



Scale 1" = 40'

Job # K-23-1558
March 11, 2023 Rev. 3/28/23

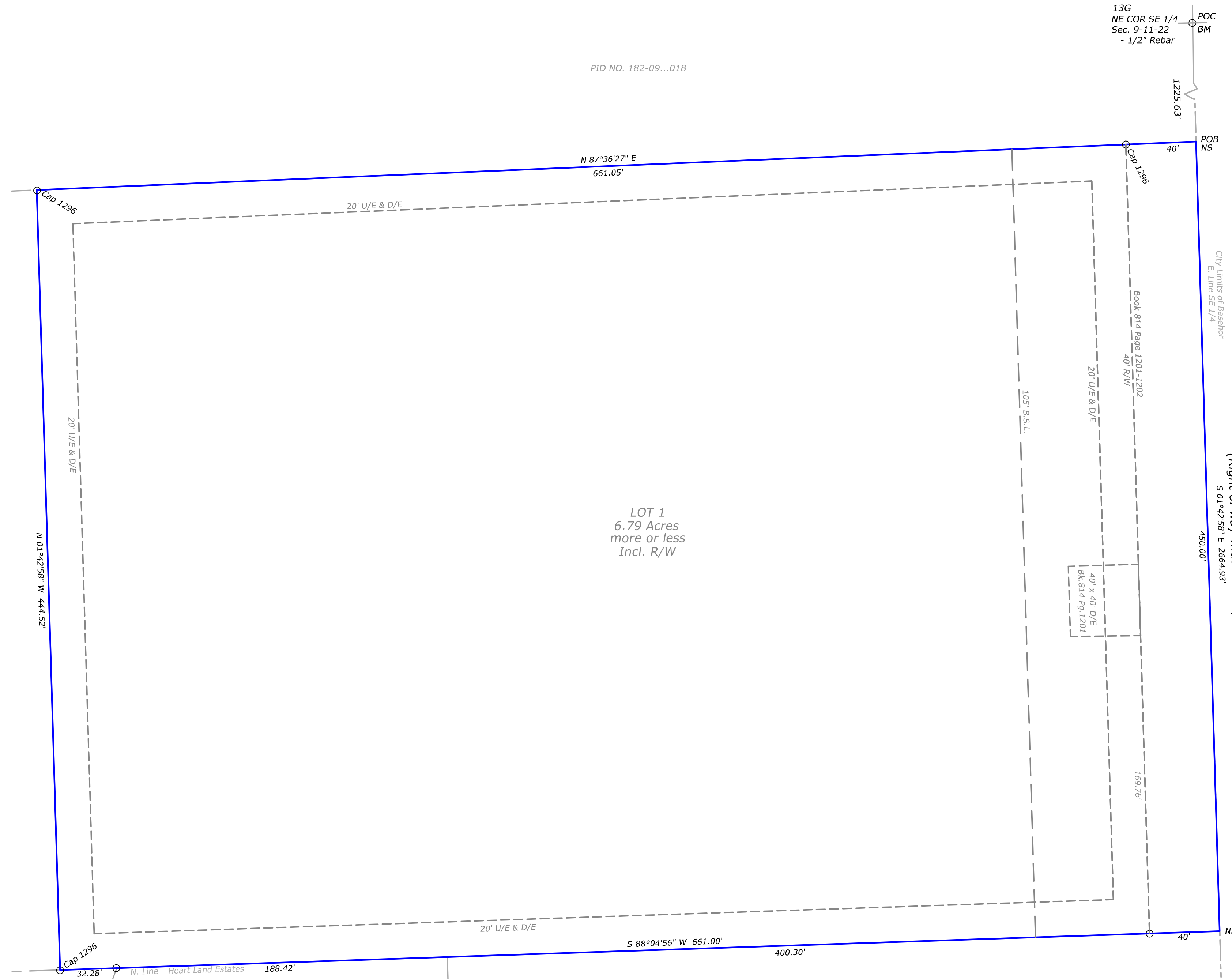


1" = 40'

RESTRICTIONS:

- 1) All proposed structures within this plat shall comply with the Leavenworth County Zoning and Subdivision Regulations or zoning regulation jurisdiction.
- 2) An Engineered Waste Disposal System may be required due to poor soil conditions.
- 3) Erosion and sediment control measures shall be used when designing and constructing driveways and other structures. Re-vegetation of all disturbed areas shall be completed within 45 days after final grading.
- 4) Lots are subject to the current Access Management Policy
- 5) Structures that exist within the building setback line or platted easement. Any future building or expansion must comply with the building setback. If the structure is damaged greater than 51% it may not be rebuilt or restored on the existing location and must meet all setbacks
- 6) No off-plat restrictions.

PID NO. 182-09...018



PID NO. 182-09...149
LOT 4
SUNNY SIDE ESTATES
Doc # 2021P00031

PID NO. 182-09...016.04
LOT 1B
HEARTLAND ESTATES
Doc # 2011P00006

PID NO. 182-09...017



VICINITY MAP
NOT TO SCALE

- LEGEND:
- - 1/2" Rebar Set with Cap No. 1296
 - - 1/2" Rebar Found, unless otherwise noted.
 - - Concrete Base around Point
 - △ - PK Nail Found in Place
 - () - Record / Deeded Distance
 - U/E - Utility Easement
 - D/E - Drainage Easement
 - B.S.L. - Building Setback Line
 - R/W - Permanent Dedicated Roadway Easement
 - BM - Benchmark
 - NS - Not Set this survey per agreement with client
 - A - Arc Distance
 - R - Arc Radius
 - B - Chord Bearing
 - C - Chord Distance
 - //// - No Vehicle Entrance Access
 - NS - Not Set this survey per agreement with client

ZONING:
RR 2.5 - Rural Residential 2.5

- NOTES:
- 1) This survey does not show ownership.
 - 2) All distances are calculated from measurements or measured this survey, unless otherwise noted.
 - 3) All recorded and measured distances are the same, unless otherwise noted.
 - 4) Error of Closure - See Error of Closure Calculations
 - 5) Basis of Bearing - KS SPC North Zone 1301
 - 6) Monument Origin Unknown, unless otherwise noted.
 - 7) Existing and Proposed Lots for Residential Use.
 - 8) Road Record - See Survey
 - 9) Benchmark - NAVD83
Project Benchmark (BM) - NE COR SE 1/4 Section 9 - Elev - 932.27'
 - 10) Easements, if any, are created hereon or listed in referenced title commitment.
 - 11) Reference Recorded Deed Doc # 2023R01014
 - 12) Utility Companies -
 - Water - Suburban
 - Electric - Evergy
 - Sewer - Septic / Lagoon
 - Gas - Propane / Natural Gas
 - 13) Reference Continental Title File Number 23445915 updated January 25, 2023
 - 14) Property is not in a Special Flood Hazard Area per FEMA FIRN Map 20103C0327G dated July 16, 2015
 - 15) Building Setback Lines as shown hereon or noted below
 - All side yard setbacks - 15' (Accessory - 15')
 - All rear yard setbacks - 40' (Accessory - 15')
 - 16) Distances to and of structures, if any, are +- 1'.
 - 17) Easements as per referenced Title Commitment are shown hereon, if any. Gas Line Easement Book 325 Page 321, Blanket over South 20 acres of Tract Existing Gas Line South of surveyed property.
 - 18) Fence Lines do not necessarily denote the boundary line for the property.
 - 19) Reference Surveys:
 - WITT SUBDIVISION Survey Book 15 #92, 2005
 - HEARTLAND ESTATES Doc # 2011P00006
 - SUNNY SIDE ESTATES Doc # 2021P00031
 - JAH - J.A.Herring Survey Doc # 2022S016 & 2023S009
 - Heart Land Estates Lot Split Doc #2020S026

(Bk. "B" Pg. 230 - Court Case #0110C0351)
166TH STREET
S 01°42'58" E 2664.93'
R/W of Way Width Varies

13G
NE COR SE 1/4
Sec. 9-11-22
- 1/2" Rebar

POC
BM

1225.63'

POB
NS

40'

Cap 1296

Book 814 Page 201-1202
40' R/W

20' U/E & D/E

105' B.S.L.

20' U/E & D/E

160' R/W

40' x 40' (15')

40' x 40' (15')

160' R/W

40'

NS

40'

NS

400.30'

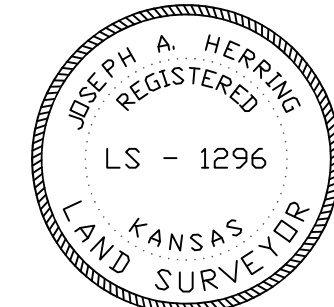
32.28'

N. Line Heart Land Estates 188.42'

13J
Southeast Corner
Sec. 9-11-22
- 5/8" Rebar

989.30'

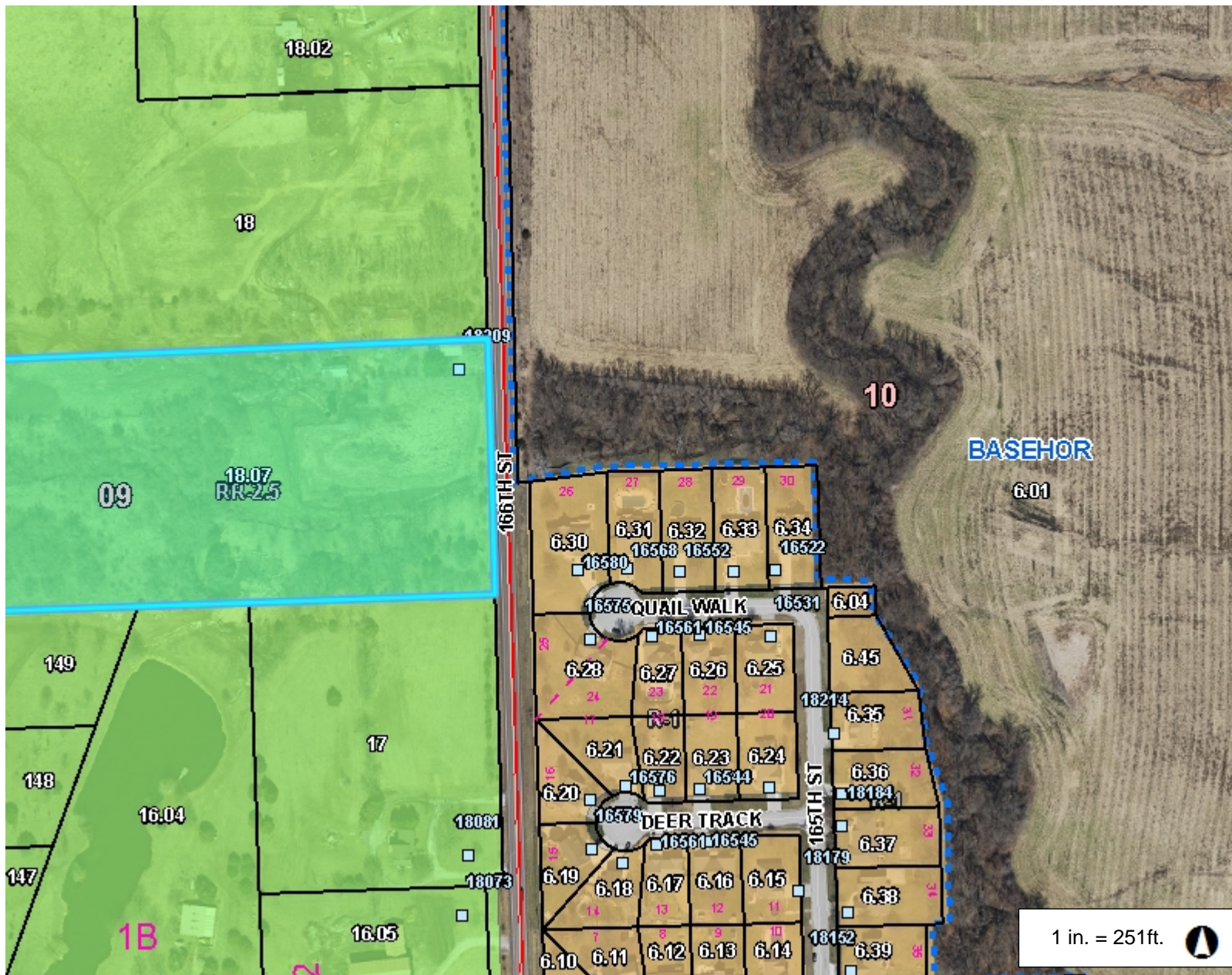
450.00'



I hereby certify that this survey was made by me, or under my direct supervision, on the ground during the month of February 2023 and this map or plat is correct to the best of my knowledge.

Joseph A. Herring
PS # 1296

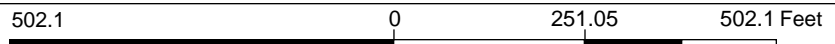
DEV-23-040/041 Pioneer Acres



Legend

- Address Point
- Parcel Number
- Lot Line
- Parcel
- ⋮ City Limit Line
- Major Road
- <all other values>
- 70
- Road
- + 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. = 251ft.



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

Allison, Amy

From: Anderson, Kyle
Sent: Tuesday, March 21, 2023 8:25 AM
To: Allison, Amy
Subject: RE: RE: DEV-23-040/041 Preliminary and Final Plat – Pioneer Acres

We have not received any complaints on this property. It appears that the septic system that services the home will remain on the same property as the home after the BLA is completed.

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

From: Allison, Amy <AAllison@leavenworthcounty.gov>
Sent: Friday, March 17, 2023 3:29 PM
To: Magaha, Chuck <cmagaha@lvsheriff.org>; Miller, Jamie <JMiller@leavenworthcounty.gov>; Patzwald, Joshua <jpatzwald@lvsheriff.org>; Van Parys, David <DVanParys@leavenworthcounty.gov>; 'butchbollin@yahoo.com' <butchbollin@yahoo.com>; 'DesignGroupShawnee@evergy.com' <DesignGroupShawnee@evergy.com>; 'Travis@suburbanwaterinc.com' <Travis@suburbanwaterinc.com>; 'Krystal A. Voth' <kvoth@cityofbasehor.org>
Cc: PZ <PZ@leavenworthcounty.gov>
Subject: RE: DEV-23-040/041 Preliminary and Final Plat – Pioneer Acres

Good Afternoon,

The Leavenworth County Department of Planning and Zoning has received a request for a Preliminary and Final Plat for a one-lot subdivision at 18209 166th St (PID 182-09-0-00-00-018.07).

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 Friday, March 25, 2023.

If you have any questions or need additional information, please contact me at (913) 684-0465 or at Aallison@LeavenworthCounty.org.

Thank you,

Amy Allison, AICP
Deputy Director
Planning & Zoning
Leavenworth County
913.364.5757

Allison, Amy

From: Kyle Burkhardt <Kyle.Burkhardt@evergy.com>
Sent: Friday, March 24, 2023 3:07 PM
To: Allison, Amy; Magaha, Chuck; Miller, Jamie; Patzwald, Joshua; Van Parys, David; 'butchbollin@yahoo.com'; 'Travis@suburbanwaterinc.com'; 'Krystal A. Voth'
Cc: PZ
Subject: RE: DEV-23-040/041 Preliminary and Final Plat – Pioneer Acres

Internal Use Only

Evergy has no issues with the following request.

Thank you

Kyle Burkhardt

Evergy
TD Designer II
785-508-2408
Kyle.Burkhardt@evergy.com



From: Allison, Amy <AAllison@leavenworthcounty.gov>
Sent: Friday, March 17, 2023 3:29 PM
To: Magaha, Chuck <cmagaha@lvsheriff.org>; Miller, Jamie <JMiller@leavenworthcounty.gov>; Patzwald, Joshua <jpatzwald@lvsheriff.org>; Van Parys, David <DVanParys@leavenworthcounty.gov>; 'butchbollin@yahoo.com' <butchbollin@yahoo.com>; Design Group Shawnee <DesignGroupShawnee@evergy.com>; 'Travis@suburbanwaterinc.com' <Travis@suburbanwaterinc.com>; 'Krystal A. Voth' <kvoth@cityofbasehor.org>
Cc: PZ <PZ@leavenworthcounty.gov>
Subject: RE: DEV-23-040/041 Preliminary and Final Plat – Pioneer Acres

****WARNING:** This email originated from an external source outside of Evergy. Think before you click on links or attachments!**

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If you have any questions or need additional information, please contact me at (913) 684-0465 or at Aallison@LeavenworthCounty.org.

Thank you,

Allison, Amy

From: Yoakam, Aaron
Sent: Monday, March 27, 2023 3:18 PM
To: Allison, Amy
Subject: RE: RE: DEV-23-040/041 Preliminary and Final Plat – Pioneer Acres

No the future capacity is completed, and it is also not in the original agreement.

From: Allison, Amy <AAllison@leavenworthcounty.gov>
Sent: Monday, March 27, 2023 2:55 PM
To: Yoakam, Aaron <AYoakam@leavenworthcounty.gov>
Subject: FW: RE: DEV-23-040/041 Preliminary and Final Plat – Pioneer Acres

Good Afternoon Aaron,

The attached subdivision is within 660' of the Giger Creek Subdivision/sewer district. Is there capacity at this sewer district at this time?

Sincerely,
Amy Allison, AICP
Deputy Director
Planning & Zoning
Leavenworth County
913.364.5757

From: Allison, Amy <AAllison@leavenworthcounty.gov>
Sent: Friday, March 17, 2023 3:29 PM
To: Magaha, Chuck <cmagaha@lvsheriff.org>; Miller, Jamie <JMiller@leavenworthcounty.gov>; Patzwald, Joshua <jpatzwald@lvsheriff.org>; Van Parys, David <DVanParys@leavenworthcounty.gov>; 'butchbollin@yahoo.com' <butchbollin@yahoo.com>; 'DesignGroupShawnee@evergy.com' <DesignGroupShawnee@evergy.com>; 'Travis@suburbanwaterinc.com' <Travis@suburbanwaterinc.com>; 'Krystal A. Voth' <kvoth@cityofbasehor.org>
Cc: PZ <PZ@leavenworthcounty.gov>
Subject: RE: DEV-23-040/041 Preliminary and Final Plat – Pioneer Acres

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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 Friday, March 25, 2023.

If you have any questions or need additional information, please contact me at (913) 684-0465 or at Aallison@LeavenworthCounty.org.

Thank you,



City of Basehor

2620 N 155th Street, Basehor, KS 66007
913-724-1370 info@cityofbasehor.org

February 16, 2023

Joe Herring
315 N. 5th Street
Leavenworth, KS 66048

Subject: Potential Land Division near 166th Street – Pioneer Acres

Dear Leavenworth County, Kansas Planning Department,

Thank you for reaching to us regarding the property generally located at 1566^h and Evans Road, a property outside of the city limits of Basehor. We appreciate the opportunity for input.

The City of Basehor does not have an interlocal agreement with Leavenworth County regarding the Urban Growth Boundary, as that was unanimously denied by our Governing Body in 2019. As a result, the City of Basehor does not have jurisdiction over the subject property.

The current Basehor Comprehensive Plan can be found here:

<https://www.cityofbasehor.org/DocumentCenter/View/1199/2019-Comprehensive-Plan>

We have a draft of an updated Comprehensive Plan that can be found here:

<https://confluence.mysocialpinpoint.com/basehorplanning/comprehensive/>

We have also linked the most recently approved ordinance related to sanitary sewer systems – Ordinance No. 861. It can be found here: <https://www.cityofbasehor.org/DocumentCenter/View/2252/Ordinance-No-861?bidId=>. Coupled with the ordinance, we have additional maps and details found here: <https://storymaps.arcgis.com/stories/07244af52c4b4c9f8daba38d0514b14b>. The area in question with additional details can be found on pages 8&9 of the presentation.

Beyond what is included in the information mentioned above, the City of Basehor does not and will not have a formal position on the application presented to the Leavenworth County Planning Department.

Respectfully,

Krystal A. Voth, CFM
Planning & Zoning Director
City of Basehor
913-724-1370

PIONEER ACRES

A Minor Subdivision in the Southeast Quarter of Section 9, Township 11 South, Range 22 East of the 6th P.M., Leavenworth County, Kansas.

FINAL PLAT

PREPARED FOR:
STORK, ALLAN F & MARION SUE
16678 EVANS ROAD
BASEHOR, KS 66007
PID NO. 182-09-0-00-00-018.07

RECORD DESCRIPTION:
Tract of land in the Southeast Quarter of Section 9, Township 11 South, Range 22 East of the 6th P.M., Leavenworth County, Kansas, as written by Joseph A. Herring PS-1296 on January 23, 2023, more fully described as follows: Commencing at the Northeast corner of said Southeast Quarter; thence South 01 degrees 42'58" East for a distance of 1225.63 feet along the East line of said Southeast corner to the TRUE POINT OF BEGINNING; thence continuing South 01 degrees 42'58" East for a distance of 450.00 feet along said East line; thence South 88 degrees 04'56" West for a distance of 661.00 feet and along the North line of HEARTLAND ESTATES and SUNNY SIDE ESTATES; thence North 01 degrees 42'58" West for a distance of 444.52 feet; thence North 87 degrees 36'27" East for a distance of 661.05 feet to the point of beginning. Together with and subject to covenants, easements, and restrictions of record. Said property contains 6.79 acres, more or less, including road right of way. Error of Closure: 1 - 259636

CERTIFICATION AND DEDICATION
The undersigned proprietors state that all taxes of the above described tract of land have been paid and that they have caused the same to be subdivided in the manner shown on the accompanying plat, which subdivision shall be known as: PIONEER ACRES.

Easements shown on this plat are hereby dedicated for public use, the rights of way which are shown with dashed lines on the accompanying plat, and said easements may be employed to locate and maintain sewers, water lines, gas lines, poles and wires and any other form of public utility now and hereafter used by the public over, under and along the strips marked "Utility Easement" (U/E).

"Drainage Easements" or "D/E" shown on this plat are hereby dedicated for the purpose of constructing, using, replacing and maintaining a culvert, storm sewer, drainage ditch, or other drainage facility or tributary connections, including similar facilities, and appurtenances thereto, including the right to maintain, repair and replace the drainage facility and for any reconstruction and future expansion of such facility, together with the right of access for the same, is hereby dedicated for public use. Drainage Easements shall be kept clear of obstructions that impair the strength or interfere with the use and/or maintenance of storm drainage facilities. The maintenance and upkeep of said Easements shall be the responsibility of the individual owners of the lots whereupon said Easements are dedicated. Leavenworth County shall bear no responsibility for any maintenance and upkeep of said Easements.

Building Lines or Setback Lines (B.S.L.) are hereby established as shown on the accompanying plat and no building or portion thereof shall be built or constructed between this line and the street line.

IN TESTIMONY WHEREOF,
We, the undersigned owners of PIONEER ACRES, have set our hands this _____ day of _____, 2023.

Allan F. Stork
Marion Sue Stork

NOTARY CERTIFICATE:
Be it remembered that on this _____ day of _____, 2023, before me, a notary public in and for said County and State came Allan F. Stork and Marion Sue Stork, a married couple, to me personally known to be the same persons who executed the foregoing instrument of writing, and duly acknowledged the execution of same. In testimony whereof, I have hereunto set my hand and affixed my notary seal the day and year above written.

NOTARY PUBLIC:
My Commission Expires: _____ (seal)

APPROVALS
We, the Leavenworth County Planning Commission, do hereby approve the foregoing plat of PIONEER ACRES this _____ day of _____, 2023.

Secretary John Jacobson
Chairman Steven Rosenthal
PID NO. 182-09...018.07

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

County Engineer - Mitch Pleak

COUNTY COMMISSION APPROVAL:
We, the Board of County Commissioners of Leavenworth County, Kansas, do hereby approve the foregoing plat of PIONEER ACRES this _____ day of _____, 2023.

Chairman Vicky Kaaz
County Clerk Attest: Janet Klasinski

REGISTER OF DEED CERTIFICATE:
Filed for Record as Document No. _____ on this _____ day of _____, 2023 at _____ o'clock _____ M in the Office of the Register of Deeds of Leavenworth County, Kansas,

Register of Deeds - TerriLois G. Mashburn

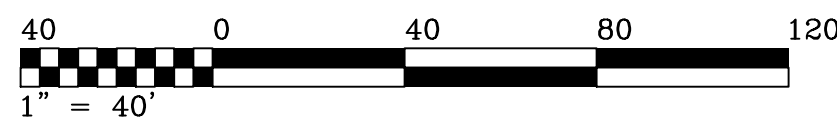
I hereby certify that this survey plat meets the requirements of K.S.A. 58-2005. The face of this survey plat was reviewed for compliance with Kansas Minimum Standards for Boundary Surveys. No field verification is implied. This review is for survey information only.

Reviewed 2023.03.29 No Comments

Daniel Baumchen, PS#1363
County Surveyor

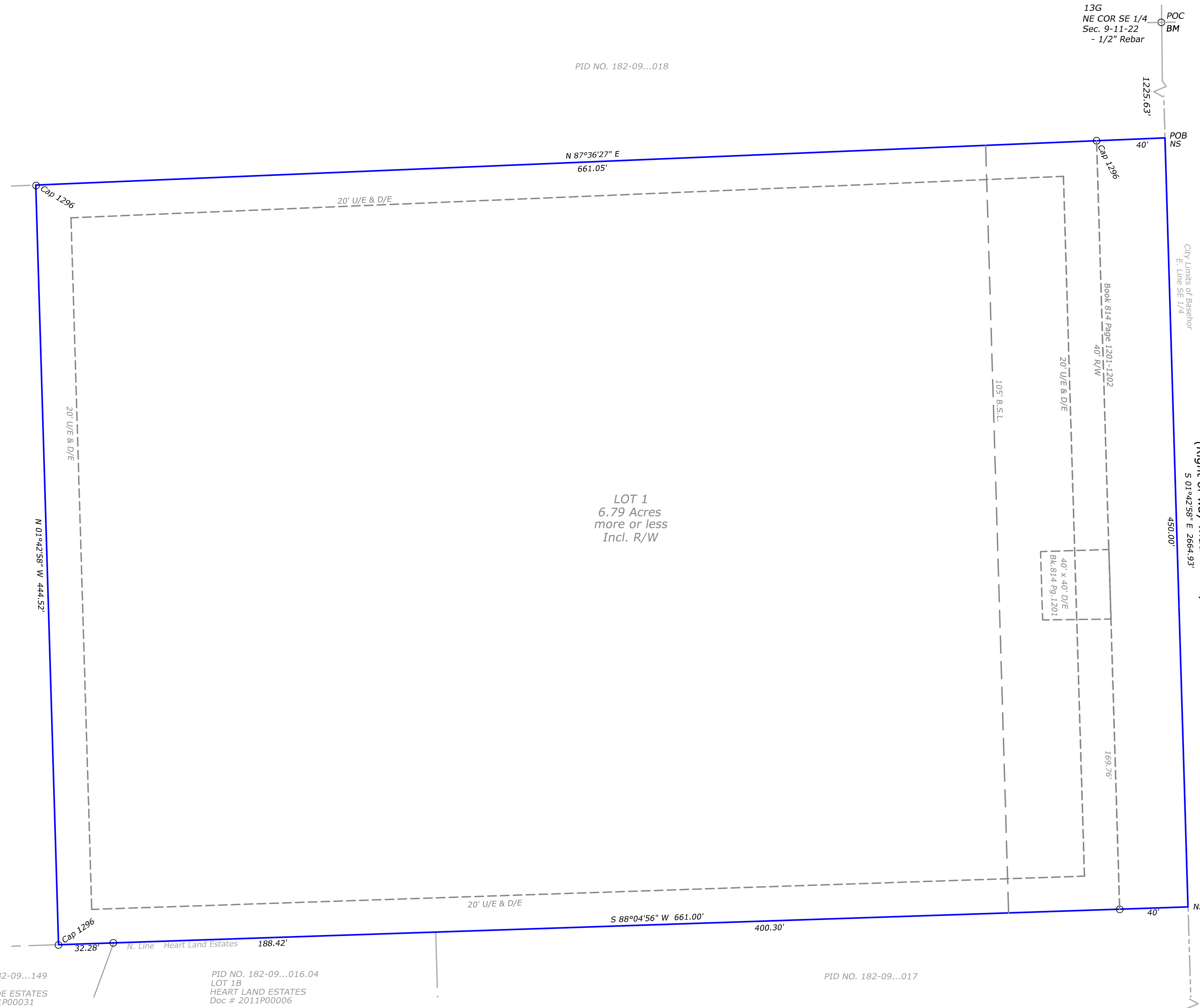


Job # K-23-1558
March 11, 2023 Rev. 3/28/23



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- An Engineered Waste Disposal System may be required due to poor soil conditions.
- Erosion and sediment control measures shall be used when designing and constructing driveways and other structures. Re-vegetation of all disturbed areas shall be completed within 45 days after final grading.
- Lots are subject to the current Access Management Policy
- Structures that exist within the building setback line or platted easement. Any future building or expansion must comply with the building setback. If the structure is damaged greater than 51% it may not be rebuilt or restored on the existing location and must meet all setbacks
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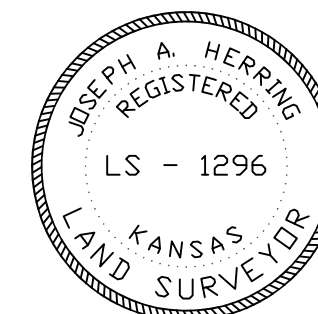


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 - - 1/2" Rebar Found, unless otherwise noted.
 - - Concrete Base around Point
 - △ - PK Nail Found in Place
 - () - Record / Deeded Distance
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- NOTES:**
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1667TH STREET
(Bk. "B" Pg. 230 - Court Case #0110C0351)
S 01°42'58" E 2664.93'
450.00'



I hereby certify that this survey was made by me, or under my direct supervision, on the ground during the month of February 2023 and this map or plat is correct to the best of my knowledge.

Joseph A. Herring
PS # 1296

03.29.23

No Further Comment.

Pioneer Acres
Leavenworth County Kansas
Drainage Report
March 13, 2023
Revised March 28, 2023



PIONEER ACRES

A Minor Subdivision in the Southeast Quarter of Section 9, Township 11 South, Range 22 East of the 6th P.M., Leavenworth County, Kansas.

FINAL PLAT

PREPARED FOR:
STORK, ALLAN F & MARION SUE
16678 EVANS ROAD
BASEHOR, KS 66007
PID NO. 182-09-0-00-00-018.07

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"Drainage Easements" or "D/E" shown on this plat are hereby dedicated for the purpose of constructing, using, replacing and maintaining a culvert, storm sewer, drainage ditch, or other drainage facility or tributary connections, including similar facilities, and appurtenances thereto, including the right to maintain, repair and replace the drainage facility and for any reconstruction and future expansion of such facility, together with the right of access for the same, is hereby dedicated for public use. Drainage Easements shall be kept clear of obstructions that impair the strength or interfere with the use and/or maintenance of storm drainage facilities. The maintenance and upkeep of said Easements shall be the responsibility of the individual owners of the lots whereupon said Easements are dedicated. Leavenworth County shall bear no responsibility for any maintenance and upkeep of said Easements.

Building Lines or Setback Lines (B.S.L.) are hereby established as shown on the accompanying plat and no building or portion thereof shall be built or constructed between this line and the street line.

IN TESTIMONY WHEREOF,
We, the undersigned owners of PIONEER ACRES, have set our hands this _____ day of _____, 2023.

Allan F. Stork
Marion Sue Stork

NOTARY CERTIFICATE:
Be it remembered that on this _____ day of _____, 2023, before me, a notary public in and for said County and State came Allan F. Stork and Marion Sue Stork, a married couple, to me personally known to be the same persons who executed the foregoing instrument of writing, and duly acknowledged the execution of same. In testimony whereof, I have hereunto set my hand and affixed my notary seal the day and year above written.

NOTARY PUBLIC:
My Commission Expires: _____ (seal)

APPROVALS
We, the Leavenworth County Planning Commission, do hereby approve the foregoing plat of PIONEER ACRES this _____ day of _____, 2023.

Secretary John Jacobson
Chairman Steven Rosenthal
PID NO. 182-09...018.07

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

County Engineer - Mitch Pleak

COUNTY COMMISSION APPROVAL:
We, the Board of County Commissioners of Leavenworth County, Kansas, do hereby approve the foregoing plat of PIONEER ACRES this _____ day of _____, 2023.

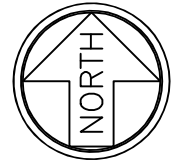
Chairman Vicky Kaaz
County Clerk Attest: Janet Klasinski

REGISTER OF DEED CERTIFICATE:
Filed for Record as Document No. _____ on this _____ day of _____, 2023 at _____ o'clock _____ M in the Office of the Register of Deeds of Leavenworth County, Kansas,

Register of Deeds - TerriLois G. Mashburn

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

Daniel Baumchen, PS#1363
County Surveyor

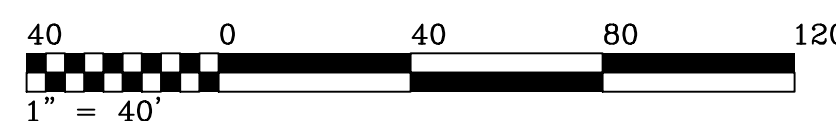


Scale 1" = 40'

Job # K-23-1558
March 11, 2023 Rev. 3/28/23



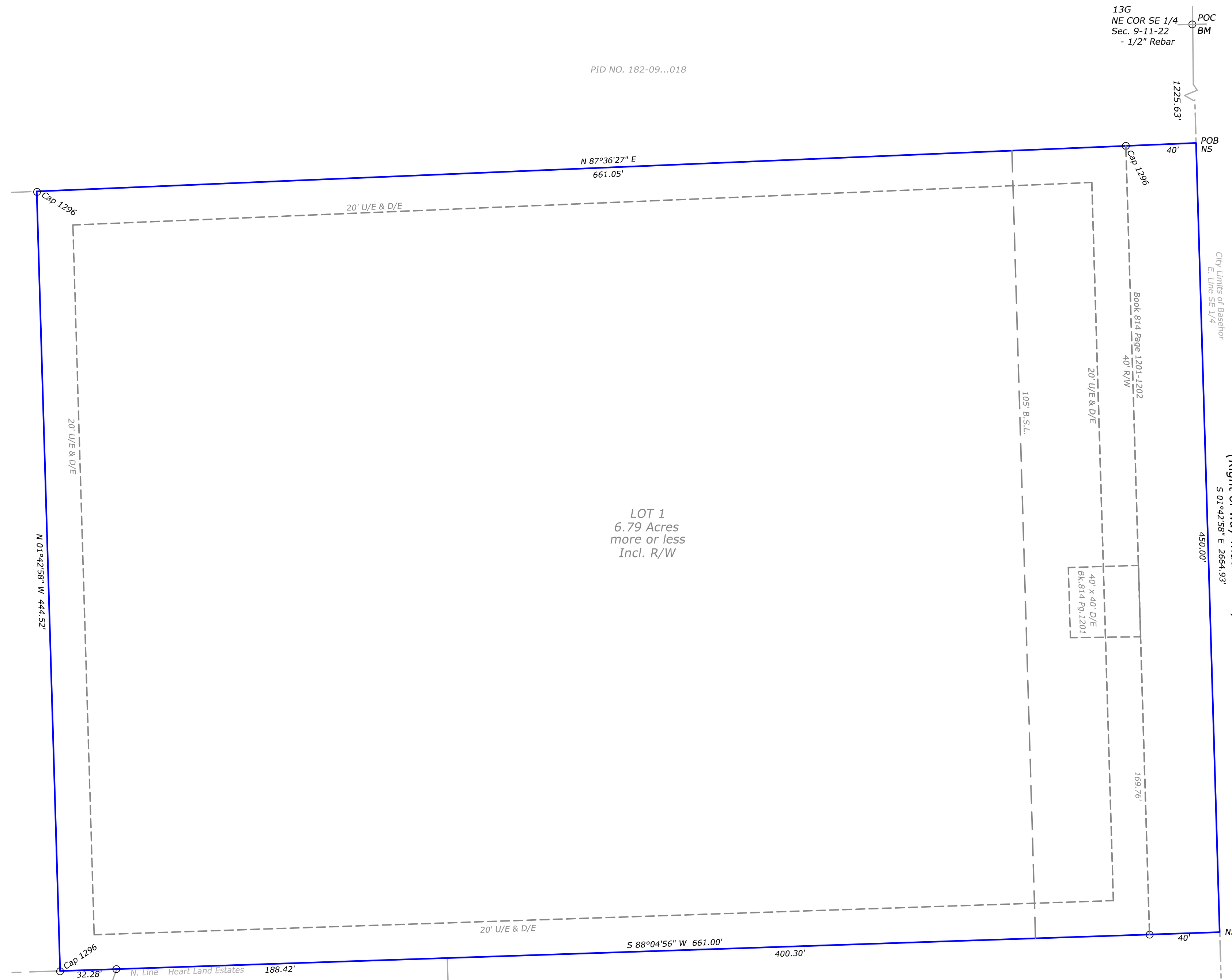
315 North 5th Street, Leav., KS 66048
Ph. 913.651.3858 Fax 913.674.5361
Email - survey@jeancash.com



RESTRICTIONS:

- 1) All proposed structures within this plat shall comply with the Leavenworth County Zoning and Subdivision Regulations or zoning regulation jurisdiction.
- 2) An Engineered Waste Disposal System may be required due to poor soil conditions.
- 3) Erosion and sediment control measures shall be used when designing and constructing driveways and other structures. Re-vegetation of all disturbed areas shall be completed within 45 days after final grading.
- 4) Lots are subject to the current Access Management Policy
- 5) Structures that exist within the building setback line or platted easement. Any future building or expansion must comply with the building setback. If the structure is damaged greater than 51% it may not be rebuilt or restored on the existing location and must meet all setbacks
- 6) No off-plat restrictions.

PID NO. 182-09...018

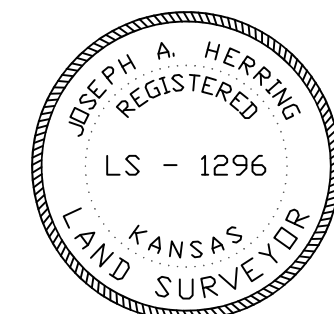


LOT 1
6.79 Acres
more or less
Incl. R/W

LEGEND:
● - 1/2" Rebar Set with Cap No. 1296
○ - 1/2" Rebar Found, unless otherwise noted.
□ - Concrete Base around Point
△ - PK Nail Found in Place
() - Record / Deeded Distance
U/E - Utility Easement
D/E - Drainage Easement
B.S.L. - Building Setback Line
R/W - Permanent Dedicated Roadway Easement
BM - Benchmark
NS - Not Set this survey per agreement with client
A - Arc Distance
R - Arc Radius
B - Chord Bearing
C - Chord Distance
//// - No Vehicle Entrance Access
NS - Not Set this survey per agreement with client

ZONING:
RR 2.5 - Rural Residential 2.5

- NOTES:**
- 1) This survey does not show ownership.
 - 2) All distances are calculated from measurements or measured this survey, unless otherwise noted.
 - 3) All recorded and measured distances are the same, unless otherwise noted.
 - 4) Error of Closure - See Error of Closure Calculations
 - 5) Basis of Bearing - KS SPC North Zone 1301
 - 6) Monument Origin Unknown, unless otherwise noted.
 - 7) Existing and Proposed Lots for Residential Use.
 - 8) Road Record - See Survey
 - 9) Benchmark - NAVD83
Project Benchmark (BM) - NE COR SE 1/4 Section 9 - Elev - 932.27'
 - 10) Easements, if any, are created hereon or listed in referenced title commitment.
 - 11) Reference Recorded Deed Doc # 2023R01014
 - 12) Utility Companies -
- Water - Suburban
- Electric - Evergy
- Sewer - Septic / Lagoon
- Gas - Propane / Natural Gas
 - 13) Reference Continental Title File Number 23445915 updated January 25, 2023
 - 14) Property is not in a Special Flood Hazard Area per FEMA FIRN Map 20103C0327G dated July 16, 2015
 - 15) Building Setback Lines as shown hereon or noted below
- All side yard setbacks - 15' (Accessory - 15')
- All rear yard setbacks - 40' (Accessory - 15')
 - 16) Distances to and of structures, if any, are +- 1'.
 - 17) Easements as per referenced Title Commitment are shown hereon, if any. Gas Line Easement Book 325 Page 321, Blanket over South 20 acres of Tract Existing Gas Line South of surveyed property.
 - 18) Fence Lines do not necessarily denote the boundary line for the property.
 - 19) Reference Surveys:
WITT SUBDIVISION Survey Book 15 #92, 2005
HEART LAND ESTATES Doc # 2011P00006
SUNNY SIDE ESTATES Doc # 2021P00031
JAH - J.A. Herring Survey Doc # 2022S016 & 2023S009
Heart Land Estates Lot Split Doc # 2020S026



I hereby certify that this survey was made by me, or under my direct supervision, on the ground during the month of February 2023 and this map or plat is correct to the best of my knowledge.

Joseph A. Herring
PS # 1296

PIONEER ACRES

A Minor Subdivision in the Southeast Quarter of Section 9, Township 11 South, Range 22 East of the 6th P.M., Leavenworth County, Kansas.

PRELIMINARY PLAT

PREPARED FOR:
STORK, ALLAN F & MARION SUE
16678 EVANS ROAD
BASEHOR, KS 66007
PID NO. 182-09-00-00-018.07

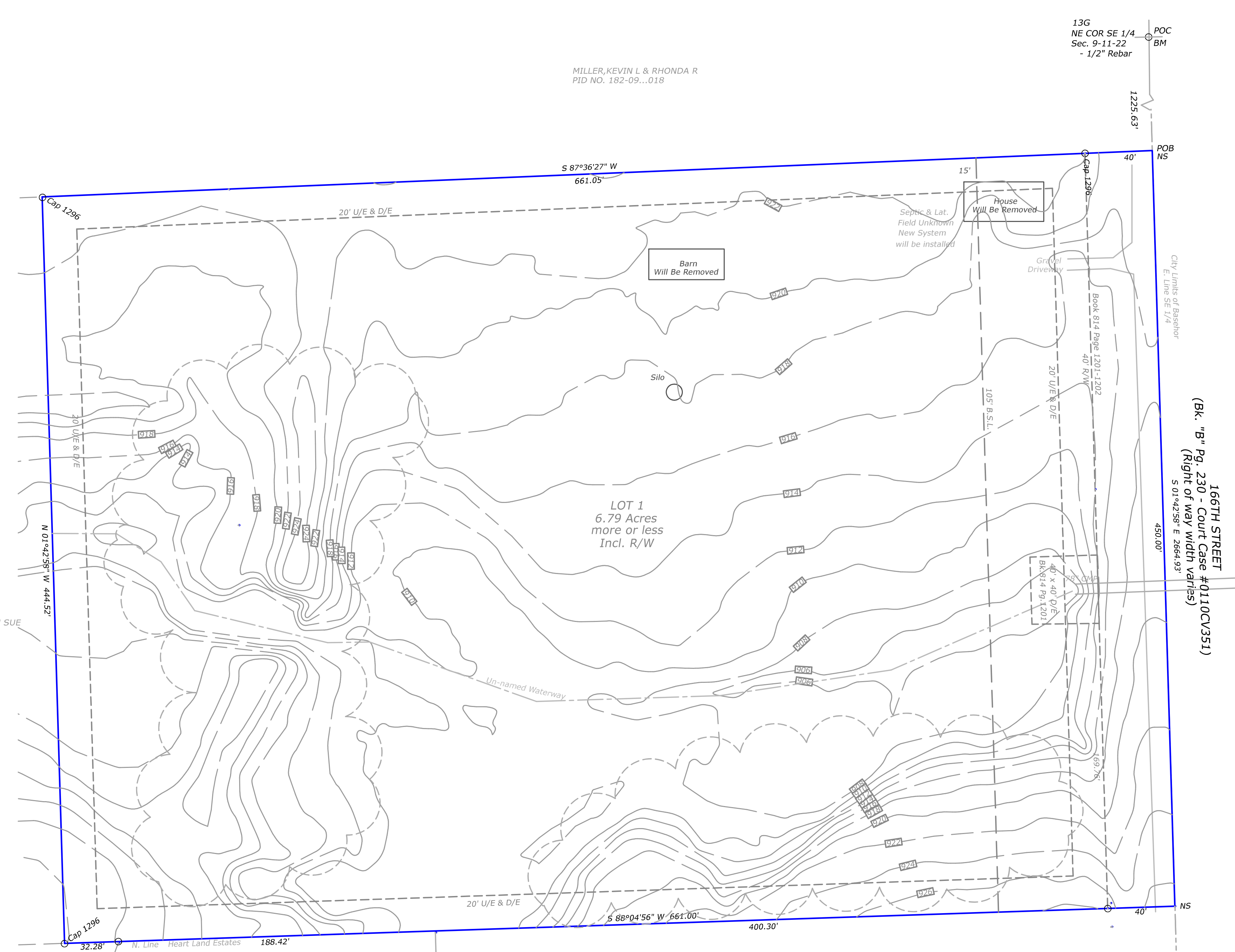
RECORD DESCRIPTION:

Tract of land in the Southeast Quarter of Section 9, Township 11 South, Range 22 East of the 6th P.M., Leavenworth County, Kansas, as written by Joseph A. Herring PS-1296 on January 23, 2023, more fully described as follows: Commencing at the Northeast corner of said Southeast Quarter; thence South 01 degrees 42'58" East for a distance of 1225.63 feet along the East line of said Southeast Quarter to the TRUE POINT OF BEGINNING; thence continuing South 01 degrees 42'58" East for a distance of 450.00 feet along said East line; thence South 88 degrees 04'56" West for a distance of 661.00 feet and along the North line of HEARTLAND ESTATES and SUNNY SIDE ESTATES; thence North 01 degrees 42'58" West for a distance of 444.52 feet; thence North 87 degrees 36'27" East for a distance of 661.05 feet to the point of beginning.
Together with and subject to covenants, easements, and restrictions of record.
Said property contains 6.79 acres, more or less, including road right of way.
Error of Closure: 1 - 259636

RESTRICTIONS:

- 1) All proposed structures within this plat shall comply with the Leavenworth County Zoning and Subdivision Regulations or zoning regulation jurisdiction.
- 2) An Engineered Waste Disposal System may be required due to poor soil conditions.
- 3) Erosion and sediment control measures shall be used when designing and constructing driveways and other structures. Re-vegetation of all disturbed areas shall be completed within 45 days after final grading.
- 4) Lots are subject to the current Access Management Policy
- 5) Structures that exist within the building setback line or platted easement. Any future building or expansion must comply with the building setback. If the structure is damaged greater than 51% it may not be rebuilt or restored on the existing location and must meet all setbacks
- 6) No off-plat restrictions.

03-31-23
OLSSON REVIEW
No Further
Comment



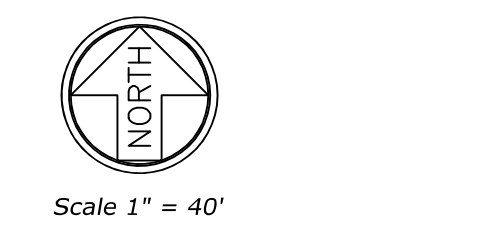
LEGEND:

- - 1/2" Rebar Set with Cap No. 1296
- - 1/2" Rebar Found, unless otherwise noted.
- - Concrete Base around Point
- Δ - PK Nail Found in Place
- () - Record / Deeded Distance
- U/E - Utility Easement
- D/E - Drainage Easement
- B.S.L. - Building Setback Line
- R/W - Permanent Dedicated Roadway Easement
- BM - Benchmark
- NS - Not Set this survey per agreement with client
- A - Arc Distance
- R - Arc Radius
- B - Chord Bearing
- C - Chord Distance
- //// - No Vehicle Entrance Access
- NS - Not Set this survey per agreement with client
- - Power Pole
- X - Fence Line
- OHP - Overhead Power Lines
- T - Underground Telephone/Fiber Optic Line
- ◇ - Gas Valve
- ▲ - Water Meter/Valve
- - Telephone Pedestal
- W - 6" Water Line - location as per district
- ~ ~ ~ - Tree/Brush Line

ZONING:
RR 2.5 - Rural Residential 2.5

NOTES:

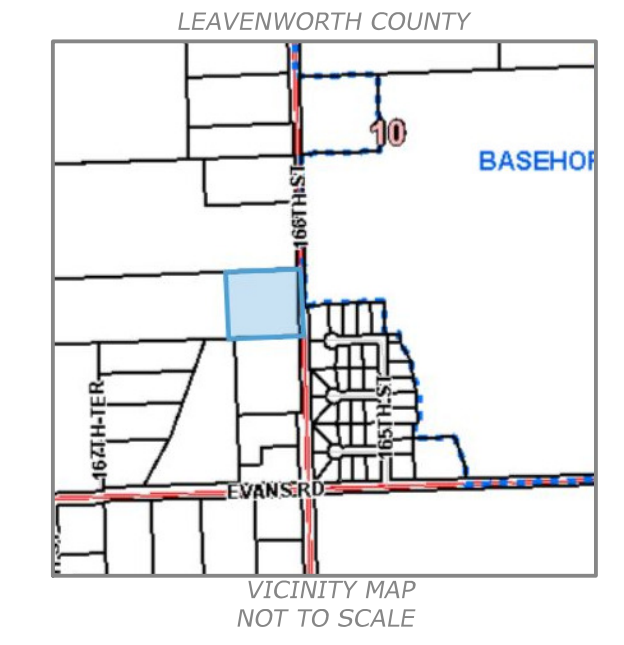
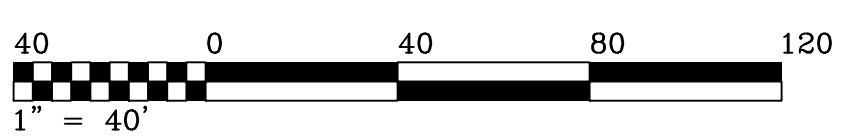
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- 4) Error of Closure - See Error of Closure Calculations
- 5) Basis of Bearing - KS SPC North Zone 1301
- 6) Monument Origin Unknown, unless otherwise noted.
- 7) Existing and Proposed Lots for Residential Use.
- 8) Road Record - See Survey
- 9) Benchmark - NAVD83
Project Benchmark (BM) - NE COR SE 1/4 Section 9 - Elev - 932.27'
- 10) Easements, if any, are created hereon or listed in referenced title commitment.
- 11) Reference Recorded Deed Doc # 2023R01014
- 12) Utility Companies
 - Water - Suburban
 - Electric - Evergy
 - Sewer - Septic / Lagoon
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 - SUNNY SIDE ESTATES Doc # 2021P00031
 - JAH - J.A.Herring Survey Doc # 2022S016 & 2023S009
 - Heart Land Estates Lot Split Doc #2020S026



Job # K-23-1558
March 11, 2023 Rev. 3/29/23

Joseph A. Herring, Inc. (dba)
J. HERRING
SURVEYING
& COMPANY

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



I hereby certify that this survey was made by me, or under my direct supervision, on the ground during the month of February 2023 and this map or plat is correct to the best of my knowledge.

Joseph A. Herring
PS 5 1296

Allison, Amy

From: Travis Miles <Travis@suburbanwaterinc.com>
Sent: Wednesday, April 5, 2023 2:07 PM
To: Allison, Amy; Trish Peterson
Subject: Re: RE: DEV-23-040/041 Preliminary and Final Plat – Pioneer Acres

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.

Amy,

Suburban Responses to Pioneer Acres

a. Does the water district have existing service lines in the vicinity of the proposed plat boundary to provide potable water to the lots of the subdivision?

Suburban does have an existing 4" PVC Water Main in the vicinity of the proposed plat.

b. What is the size and location of the water line(s) and fire hydrants that are adjacent to this property?

Suburban does have an existing 4" PVC Water Main in the vicinity of the proposed plat.

c. Would the water district allow fire hydrants to be installed on the existing service line(s) in the area of the proposed plat boundary?

Suburban will NOT allow fire hydrants to be installed on the existing main. Offsite improvements would be required to provide fire protection or the addition of a fire hydrant. At this time Suburban will not require offsite improvements, as long as an existing meter connection is located on the property. If new metered connection is required or additional development happens on the remaining parcel that the tract/plat is being split from, offsite improvements will be required by Suburban.

d. Does the water district have plans to upgrade the service in this vicinity to such a level that fire hydrants can be installed in the foreseeable future, or within a set number of years? If so, what would the improvements consist of?

Not at this time, unless further development is proposed in the area that would require improvements to be made.

Travis J Miles

CEO/President

Suburban Water, Inc.

1216 N 155th Street, PO BOX 588

Leavenworth County Request for Board Action

Date: 4/26/23

To: Board of County Commissioners

From: Aaron Yoakam

Department Head Approval: _____

Additional Reviews as needed:

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

Action Requested: Approve Barkley Asphalt Company Inc. bid for mill/ overlay and patch work to the Health Department Parking lot

Recommendation: Approve

Analysis: The RFP was sent out to Drexel with a mandatory pre bid meeting. Both companies that attend the pre bid meeting bid. County staff recommendation is to use lowest bid. A grant from ELC will fund \$100,000 of this project. The Epidemiology and Laboratory Capacity (ELC) awards annual funding to state, local, and territorial health departments. Without the ELC grant the County would have to plan to pay the entire amount of the project in the coming few years

Alternatives: reject all bids and loose \$100,000 ELC Grant

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: \$124,610 was the total bid cost
\$100,000 coming from ELC Grant
\$10,000 coming from HD equipment reserve
\$14,610 coming from Capital 215 account

Additional Attachments: bid tabulation



COUNTY OF LEAVENWORTH

Health Department Parking Lot
 BID TABULATION - FINAL

Item Description	Unit	Quantity	Project Estimate Prepared by Leavenworth County		Barkley Asphalt Co. Inc.		McConnell & Associates		Avg. Unit Price
			Unit Price	Total Cost	Unit Price	Total Cost	Unit Price	Total Cost	
Mobilization		LS	\$5,500.00	\$5,500.00	\$2,000.00	\$2,000.00	\$3,500.00	\$3,500.00	\$3,666.67
2 in mill /Overlay	54000 sqft	54,000	\$2.15	\$116,100.00	\$1.67	\$90,180.00	\$1.95	\$105,300.00	\$103,860.00
Asphalt Repair	1550 Lft	1,550	\$22.45	\$34,797.50	\$19.60	\$30,380.00	\$19.20	\$29,760.00	\$31,645.83
Restriping w/stencils		LS	\$3,602.50	\$3,602.50	\$2,050.00	\$2,050.00	\$3,450.00	\$3,450.00	\$3,034.17
				\$160,000.00					
			0% Contingency	\$0.00					
TOTAL				\$160,000.00		\$124,610.00		\$142,010.00	\$142,206.67
Leavenworth County Contractor (local preference, percentage difference from lowest bid)								13.96%	

Leavenworth County Request for Board Action

Date: April 26th, 2023

To: Board of County Commissioners

From: Community Corrections

Department Head Approval: Jamie VanHouten, Director

Additional Reviews as needed:

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

Action Requested: Approve request to renew Adult Corrections Advisory Board appointments, select alternative appointments, or continue to advertise expiring appointments.

Recommendation: Approve request to renew Adult CAB appointments.

Analysis: Recently, Community Corrections completed membership audits of both Corrections Advisory Boards to ensure compliance with statutes. The Adult Corrections Advisory Board has three LV BOCC appointments that need attention. The CAB appointments of Dr. Roger Bonner, Dr. Vernon Fields, and Kris Thomas expire this month and have been advertised since February 16th. The three individuals mentioned above were consulted and are interested in renewing their CAB appointments shall our BOCC request them to do so. All three appointments are active members of the CAB and have positive attendance which is critical during grant season.

Alternatives: In lieu of renewing the current appointments, the BOCC may wish to continue to advertise for new applicants. However, we have received zero new applicants thus far and applications for new members have been posted on the county website since February 16th.

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: N/A

Leavenworth County Request for Board Action

Date: April 26th, 2023

To: Board of County Commissioners

From: Community Corrections

Department Head Approval: Jamie VanHouten, Director

Additional Reviews as needed:

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

Action Requested: Approve request to renew Juvenile Corrections Advisory Board appointments, select alternative appointments, or continue to advertise expiring appointments.

Recommendation: Approve request to renew JCAB appointments.

Analysis: Recently, Community Corrections completed membership audits of both Corrections Advisory Boards to ensure compliance with statutes. Per our records, the 1st Judicial District JCAB has three LV BOCC appointments that need attention. The appointments of Commissioner Doug Smith, Aimee Bateman, and Willie Williams all expired as of March. All three appointments are active members of the JCAB and have positive attendance which is critical during grant season. All three individuals mentioned above were consulted in February and are interested in renewing their CAB appointments shall our BOCC request them to do so.

Alternatives: In lieu of renewing the current appointments, the BOCC may wish to continue to advertise for new applicants. However, we have received zero new applicants thus far and applications for new members have been posted on the county website since February 16th.

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: N/A

Leavenworth County Request for Board Action

Date: April 26th, 2023
To: Board of County Commissioners
From: Community Corrections

Department Head Approval: Jamie VanHouten, Director

Additional Reviews as needed:

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

Action Requested: Approve application for FY24 Adult Comprehensive Plan

Recommendation: Approve application for FY24 Adult Comprehensive Plan

Analysis: Our FY24 Adult Comp Grant plan is our annual state grant that funds the majority of our adult operations. In FY24 we are seeking an FTE for a cognitive behavioral program coordinator from our KDOC grant for the third year in a row. On the juvenile side, we already receive grants to provide evidence-based programs and have hired three individuals for those services. However, on the adult side we have five times the population on probation but there is less funding available for behavioral health and evidence-based programs. Currently, there are over a handful of CC agencies who have a much lower probation population that receive multiple FTE positions for their agency. This is concerning as there are not many alternatives in our community for cognitive services, let alone providers who offer classes free of charge to high risk felony offenders who are often uninsured.

Alternatives: N/A

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: Completed Application with Signatory Forms

Community Corrections
Adult Comprehensive Grant
FY24



1st Judicial District Community Corrections - Leavenworth

Prepared by Leavenworth County Community Corrections
for Kansas Department of Corrections FY2024 Adult Comprehensive Plan Grant

Primary Contact: Community Corrections



Opportunity Details

Opportunity Information

Title

FY2024 Adult Comprehensive Plan Grant

Description

Pursuant to KSA 75-5291 and KSA 75-52, 112, the Kansas Department of Corrections is seeking applications for funding the development, implementation, operation, and improvement of community correctional services that address the criminogenic and behavioral health needs of adult felony offenders. Funding obtained under this award will serve to support local community corrections agencies in increasing public safety, reducing the risk of probationers on community corrections supervision, and increasing the percentage of probationers successfully completing community corrections supervision.

Awarding Agency Name

Kansas Department of Corrections

Agency Contact Name

Marie McNeal

Agency Contact Phone

785-230-6932

Agency Contact Email

marie.mcneal@ks.gov

Opportunity Posted Date

1/26/2023

Public Link

<https://www.gotomygrants.com/Public/Opportunities/Details/5a34f89c-3a07-4683-88f0-57d1e7e64537>

Funding Information

Funding Sources

State

Funding Source Description

Funds for this opportunity are appropriated by the Kansas State Legislature and distributed by the Kansas Department of Corrections.

Funding Restrictions

These funds may not be co-mingled with funds from other state or federal agencies or local funds. Refer to the KDOC Financial Rules, Guidelines and Reporting Instructions for other funding restrictions.

Award Information

Award Period

07/01/2023 - 06/30/2024

Matching Requirement

No

Submission Information

Submission Window

01/26/2023 8:00 AM - 05/01/2023 5:00 PM

Submission Timeline Type

One Time

Submission Timeline Additional Information

No applications will be accepted after the Submission Close Date.

Other Submission Requirements

To facilitate the review process, it is imperative that all funding requests submitted are complete, accurate and include the required signatory approvals. The Board of County Commissioners or Governing Authority for the applicant/administrative county must review and approve the application prior to submission to KDOC. Incomplete applications will not be considered for funding unless or until all deficiencies have been corrected to KDOC's satisfaction.

Question Submission Information

Question Submission Additional Information

For questions or assistance with the requirements of this funding opportunity, the Community Corrections Program Director should contact their assigned KDOC Regional Contact.

Attachments

- Kansas Community Corrections Agencies By Region and KDOC Contact 01.10.2023 (003)

Eligibility Information

Eligible Applicants

- County Governments

Additional Eligibility Information

Any county or group of cooperating counties operating a community correctional services program is eligible to apply for Community Corrections Act funding. However, pursuant to KSA 75-5296, no county or group of cooperating counties shall be qualified to receive grant funding unless and until the comprehensive plan for such county or group of cooperating counties is approved by the secretary of corrections. Additionally, in order to remain eligible for Community Corrections Act funding, a county or group of cooperating counties shall substantially comply with the operating standards established by the secretary of corrections.

Award Administration Information

State Award Notices

Award notifications will be made on or before July 1, 2023.



1st Judicial District Community Corrections - Leavenworth Leavenworth County Community Corrections

Awards will be based on the criteria specified in KSA 75-52,111 and 75-52,112 and will be awarded to the Board of County Commissioners or Governing Authority for the applicant county. If the applicant is a group of cooperating counties, then funding will be awarded to the administrative county identified in the group of cooperating counties' Inter-local Agreement.

Reporting

Award recipients will be required to complete and submit quarterly financial and outcome reports in accordance with the following timelines:

Q1 (Jul-Aug-Sep) Due on/before: 10/30/2023

Q2 (Oct-Nov-Dec) Due on/before: 01/30/2024

Q3 (Jan-Feb-Mar) Due on/before: 04/30/2024

Q4 (Apr-May-Jun) Due on/before: 07/30/2024



1st Judicial District Community Corrections - Leavenworth
Leavenworth County Community Corrections

Project Information

Application Information

Application Name
1st Judicial District Community Corrections - Leavenworth

Award Requested
\$432,207.10

Total Award Budget
\$432,207.10

Primary Contact Information

Name
Community Corrections

Email Address
jvanhouten@leavenworthcounty.gov

Address
520 S 2nd St
Leavenworth, KS 66048

Phone Number
(913) 684-0775



Project Description

Agency Profile - Adult

Agency Leadership

Director Name
Jamie VanHouten

Director Address Line 1
520 S. 2nd Street

Director Address Line 2

Director City
Leavenworth

Director State
KS

Director Zip Code
66048

Director Phone Number
9136840768

Director Email Address
jvanhouten@leavenworthcounty.gov

Does agency leadership include an Executive/Administrative Director? This question is not intended to capture information regarding the County Administrator but rather a secondary level of leadership within the agency.

- Yes
- No

Which governing authority has direct oversight of the community corrections agency, to include hiring/firing of staff?

- Board of County Commissioners (BOCC)
- Governing Board

For multi-county agencies please provide contact information for the host/administrative county BOCC Chairperson.

BOCC Chairperson Name
Vicky Kaaz

BOCC Chairperson Address Line 1
300 Walnut Street

BOCC Chairperson Address Line 2
Suite 225

BOCC Chairperson City
Leavenworth

BOCC Chairperson State
KS

BOCC Chairperson Zip Code
66048

BOCC Chairperson Phone Number
9136840417

BOCC Chairperson Email Address
vkaaz@leavenworthcounty.gov

Agency Locations

Main Office

Main Office Address Line 1
520 S 2nd Street

Main Office Address Line 2
Suite 225

Main Office City
Leavenworth

Main Office State
KS

Main Office Zip Code
66048

Does your agency operate any satellite offices?

- Yes
- No

Does your agency operate a residential center?

- Yes
- No

Agency Personnel

Does your agency have more than 25 employees?

- Yes



1st Judicial District Community Corrections - Leavenworth
Leavenworth County Community Corrections

No

Utilize FY24 Form-PERSONNEL to provide employee specific information. This form should include all employees (adult and juvenile) whose wages are paid (solely or in part) from state grant funds.

FY24 Form-PERSONNEL Less than 25.xlsx

Attach a completed copy of FY24 Form-PERSONNEL here.

FinalFY24 Form-PERSONNEL Less than 25.xlsx

Organizational Chart

Attach a copy of your agency's organizational chart. The chart should contain staff names, titles and if duties are split, the % of time spent on each set of duties.

FY24 LV Org Chart.docx

Example Organizational Chart

FY24 Example Organizational Chart.docx

Governing/Corrections Advisory Board

Governing/Corrections Advisory Board Chairperson Name

Pat Kilchers

Governing/Corrections Advisory Board Chairperson Title

Leavenworth Police Chief

Governing/Corrections Advisory Board Chairperson Address Line 1

601 S. 3rd Street

Governing/Corrections Advisory Board Chairperson Address Line 2

Suite 2055

Governing/Corrections Advisory Board Chairperson City

Leavenworth

Governing/Corrections Advisory Board Chairperson State

KS

Governing/Corrections Advisory Board Chairperson Zip Code

66048

Governing/Corrections Advisory Board Chairperson Email Address

pkilchers@firstcity.org

Governing/Corrections Advisory Board Chairperson Phone Number

9136512260

Utilize Form-CAB_MEMBERS to provide a current list of your agency's Governing/Corrections Advisory Board members.

FY24 Form-CAB_MEMBERS.xlsx

Attach a completed copy of FY24 Form-CAB_MEMBERS here.

FY24 Form-ACAB_MEMBERS.xlsx

Is this a joint board with the Juvenile Corrections Advisory Board?

Yes

No

Host/Administrative County

Does your agency operate as a single or multi-county entity?

Single

Multi-County

Name of the Host/Administrative County

Leavenworth

Host/Administrative County Financial Officer Contact Information

Host/Administrative County Financial Officer Name

Janet Klasinski

Host/Administrative County Financial Officer Address Line 1

300 Walnut Street

Host/Administrative County Financial Officer Address Line 2

Suite 106

Host/Administrative County Financial Officer City

Leavenworth

Host/Administrative County Financial Officer State

KS

Host/Administrative County Financial Officer Zip Code

66048

Host/Administrative County Financial Officer Phone Number

9136840421

Host/Administrative County Financial Officer Email Address

jklasinski@leavenworthcounty.gov

Non-KDOC Funding Information

Pursuant to KSA 75-52,103, does your agency receive assistance from the county or counties within your judicial district?

Yes

No



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Instructions for documenting county assistance.

Single county agencies: Include the following items when detailing what assistance is provided to the agency:

- Type of Assistance (Allocation or In-Kind)
- Assistance amount, expressed in whole dollars
- Description/purpose of assistance
- If contribution has been confirmed by the county or it is a pending request.

Multi-county agencies: In addition to the four bullet points above, include the name of the county.

Example of documenting county assistance: Allocation - \$20,000 - Rent - Confirmed

Document the county assistance your agency receives

Allocation- \$383,000- Pays 10% of everyone's salaries, 10% everyone's benefits, additional 1/2 adult ISO, 1/2 juvenile receptionist, on-going training, and juvenile detention costs for housing our youth in WYCO since our juvenile detention facility closed. We pay for all of those things with that funding.

Has or will your agency request funding from other sources (e.g. federal grants, private foundations grants, etc.) for FY24?

- Yes
- No

Describe your agency's projected funding requests. Response should include the source and amount of each request.

KFAF opiate grant funds, enough funding to complete a sequential intercept map project to identify areas of the system for process improvement, but solicitations aren't out yet for criminal justice agencies. We will ask our county for funds to cover the other portion of the BH positions benefits if funded.



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Programmatic Changes

Has the agency experienced significant changes, either positive or negative which have directly impacted your program for FY23 (e.g. new, or discontinued program services, staff turnover, policy or procedure changes, new or discontinued community services, etc.)?

- Yes
- No

Describe the changes which impacted your program in FY23

Negative- Mirror Inc. of KCK closed down. They were our "local" SB123 outpatient provider. Their agency came to pick up our ISP clients who were attending evening outpatient groups (3 hours each) three nights a week. This assisted in overcoming transportation barriers and allowed our clients to be successful in completing their SB123 treatment programs. This has also impacted the availability of residential treatment beds. Now our clients are waiting a lot longer for the few beds remaining at the Shawnee Mirror location. Not only do we not have a local SB123 provider that provides evening groups, but we also don't have an IOP provider that provides evening groups in our community. This puts our clients at risk of losing their jobs and being in violation of probation if they are able to afford local inpatient services during the day. This lack of available services is detrimental to the success of our clients struggling with SUD.

Were steps taken to address the changes in FY23?

- Yes
- No

Describe the steps taken to address the changes in FY23

The Community Corrections Director and County Administrator met with our local Mental Health agency who is in the process of becoming a CCBHC to discuss our needs and make a plan to address these gaps in services. We are hopeful that they will be able to become SB123 certified and provide evening IOP services in the near future.



Agency Outcomes

Data and Definitions

Utilize the attached FY22 Cases Closed by Agency and Termination Reason to answer case closure questions below.
FY22 Cases Closed by Agency and Termination Type.pdf

Definitions

- **Overall successful completion rate includes those cases closed with a termination reason of Successful, Unsuccessful, Death and Not Sentenced to Community Corrections.**
 - This equals the Total Successful Closures column on the attached FY22 case closure document.
- **Successful case closures includes only those cases closed with a Successful termination reason.**
 - This equals the Successful column on the attached FY22 case closure document.
- **Unsuccessful case closures includes only those cases closed with an Unsuccessful termination reason.**
 - This equals the Unsuccessful column on the attached FY22 case closure document.
- **Overall Revocation Rate includes those cases closed with a termination reason of Revoked-New Felony, Revoked-New Misdemeanor and Revoked-Condition Violator.**
 - This equals the Total Revocation Closures column on the attached FY22 case closure document.
- **Contracted cognitive behavioral programming is defined as programming delivered to probationers by a community-based provider through formal agreement (contract or MOU) with the community supervision agency.**

What was your agency's overall successful completion rate in FY22? Response should be expressed as a percentage. The rate must be entered in decimal format (e.g., 75% is entered as .75).
68.40 %

Describe your overall successful completion rate for FY22.

- Achieved 75% or higher
- Did not meet 75% but achieved a 3% or higher increase from the previous year's overall success rate
- Did not meet 75% or achieve a 3% increase from the previous year's overall success rate

What was your agency's successful case closures rate in FY22? Response should be expressed as a percentage. The rate must be entered in decimal format (e.g., 75% is entered as .75).
44.70 %

What was your agency's unsuccessful case closures rate in FY22? Response should be expressed as a percentage. The rate must be entered in decimal format (e.g., 75% is entered as .75).
23.70 %

Which case closure rate was higher, successful or unsuccessful?

- Successful Case Closure Rate
- Unsuccessful Case Closure Rate

What were the most prominent drivers of unsuccessful case closures in FY22?

The most prominent drivers of unsuccessful case closures in FY22 were related to cases being closed by the court. 8 unsuccessful cases were closed per a new plea agreement where revocation was taken off the table on their current case if they accepted a prison sentence on the new conviction. 3 were closed unsuccessfully by the court because of competency issues and not being amenable to probation. 4 were closed out unsuccessfully after serving a KDOC sanction. The rest were closed by the court due to failing to complete all required conditions (ex: payments). Per our internal records, there were more than just the 9 KDOC reports, and the rate was closer to 27.84%.

Will you seek to reduce the number of unsuccessful closures in FY24 and if so describe how. Response should consider the prominent drivers you identified in the previous question.

Based on the above driving factors, it is unlikely we have any controlling influence over the reduction of unsuccessful cases. As an agency, we can address criminogenic risks, but we ultimately have zero control over our clients committing new offenses or how their plea deals are structured. And based on the hierarchy of closures, unsuccessful closures are better for our agency than revocations. As far as competency issues and socioeconomic issues related to cases being closed by the court for being unable to successfully complete probation, we would likely fail at any effort to reduce these factors as they are also out of our control.

What was your agency's overall revocation rate for FY22? Response should be expressed as a percentage. The rate must be entered in decimal format (e.g., 75% is entered as .75).
31.60 %

Did the agency offer in-house or contracted GROUP cognitive behavioral programming in FY22? This question does not address INDIVIDUAL CBI programming.

- Yes
- No



Agency Plan

Organizational Needs

This section is available to applicants who desire to address critical needs that impact the entire agency. Examples might include plans to relocate office space, a need for additional space to deliver more on-site services or an agency-wide training initiative that would provide a means for staff/caseload specialization.

Does your agency have any organizational needs, excluding staffing levels or wages, that need to be addressed in FY24?

- Yes
No

Supervision

Utilize this section to describe how the agency will address its target population and any gaps or barriers that have been identified for FY24.

Describe your agency's target population for FY24. The response must include why the target population was selected.

Our agency's target population for FY24 is our highest risk offenders per the risk principle under Target Interventions, the third evidence-based principle of supervision, which identifies the importance of prioritizing supervision and treatment resources for our highest risk offenders.

As Antisocial Behaviors, Criminal Thinking, Antisocial Personalities and Criminal Associates are the top four criminogenic needs and we see behavior patterns and violation trends which support this data, we believe our agency efforts will be spent best addressing these dynamic risk factors. It is common knowledge that thinking drives behavior and thus we would love to be able to provide our own in-house cognitive behavioral interventions targeted to specific risks/needs, as well as increasing meaningful contacts using evidence-based practices such as EPICS, MI, incentives for positive reinforcement, etc. We believe offering in-house cognitive programs such as MRT, Seeking Safety, Cross Roads NTCI, and TCU IBR programming. Our goal is to increase readiness for change and provide the correct dosage of programming and directed skill practice that is critically needed for our adult clients. These programs could also decrease risk in other subscales, such as education/employment, family/marital, and companions, through the improvement of prosocial thinking. Most importantly, the 2nd evidence-based principle is Enhance Intrinsic Motivation. We can use MI, 4 to 1 ratio, the 80/20 ratio, EPICS, and individual CBI all that we want, but that isn't always enough contact to increase their intrinsic motivation to where clients are successful in behavior change. The only way we can increase the exposure and salt the oats for change further is by offering intentional interventions aimed at increasing our client's readiness to change. For example: Getting Motivated to Change by TCU, a four-week brief intervention. We also plan to increase our use of positive reinforcement and incentives, EBP #5.

Conventional wisdom and social science both tell us that individuals are most influenced by their peer groups. Show us your friends, we will show you the future. Thus, by completing cognitive programming, completing behavior chains, etc. it is our belief that clients will begin to recognize patterns of negative influence amongst their peer groups which heavily influence their long-term outcome as a big 4 criminogenic risk factor. TCU also offers a brief intervention on how to identify friends and family members that can aid offenders in achieving their recovery goals, which is EBP #6 (Engaging On-going Support in Natural Communities).

Naturally, by increasing dosage and structuring 40-70% of high-risk offenders time on supervision for the first 3-9 months of probation in cognitive programming/targeted interventions to reduce their criminogenic risk/needs we will not only improve behavior change. But we will also begin achieving the dosage goals associated with evidence-based supervision and risk needs responsibly. Additionally, by increasing programming opportunities Community Corrections will have more meaningful contact with clients, taking up more of their free time which can take the place of an office visit and thus we will also target risks associated with the Leisure/Rec subscale by filling their time with prosocial activities. To limit passive and unproductive time, we can put our clients to work on themselves, as without cognitive programming, behavior won't change long-term if the mindset has not. Conditioning clients to come in weekly and remain engaged through the use of increased positive reinforcement and incentives will also increase outcomes for our agency.

Does your plan include referrals to community-based services?

- Yes
No

Which of the following risk/need areas can be addressed through referrals to community-based services? (Check all that apply)

- Education
Employment
Family/Marital
Companions
Alcohol/Drug Problems
Procriminal Attitude/Orientation
Antisocial Pattern

For each risk/need area that can be addressed through community-based referrals, describe the target population including risk level.

Education- low to high risk clients can be referred to TRIO or KCKCC pioneer center for GED assistance
Employment- moderate to high risk clients can be referred to Connections to Success, Vocational Rehabilitation, or the Workforce Development Center to assist in job readiness programs
Alcohol/Drug Problems- moderate to high-risk clients can be referred to HRADAC, A Connecting Pointe, Mirror, Inc., DCCCA, VA, and The Guidance Center for a variety of clinical addiction services
Antisocial Patterns/Thinking- moderate to high-risk clients can be referred to clinical associates for sex offender therapy, BIP at Sunflower treatment, traditional counseling to cope with patterns associated with personality disorders at The Guidance Center

Although these services can be referred out, we would love to reinforce the services with in-house EBP cog interventions where clients can see their officers directly before or after services and ensure participation.

Does your plan include referrals to programs facilitated in-house or by contracted providers? If a contracted provider is utilized, a formal agreement (MOU or Contract) must exist between the entities

- Yes
No

Utilize FY24 Form-PROGRAMS to provide program details.

FY24 Form-PROGRAMS.xlsx

Attach a completed copy of FY24 Form-PROGRAMS here.

FY24 Form-LV Programs.xlsx

Are you proposing any new programs for FY24?

- Yes
No

Has the program been approved by KDOC?

- Yes
No

Utilize FY24 Form-CUR_REVIEW to submit the new program curriculum to KDOC for review. The new program cannot be implemented until approval is provided in writing by KDOC.

FY24 Form-CUR_REVIEW.pdf

Attach a completed copy of FY24 Form-CUR_REVIEW here.

TCU Curriculum request WITH manual.pdf

Does your plan include individual CBI programming (e.g., EPICS tools, Carey Guides, etc.)? (Work done one-on-one during office contacts)

- Yes
No

Does your plan include utilization of a behavior response grid?

- Yes
No

Attach a copy of the agency's behavior response grid here.



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LVBehaviorResponseGrid.pdf

Does your plan include staff trainings, excluding those required by KDOC?

- Yes
- No

Provide details regarding any confirmed or proposed staff trainings for FY24

Training	Training Provider	Staff Positions being Trained	Target Training Date	Purpose of Training	Training Status (Proposed/Confirmed)
How Being Trauma Informed Improves Criminal Justice Outcomes	Me (I am a SAMHSA GAINS Certified Facilitator for this curriculum)	Entire Staff	6/30/2024	Training to increase the understanding and buy-in for trauma informed approaches/care to align us with our responsivity principle of target interventions of EBP	Confirmed, I need practice
First Aid/CPR	Health Department	Entire Staff	6/30/2024	CPR/Safely/Responsive for emergency	Confirmed

Does your agency plan to utilize any assessments or screeners beyond those required by KDOC?

- Yes
- No

Does the agency plan to utilize any methods/strategies that have not already been identified?

- Yes
- No



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Behavioral Health Services

Behavioral Health Services Funding - Purpose and Allowable Use of Funds

The Kansas Department of Corrections anticipates the state legislature will allocate \$3,000,000.00 to develop or enhance behavioral health services statewide in Fiscal Year 2024. Any community corrections agency is eligible to apply for this funding however, utilization of these funds is limited to the attached list of eligible positions and services.

Review Form-BHELGIBILITY for a list of positions and services which may be applied for under behavioral health services funding

Form-BHELGIBILITY.pdf

Did your agency receive behavioral health funding in FY23?

- Yes
 No

Enter the amount of funding received in FY23.

\$5,000.00

Is your agency applying for behavioral health services funding in FY24?

- Yes
 No

What is the total amount of funding being requested for behavioral health services in FY24?

\$65,832.00

Is your agency applying for program provider FTE's?

- Yes
 No

How many program provider FTE's are being applied for?

1.00

How will these program provider FTE's help the agency in achieving its FY24 overall success rate goal?

This individual will be responsible for providing in-house adult probationers with evidence-based cognitive intervention groups, as well as individual cognitive assistance and resource referrals for wrap around services as needed. By offering permanent on-site cognitive interventions to our clients, we would reduce socioeconomic and geographic barriers (Wi-Fi issues) which interfere with our client's ability to access virtual groups currently provided by other area agencies. There is also not enough research to provide evidence that virtual groups are as effective. By offering local in-person groups we would also reduce potential transportation barriers associated with clients attending cog groups at other CC agencies. This FTE would also provide us the opportunity to improve our continuum of care as when our clients relapse into antisocial thinking, which is to be expected, they could meet with their original provider for skill refreshers, role playing exercises, and have the support to get back into the maintenance state of behavior change.

This individual can also assist with quality assurance audits and staff development of officers as it pertains to the use of evidence-based practices, EPICS, motivational interviewing, etc. Currently, there are no adult cognitive intervention services outside of local treatment providers which are not offering evening groups, SB123 certified treatment, nor are any of them free of cost. Thus, offering this service internally, as well as externally in Leavenworth County, to court services, diversion, etc. we would have the potential to intervene earlier and help other agencies improve their outcomes. Additionally, by charging program fees to external clients, at some point this position may be able to fund itself. We understand that in the past, previous administrators did not utilize these funds effectively and that is not a concern we have with our growing population. This communities need for adult programming is urgent. CBI is critical to the implementation of evidence-based principles in supervision. This FTE would assist our agency in Enhancing Intrinsic Motivation, providing Targeted Interventions, follow the RNR principle, increase dosage and structured time of high-risk offenders, Skill Train with Directed Practice, Increase Positive Reinforcement, and in providing both Process Measurement, Outcome Measurement, and Measurement Feedback.

We are unsure how the seven agencies who have much smaller ADPs are able to justify receiving such a disproportionate amount of BH funds when three of them have 50-90 people for their ADP and are receiving as much as \$52-93,000 for these services. This is Leavenworth's third year in a row requesting a FTE program provider.

Is your agency applying for peer support specialist FTE's?

- Yes
 No

Is your agency applying for recovery coach/peer mentor FTE's?

- Yes
 No

Is your agency applying for recovery specialist FTE's ?

- Yes
 No

Is the agency applying for care coordinator FTE's?

- Yes
 No

Is your agency applying for client assistance (voucher) funds?

- Yes
 No

How will the use of client assistance (voucher) funds help the agency in achieving its FY24 overall success rate goal?

Behavioral Health voucher funds can assist our agency in defraying client costs related to assessments (SUD, BIP, SOTP, Mental Health), Medication (Mental health, MAT), treatment or group related Co-pays, and transitional housing deposits or weekly rent. This will provide our clients access to services and environments necessary to overcome current behavioral health barriers related to their socioeconomic status.



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Monitoring and Evaluation

Who will be responsible for monitoring and evaluating the implementation, operation, and effectiveness of the agency's FY24 plan?

The director will be responsible for monitoring and evaluating the implementation and effectiveness of the FY24 Comprehensive Plan.

How often will evaluations of the implementation, operation, and effectiveness of the agency's FY24 plan occur?

Monitoring and evaluating is a continuous process that is on-going throughout the fiscal year. Data is compiled daily, and the director will address progress at regular monthly staff meetings. Official reports will be distributed quarterly and at the years end.

How will the outcome of these evaluations be documented and distributed to stakeholders?

This director utilizes the KDOC Quarterly Outcome reporting spreadsheet for monitoring goals and objectives. This information will be disseminated to stakeholders during JCAB meetings, BOCC quarterly update meetings, and then sent to KDOC on or before the respective due date.

If corrective action is required as a result of those evaluations, please describe the process for ensuring that it is addressed/responded to.

If a corrective action is necessary as a result of said evaluations, this director will utilize guidance from the JCAB, BOCC, our KDOC program consultant, and other vested stakeholders as appropriate to implement a corrective action plan with a timeline for resolution. At the end of the timeline, this director would then provide updates to the above listed entities as to the progress on said corrective action plan, and if goals of that plan are not met to satisfaction, further action would be taken.



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Goals and Objectives

Mandatory Goal

FY24 Form-CP_QRTLY_REPORTS has been pre-loaded with the following mandatory goal: Achieve or maintain a success rate of 75% or higher; or improve last fiscal year's success rate by at least 3%. This goal may not be modified by the applicant.

FY24 Form-CP_QRTLY_REPORTS has space for four (4) additional goals. If you wish to include more goals, please email a copy of the form to your program consultant and advise how many additional goal fields you will need. They will be able to add the fields and return the form to you for completion and submission with the application.

Utilize FY24 Form-CP_QRTLY_REPORTS to create the goals, objectives and action steps necessary to implement and evaluate the agency's FY23 plan.
FY24 Form-CP_QRTLY_RPTS_ADULT.xlsx

Attach a completed copy of FY24 Form-CP_QRTLY_RPTS_ADULT here
FY24 Form-CP_QRTLY_RPTS_ADULT.xlsx



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Collaborative Partnerships

Collaboration is a mutually beneficial and well-defined relationship entered into by two organizations to achieve common goals. The relationship includes a commitment to a definition of mutual relationships and goals; a jointly developed structure and shared responsibility; mutual authority and accountability for success; and the sharing of resources and rewards. (The Wilder Foundation (Griffith 2000))

Partnerships established to achieve common goals through shared responsibility will help to ensure that every dollar the State distributes to local communities will bring to fruition outcomes that demonstrate support of public safety, and data that shows a reduction of risk within the supervision agency's target population.

Utilize FY24 Form-COLL_PARTNERS to provide a list of existing collaborative partnerships
FY24 Form-COLL_PARTNERS.xlsx

Attach completed FY24 Form-COLL_PARTNERS here.
FY24 COLL_PARTNERS.xlsx



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Funding Considerations

Complete FY24 Form-FUND_COND_ADULT to provide the statutorily required funding considerations for your agency
FY24 Form-FUND_COND_ADULT.xlsx

Attach a copy of the completed FY24 Form-FUND_COND_ADULT here.
FY24 Form-FUND_COND_ADULT.xlsx



Agency Fees

Current Fiscal Year Fees

Does your agency currently assess client fees?

- Yes
- No

Does your agency assess a supervision fee?

- Yes
- No

What is the amount of the supervision fee?

\$120.00

How often is the supervision fee assessed?

- One Time
- Weekly
- Monthly
- Per Court Case
- Other

Does your agency assess a courtesy transfer fee

- Yes
- No

Does your agency assess a fee for drug screenings?

- Yes
- No

Does your agency assess a fee for drug screening confirmations?

- Yes
- No

What is the amount of the fee for drug screening confirmations?

\$25.00

How often is the fee assessed for drug screening confirmations?

- One Time
- Weekly
- Monthly
- Per Confirmation
- Only if Confirmation Result is Positive
- Other

Does your agency assess a fee for electronic monitoring devices?

- Yes
- No

What is the amount of the fee assessed for electronic monitoring devices?

\$7.00

How often is the fee for electronic monitoring devices assessed?

- One Time
- Weekly
- Monthly
- Other

Since Other was selected as the electronic monitoring device fee frequency, please describe.

\$250 hook up fee, plus \$5 per day, once we are operational.

Does your agency assess a fee for alcohol monitoring devices?

- Yes
- No

What is the amount of the fee assessed for alcohol monitoring devices?

\$7.00

How often is the fee for alcohol monitoring devices assessed?

- One Time
- Weekly
- Monthly
- Other

Since Other was selected as the alcohol monitoring device fee frequency, please describe.

\$250 hook up fee, plus \$5 per day, once we are operational.

Does your agency assess any fees not already identified?

- Yes
- No

Fiscal Year 2024 Fees

Did your agency assess fees in FY23?

- Yes
- No

Will your agency assess the same fees in FY24?

- Yes
- No



Budget Instructions

FAILURE TO ADHERE TO ALL BUDGET INSTRUCTIONS WILL RESULT IN APPLICATIONS BEING RETURNED FOR CORRECTIVE ACTION. THIS MAY DELAY FINAL AWARD DECISIONS NOTIFICATIONS AND PAYMENTS.

General Information

FY24 Planning Allocations-Adult Spreadsheet
FY24 Final Planning Allocations - Adult.xlsx

Agencies may only budget for FY24 expenditures that are state funded.

Budgeting for pre-paid future year expenditures is not allowed.

If budgeting for equipment or vehicles, the following figures outline the maximum amount KDOC will grant for the purchase of the specified item. If purchase price exceeds these cost caps, the difference between the cost cap and the purchase price must be paid from a non-KDOC funding source.

- Desktop Computer (CPU Replacement): \$1000.00
- Laptop Computer: \$1,400.00
- Monitor (22" flat panel): \$185.00
- Minivan or SUV: \$24,139.00
- Vehicle (mid-size car): \$19,392.00
- Vehicle (compact car): 17,069.00

Budget Categories and Line Items

Budget Categories:

- Categories are pre-defined in Amplifund.
- No additional categories may be created by the applicant.

Budget Line Items:

- Applicants will enter line items, including the line item descriptor into the budget template in Amplifund.
- Applicants are required to utilize the pre-defined line item descriptors provided in the document attached below (FY24 Form-BUDGET_CAT_AND_LINE_ITEMS_ADULT).
- If additional line item descriptors are needed, agencies may create those when entering their budget. These will be reviewed upon receipt of the application and if questions arise, the applicant will be contacted for clarification.
- Applicant must provide comments regarding how cost was determined in the "Narrative" box for each line item entered.

The attached document provides the Budget Categories, Line Item Descriptors and Glossary. Please review it prior to creating your budget.
FY24 Form-BUDGET_CAT_AND_LINE_ITEMS_ADULT.xlsx

Unallowable Costs

Applicants may not budget for the following costs with state grant funds.

- Entertainment Costs: Costs of entertainment including amusement, diversion, and social activities and any costs directly associated with such costs (i.e. tickets to shows or sporting events, meals, lodging, rentals, transportation, and gratuities).
- Independent Audit Costs: KDOC will not pay for the cost of independent audit work. These costs are the responsibility of the local entity.
- Lobbying: Grantee may not use KDOC funds for any activities aimed at influencing decisions regarding grants, contracts, cooperative agreements, etc.
- Late Fees/Interest Charges: Grantee cannot use KDOC funds to pay late fees, interest charges, or finance charges.
- Food Purchases: Food purchases are unallowable for employees unless approved by county policy.
- Salary and Wage Costs: Grantee may not fund bonuses or other financial incentives outside of a position's normal salary costs with KDOC grant funds. Grantees must demonstrate salaries for all positions are consistent with similar county-funded positions.
- State general funds shall not be used in the purchasing of firearms/weapons, accessories or related trainings for employees or contract staff.

Payout Funds

Payout Funds Line Item(s):

Costs should only be budgeted for these line items if local policy allows for existence of such a fund. If you wish to budget this as a line item in FY24, you must submit documentation of local policy, approval of the BOCC or Governing Authority and rationale for determining the amount budgeted.

Is your agency budgeting for payout funds?

- Yes
- No

Supplanting

The use of KDOC funds to replace non-KDOC funds appropriated for the same purpose is prohibited. The use of KDOC funds to offset a reduction in non-KDOC funding is acceptable; however, the grantee will be required to supply documentation demonstrating the reduction in non-KDOC funds occurred for reasons other than the receipt or expected receipt of KDOC funds. Potential supplanting will be the subject of application review, as well as pre-award review, post-award monitoring, and audit.

Sign Here

The individual responsible for creating the budget is the individual who should enter their name below.

By entering my name below, I declare that I have reviewed the budget instructions provided by KDOC and have adhered to these instructions as I developed my budget as part of the application process.

Jamie VanHouten



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Signatory Approval

Utilize FY24 Form-SIG_APPRVL_ADULT to obtain the required grant application signatory approvals
[FY24 Form-SIG_APPRVL_ADULT.pdf](#)

Attach the signed copy of FY24 Form-SIG_APPRVL_ADULT here. Be sure to attach all pages of the form, including the additional signature BOCC signature pages if they are applicable for your agency.



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Budget

Proposed Budget Summary

Expense Budget

	Grant Funded	Total Budgeted
A-AISP Agency Operations		
AISP Building Insurance	\$1,337.50	\$1,337.50
AISP Building Rent	\$9,520.00	\$9,520.00
AISP Building Security	\$2,176.00	\$2,176.00
AISP Copier Maintenance	\$1,080.00	\$1,080.00
AISP Culligan Water Filtration	\$504.00	\$504.00
AISP Shredding	\$400.00	\$400.00
AISP Vehicle Insurance	\$825.97	\$825.97
AISP Vehicle Maintenance	\$1,113.20	\$1,113.20
Subtotal	\$16,956.67	\$16,956.67
A-AISP Client Services		
AISP Academic Education Services	\$400.00	\$400.00
AISP Client Incentives	\$1,500.00	\$1,500.00
AISP Electronic Monitoring Services	\$1,500.00	\$1,500.00
AISP Housing Assistance	\$1,000.00	\$1,000.00
AISP Subsistence Assistance	\$500.00	\$500.00
AISP Transportation Assistance	\$1,000.00	\$1,000.00
Subtotal	\$5,900.00	\$5,900.00
A-AISP Communication		
AISP Cell Phone	\$4,320.00	\$4,320.00
Subtotal	\$4,320.00	\$4,320.00
A-AISP Salary & Benefits		
AISP Admin Benefits	\$15,801.48	\$15,801.48
AISP Admin Salary	\$52,815.36	\$52,815.36
AISP Non-Admin Benefits	\$68,787.91	\$68,787.91
AISP Non-Admin Salary	\$192,417.68	\$192,417.68
Subtotal	\$329,822.43	\$329,822.43
A-AISP Supplies		
AISP Drug Testing Supplies	\$2,100.00	\$2,100.00
AISP Office Supplies	\$3,000.00	\$3,000.00
AISP Postage	\$1,000.00	\$1,000.00
AISP Printing	\$1,000.00	\$1,000.00
Subtotal	\$7,100.00	\$7,100.00
A-AISP Training		
AISP Fuel	\$96.00	\$96.00
AISP Hotel	\$980.00	\$980.00
AISP K-Tag/Tolls	\$50.00	\$50.00
AISP Meals	\$500.00	\$500.00
Subtotal	\$1,626.00	\$1,626.00
A-AISP Travel		
AISP Fuel	\$600.00	\$600.00
AISP K-Tag/Tolls	\$50.00	\$50.00
Subtotal	\$650.00	\$650.00
A-BH Client Services		
BH Client Incentives	\$1,000.00	\$1,000.00
BH MH Evaluations	\$1,075.00	\$1,075.00
BH MH Medication	\$1,285.00	\$1,285.00
BH SUD Evaluations	\$1,000.00	\$1,000.00
BH SUD Treatment/Groups	\$640.00	\$640.00
BH Transitional Housing Assistance	\$1,000.00	\$1,000.00



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	Grant Funded	Total Budgeted
Subtotal	\$6,000.00	\$6,000.00
A-BH Equipment		
BH Computers	\$1,465.00	\$1,465.00
Subtotal	\$1,465.00	\$1,465.00
A-BH Group Supplies		
BH Group Supplies	\$637.00	\$637.00
BH Group Supplies	\$1,000.00	\$1,000.00
Subtotal	\$1,637.00	\$1,637.00
A-BH Salary & Benefits		
BH Program Provider Salary	\$55,000.00	\$55,000.00
Subtotal	\$55,000.00	\$55,000.00
A-BH Training		
BH Fuel	\$100.00	\$100.00
BH Hotel	\$750.00	\$750.00
BH K-TAG/Tolls	\$25.00	\$25.00
BH Meals	\$440.00	\$440.00
BH Registration	\$270.00	\$270.00
BH Registration	\$145.00	\$145.00
Subtotal	\$1,730.00	\$1,730.00
Total Proposed Cost	\$432,207.10	\$432,207.10

Revenue Budget

	Grant Funded	Total Budgeted
Grant Funding		
Award Requested	\$432,207.10	\$432,207.10
Subtotal	\$432,207.10	\$432,207.10
Total Proposed Revenue	\$432,207.10	\$432,207.10

Proposed Budget Detail

See attached spreadsheet.

Proposed Budget Narrative

A-AISP Agency Operations

AISP Building Security

Split between adult and juvenile, costs related to security camera maintenance, panic buttons, and armed security deputies if necessary. Amount based on square footage and set by the Sheriff's Office.

AISP Building Rent

This amount is set and billed by the counties Building and Grounds department, it is based on \$4.25/sq foot. This amount includes rent, maintenance, utilities, and janitorial services. It is split between adult and juvenile grants.

AISP Copier Maintenance

Contract with Canon for leased machine, maintenance, and copies.

AISP Shredding

Secured shredding, based on weight. Costs are estimated and split between adult and juvenile.

AISP Culligan Water Filtration

Filtered water to the building to promote good health and reduce excuses for UAs. Split with Juvenile, \$1008 contract for the entire year.

AISP Vehicle Maintenance

Lease payment, GPS and Camera monitoring at \$51.10/month totaling \$613.20 for one year. \$500 miscellaneous vehicle maintenance, oil changes, wipers, car washing, etc.

AISP Building Insurance

1/2 Building insurance, split with Juvenile.

AISP Vehicle Insurance



Vehicle insurance for Ford Escape and Ford Fusion split with Juvenile.

A-AISP Client Services

AISP Client Incentives

incenlizing compliance with treatment, reporting, group attendance, clean UAs, etc.

AISP Transportation Assistance

Gas cards, uber gift cards, whatever we can do to reduce transportation as a barrier and assist in client success on probation and at treatment.

AISP Electronic Monitoring Services

Funds to assist in the cost of paying for Electronic Monitoring Services for indigent clients to breakdown socioeconomic barriers to remaining in the community.

AISP Housing Assistance

Funds to assist clients in paying for move-in deposits or one week of rent at transitional houses or out of area Oxford Housing.

AISP Subsistence Assistance

Fees to provide subsistence assistance to indigent clients being released from jail

AISP Academic Education Services

Funds to offset costs to indigent clients for Academic Education Services (GED tests, transcripts, etc.)

A-AISP Communication

AISP Cell Phone

6 cell phones at \$60 a month for 12 months.

A-AISP Salary & Benefits

AISP Admin Salary

30% director \$33,933.12 30% business manager \$18,882.24

AISP Admin Benefits

30% director \$9,254.57 30% bus manager\$6,546.92

AISP Non-Admin Salary

75% ISO II \$58780.8 80% ISO I \$56858.88 75% ISO I \$46066.8 50% ISO I \$30,711.20

AISP Non-Admin Benefits

75% ISO II \$19907.43 80% ISO I \$20039.02 75% ISO I \$17304.88 50% ISO I \$11536.59

A-AISP Supplies

AISP Drug Testing Supplies

Drug testing cups, gloves, for all UAs performed. Average cost is \$350 per month for UA cups totaling \$4200 for the year. Costs split between adult and juveniles.

AISP Printing

Letterhead, business cards, appointment cards.

AISP Postage

First Class mail and Certified mail for revocation notice to offenders, missed appointment letters, etc.

AISP Office Supplies

Paper, Toner, staples, pens, general items needed for office supplies.

A-AISP Training

AISP Meals

meals for out-of-town trainings, meetings, or hosting the CAB.

AISP Hotel

7 nights of lodging for training at \$140 government rate

AISP Fuel

Misc gas for travel to training.

AISP K-Tag/Tolls

Travel Tolls



A-AISP Travel

AISP Fuel

Conservative estimate for a tank of gas a month at \$50 a tank, for field visits or transports, travel to training, etc.

A-BH Client Services

BH MH Evaluations

Provide 5 clients assistance at \$215 per mental health assessment at our local mental health provider.

BH SUD Evaluations

5 clients at \$200 per SUD evaluation.

BH Transitional Housing Assistance

Funds to assist in deposits and first weeks rent at Oxford house or other sober transitional housing program.

BH SUD Treatment/Groups

\$40 per group at sixteen weeks to assist with treatment costs.

BH MH Medication

Funds to assist clients with the cost of MH medication copays.

BH Client Incentives

Gift cards for attendance, participation, or completion of BH programs to Increase Positive Reinforcement.

A-BH Equipment

BH Computers

allowable amounts \$1300 for an ultralight laptop computer, \$165 for a monitor.

A-BH Group Supplies

BH Group Supplies

Dry erase markers, folders, handouts, paper, pens/pencils, post-it posters.

BH Group Supplies

5 NCTI adult facilitator handbooks at \$30/each, 85 participant workbooks at approximately \$20/piece (some less, some more).

A-BH Salary & Benefits

BH Program Provider Salary

Program Provider Salary, the rest I would request from alternative funding sources.

A-BH Training

BH Fuel

2 tanks of gas to travel to training at \$50 a tank.

BH Hotel

5 nights at the approximate GSA hotel rate of \$140.

BH K-TAG/Tolls

K-TAG tolls for travel to training.

BH Meals

5 days of per diem meals and incidentals at the GSA rate of \$88 per day.

BH Registration

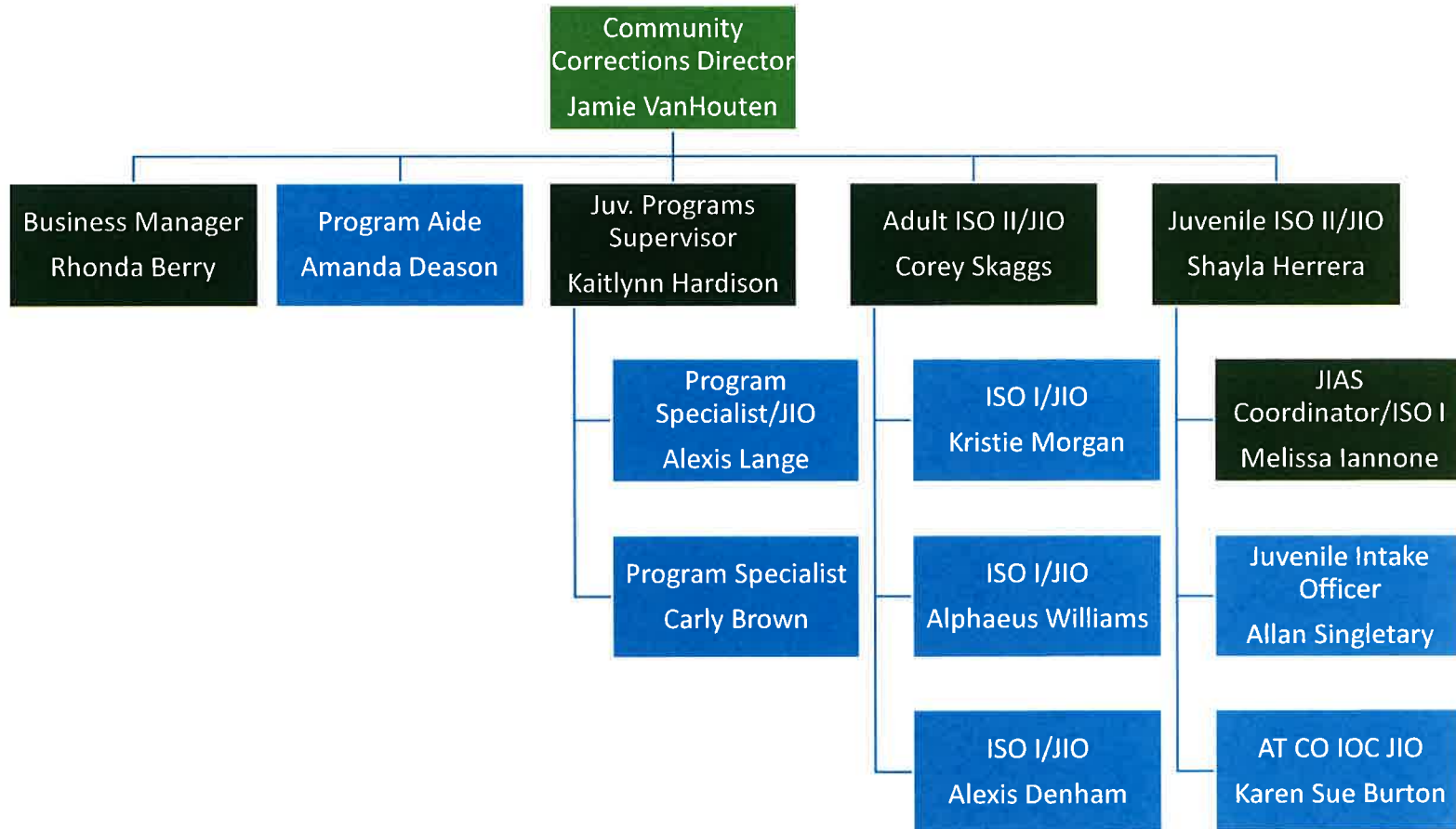
Change Companies new hire training.

BH Registration

Seeking Safety training webinar for a new hire.

Date	Description	Account	Debit	Credit	Balance	Date	Description	Account	Debit	Credit	Balance
2023-01-01	Opening Balance	1000			1000	2023-01-01	Opening Balance	1000			1000
2023-01-05	Bank of America	1000			1000	2023-01-05	Bank of America	1000			1000
2023-01-10	Chase	1000			1000	2023-01-10	Chase	1000			1000
2023-01-15	Wells Fargo	1000			1000	2023-01-15	Wells Fargo	1000			1000
2023-01-20	Citigroup	1000			1000	2023-01-20	Citigroup	1000			1000
2023-01-25	Bank of Montreal	1000			1000	2023-01-25	Bank of Montreal	1000			1000
2023-01-30	TD Bank	1000			1000	2023-01-30	TD Bank	1000			1000
2023-02-05	Bank of Nova Scotia	1000			1000	2023-02-05	Bank of Nova Scotia	1000			1000
2023-02-10	Bank of the West	1000			1000	2023-02-10	Bank of the West	1000			1000
2023-02-15	Bank of the Americas	1000			1000	2023-02-15	Bank of the Americas	1000			1000
2023-02-20	Bank of Hawaii	1000			1000	2023-02-20	Bank of Hawaii	1000			1000
2023-02-25	Bank of California	1000			1000	2023-02-25	Bank of California	1000			1000
2023-03-01	Bank of Oregon	1000			1000	2023-03-01	Bank of Oregon	1000			1000
2023-03-05	Bank of Alaska	1000			1000	2023-03-05	Bank of Alaska	1000			1000
2023-03-10	Bank of Idaho	1000			1000	2023-03-10	Bank of Idaho	1000			1000
2023-03-15	Bank of Utah	1000			1000	2023-03-15	Bank of Utah	1000			1000
2023-03-20	Bank of Nevada	1000			1000	2023-03-20	Bank of Nevada	1000			1000
2023-03-25	Bank of Arizona	1000			1000	2023-03-25	Bank of Arizona	1000			1000
2023-03-30	Bank of Texas	1000			1000	2023-03-30	Bank of Texas	1000			1000
2023-04-05	Bank of Florida	1000			1000	2023-04-05	Bank of Florida	1000			1000
2023-04-10	Bank of Georgia	1000			1000	2023-04-10	Bank of Georgia	1000			1000
2023-04-15	Bank of South Carolina	1000			1000	2023-04-15	Bank of South Carolina	1000			1000
2023-04-20	Bank of North Carolina	1000			1000	2023-04-20	Bank of North Carolina	1000			1000
2023-04-25	Bank of Virginia	1000			1000	2023-04-25	Bank of Virginia	1000			1000
2023-05-01	Bank of Maryland	1000			1000	2023-05-01	Bank of Maryland	1000			1000
2023-05-05	Bank of Delaware	1000			1000	2023-05-05	Bank of Delaware	1000			1000
2023-05-10	Bank of New Jersey	1000			1000	2023-05-10	Bank of New Jersey	1000			1000
2023-05-15	Bank of Pennsylvania	1000			1000	2023-05-15	Bank of Pennsylvania	1000			1000
2023-05-20	Bank of New York	1000			1000	2023-05-20	Bank of New York	1000			1000
2023-05-25	Bank of Connecticut	1000			1000	2023-05-25	Bank of Connecticut	1000			1000
2023-06-01	Bank of Rhode Island	1000			1000	2023-06-01	Bank of Rhode Island	1000			1000
2023-06-05	Bank of Massachusetts	1000			1000	2023-06-05	Bank of Massachusetts	1000			1000
2023-06-10	Bank of Vermont	1000			1000	2023-06-10	Bank of Vermont	1000			1000
2023-06-15	Bank of New Hampshire	1000			1000	2023-06-15	Bank of New Hampshire	1000			1000
2023-06-20	Bank of Maine	1000			1000	2023-06-20	Bank of Maine	1000			1000
2023-06-25	Bank of New Brunswick	1000			1000	2023-06-25	Bank of New Brunswick	1000			1000
2023-07-01	Bank of Nova Scotia	1000			1000	2023-07-01	Bank of Nova Scotia	1000			1000
2023-07-05	Bank of the West	1000			1000	2023-07-05	Bank of the West	1000			1000
2023-07-10	Bank of the Americas	1000			1000	2023-07-10	Bank of the Americas	1000			1000
2023-07-15	Bank of Hawaii	1000			1000	2023-07-15	Bank of Hawaii	1000			1000
2023-07-20	Bank of California	1000			1000	2023-07-20	Bank of California	1000			1000
2023-07-25	Bank of Oregon	1000			1000	2023-07-25	Bank of Oregon	1000			1000
2023-08-01	Bank of Alaska	1000			1000	2023-08-01	Bank of Alaska	1000			1000
2023-08-05	Bank of Idaho	1000			1000	2023-08-05	Bank of Idaho	1000			1000
2023-08-10	Bank of Utah	1000			1000	2023-08-10	Bank of Utah	1000			1000
2023-08-15	Bank of Nevada	1000			1000	2023-08-15	Bank of Nevada	1000			1000
2023-08-20	Bank of Arizona	1000			1000	2023-08-20	Bank of Arizona	1000			1000
2023-08-25	Bank of Texas	1000			1000	2023-08-25	Bank of Texas	1000			1000
2023-09-01	Bank of Florida	1000			1000	2023-09-01	Bank of Florida	1000			1000
2023-09-05	Bank of Georgia	1000			1000	2023-09-05	Bank of Georgia	1000			1000
2023-09-10	Bank of South Carolina	1000			1000	2023-09-10	Bank of South Carolina	1000			1000
2023-09-15	Bank of North Carolina	1000			1000	2023-09-15	Bank of North Carolina	1000			1000
2023-09-20	Bank of Virginia	1000			1000	2023-09-20	Bank of Virginia	1000			1000
2023-09-25	Bank of Maryland	1000			1000	2023-09-25	Bank of Maryland	1000			1000
2023-10-01	Bank of Delaware	1000			1000	2023-10-01	Bank of Delaware	1000			1000
2023-10-05	Bank of New Jersey	1000			1000	2023-10-05	Bank of New Jersey	1000			1000
2023-10-10	Bank of Pennsylvania	1000			1000	2023-10-10	Bank of Pennsylvania	1000			1000
2023-10-15	Bank of New York	1000			1000	2023-10-15	Bank of New York	1000			1000
2023-10-20	Bank of Connecticut	1000			1000	2023-10-20	Bank of Connecticut	1000			1000
2023-10-25	Bank of Rhode Island	1000			1000	2023-10-25	Bank of Rhode Island	1000			1000
2023-11-01	Bank of Massachusetts	1000			1000	2023-11-01	Bank of Massachusetts	1000			1000
2023-11-05	Bank of Vermont	1000			1000	2023-11-05	Bank of Vermont	1000			1000
2023-11-10	Bank of New Hampshire	1000			1000	2023-11-10	Bank of New Hampshire	1000			1000
2023-11-15	Bank of Maine	1000			1000	2023-11-15	Bank of Maine	1000			1000
2023-11-20	Bank of New Brunswick	1000			1000	2023-11-20	Bank of New Brunswick	1000			1000
2023-11-25	Bank of Nova Scotia	1000			1000	2023-11-25	Bank of Nova Scotia	1000			1000
2023-12-01	Bank of the West	1000			1000	2023-12-01	Bank of the West	1000			1000
2023-12-05	Bank of the Americas	1000			1000	2023-12-05	Bank of the Americas	1000			1000
2023-12-10	Bank of Hawaii	1000			1000	2023-12-10	Bank of Hawaii	1000			1000
2023-12-15	Bank of California	1000			1000	2023-12-15	Bank of California	1000			1000
2023-12-20	Bank of Oregon	1000			1000	2023-12-20	Bank of Oregon	1000			1000
2023-12-25	Bank of Alaska	1000			1000	2023-12-25	Bank of Alaska	1000			1000
2023-12-30	Bank of Idaho	1000			1000	2023-12-30	Bank of Idaho	1000			1000
2023-12-31	Bank of Utah	1000			1000	2023-12-31	Bank of Utah	1000			1000

FY24 ORGANIZATIONAL CHART



Program Name	In House or Contracted Provider	Contractor/Provider Name	Program Category	Primary Risk/Need Addressed	Target Population Including Risk Level	Program/Group Composition	Program/Group Schedule	Proposed Number of Clients to be Served	Dates	Does CC Agency Assist with Fee	Identify Measures
Moral Recon/Value Therapy (MRT) Grouping Usher, Ed.D. and Annette Alderman, Ed.D.	In House	New Adult Core Position	Evidence Based Cognitive Behavioral	Moral Recon/Value Therapy (MRT) is an effective systematic, cognitive behavioral approach that seeks to address a wide range of issues including substance abuse, domestic violence, trauma, parenting, job loss, and other issues. The program is implemented in groups utilizing worksheets directly addressing specific issues.	Moderate to High Risk clients who struggle with violations due to criminal thinking errors and subsequent cognitive distortions	Open Groups, Gender Specific, Risk Specific	TRU	50	3/23/24	Can assist for program costs	Monthly Family Call, Peer-Ed, MMT, Client support and facilitator coaching
Seeking Safety Treatment Innovations, LLC	In House	New Adult Core Position	Evidence Based Cognitive Behavioral	Seeking Safety is a present-focused therapy that helps clients attain safety from trauma (including PTSD) and substance abuse by emphasizing coping skills, grounding techniques, and education. Professionals state this should be used for the first 30 days of sobriety/recovery, individuals who have experienced trauma in the past and are struggling with substance related issues, we believe this program will help clients stabilize and prepare them for MBI.	Individuals struggling with alcohol or substance use disorders, who have also experienced trauma. Moderate to High Risk	Healing Modalities, Open Groups, Peer Support, Call	TRU	50	3/23/24	N/A	We will use the Identity scale "Seeking Safety Adherence Scale, Long Version" created by Treatment Innovations to assist, as well as have expectations for facilitator coaching
The Parent Project, Kelly "Kali" Ly and Roger Morgan, Ph.D.	In House	Current Juvenile Facilitator	Coaching Behavioral	Directly from their site "Our mission is to develop parent training programs for parents having difficult or out of control children. We are committed to providing highly effective programs that are affordable for every parent. At the Parent Project, we believe that parents are the answer. By providing our association parents with improvements and coping mechanisms to address their child's problematic behavior, we hope to reduce their parental stress and decrease the likelihood that their youth will become justice or welfare clients.	All risk levels, parents struggling with youth who are at risk or already justice or welfare system involvement. Those at risk due to parental stress.	Closed Groups	TRU	75	5	N/A	Pre & Post testing for parents, client support and facilitator coaching
Strengthening Families Program, Strengthening Families	In House	Current Juvenile Facilitator	Evidence Based Cognitive Behavioral	The Strengthening Families Program (SFP) is an evidence-based family skills training program for high risk and general population families that is implemented both in-home and in community. Parents and youth attend weekly SFP skills classes together, learning parenting skills and youth life and refusal skills.	All risk levels, parents struggling with youth who are at risk or already justice or welfare system involvement based on their individual reports.	Closed Groups	TRU	75	5	N/A	Pre & Post testing for parents and children, client support and facilitator coaching
Utah State's National Curriculum & Training Institute, Inc (NCTI)	In House	Current Juvenile Facilitator & New Adult Core Position	Evidence Based Cognitive Behavioral	We would like to offer DBT-EC, Intensity, Anger Management, and Cognitive Life Skills (the 36 hr treatment for individuals who don't meet MBI). We believe this would be extremely beneficial at CWD's in some areas.	Moderate to High Risk clients matched to the appropriate Crisis Room (contingency based on their individual reports).	Closed Groups, can be gender and risk specific as needed	TRU	50	3/23/24	Can assist for program costs	Pre & Post testing for parents, client support and facilitator coaching
Setting Motivation for Change: Tools (Lithium) Clients to Increase Behavioral Research	In House	New Adult Core Position	Evidence Based Cognitive Behavioral	TCU Motivation is based on 4 sessions focused on aspects of cognition that green decisions to change behavior. It relies on visual communication tools and related cognitive strategies to engage clients in discussions of this topic (see a related TCU intervention: Mapping the Journey). Participants are encouraged to make a commitment on a specific behavior or attitude they are willing to work on and report on to the group over the course of the intervention. It features a leader's script, worksheets and suggested discussion questions for exploring the meaning of motivation and ways in which clients can develop it and put into action. Information is explored from a strength based perspective that encourages participants to consider goals on which they are willing to work. In addition to leader guides, handout materials for participants are included at the end of the session. Sessions of the intervention include: Motivation 101, Introduction, Art of Self Motivation, Staying Motivated, and Making Motivation Second Nature. This intervention is a collection of materials for leading counseling sessions that address motivation and readiness for change.	Moderate to High Risk clients unable to move past pre-contemplation stage so all necessary changes vital to their success are essential.	Closed Groups can be gender or risk specific as needed	TRU	75	5	N/A	
STOP Bad Thinking (SMB) Youth MBI, TCU/BB	In House	New Adult Core Position	Evidence Based Cognitive Behavioral	TCU Criminal Thinking includes 4 sessions aimed at addressing the ingrained pattern of criminal thinking. Individuals involved in a history of drug use and other criminal activity are likely to return to the community and continue making poor decisions based on their thinking errors. Joe, Rowen, Sara, Greeter, Simon, and Vance (2010) however, have reported that the negative effects of criminal orientations and thinking can be offset by establishing "right" levels of therapeutic engagement during treatment. In this module, therefore, participants are introduced to various types of mind traps and are challenged to address destructive thinking patterns. Discussions driven by the intervention lead participants towards breaking out of fixated thinking and irresponsible behavioral cycles while striving toward the goal of incorporating recovery appropriate thoughts, actions, and habits. The intervention includes: incorporating recovery appropriate thoughts, actions, and habits. The intervention includes: incorporating recovery appropriate thoughts, actions, and habits. The intervention includes: incorporating recovery appropriate thoughts, actions, and habits.	Moderate to High Risk clients struggling with fixed mindsets, thinking errors, unhealthy thought patterns or behavior cycles.	Closed Groups can be gender or risk specific as needed	TRU	50	5	N/A	
Understanding and Reducing Anger, TCU/BB	In House	New Adult Core Position	Evidence Based Cognitive Behavioral	TCU Anger teaches clients appropriate ways to manage anger so they are more capable of coping with the reality of their situation. This module is considered a basic building block because of involved individuals often experience anger, particularly in response to their loss of freedom. The 4-session brief therapeutic intervention is designed to help clients learn to understand and respond to anger in more appropriate ways. Key learn objectives are anger triggers, differentiate between healthy and unhealthy anger, list set goals, to plan strategies for interrupting angry patterns, and to utilize progressive muscle relaxation. Sessions of this intervention include: Understanding Anger, Managing Anger in Relationships, Mapping Woundlines, The Anger Cycle, and Links of Interest. This intervention includes a collection of materials for leading counseling sessions that address anger awareness of thinking about and responding to anger.	Moderate to High Risk clients struggling with emotional regulation, high in hostility/contention, with poor problem solving skills.	Closed Groups can be gender or risk specific as needed	TRU	75	5	N/A	Assess/Checklist on risk levels, tracking before and after sessions to see if there are changes in this risk. Client support and facilitator coaching

Curriculum Review Request Form

all available free online,
I included the
shortest intervention,
all EBP, but to
not waste paper.
one gets the
point across & I
included the link
below!

Instructions:

- A copy of the curriculum must be submitted with this review form.
- If the curriculum is for cognitive behavioral programming, complete all questions.
- If the curriculum is for staff training/skill development, complete questions 3-6.

Name of Curriculum: TCU-IBR Brief Interventions

For what purpose is this curriculum? Cognitive Behavioral Program Staff Training/Skill Development

1. How does the curriculum assist adult probationers in developing and using internal controls to address dynamic risk and need areas so that the probationer is less likely to engage in criminal behavior?

The Texas Christian University- Institute of Behavioral Research offers six brief interventions that are evidence based and appropriate for Criminal Justice Settings. Getting Motivated to Change is a program that introduces the concept of motivation, change, accountability, and helps clients get past the pre-contemplation stage of change. Understanding & Reducing Angry Feelings helps clients understand feelings, normalize them, express them productively, and regulate emotions safely. Unlock Your Thinking, Open Your Mind helps to disrupt unhealthy thought patterns and address criminal thinking errors. All of the above curricula and the other curricula address big 8 criminogenic risk/needs and their entire catalog has received Evidence-Based Status.

2. What risk/need areas are targeted by this curriculum?

Antisocial Behavior
Antisocial Cognition
Antisocial Personality/Temperament
These are appropriate for high risk offender populations and addresses the above criminogenic needs.

<https://ibr.tcu.edu/manuals/tic-manuals-targeted-interventions-for-corrections/> (the link) 

3. What research led the applicant to implement this training/CBI program as a component of their Comprehensive Plan?

As a former program facilitator at Cimarron Basin Community Corrections in Liberal, KS, I have experience using these programs. They were previously approved under my Behavioral Health Grant Circa 2014/2015 and Lisa Copeland came down from Topeka for fidelity audits. I know these programs are shorter (4 weeks), evidence-based, free to download/copy/distribute handouts/materials, and had good results. As a former facilitator I understand how hard it is to keep clients engaged and attending the longer interventions, these shorter interventions are very sustainable groups as the commitment is lower for both the clients and facilitator staff alike. They are straight forward programs and unprofound, while planting a lot of seeds. They are also a very good precursor to the longer higher dosage curriculum we are already approved to offer or as refresher modules.

4. How will the applicant measure the impact of the training/CBI program on the agency and/or adult probationers?

Agency outcomes can be measured to see if our success is improving and revocations are declining. Individual outcomes can be measured by comparing before group risk assessment scores to reassessment risk scores conducted post program completion. Additionally, tracking violations of individuals and the reduction of violations (even when/if the outcome is unsuccessful on probation) can still show a decline in recidivism in terms of frequency and severity at which violations are occurring for participants. Rearrest data.

5. How will this training/CBI program initiative be utilized within the Comprehensive Plan?

Supervision agencies utilizing evidence-based principles have better supervision outcomes and reduce recidivism rates compared to agencies using traditional intensive supervision without EBP or adherence to the Risk Needs Responsivity model. As such, Leavenworth is determined to focus on efforts which align our agency further with the eight evidence-based principles. Example 1, using CBI to Target Interventions to our highest risk offenders, matching interventions to their specific criminogenic needs, and being responsive to their culture, gender, and motivation, while ensuring the correct dosage of structured supervision time. Example 2, using CBI programs such as Getting Motivated to Change to assist offenders in Enhancing Intrinsic Motivation and salt the oats of change by getting them past the pre-contemplation stage of change. Example 3, using CBI programs that include Skill Training with Directed Practice to help clients feel comfortable using new skills and reinforce their frequent implementation so it becomes second nature. Example 4, Measure Relevant Practices and receive Measurement Feedback with data collection of the impact of CBI programs, pre/post test, soliciting participant feedback, etc.

6. Is this curriculum appropriate for correctional personnel to deliver? Please include a discussion of appropriateness for use with probationers, trainer credentials, and duties that this training will allow officers to perform.

The TCU-IBR Brief Intervention Curricula provides a "TIC" version which stands for Targetted Interventions for Corrections. It is evidence-based and has been widely used with corrections populations. As it is a CBI program it is educational in nature and does not require a clinical background for trainer credentials, just fidelity to the model. It is all very straight forward.

FOR KDOC USE ONLY:

Date Reviewed:

Approved/Denied:

Reviewer:

Based on
**TCU Mapping-Enhanced Counseling
Manuals for Adaptive Treatment**

As Included in NREPP



UNDERSTANDING AND REDUCING ANGRY FEELINGS

**A collection of materials for leading counseling sessions in
correctional settings that encourage new ways of thinking
about and responding to anger**

**N.G. BARTHOLOMEW AND D.D. SIMPSON
TCU INSTITUTE OF BEHAVIORAL RESEARCH**

SPECIAL VERSION FOR CRIMINAL JUSTICE (CJ) POPULATIONS

TCU Mapping-Enhanced Counseling manuals provide evidence-based guides for adaptive treatment services (included in National Registry of Evidence-based Programs and Practices, NREPP, 2008). They are derived from cognitive-behavioral models designed particularly for counselors and group facilitators working in substance abuse treatment programs. Although best suited for group work, the concepts and exercises can be directly adapted to individual settings.

When accompanied by user-friendly information about client assessments that measure risks, needs, and progress over time, *TCU Mapping-Enhanced Counseling* manuals represent focused, time-limited strategies for engaging clients in discussions and activities on important recovery topics. These materials and related scientific reports are available as Adobe PDF® files for free download at <http://www.ibr.tcu.edu>.

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TCU MAPPING-ENHANCED COUNSELING MANUALS FOR ADAPTIVE TREATMENT

Understanding and Reducing Angry Feelings Table of Contents

<i>Understanding Anger</i>	1
<i>Description:</i> Discussion activity for group with worksheets and handout	
<i>Source:</i> Adapted from UCLA / Matrix Institute/NDRI/Neurobehavioral Treatment. Contact: Matrix Institute at http://www.matrixinstitute.org	
<i>Managing Anger in Relationships</i>	11
<i>Description:</i> Leader guide for group with topic notes, worksheets, handouts, and discussion questions	
<i>Source:</i> TCU / Institute of Behavioral Research. From treatment manual "Straight Ahead: Transition Skills for Recovery"	
Contact: IBR at http://www.ibr.tcu.edu	
<i>Mapping Worksheets</i>	22
<i>Description:</i> A set of activity worksheets for use in group discussions or individual counseling	
<i>Source:</i> TCU / Institute of Behavioral Research. From treatment manual "TCU Guide Maps: A Resource for Counselors"	
Contact: IBR at http://www.ibr.tcu.edu	
<i>The Aggression Cycle</i>	29
<i>Description:</i> Worksheets for clients in group or individual counseling	
<i>Source:</i> Adapted from CSAT workbook "Anger Management for Substance Abuse Clients"	
http://www.samhsa.gov/centers/clearinghouse/clearinghouses.html	
<i>Links of Interest</i>	36
<i>Description:</i> Links to Web sites featuring materials on Anger	

Understanding Anger

Source: Neurobehavioral Treatment/NDRI/Matrix Institute

Understanding Anger

Understanding Anger is adapted from a core set of materials developed by Matrix, Inc. (at UCLA) and NDRI for relapse prevention group work. This session included worksheets, handouts, and group leader instruction for facilitating a session on general principles of anger management, including helping participants become more aware of the physical signs and emotional reactions to anger and frustration. Group leader discussion questions are provided to help encourage clients to talk about the situational aspects of anger and strategies for self-regulation.

Understanding Anger

Step 1

Introduce the session by underscoring that it is helpful to understand anger in order to deal with it.

A common question we all have is *"Why do I get angry in the first place?"* The simplest answer is: We get angry because we are human beings. Anger is a normal human emotion.

Human anger is more complex than the anger we see other animals expressing. For example, Rover, the dog, may become angry when you pull his tail, and he may growl or bite because he feels threatened or annoyed. However, Rover will probably never get mad at himself for napping when he should have been guarding the yard. People are different. We get angry because of events, experiences, and also because of our thoughts, feelings, attitudes, and, sometimes, our own behavior.

Sketch a tree diagram, labeled as shown below, on flip chart paper or erasable board, and discuss with participants:



Anger is often conceptualized as arising from either fear or pain. The ideas of “fear” and “pain” are defined very broadly. **Fear** includes not just fear of something physical, but also psychological fear. For example, fear of losing face, fear of loss of esteem or regard, fear of being laughed at or appearing ridiculous, fear of being abandoned. **Pain** is the same. It’s more than just pain from being physically hurt. It includes emotional and psychological pain – feeling pain from someone’s words or actions, the pain of loss of love or regard, feeling pain because of life’s unfairness.

Understanding Anger

So my anger at being called a rude name has its roots in my fear of losing face or from my pain over someone's unkindness, or from a combination of these things. And when someone cuts me off in traffic, my initial fear that I might rear-end them quickly turns to anger.

Briefly discuss this “roots and tree” concept of anger. Use some of the following questions:

When was the last time you felt angry or had an angry outburst that was probably related to fear of losing face or looking weak?

When was the last time you felt angry or had an angry outburst that was probably related to pain – being hurt by someone's words or actions?

What do you see as helpful in thinking about anger in terms of “roots and tree” with pain and fear?

Summarize discussion with the following:



First Key to a Better Understanding of Anger:

Ask yourself: What am I afraid of? What is causing me pain? Is it a combination of factors?

These questions are tough! It is difficult to think about our feelings and behavior, then take it to a deeper level. And most of us don't like to dwell on our deeply felt fears and hurts. However, many people find that making the effort to identify the “root” of the anger helps them to deal with it more successfully. It also helps people better understand their anger “hot buttons” or triggers, allowing them to have more control in difficult situations.

Step 2

Distribute *Recognizing Anger Triggers* worksheets, and introduce this activity with some of the following points:

To better understand anger, it's helpful to consider the kinds of things that we all have experienced that may influence feeling angry and the degree of anger we may feel. These include:

Understanding Anger

Surroundings or environment: The physical location or situation we find ourselves in can influence angry feelings. Sometimes we don't pay attention to the things in the background or the environment that annoy us or create frustration, setting the stage for anger to erupt more easily. For example: Are you being bumped around in a crowded area? Is the temperature uncomfortable? Are you stuck in a long line or in traffic? Do you live with racial or political oppression? Are you experiencing economic hardships? Are you treated unfairly because of race, religion, sexual orientation, or other prejudice?

Personal health: We have all had the experience of being more short-tempered when we are not feeling well or when we have a headache. Again, we often fail to pay attention to physical health issues that can trigger angry reactions. For example: Are you tired? Fatigued? Experiencing pain or a chronic, painful condition? Do you sleep well? Eat a balanced diet and get enough exercise? Do you experience a lot of anxiety, stress or tension? Are you depressed? Is your outlook on life positive or negative? Is your self-esteem high or low? These factors can contribute to angry responses from time to time.

Attitudes and expectations: This is probably the biggest factor in fueling anger and keeping it going. We create much of our own anger when we think in ways that clash with the real world. In other words, when we expect things to always be predictable, just, fair, honest, or kind in a real world that is frequently unpredictable, unjust, unfair, uncontrollable, and harsh. For example: Are you rigid and inflexible in your beliefs and expectations? Do you insist the world should abide by rules of fairness, justice, and "doing things right?" Do you expect all your accomplishments should be recognized and rewarded? Do you expect you should always "win" or have things your way? These beliefs, attitudes, and expectations are human, but unfortunately, they are also unrealistic.

Ask participants to complete their worksheets, keeping in mind the kinds of things that most frequently trigger angry reactions. Invite participants to share some of their answers with the group. Process the activity with some of the following questions:

When you think about it, what might be at the "root" of the anger situation you discussed about your family?

What is an example of allowing your own attitudes and expectations to fuel your anger?

What attitudes or expectations seem to fuel your anger the most?

Is anger caused by "feelings" different from anger caused by a situation? In what ways?

Understanding Anger

Summarize discussion with the following:



Second Key to a Better Understanding of Anger:

Learn to recognize your own anger “triggers” and “high risk for anger” situations.

Advanced warning can be a good thing. If we had known ahead of time what was going to happen on 9/11 – it would have made a huge difference. Similarly, learning to recognize situations and personal attitudes that have a potential to lead to anger gives us an upper-hand in planning how we want to react, behave, or in some cases how we can avoid these high risk “triggers.”

Step 3

Distribute *Tips for Managing Anger* handouts. Review each of the tips with participants, using some of the following discussion points:

Learn how to recognize the physical, mental, and behavioral warning signs of your angry feelings.¹

As just discussed, awareness is one of the most helpful tools we have for keeping one step ahead of an angry outburst. In addition to becoming aware of situations and thoughts that trigger anger, it is also helpful to pay attention of physical signals that anger is building up. For example, clenching your teeth or fists, tension in your neck or stomach, feeling hot and flushed, increases in heart rate and breathing. These physical signals, in combination with anger-feeding thoughts and expectations, may be an early warning that we should “cool down,” adjust our expectations or attitudes, or simply walk away from a situation.

Ask yourself if your anger is justified.

When we feel angry, we often feel somewhat righteous and justified in our anger. In some cases, this may be appropriate, such as when our rights have been stepped on or when a serious injustice has occurred. However, there are many times when our anger is not justified – times when we are angry simply because we don’t want to compromise, or when we “displace” our anger. To displace anger means to take out our angry feelings on someone or something that had nothing to do with the original source of anger. For example, my boss yells at me for something I forgot to do. This makes me angry, and I

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displace that anger later in the day by getting angry and yelling at my partner over something insignificant. In this case, I would likely be more justified in being angry with myself (since the situation was originally about something I forgot to do). However, I would not be justified in taking it out on my partner. He/she had nothing to do with it. Some helpful questions to ask ourselves include: Is my anger an overreaction to a situation that is beyond my control? Am I misplacing anger with myself onto others? Am I expecting too much of others and myself? Am I taking things too personally?

Talk rather than act out your angry feelings.

Talk someone you trust and who is not involved in the event that triggered your anger. “Venting” or talking with a neutral friend or with a counselor can help you get another perspective. Avoid venting with someone who fans your anger or encourages you to act on your angry feelings. Instead, choose someone who is cool-headed and able to help you talk about your anger in a way that allows you to resolve it and move on. It’s been said that words can be magic. Sometimes in talking things out with others and hearing their input, we actually create solutions to problems that we may not have come up with on our own.

Explore your options.

Often, when we are angry, we may feel stuck. When angry, it is easy to get into “black and white” thinking, instead of examining all of our choices and possible solutions. It is helpful to let things cool down before acting. Important decisions are best made when we’re in a calm, rational frame of mind. Then we are better able to ask ourselves: *What type of response is in my best interest?* It can be helpful to play out different scenarios in your head or to talk them over with a trusted friend. Try to let go of the problem for a day or two, and see if you get a new perspective. Doing something physical (taking a walk, playing sports, exercising) can help burn off some of the anger and put you in a better frame of mind for problem solving.

Recall what solutions worked for you in the past.

Most of us are able to recall situations in which we dealt with anger causing events in an appropriate way. Maybe we took time to cool down before confronting someone, or we were able to think before acting, or we simply decided to not let something bother us, or we realized that what we were mad about was really our own fault. Whatever the solution was, it has the potential to work again in the present. Recalling the past helps us remember that difficult feelings, no matter how strong, are always temporary. No matter how uncomfortable our feelings are right now, they will go away. Acting impulsively, exploding, or sulking will only make matters worse. This doesn't mean we should

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ignore difficult feelings and hope that they'll go away, but rather to remember that we do have the ability to deal with our anger and other difficult feelings.

Reward yourself.

When you've successfully handled a difficult situation, pat yourself on the back and give yourself a healthy reward. Be proud that you've been able to weather the storm. When we allow ourselves to feel proud about the times we handle our anger well, it helps us remember what we did so we can do it again in the future. We all deserve a gold star when we are able to “think” ourselves out of feeling angry, let go of what is bothering us, resolve it, and move on.

Ask participants to share strategies that have worked for them in dealing with anger in a healthy way. Encourage detail.

Invite them to add strategies that have worked for them in the past to space provided at the bottom of the handout.

Summarize discussion with the following:



Third Key to a Better Understanding of Anger:

Remember these tips for dealing with anger, especially the ones you know work best for you.

An important part of understanding anger is knowing how best to deal with it. For each of us, that answer will be different for each situation. However, there are some general tips and strategies that are worth keeping in mind. Key among them are strategies that have worked successfully for you in the past. From knitting to bungee-cord jumping, from talking with a friend to watching a funny movie – each of us are aware of things that have worked for us to deal with anger in a healthy way. It's just a matter, sometimes, of remembering to do it.

Thank participants for the participation and encourage them to share what they learned today with others.

Understanding Anger

Recognizing Anger Triggers

List the types of situations that trigger your anger.

With your family:

At work:

With friends:

In your support group:

With strangers:

Anger can be caused by different feelings. It's easy to get angry when you feel:

- taken advantage of
- the need to be perfect
- unloved
- misunderstood
- helpless
- hurt by criticism
- that you are being treated unfairly
- mentally and physically exhausted

Which feelings are most likely to trigger your anger?

Understanding Anger

TIPS FOR MANAGING ANGER

1. **Learn how to recognize the physical, mental, and behavioral warning signs of your angry feelings.** Physical clues such as rapid heartbeat, clenching your jaw or fist, and muscle tension can be clues to escalating anger. These physical signals, in combination with anger-feeding thoughts and expectations, may be an early warning that we should “cool down,” adjust our expectations or attitudes, or simply walk away from a situation.
2. **Ask yourself if your anger is justified.** Is it an overreaction to a situation that is beyond our control? Am I misplacing anger with myself onto others? Am I expecting too much of others and/or myself? Am I taking things too personally?
3. **Talk, rather than act out your angry feelings.** Talk someone you trust and who is not involved in the event that triggered your anger. “Venting” or talking with a neutral friend or with a counselor can help us get another perspective. Avoid venting with someone who fans your anger or encourages you to act on your angry feelings. Instead, choose someone who is cool-headed and able to help you move on.
4. **Explore your options.** What type of response is in your best interest? Play out different scenarios in your head and with someone you trust if possible, try to let go of the problem for a day or two. Do something physical (take a walk, play ball, exercise), but not violent, to relieve your stress. Let things cool down. Important decisions are best made when you're in a calm, rational frame of mind.
5. **Recall what solutions worked for you in the past.** Past experiences with successfully handling anger may hold the key to how to deal with a present situation. Remember that difficult feelings, no matter how strong, are always temporary. No matter how uncomfortable we may feel right now, it will go away. Acting impulsively, exploding, or sulking will only make matters worse. We can deal with difficult feelings.
6. **Reward yourself.** When you've successfully handled a difficult situation, pat yourself on the back and give yourself a healthy reward. Be proud that you've been able to weather the storm.

What are some things you have already thought about or done in the past that helped you manage your anger more successfully?

Which one would you add to this “tips” list?

Adapted from: Neurobehavioral Treatment/NDRI/Matrix/UCLA

Managing Anger in Relationships

*Source: TCU / Institute of Behavioral Research. From treatment manual
"Straight Ahead: Transition Skills for Recovery"*

Managing Anger in Relationships

Managing Anger in Relationships is part of the Straight Ahead: Transition Skills for Recovery manual developed at TCU. This session features a leader's script, with notes, worksheets, and handouts for leading a solution-focused or strengths-based discussion of managing anger. Participants are invited to think about times when they have been able to successfully manage angry feelings and to think about how to build on those successes. Materials for a "mini-lecture" highlight healthy and unhealthy reactions to anger.

Managing Anger In Relationships

STEP 1

Introduce the topic of how anger can impact relationships:

Anger is part of being human. The ability to feel anger is something we are all born with - even babies get mad. The right to feel anger is another example of a personal right. All of us are entitled to our angry feelings.

How we go about **expressing** our anger is another issue. We are not entitled to express our anger in ways that violate other people's rights or safety. We may choose to do so - and we're responsible for the consequences when we do.

Expressing anger in a way that destroys our relationships or our job performance is self-defeating. If our expressions of anger drive away the people we love, cut us off from support, make us feel guilty, or hurt us on the job, it's time to consider some changes.

In today's session we'll take a look at some ideas for dealing with anger in a way that builds good relationships. You'll also have a chance to think about setting personal goals for better anger management.

Ask participants the following questions. Note responses on flip chart or chalkboard. Briefly discuss responses.

What do you like best about the way you deal with anger?

What do you like least about the you deal with anger?

What would you like to do differently when you're angry?

Transition:

Most of us probably do at least a few things that we'd like to do differently when we're angry. Likewise, we've all said or done things in anger that we wish we could undo. Changing our approach to anger can be difficult to do because it takes some work, but it can be done.

Managing Anger In Relationships

STEP 2

Distribute the *Healthy Anger* handout. Use some of the following information to build your discussion of the points covered in each area of the handout:

There are different degrees of anger. For example, frustration, disappointment, jealousy, indignation, being annoyed or feeling irritated are all related to anger. Whatever the type or degree, feelings of anger are a normal part of living.

We each respond to anger in our own unique way. Most of the ways we have of responding to anger we learned over the years - especially during childhood and adolescence. Since how we respond to anger was learned, we are capable of learning new responses to anger if we choose.

Ask, and briefly discuss the responses:

How can you tell when you're getting angry?

What's the first thing you usually do when you feel angry?

Continue:

Once we are aware of feeling angry, the next thing to do is to express it in a healthy way, and then resolve it (let it go.) It's not healthy to "swallow" anger or let it go unresolved. When we swallow our anger we may begin to feel resentment or hostility. There's even some evidence that holding back anger causes health problems such as stress or high blood pressure.

When we express our anger, we have two choices about **how** we do it. We can respect the rights of others, or we can step on the rights of others. These two types of anger expression are very different.

Invite participants to follow along with the handout. Use the following points for focus:

Managing Anger In Relationships

Stepping on the Rights of Others

Some examples of stepping on the rights of others include **yelling**, using **threats**, or using **violence**. These are pretty self explanatory. Let's face it, very few people enjoy being yelled at, threatened, or hurt. When we respond this way, we run the risk of damaging relationships at home and at work.

In family and personal relationships, anger may begin to escalate when people get stuck on **blaming** each other for the problem or difficulty. People often go from arguing about a problem to arguing about whose fault it is. It's a very human tendency to do this, but it seldom solves the problem or calms the anger. We can show more respect for ourselves and others if we focus on resolving the problem rather than spinning our wheels by trying to pin the blame.

Sometimes we respond to anger by "**shutting down**," (the "silent but fuming" approach). In some cases, we may just need time to think and cool down. If our "shut down" is for thinking and cooling off, then it's probably helpful. We're able to open back up and resolve the anger when we're feeling better. However, shut downs can also lead to "**holding a grudge**." That is, we shut down, fail to resolve the anger, then keep the anger simmering inside us. This is not a healthy approach to anger.

If we usually ignore the rights of others when we express anger, it can lead to relationship problems, little support (we're not very pleasant to be around), and troubles on the job.

Respecting the Rights of Others

Another way of expressing anger takes the rights of others into consideration most of the time.

One example of how this is done is by remembering to use **I-statements** when we talk out our anger with others ("*I'm feeling mad as hell about this,*" rather than "*You've made me mad*"). Another way to use *I-statements* is to **ask for change**. In other words, discuss the reasons for your anger, and use *I-statements* to help negotiate a solution that will help keep whatever caused your anger from happening again (or help it happen less often). ("*I feel embarrassed when you tease in front others and then I get mad. I'd like you to stop teasing me.*")

Managing Anger In Relationships

Letting off steam helps you calm down. When we're calm, it's much easier to resolve problems and keep open to new solutions. Some people find it helpful to take a walk, take a cold shower, exercise, talk with a third party about the problem behind the anger, or even punch a pillow to let off steam. Finding a way to "vent the steam" without intimidating or hurting others is a useful approach.

We show the most respect for ourselves and others when we find ways to **resolve anger** and let it go. **Listening** is an important part of working through anger. Trying to understand the other person's point of view will usually help us reach resolutions that both parties can live with. **Forgiving** involves being able to accept apologies when they are offered and working to bring relationships back to their "nonangry" state. It also involves letting things go instead of "saving them up" for the next disagreement.

When we resolve anger in a way that respects others while still allowing us to express the angry feelings we build stronger relationships. We also are likely to get more support from others and be more effective in our on the job relationships.

Ask, and discuss responses:

When are you the most successful at handling your anger in a healthy way?
What do you do that works?

How do you manage to keep from yelling or intimidating others when you're feeling mad? What works for you?

What have you tried that works for letting off steam?

How do you feel when you are able to resolve your anger successfully?

Transition and Wrap Up:

We always have a choice about how to express our anger. When we express our anger in a way that respects other people's rights as well as our own, we have a better chance of maintaining good relationships.

As much as we might like to, we can't control how others deal with their own anger. We can only take responsibility for our own expressions of anger and make our own goals for change. However, in close relationships change often

Managing Anger In Relationships

leads to change. In other words, as we change our own responses to anger we may start a ball rolling that encourages those around us to change as well.

We all get mad from time to time. However, if anger is a "constant" in your life, consider getting some outside help. If you or your partner seem to stay mad all the time, talk with your counselor about the availability of counseling services. There are also support groups that focus on anger issues, such as Parents Anonymous, domestic violence support groups, anger control groups, etc. These sources of support in the community are there if you need them.

Distribute local directory of support group service for anger-related issues. Invite participants to talk with you during the break if they have questions about available counseling and support group services.

STEP 3

Ask participants to think about making changes, both big and small.

Ask, for silent consideration:

What do you want to change about how you handle your anger?

Distribute *Anger Solutions Map* worksheets, and ask participants to complete their maps by writing in their answers to each of the questions in the boxes.

The key instruction for this activity is to be thoughtful and honest. The questions are not simple and do require some thought. However, there are no "right" or "wrong" answers to the questions – only your honest reflections.

Additional instructions (if needed for clarification as participants complete their maps):

Goal box: Write in your answer to the question: "*What do I want change about how I handle my anger?*" Another way to put it is - "*What would you like to begin doing differently when you're angry?*"

Managing Anger In Relationships

How are you different when you're not angry? Focus on the "nonangry" you. How do you act, feel, behave when you're not angry? What happens that's different when you're not angry?

When you change how you deal with anger, how will things be different? How will your life be different when you reach your goal? What will happen that is different?

What's one thing you can try next week to work on your goal? Describe something you feel you can start doing to change how you deal with anger?

Process the exercise. Ask for volunteers to share their maps. Work with one person at a time. Ask the suggested "follow-up" questions for each section of the map as participants volunteer their work:

What do you want to change about how you handle your anger?

Are there times when you are already able to do this?

What's different about those times?

How are you different when you're not angry?

Who else notices these differences?

What would this person say he/she enjoys most about you when you're not angry?

When you change how you deal with your anger, how will your life be different?

What else will you be doing that tells you things are different?

How will you feel about yourself when you make this change?

Managing Anger In Relationships

What's one thing you can try next week to work on your goal?

How did you figure out that's what you should be working on?

How will you know if this idea is working for you?

What's the first step you need to take to start the ball rolling?

During this discussion of participants' maps, find opportunities to praise and encourage each person. Emphasize participants' strengths, abilities, and healthy anger management approaches as they are revealed. "Normalize" the troubles we all sometimes have in managing our anger in the way we'd prefer.

STEP 4

Summarize the discussion with some of the following key points:

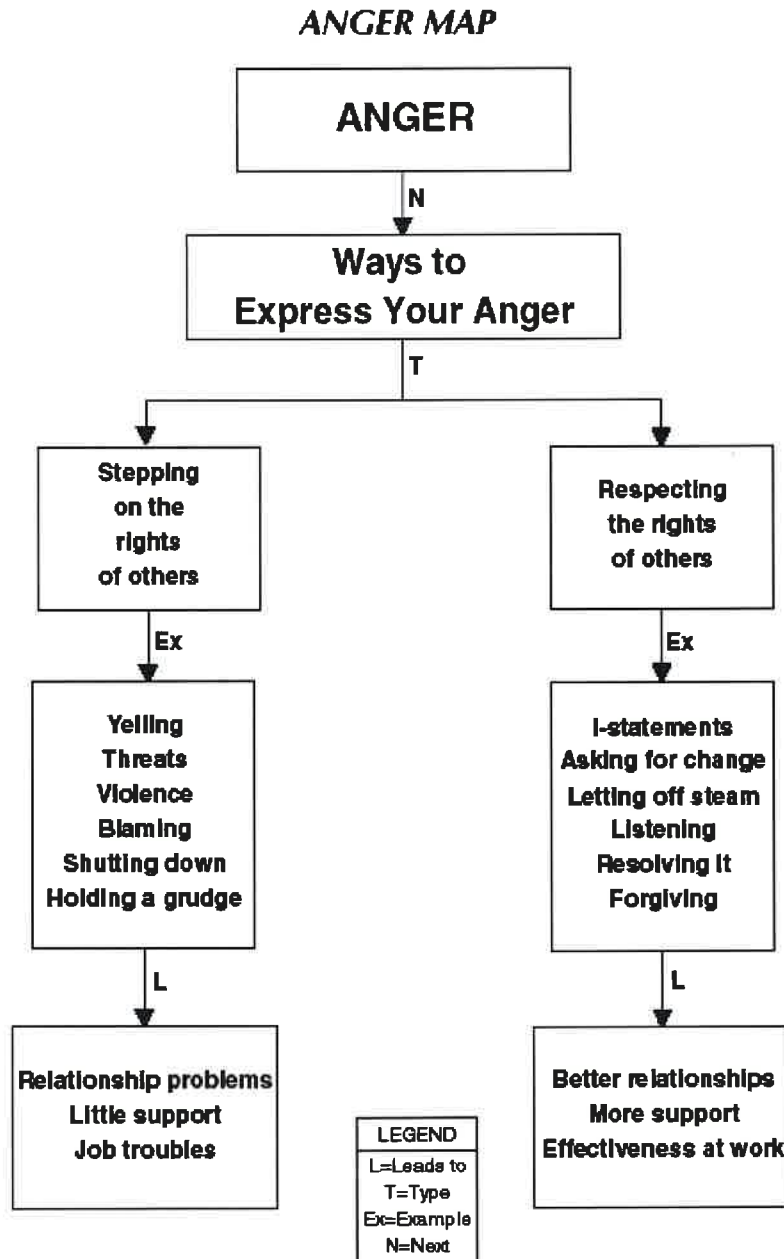
Anger is a normal emotion - one that we're suppose to feel from time to time. Most of us have no trouble feeling angry, but expressing our anger is a different story. In order to enhance relationships with family, friends or coworkers its important to express anger in a healthy way. This involves paying attention to both your rights and the rights of others when you express your anger.

For most of us, changing how we sometimes respond when we're angry can make a lot difference in our lives. Pay attention to the things that are different in the week to come as you work on your goal for change (from the mapping exercise). Pay close attention to differences that happen that you weren't expecting. Also pay attention to who else notices the changes you make when you make them.

Take advantage of resources in the community that can help you work on special anger-management issues. If you're living in a situation where your anger or someone else's anger frequently turns to violence, get advice from your counselor. You don't have to accept violence from others. You don't have to accept it in yourself, either. Get help to break the cycle.

Thank participants for their input.

Managing Anger In Relationships

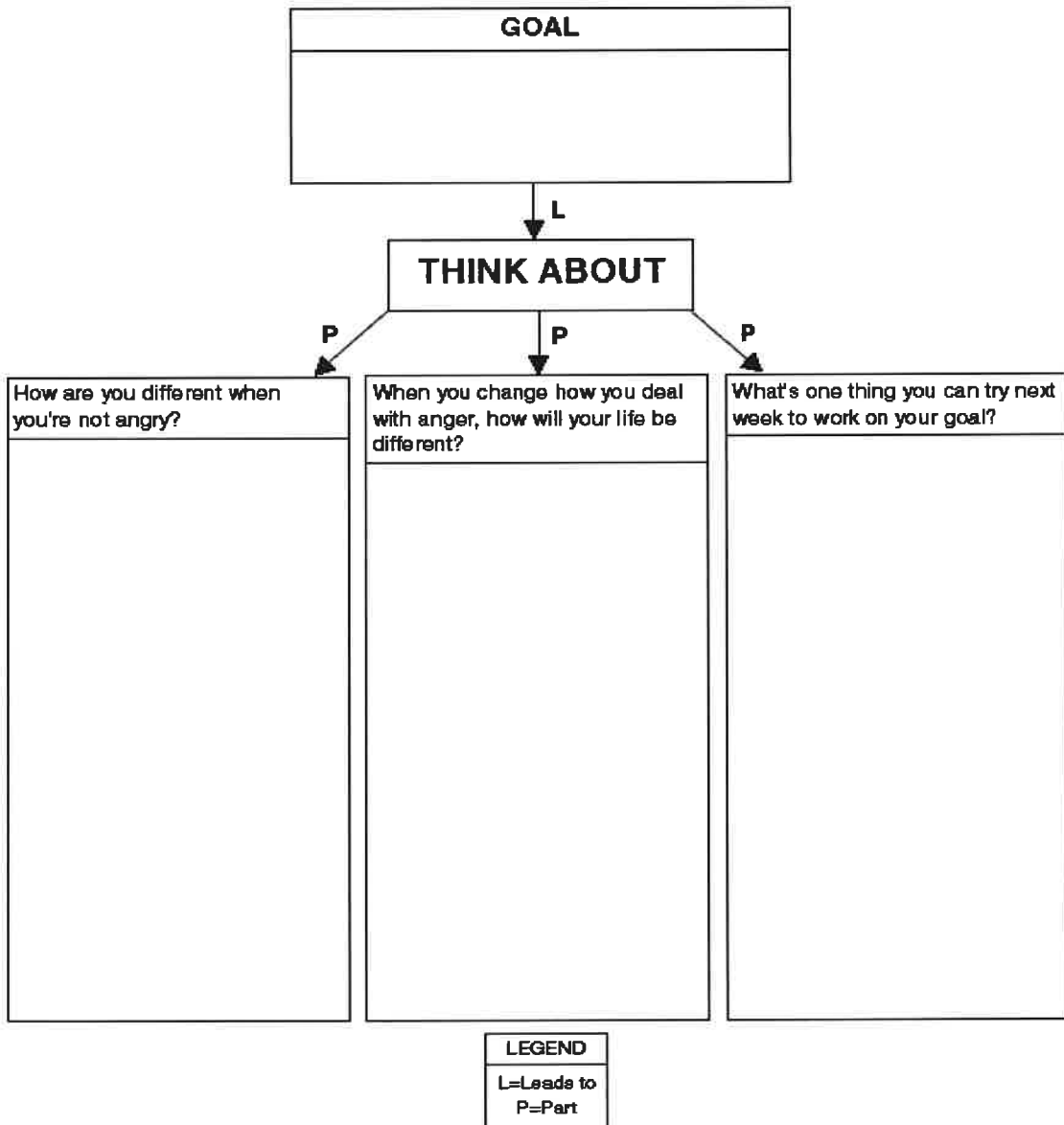


Straight Ahead: Transition Skills for Recovery

Managing Anger In Relationships

ANGER SOLUTIONS MAP

What do you want to change about how you deal with anger?



Texas Christian University/ DATAR Manual

Mapping Worksheets

*Source: TCU / Institute of Behavioral Research. From treatment manual
"TCU Guide Maps: A Resource for Counselors"*

Mapping Worksheets

These ***Mapping Worksheets*** were selected from the manual TCU Guide Maps: A Resource for Counselors because of their specific focus on anger and emotional regulation. Each mapping worksheet follows a “fill in the blank” format to encourage participants to consider various cognitive aspects of how we respond to feelings. Once participants complete their worksheet, group discussions and commentary on the causes and effects of anger and strategies for interrupting angry patterns are facilitated.

Mapping Worksheets

Session Notes for Using Guide Maps

The Guide Map worksheets in this section can be used for during-group activities or as homework assignments for later group discussion. The following Guide Maps are included:

- An Emotion or Feeling That Gives You Trouble
- Are You Having a Problem With Another Person?
- Situation-Response: Consequences of Aggression
- Situation-Response: Assertive, Aggressive, or Passive

It is possible to build an entire group session around one map, or participants can be asked to complete and discuss several maps during the course of the group meeting. The general instructions for using the Guide Maps include:

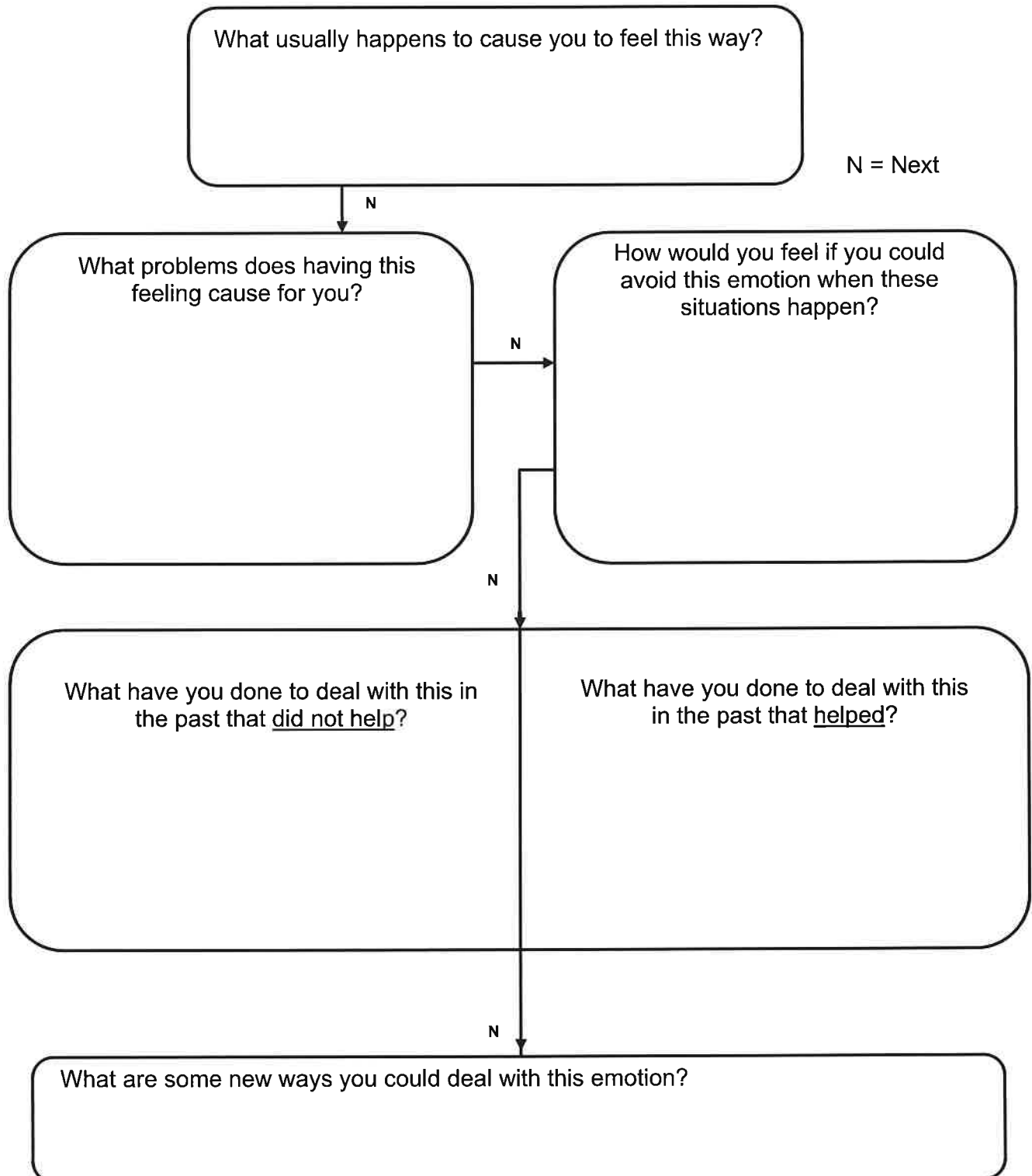
1. Begin with a brief discussion and overview of the discussion topic. In the case of the Guide Maps in this module, participants would focus on the topic of anger. The group leader should provide information in the form of a brief mini-lecture or a review of information about anger covered elsewhere in this module.
2. Distribute copies of a Guide Map to participants and ask them to complete it by filling in the blanks using their own ideas, feelings, experiences, and opinions to answer the questions in the boxes.
3. Once all participants have completed their maps, lead a discussion of the issues raised by the activity. The leader's job is to gently challenge and provide clarification, as needed. Leaders can choose to process the mapping activity as a large group, or participants can be divided into pairs or triads to discuss their maps before reporting back to the group as a whole.
4. Use open-ended questions to encourage discussion about the key issues raised by participants in completing their maps. Some ideas for general process questions include:

- What did you learn about yourself as you completed this map activity?
- What benefits and drawbacks did you identify for aggressive/disruptive behavior?
- What benefits and drawbacks did you identify for assertive behavior?
- What benefits and drawbacks did you identify for passive behavior?
- In what ways is it helpful to consider the other person's point of view?
- What are some helpful ways you listed to respond to negative emotions?

5. Encourage participants to share their mapping worksheets with family, friend, and members of their support network. When appropriate, offer blank copies of the worksheets for participants to complete and discuss with significant others.

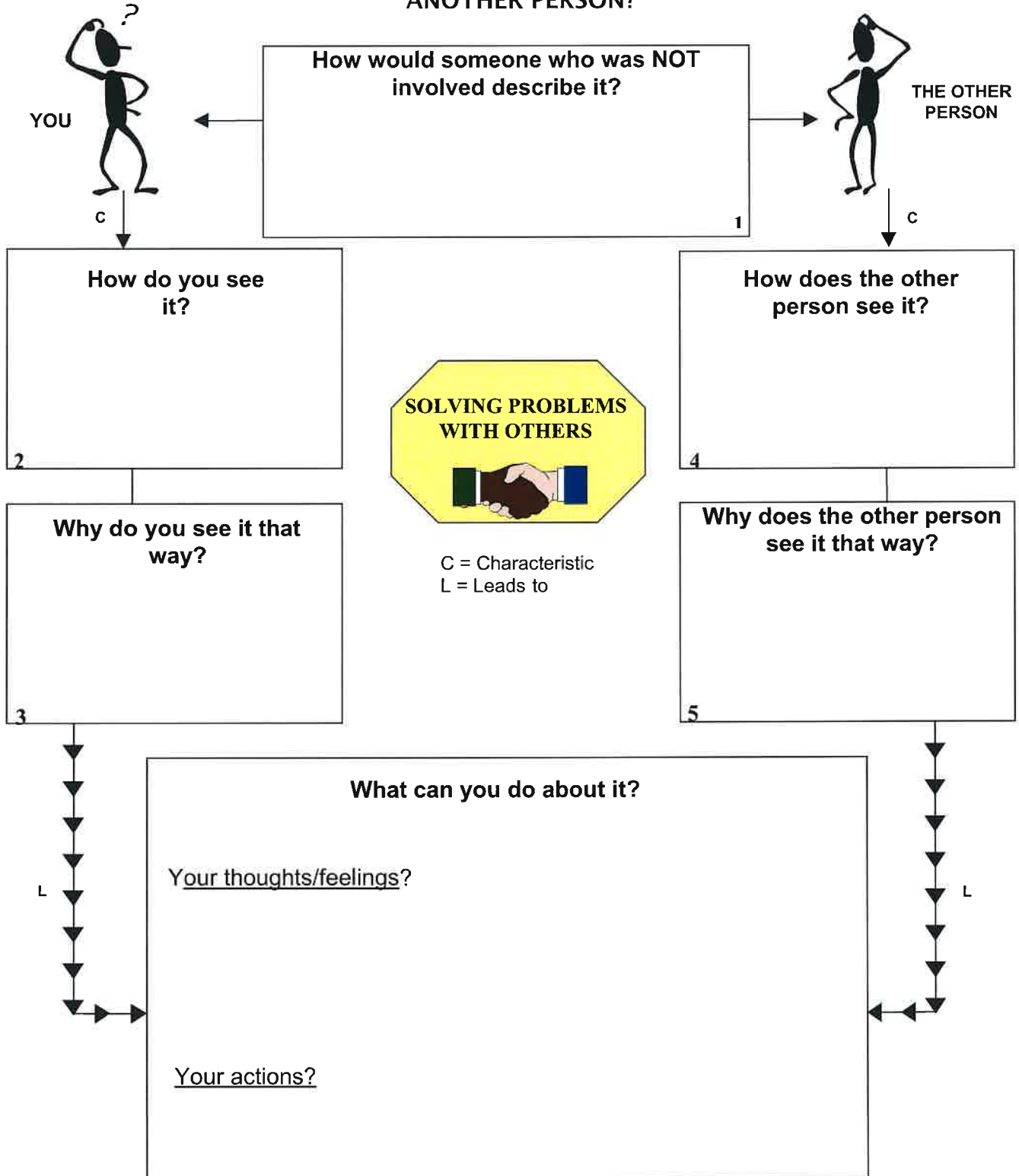
Mapping Worksheets

An Emotion or Feeling That Gives You Trouble:

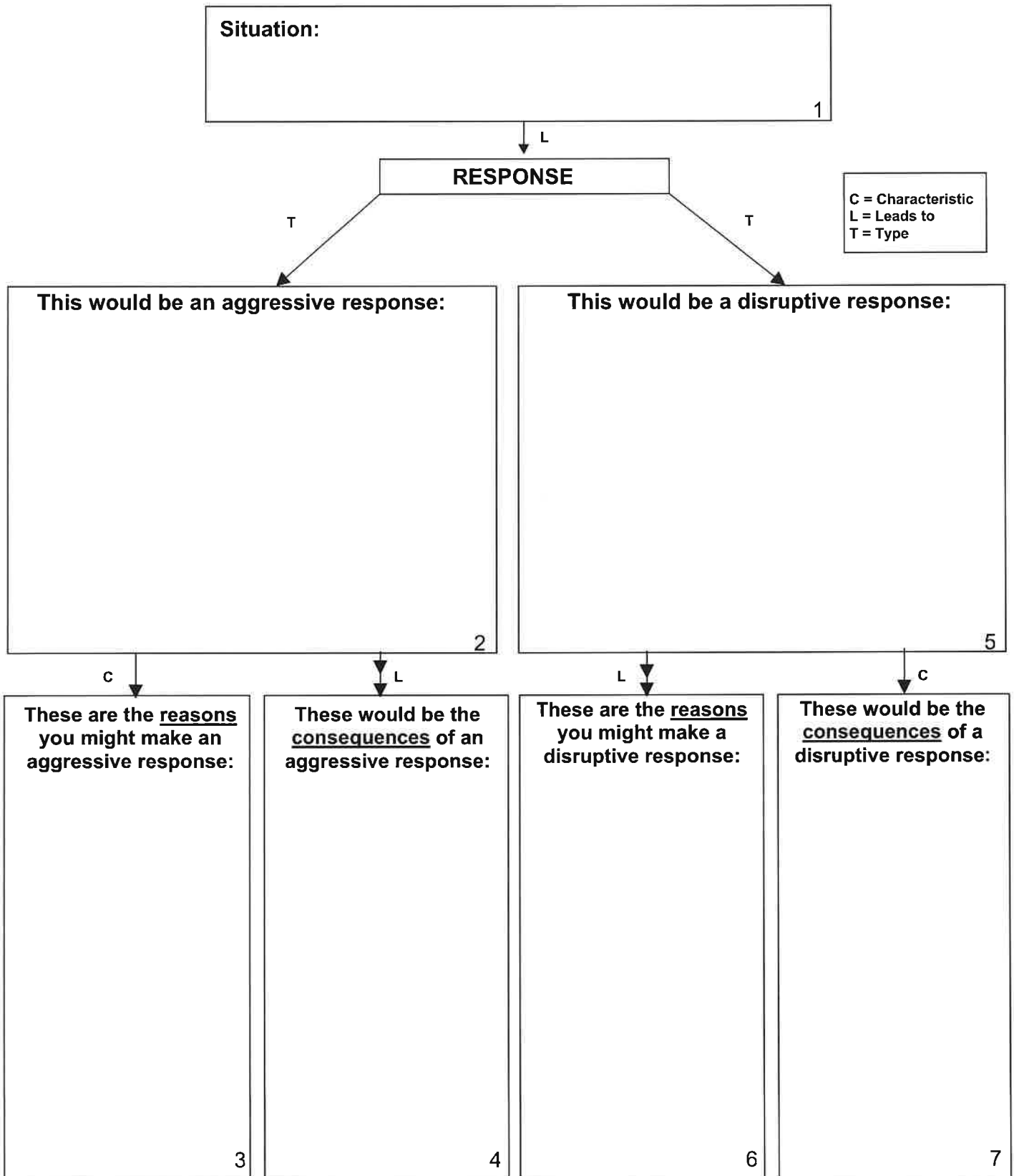


Mapping Worksheets

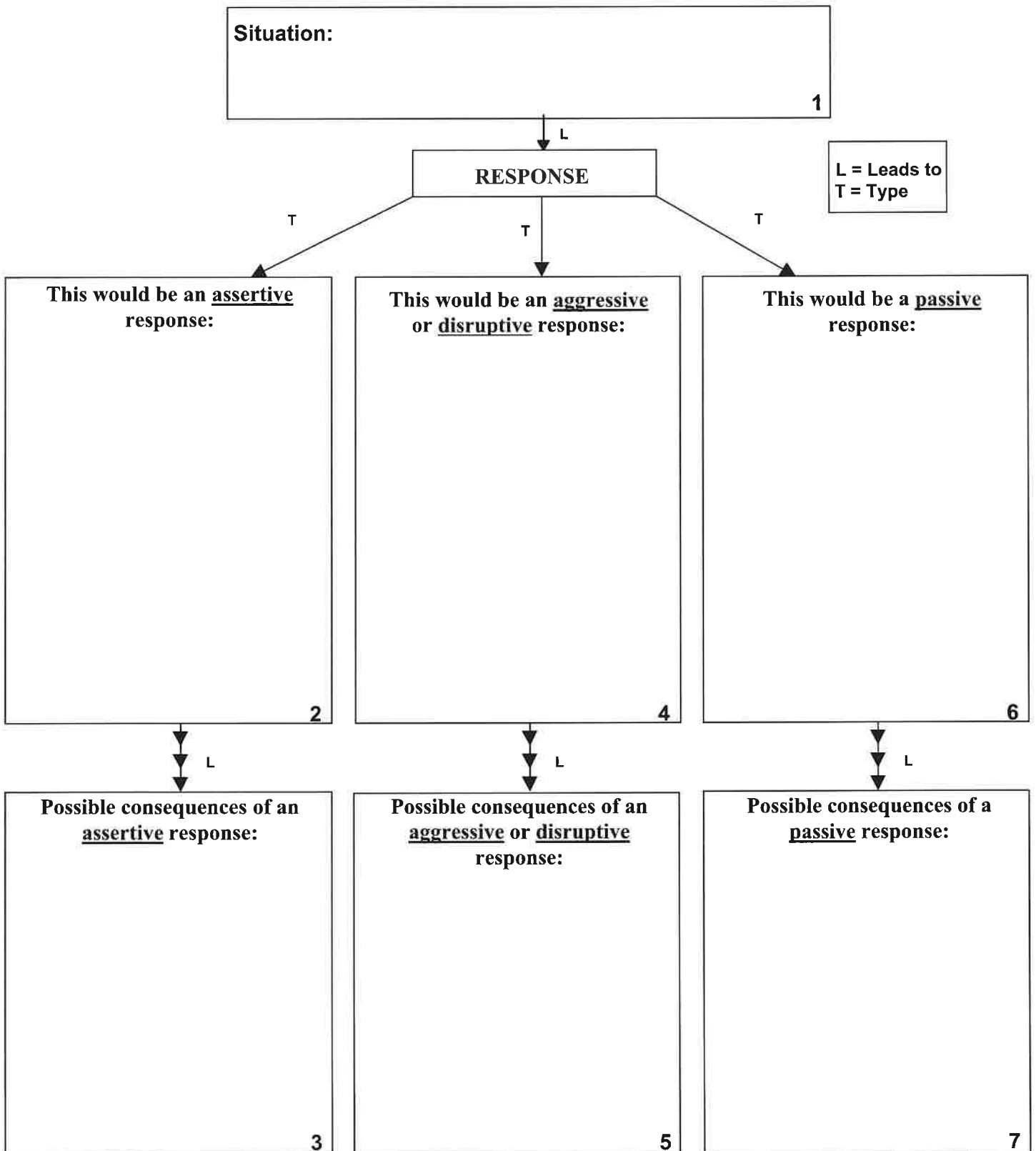
ARE YOU HAVING A PROBLEM WITH ANOTHER PERSON?



Mapping Worksheets



Mapping Worksheets



The Aggression Cycle

Source: DHHS / Center for Substance Abuse Treatment (CSAT). From workbook "Anger Management for Substance Abuse Clients"

The Aggression Cycle

The Aggression Cycle is part of the CSAT workbook Anger Management for Substance Abuse Clients. This session helps participants explore how building feelings of anger and resentment can spiral into a cycle of explosive or destructive behavior. Leader's notes and worksheets are included, with activities that encourage participants to pay attention to physical and emotional "warning signs" for explosive anger. Instructions for leading a relaxation technique are included.

The Aggression Cycle

Note to Group Leaders

This session presents the aggression cycle and introduces progressive muscle relaxation. The three-phase aggression cycle, which consists of escalation, explosion, and post-explosion., serves as a framework that incorporates the concepts of the anger meter, cues to anger, and the anger control plan.

End the session by presenting a progressive muscle relaxation exercise. Progressive muscle relaxation is another technique that has been effective in reducing anger levels. An alternative to deep-breathing exercises, it is straightforward and easy to learn.

STEP 1

Introduce the topic of the anger or aggression cycle, and discuss it with participants. Distribute handouts of the cycle or draw it on flip chart paper or erasable board for reference.

An episode of anger can be viewed as consisting of three phases: escalation, explosion, and post-explosion. Together, they make up the aggression cycle. In this process, the escalation phase is characterized by cues that indicate anger is building. These cues can be physical, behavioral, emotional, or cognitive (thoughts). Cues are warning signs, or responses, to anger-provoking events. Events, on the other hand, are situations that occur every day that may lead to escalations of anger if effective anger management strategies are not used. Red-flag events are types of situations that are unique to you and that you are especially sensitive to because of past events. These events can involve internal processes (e.g., thinking about situations that were anger provoking in the past) or external processes (e.g., experiencing real-life, anger-provoking situations in the here and now).

If the escalation phase is allowed to continue, the explosion phase may follow. The explosion phase is marked by an uncontrollable discharge of anger displayed as verbal or physical aggression. This discharge, in turn, leads to negative consequences. It would be called a 10 on a scale of 1 to 10 (where 1 is a little anger and 10 is the max). We can think of this as an “anger meter,” - a mental way to gauge our anger. For example, a guy who pushed you in line got a 3 reaction on your anger meter.

The Aggression Cycle

The final stage of the aggression cycle is the post-explosion phase. It is characterized by negative consequences resulting from the verbal or physical aggression displayed during the explosion phase. These consequences may include going to jail, making restitution, being terminated from a job or discharged from a drug treatment or social service program, losing family and loved ones, or feelings of guilt, shame, and regret.

The intensity, frequency, and duration of anger in the aggression cycle vary among individuals. For example, one person's anger may escalate rapidly after a provocative event and, within just a few minutes, reach the explosion phase. Another person's anger may escalate slowly but steadily over several hours before reaching the explosion phase. Similarly, one person may experience more episodes of anger and progress through the aggression cycle more often than the other. However, both individuals, despite differences in how quickly their anger escalates and how frequently they experience anger, will undergo all three phases of the aggression cycle.

The intensity of these individuals' anger also may differ. One person may engage in more violent behavior than the other in the explosion phase. For example, he or she may use weapons or assault someone. The other person may express his or her anger during the explosion phase by shouting at or threatening other people. Regardless of these individual differences, the explosion phase is synonymous with losing control and becoming verbally or physically aggressive.

One of the primary objectives of anger management treatment is to keep from reaching the explosion phase. This is accomplished by using the anger meter to monitor changes in your anger, attending to the cues or warning signs that indicate anger is building, and employing the appropriate strategies from your anger control plans to stop the escalation of anger.

Lead a brief discussion using some of the following questions”

What are some of your “red flags” that tell you that your anger is escalating?

Using the anger meter idea, in most situations when you get angry, where is your anger on the anger meter? How do you keep it from going higher?

What is your own most noticeable signal that you are about to reach a 10 (explosion)? What has worked for you to keep it from going over the line?

What feelings do you usually have in the post-explosion phase? How are your relationships impacted?

The Aggression Cycle

Transition

Understanding angry explosions as being like a cycle can help us know when to intervene. If we feel our anger building toward an 8 on our anger meter, we can put strategies in place to bring it back down. One way to do that is to learn to relax and let go. And one way to do that is through learning and practicing a relaxation exercise.

STEP 2

Lead a Progressive Muscle Relaxation exercise. Use the following script or use one that you are familiar with.

Today I will introduce progressive muscle relaxation. Start by getting comfortable in your chairs. Close your eyes if you like. Take a moment to really settle in. Now, as you did last week, begin to focus on your breathing. Take a deep breath. Hold it for a second. Now exhale fully and completely. Again, take a deep breath. Fill your lungs and chest. Now release and exhale slowly. Again, one more time, inhale slowly, hold, and release.

Now, while you continue to breathe deeply and fully, bring your awareness to your hands. Clench your fists very tightly. Hold that tension. Now relax your fists, letting your fingers unfold and letting your hands completely relax. Again, clench your fists tightly. Hold and release the tension. Imagine all the tension being released from your hands down to your fingertips. Notice the difference between the tension and complete relaxation.

Now bring your awareness to your arms. Curl your arms as if you are doing a bicep curl. Tense your fists, forearms, and biceps. Hold the tension and release it. Let the tension in your arms unfold and your hands float back to your thighs. Feel the tension drain out of your arms. Again, curl your arms to tighten your biceps. Notice the tension, hold, and release. Let the tension flow out of your arms. Replace it with deep muscle relaxation.

Now raise your shoulders toward your ears. Really tense your shoulders. Hold them up for a second. Gently drop your shoulders, and release all the tension. Again, lift your shoulders, hold the tension, and release. Let the tension flow from your shoulders all the way down your arms to your fingers. Notice how different your muscles feel when they are relaxed.

The Aggression Cycle

Now bring your awareness to your neck and face. Tense all those muscles by making a face. Tense your neck, jaw, and forehead. Hold the tension, and release. Let the muscles of your neck and jaws relax. Relax all the lines in your forehead. One final time, tense all the muscles in your neck and face, hold, and release. Be aware of your muscles relaxing at the top of your head and around your eyes. Let your eyes relax in their sockets, almost as if they were sinking into the back of your head. Relax your jaw and your throat. Relax all the muscles around your ears. Feel all the tension in your neck muscles release.

Now just sit for a few moments. Scan your body for any tension and release it. Notice how your body feels when your muscles are completely relaxed. When you are ready, open your eyes

Process the relaxation exercise by asking the following questions:

How was that?

Did you notice any new sensations?

How does your body feel now? How about your state of mind?

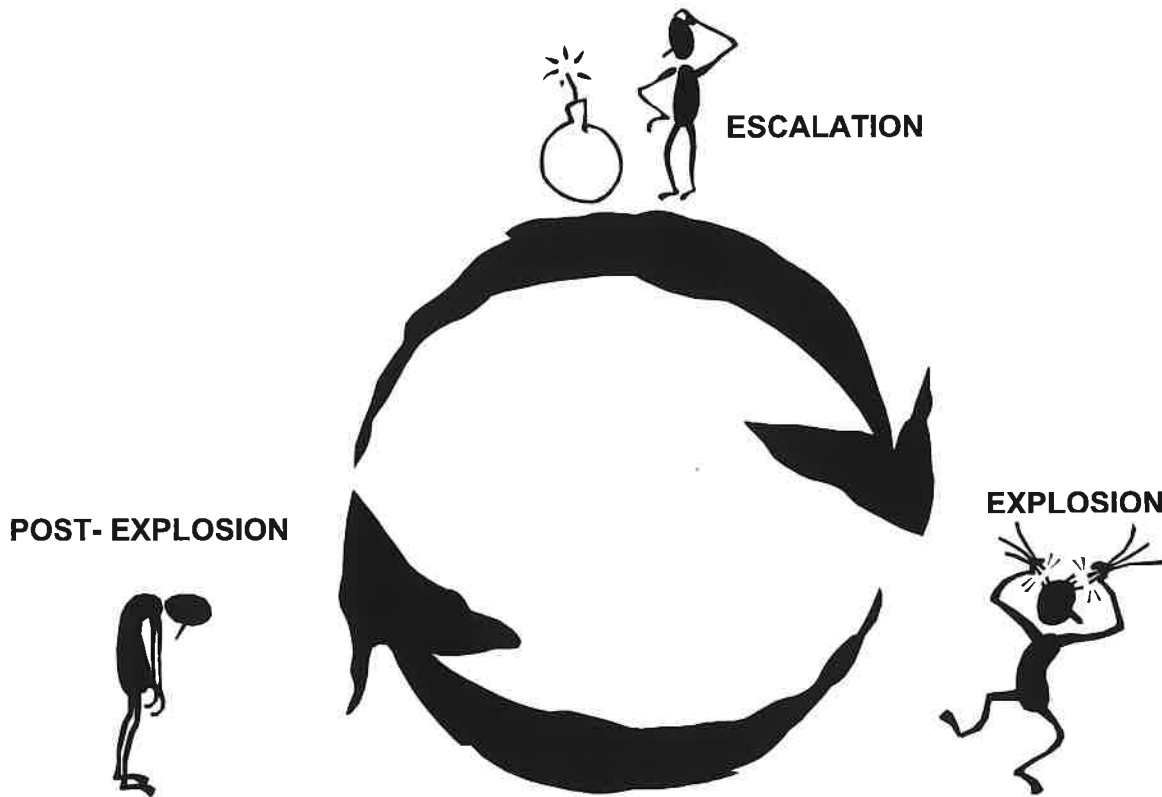
Do you notice any difference now from when we started?

Homework Assignment

Ask participants to review the aggression cycle and practice progressive muscle relaxation, preferably once a day, during the coming week. Remind them to continue to develop their anger control plans.

The Aggression Cycle

The Anger Cycle



The Anger Meter

1 2 3 4 5 6 7 8 9 10

Anger Resources Links of Interest

The public information office of the American Psychological Association provides a variety of brochures on mental health topics. A brochure on anger is available at:

<http://www.apa.org/pubinfo/anger.html>

This commercial site offers some free downloads as well as a selection of resources (videos, books, brochures) dealing with anger:

<http://www.angermgmt.com/angertoolkit.html>

This mental health site offer some free downloads and other resources on anger:

<http://members.aol.com/AngriesOut/>

This British public mental health site offers a selection of free PDF downloads of booklets and brochures dealing with a variety of topics. A brochure on anger is available at:

<http://www.nmht.nhs.uk/pdfs/anger.pdf>



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- [TCU Disease Risk Reduction WaySafe Intervention](#)
- [TCU Treatment Readiness and Induction Program \(TRIP\)](#)
- [TCU Downward Spiral Game](#)
- [Workplace Training Program](#)

TCU Brief Interventions

The **Institute of Behavioral Research at Texas Christian University** is pleased to make available, without charge, a wide array of evidence-based mapping guides, client interventions, and organizational interventions developed for substance abuse treatment. Collectively, they are referred to as the “TCU Resources.”

Getting Motivated to Change

- **Description**
- **Entire intervention:** 63 pages (Cover, Table of Contents, Group Leader Check List, Parts 1-4, and Resources)
- **Targeted Interventions for Corrections (TIC) version**

Understanding and Reducing Angry Feelings

- **Description**
- **Entire intervention:** 42 pages (Cover, Table of Contents, Parts 1-4, and Links of Interest)
- **Targeted Interventions for Corrections (TIC) version**

Ideas for Better Communication

- **Description**
- **Entire intervention:** 39 pages (Cover, Table of Contents, Parts 1-4, and Links of Interest)
- **Targeted Interventions for Corrections (TIC) version**

Unlock Your Thinking, Open Your Mind

- **Description**
- **Entire intervention:** 55 pages (Cover, Table of Contents, Parts 1-4, and Links of Interest)
- **Targeted Interventions for Corrections (TIC) version**

Building Social Networks

- **Description**
- **Entire intervention:** 36 pages (Cover, Table of Contents, Parts 1-4, and Links

**COMMUNITY CORRECTIONS GRADUATED DISCIPLINE
EVIDENCE BASED DECISION MAKING MATRIX**

Failure to Make Contact (Office/Field)		
Sanctions	Interventions	Incentives
Verbal Warning	Standing Appointments	Verbal Affirmation
Written Warning	Time Commitment Activity	QT/Casey's GC
Increased Reporting	Letter of Apology	Phone/Tele Contact
Jail Sanction	EPICS Worksheet	Reduced Reporting
Revocation	Thinking Report	
	Compliance Plan	
Failure to Obtain/Maintain Employment		
Sanctions	Interventions	Incentives
Verbal Warning	Discuss Barriers/3Rs/Interview Tips	Verbal Affirmation
Written Warning	Pocket Resume	Reduced Reporting
5 Additional CSW Hours	Set Deadlines/Time Commitment	Flexible Scheduling
	Job Search Forms	Phone/Tele Contact
	Connections to Success/Voc Rehab	Uniform/Shoe Voucher
Failure to Attend Mandated Treatment/Groups/School/Complete Assignments		
Sanctions	Interventions	Incentives
Verbal Warning	Discuss Barriers	Verbal Affirmation
Written Warning	Time Commitment Activity	Completion Certificate
Increased Reporting	Daily Reporting/7in7	Sobriety Coins
Compliance Plan/Behavior Contract	Update Case Plan	Voucher Funding
Jail Sanction	Thinking Report	
Shock Time Pending Treatment	EPICS Worksheet	
Probation Extension	Letter of Apology	
Revocation		
Failure to Refrain from Drug Use		
Sanctions	Interventions	Incentives
Verbal Warning	Admission Form	Verbal Affirmation
Written Warning	Cost Benefit Analysis	Sobriety Coins
Increased Drug Testing	Substance Abuse Evaluation	Reduced Testing
Electronic Monitoring	Support Group Meetings	Waive CSW hours
Jail Sanction	Behavior Chain/EPICS Worksheet	
Shock Time Pending Treatment	Increased Treatment	
Warrant	Behavior Contract w/SATX	

A response matrix provides a menu of options for officers that incorporates both structure and discretion. This tool will assist in reinforcing case plans and court conditions. The grid has matched appropriate positive and negative responses with the severity of the behavior, keeping in mind risk level. It empowers officers to hold offenders accountable and provide behavior reinforcement. These grids are grounded in research and provide swift and certain responses to behavior. It is measurable. It allows for systematic review of responses and a chance to identify gaps or inconsistencies. It provides quality assurance not just outcome data. The goal is long-term behavior change.

BIG FOUR CRIMINOGENIC RISK FACTORS:

1. Anti-social cognition
2. Anti-social companions
3. Anti-social personality/temperament
4. Family and/or marital

The Lesser Four:

1. Substance Abuse
2. Leisure and/or recreation
3. School
4. Employment

Application of EBP has been shown to reduce recidivism by up to 30% on average. Compared to: ISP only which has no effect on recidivism. ISP with treatment which only decreases recidivism at 10%. Supervision using the RNR model which decreases recidivism at 16%.

**COMMUNITY CORRECTIONS GRADUATED DISCIPLINE
EVIDENCE BASED DECISION MAKING MATRIX**

Four Principles of Evidence-Based Decision Making:

1. The professional judgement of a criminal justice system decision maker is enhanced when informed by evidence-based knowledge. It does not replace discretion but instead, informs decisions. (Ex: use of risk tools; effectiveness of interventions; best practices; response matrix)
2. Every interaction within the CJ system offers an opportunity to contribute to harm reduction. To be effective, CJS players must understand how their interactions influence others and have the knowledge and skills to enhance this influence. (Ex: LEO at arrest, pretrial officer at assessment, judicial officer on the bench, PO)
3. Systems achieve better outcomes when they operate collaboratively at the individual, agency, and system levels. Under this collaborative approach, input is received and the other's interests are considered to ensure they feel heard. MI and EPICS enhance buy in, rapport, and outcomes. (Ex: Establishment of operational protocols that define how decisions will be made/consulted)
4. The CJS will continually learn and improve when professionals make decisions based on the collection, analysis, and use of data and information. (Ex: Establishment of agency wide performance measures; feedback loops to examine efficacy of practices)

Failure to Provide UA Specimen		
Sanctions	Interventions	Incentives
Verbal Warning	Discuss importance of Uas	Verbal Affirmation
Written Warning	MI Exercise to detect usage	Reduced Testing
Increased Drug Testing	Thinking Report	
Jail Sanction	Substance Abuse Evaluation	
	Admission Form	
Failure to Complete CSW		
Sanctions	Interventions	Incentives
Verbal Warning	Discuss Barriers	Verbal Affirmation
5 Additional CSW Hours	Time Commitment Activity	Contract Waiver
Probation Extension	Thinking Report	(# hours by date)
	EPICS Worksheet	
	Compliance Plan	
Failure to Pay Court Obligations		
Sanctions	Interventions	Incentives
Verbal Warning	Job Search Forms	Verbal Affirmation
Written Warning	Payment Plan	Early Discharge
Probation Extension	Budgeting Activity	
	Request CSW in lieu of costs	
Failure to Provide Documentation		
Sanctions	Interventions	Incentives
Verbal Warning	Set Deadlines	Verbal Affirmation
Written Warning	Sign a ROI	Voucher Funding
Increased Reporting/Daily Contact	EPICS Worksheet	
Jail Sanction	Thinking Report	
Probation Extension	Compliance Plan	
Failure to Comply w/Laws		
Bench Warrant	Verbal Warning	
Child Support	Payment Plan	
Misdemeanor	Jail Sanction	
Felony	MTR	

Application of EBP has been shown to reduce recidivism by up to 30% on average. Compared to: ISP only which has no effect on recidivism. ISP with treatment which only decreases recidivism at 10%. Supervision using the RNR model which decreases recidivism at 16%.

Agency	Leavenworth County Community Corrections		
Goal #1	Achieve or maintain a success rate of 75% or higher; or improve last fiscal year's success rate by at least 3%.		
Objective #1	In FY24, increase success rate of probationers through continued training of officers, quality assurance efforts, and accountability measures.		
Target Date	6/30/2024		
	Action Steps	Person Responsible	Timeline/Due Date
	Ensure staff have a strong foundational understanding of the 8 principles of EBP by providing a refresher training in July.	Director	7/31/2023
	Cultivate an environment where adherence to EBP is the standard by providing monthly exposure to the material, its importance, and our data at staff meetings.	Director	Monthly
	Audit all AISP and BH internal policies to match KDOC standards and EBP, updating and distributing as needed by the end of Q1.	Director + Admin	9/30/2023
	Complete 1 file review and 1 observational audit of AISP staff every other month to monitor fidelity to EBP for quality assurance purposes.	Director + ISO II	6/30/2024
	Provide coaching opportunities/feedback and implement corrective action plans as needed to promote accountability and adherence to EBP and standards.	Director	Ongoing
Objective #2	At the end of FY24, less than 25% of all offenders discharged from supervision will be due to probation revocations.		
Target Date	6/30/2024		
	Action Steps	Person Responsible	Timeline/Due Date
	Track closure data on agency spreadsheet to follow progress and identify common variables and trends throughout the year.	ISOs	Ongoing
	Compile Q1 data and present to stakeholders	Director	before 10/30/2023
	Compile Q2 data and present to stakeholders	Director	before 1/30/2024
	Compile Q3 data and present to stakeholders	Director	before 4/30/2024
	Compile FY23 EOY data and present to stakeholders and begin assessing needs to address in the following years comprehensive plan.	Director	before 10/1/2024
Goal #2	In FY24, Leavenworth County will improve outcomes and public safety by focusing on process improvement through the adherence to the 8 Evidence-Based Principles.		
Objective #1	AISP staff will identify and assess the needs of our most high risk/needs clients via risk assessments completed when they are sentenced to probation (EBP #1).		
Target Date	6/30/2024		
	Action Steps	Person Responsible	Timeline/Due Date
	At the staff meeting in July discuss the importance of risk assessments as a critical and foundational piece determining a clients supervision.	Director	7/6/2023
	Ensure caseload sizes are appropriate for effective supervision by monitoring caseload spreadsheets and assigning cases to officers by spreading out risk levels.	Director	Ongoing
	Conduct quarterly interrater reliability exercises.	Director	Quarterly
	Identify training opportunities as needed for new hires and refreshers, as needed.	Director	Ongoing
	Ensure staff are identifying the highest risk/needs as determined by their risk assessment, by beginning all non-compliance case staffings with the following question: "Who is this client in terms of risk?"	Director	Ongoing
Objective #2	Enhance Intrinsic Motivation (EBP #2) of offenders to improve long term outcomes.		
Target Date	6/30/2024		
	Action Steps	Person Responsible	Timeline/Due Date
	Discuss with KDOC AISP Program Consultant additional ways to increase staff competency regarding EBP #2.	Director	7/30/2023
	Provide in-house cognitive behavioral interventions to increase readiness to change ("Getting Motivated to Change")-contingent on BH funds/position	Director	9/30/2023
	Identify training for staff to freshen up their Motivational Interviewing skills.	Director	9/30/2023
	Provide "Trauma-Informed Approaches Improving Criminal Justice Outcomes" training to staff to improve Responsivity to clients.	Director	6/30/2024
	During bi-monthly file and observational audits, measure staff adherence to the 80/20 listening and probing ratios.	Director	6/30/2024
	(Goal 2 Continued)		
Objective #3	Address EBP #3 (Target Interventions) by hiring a FTE Program Provider to offer in-house groups and assist in warm hand-offs to clinical treatment providers to structure the time of high risk offenders for the first 3-9 months of supervision. (Contingent on BH funds/position)		
Target Date	6/30/2024		
	Action Steps	Person Responsible	Timeline/Due Date
	Create job description, advertise vacancy, interview, and hire adult program provider position.	Director	9/30/2023
	Ensure new hire is trained to understand the 8 principles of EBP and the importance of targeting interventions based on the Risk Needs Responsivity + Dosage Principle and fidelity immediately upon hiring.	Director	10/31/2023
	Visit other local area program providers to identify the best process for referring clients to cog (ex: at sentencing, sanctions, violations review panels, staffing, etc).	Director & Provider	10/31/2023
	Introduce new hire to community resource providers, treatment providers, and stakeholders to establish rapport and improve collaboration/integration of services.	Director	10/31/2023
	Create process for making referrals to Cognitive Behavioral Interventions and assist with warm hand offs for clinical treatment services.	Director & Provider	10/31/2023

Objective #3	Host lunch & learn with staff and stakeholders informing them how to identify risks and needs that our in-house programs can address as well as how we can be responsive to clients, even through the hand off process, so they know who and when to refer for services as well as how they can help clients achieve goals with an integrated approach using the program provider as a resource to staff cases.	Director & Provider	11/30/2023
CONTINUED	Identify internal process and outcome measures to track the impact of providing cognitive behavioral interventions.	Director & Provider	10/31/2023
	Begin implementing internal process and outcome measures, along with completing KDOC quarterly reporting documents for BH programs.	Provider	10/31/2023
	Ensure new hire becomes a certified facilitator to offer MRT program.	Director	6/30/2024
	Ensure new hire becomes a certified facilitator to offer Cross Roads program.	Director	6/30/2024
	Ensure new hire becomes a certified facilitator to offer Seeking Safety program.	Director	6/30/2024
	Conduct quarterly quality assurance fidelity audits by sitting in one class each quarter to ensure adherence to curriculum.	Director	Ongoing
	Report KDOC collected data and relevant findings from internal process and outcome measures to stakeholders quarterly.	Director	6/30/2024

(Goal 2 Continued)

Objective #4	Increase the frequency of Skill Training with Directed Practice (EBP#4).		
Target Date	6/30/2024		
	Action Steps	Person Responsible	Timeline/Due Date
	Have AISP staff cross-trained as co-facilitators to reinforce directed skill practice outside of in-house programs with clients.	Director	6/30/2024
	Require staff to rotate co-facilitation duties to keep their tools sharpened so they are comfortable role playing with clients who are struggling or have relapsed into anti-social thinking.	Director	6/30/2024
	Make sure all Individual CBI worksheets and skills cards from programs are available in AISP interview rooms and are readily available for use by printing them all out.	Director	10/31/2023
	Organize individual CBI worksheets and skill cards into folders, with laminated examples in each folder, and file them into the cabinets in each interview room.	Director	10/31/2023
	Update staff upon completion and reinforce the use of skill training and CBI worksheet resources in staffings, observational audits of office visits, file reviews, etc.	Director	10/31/2023
Objective #5	Increase the use of Positive Reinforcement (EBP #5).		
Target Date	6/30/2024		
	Action Steps	Person Responsible	Timeline/Due Date
	Reach out to other directors regarding incentive policies and ideas to have better success in this area.	Director	7/1/2023
	Purchase as many incentives as possible so they are readily available.	Director	7/15/2023
	Be intentional and hold a refresher training on incentives, their importance, and what we have available.	Director	7/31/2023
	Educate staff on our policies and procedures for monitoring the use of incentives, for checks and balances.	Director	7/31/2023
	Identify opportunities to positively reinforce the use of incentives with staff, to demonstrate how helpful positive reinforcement is in positively changing behavior.	Director	10/31/2023

Goal #5 (Goal 2 Continued)

Objective #6	Increase community partnerships and encourage family/support system engagement in supervision plans to Engage Ongoing Support in Natural Communities (EBP #6).		
Target Date	6/30/2024		
	Action Steps	Person Responsible	Timeline/Due Date
	Host a refresher training on the importance of prosocial relationships in achieving successful outcomes and the risks associated with antisocial peers.	Director	7/31/2023
	Include the importance of clients identifying pro-social people to include in their supervision process in our FY24 powerpoint orientation process.	Director	7/31/2023
	Encourage participants to complete an ROI for pro-social support in their social or family group and get them involved in supervision.	Director	7/31/2023
	Identify AA groups and other local activities or initiatives that are geared towards improving bonds and ties to pro-social community members.	Director + Admin	10/31/2023
	Begin offering "Building Social Networks" (TCU IBR curriculum) to assist clients struggling with identifying positive supports. (Contingent on BH funds/position)	Director & Program Provider	6/30/2024
Objective #7	Identify additional processes for measuring processes/practicings and obtaining measurement feedback (EBP #7 & #8) to inform FY25 Comp plan goals.		
Target Date	6/30/2024		
	Action Steps	Person Responsible	Timeline/Due Date
	Reach out to fellow directors regarding their internal or external processes for adherence to EBP 7 & 8.	Director	12/31/2023
	Participate in Quality Assurance audit in April of FY24 to receive objective feedback regarding adherence to EBP & KDOC standards from KDOC QA team.	KDOC QA Team	6/30/2024
	Report feedback and improvement plans to stakeholders as it is received.	Director	6/30/2024
	Create a plan to move forward with implementing received feedback and future measurements to ensure accountability to goals.	Director	6/30/2024
	Establish procedures in order to maintain continued adherence to EBP practices going forward.	Director	6/30/2024

Collaborative Partnerships

Instructions:

Purpose of Partnership: Response should focus on the reason or basis for entering into the partnership.

What Program Benefits from the Partnership: From the drop-down list, select the program, juvenile or adult, that primarily benefits from the partnership. If the entire agency benefits then select Agency as a Whole.

Cost Benefit/Savings to Supervision Agency: If the partnerships results in a cost benefit/savings for the supervision agency, response should express the benefit/savings in a dollar amount on an annual basis.

Method of Documenting Partnership: From the drop-down list, select how the partnership is structured (i.e. MOU or Contractual Agreement). If no formal structure exists, select No Formalized Agreement.

Name of Partner Agency	Purpose of Partnership (e.g., help eliminate system barriers, increase opportunities for agency or client success, educate stakeholders, cost savings to agency or clients, etc.)	What Program Benefits from Partnership (Juvenile, Adult, Both)	Cost Benefit to Supervision Agency (e.g. office space, cost for services, equipment, etc.)	Method of Documenting Partnership
Leavenworth County	Host County	Both	Personnel funding, space, HR/payroll, IT, maintenance	No Formalized Agreement
County Administrator	Administrative Support	Both	Provide oversight, guidance, and support to director/staff	No Formalized Agreement
LVCO Board of County Commissioners	Administrative Support	Both	Provide oversight to overall Community Corrections Operations	No Formalized Agreement
Johnson County Community Corrections	Virtual Cognitive Behavior Interventions	Both	\$55,000 FTE program provider salary, meeting fidelity, consistency	No Formalized Agreement
KDOC- Lansing Parole Office	Information Sharing, Supervision/Monitoring	Both	Collateral information sharing regarding dual supervision clients	No Formalized Agreement
Federal Probation & Parole	Information Sharing, Supervision/Monitoring	Both	Collateral information sharing regarding dual supervision clients	No Formalized Agreement
Leavenworth Municipal Probation	Information Sharing, Supervision/Monitoring	Both	Collateral information sharing regarding dual supervision clients	No Formalized Agreement
Leavenworth County Court Services	Information Sharing, Supervision/Monitoring	Both	Collateral information sharing regarding dual supervision clients	No Formalized Agreement
Leavenworth County Sheriff's Department	Information Sharing, Supervision/Monitoring/Apprehension	Both	KSAR sharing, warrant checks, absconder apprehension, collaboration, security	No Formalized Agreement
Leavenworth Police Department	Information Sharing, Supervision/Monitoring/Apprehension	Both	KSAR sharing, absconder apprehension, collaboration	No Formalized Agreement
Lansing Police Department	Information Sharing, Supervision/Monitoring/Apprehension	Both	KSAR sharing, absconder apprehension, collaboration	No Formalized Agreement
Basehor Police Department	Information Sharing, Supervision/Monitoring/Apprehension	Both	KSAR sharing, absconder apprehension, collaboration	No Formalized Agreement

Tonganoxie Police Department	Information Sharing, Supervision/Monitoring/Apprehension	Both	KSAR sharing, absconder apprehension, collaboration	No Formalized Agreement
Atchison County Sheriff's Department	Information Sharing, Supervision/Monitoring/Apprehension	Both	KSAR sharing, absconder apprehension, collaboration	No Formalized Agreement
Atchison Police Department	Information Sharing, Supervision/Monitoring/Apprehension	Both	KSAR sharing, absconder apprehension, collaboration	No Formalized Agreement
Leavenworth County District Court	Court Administration	Both	Collaboration regarding public safety concerns, information sharing, problem solving support	No Formalized Agreement
TRIO	Education/GED Programming	Both	GED programming for clients	No Formalized Agreement
Connections to Success	Employment Programming	Adult	\$55,000 FTE program provider salary, Employment programming	No Formalized Agreement
Vocational Rehabilitation (VocRehab)	Employment Placement for clients with barriers	Adult	\$55,000 FTE program provider salary, Employment programming	No Formalized Agreement
Workforce Development Center	Employment Placement/Resume Assistance	Adult	\$55,000 FTE program provider salary, Employment programming	No Formalized Agreement
Interfaith Shelter of Hope	Temporary Housing	Adult	Provide homeless clients overnight shelter for free	No Formalized Agreement
Leavenworth County Health Department	Medical/Healthcare Support	Both	Assist agency in reducing responsivity issues through health services	No Formalized Agreement
St. Vincent's Clinic	Medical/Healthcare Support	Both	Assist agency in reducing responsivity issues through health services	No Formalized Agreement
Community Meals	Food Assistance	Both	Assist agency in reducing responsivity issues by providing food, saves us from spending client services funds	No Formalized Agreement
Catholic Charities	Financial & Physical Resource Assistance	Adult	Assist agency in reducing responsivity issues by providing food, saves us from spending client services funds	No Formalized Agreement
Cornerstones of Care	Child Protection and Support/Drug Testing	Both	Contract UAs from our office, reimbursement funds	No Formalized Agreement
Department for Children and Family Services	Child Protection and Support/Drug Testing	Both	Contract UAs from our office, reimbursement funds	No Formalized Agreement
Minds Matter	Support for individuals diagnosed with Traumatic Brain Injuries	Adult	Assist agency in reducing responsivity issues for those with TBIs, transportation, case management	No Formalized Agreement
The Guidance Center	Mental Health & Addiction Services	Both	Provide mental health and addiction treatment, crisis screens, record sharing	No Formalized Agreement

Heartland RADAC	Addiction Services	Adult	Provide substance use evaluations, outpatient services, assist with DUI supervision, training	No Formalized Agreement
Mirror Inc. Shawnee	Addiction Services	Both	Provide residential SATX treatment for voucher and SB123 funded clients	No Formalized Agreement
First Step at Lakeview- DCCCA	Addiction Services	Adult	Gender responsive residential treatment services	No Formalized Agreement
Valeo Behavioral Health Care	Addiction Services	Adult	Residential treatment services	No Formalized Agreement
VA Domicile Program	Addiction Services	Adult	VA funded residential treatment services	No Formalized Agreement
Sunflower Treatment	Treatment Services	Adult	Provide BIP programs, \$55,000 FTE program provider salary	No Formalized Agreement

Staffing Levels (Full Time Equivalent (FTE) dedicated to direct supervision of probationers)				
ISP Officers	Number of Staff on 12/31/2021	Number of Staff on 12/31/2022	Difference	
ISO I	3	2	-1.00	
ISO II	1	1	0.00	
ISO III	0	0	0.00	
Residential Center Supervision Staff	Number of Staff on 12/31/2021	Number of Staff on 12/31/2022	Difference	
Case Manager/ISO I			0.00	
Case Manager/ISO II			0.00	
Senior Case Manager/ISO III			0.00	
Vacancy Savings				
Agency	FY2022 Budgeted	FY2022 Expended	Difference	FY2024 Budgeted
Salary	\$ 214,668.12	\$ 187,978.03	\$ 26,690.09	\$ 245,233.04
Benefits	\$ 59,887.10	\$ 86,577.19	\$ (26,690.09)	\$ 84,589.39
Total	\$ 274,555.22	\$ 274,555.22	\$ -	\$ 329,822.43
Residential Center	FY2022 Budgeted	FY2022 Expended	Difference	FY2024 Budgeted
Salary			\$ -	
Benefits			\$ -	
Total	\$ -	\$ -	\$ -	\$ -
Shrinkage				
Agency	0.00%			
Residential Center				
Turnover Rate				
	Number of Staff on 7/1/2021	Number of Staff on 6/30/2022	Number of Staff Terminations	Turnover Rate
Agency	6	6	1	17%
Residential Center				
Comments:				
FY2024 Budgeted salary amount does not include \$55,000 for a Behavioral Health Program Provider budgeted.				

Administrative and Indirect Costs

Administrative Staff = management positions such as directors, deputy directors, and supervisors who perform primarily administrative duties.

If you do not operate a residential center, please leave those cells blank.

Agency	FY2022 Budgeted	FY2022 Expended	FY2022 Difference	FY2024 Budgeted
Administrative Staff Salary & Benefits	\$ 86,292.25	\$ 109,683.16	\$ (23,390.91)	\$ 68,616.84
Training	\$ 2,025.00	\$ 173.08	\$ 1,851.92	\$ 1,626.00
Communication	\$ 3,611.20	\$ 3,571.19	\$ 40.01	\$ 4,320.00
Equipment	\$ 5,253.48	\$ 926.64	\$ 4,326.84	\$ -
Supplies/Commodities	\$ 7,000.00	\$ 4,881.37	\$ 2,118.63	\$ 7,100.00
Facilities	\$ 9,514.17	\$ 5,594.72	\$ 3,919.45	\$ 13,033.50
Contractual	\$ 720.00	\$ 549.72	\$ 170.28	\$ 2,809.97
Contracts/Client Services	\$ 11,429.68	\$ 8,282.68	\$ 3,147.00	\$ 5,900.00
Total	\$ 125,845.78	\$ 133,662.56	\$ (7,816.78)	\$ 103,406.31

Residential Center	FY2022 Budgeted	FY2022 Expended	FY2022 Difference	FY2024 Budgeted
Administrative Staff Salary & Benefits			\$ -	
Training			\$ -	
Communication			\$ -	
Equipment			\$ -	
Supplies/Commodities			\$ -	
Facilities			\$ -	
Contractual			\$ -	
Contracts/Client Services			\$ -	
Total	\$ -	\$ -	\$ -	\$ -

Comments:

FY2024 Budgeted salary amount does not include \$55,000 for a Behavioral Health Program Provider budgeted. In addition to expenses for BH program. FY22 Salary expended includes additional salary allocated from Gov. not originally budgeted.

If you do not operate a residential center, please leave those cells blank.

Travel Costs

Agency	FY2022 Budgeted	FY2022 Expended	Difference	FY2024 Budgeted
Vehicle Maintenance	\$ 502.02	\$ 551.37	\$ (49.35)	\$ 1,113.20
Fuel	\$ 200.00	\$ 265.70	\$ (65.70)	\$ 600.00
Turnpike Tolls	\$ 50.00	\$ -	\$ 50.00	\$ 50.00
Meals	\$ -	\$ -	\$ -	\$ -
Total	\$ 752.02	\$ 817.07	\$ (65.05)	\$ 1,763.20

Total Miles Driven in FY2021	2223	
------------------------------	------	--

Residential Center	FY2022 Budgeted	FY2022 Expended	Difference	FY2024 Budgeted
Vehicle Maintenance			\$ -	
Fuel			\$ -	
Meals			\$ -	
Turnpike Tolls			\$ -	
Total	\$ -	\$ -	\$ -	\$ -

Total Miles Driven in FY2022		
------------------------------	--	--

Comments:

\$613 of our Vehicle Maintenance includes Enterprise lease, GPS equipment/monitoring, and Fleet Holstercameras. These were not originally budgeted for as the services were not active at the time of the FY22 budget creation but are standard per county policy. The additional \$500 is to replace wiper blades, get oil changes, car washes, etc.

Instructions:

Please describe any factors that may impact caseload sizes for the period of the grant: (local policy decisions, changes in judges, prosecutors, etc.

If you do not operate a residential center, please leave those cells blank.

Caseload Projections

Intensive Supervision:

Our ADP per the KDOC website is lower than our internal spreadsheet of active offenders at anytime reflect and this makes us question the reliability of the Athena ADP reports, we started keeping track when the reports were previously unavailable for checks and balances. We consistently stick around 160 active clients with 250 clients total. Our high active caseloads do not leave a lot of time to complete the work associated with our inactive offenders. We are concerned our caseloads will be rising due to the lack of SB123 treatment options in our district which may lead to probation extensions, due to the closing of Mirror KCK which provided both outpatient and residential services to our clients. Additionally, our district court recently added an additional Criminal Judge position, thus we believe cases will be coming to our agency faster as it previously took longer for cases to be processed when we had only one criminal Judge.

Residential Center:

FY2024 Adult Comprehensive Plan
Grant Signatory Approval Form

Community Corrections Agency : 1st Judicial District Community Corrections - LV



My signature below certifies that I did assist in the development, completion, and review of the agency's Comprehensive Plan grant application (Plan). I further certify that:

1. The Plan, including all forms and attachments, complies with the written directions provided by the Kansas Department of Corrections (KDOC).
2. The Plan, including all forms and attachments, complies with applicable Kansas Statutes (KSA), Kansas Administrative Regulations (KAR), KDOC Adult AISP and Residential Center Operating Standards and the KDOC Financial Rules, Guidelines and Reporting Instructions manual.
3. The Agency is willing to actively plan for implementing the consistent set of statewide policies to help guide the supervision and revocation process of probationers on adult community corrections supervision.
4. The Agency will provide timely, complete, and accurate data to the KDOC regarding agency operations and outcomes to include any reports required per Kansas Statutes (KSA), Kansas Administrative Regulations (KAR), KDOC Adult AISP and Residential Center Operating Standards, the KDOC Financial Rules, Guidelines and Reporting Instructions manual or special requests from the KDOC.

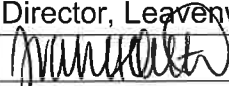
Furthermore, my signature below certifies that acceptance of state grant funds awarded by the KDOC for the grant period July 1, 2023 through June 30, 2024 indicates that as the "Grantee" I acknowledge and agree to comply with all the conditions outlined below:

1. Expend grant funds for the development, implementation, operation, and improvement of community correctional services pursuant to K.S.A. 75-5291, et. al and amendments thereto, as submitted in the Plan and approved by the Secretary of Corrections.
2. Assume the authority and responsibility of funds received through the KDOC and ensure compliance with all applicable Federal and State laws, Regulations, KDOC Adult AISP and Residential Center Standards, policies, and procedures, and the KDOC Financial Rules, Guidelines and Reporting Instructions. **Any and all costs associated with non-compliance under this section shall be the responsibility of the Grantee (i.e., Host/Administrative County).**
3. Obtain advance approval in writing by the Deputy Secretary of KDOC Juvenile and Adult Community Based Services for all out of state travel and training. All requests for approval of out of state travel and training will be submitted at least two weeks prior to scheduling or obligation of grant funds. **Any and all costs associated with non-compliance under this section shall be the responsibility of the Grantee (i.e., Host/Administrative County).**
4. Acknowledge this grant may be terminated by either party upon a minimum of ninety (90) days written notice to the other party. Upon termination, the unexpended balance of funding distributed to Grantee shall be returned to KDOC within thirty (30) days.
5. Acknowledge that if, in the judgment of the Secretary of the Department of Corrections, sufficient funds are not appropriated by the Kansas Legislature to fully continue the terms of this agreement, KDOC may reduce the amount of the grant award.
6. Follow all applicable state and federal laws related to confidentiality of client information. This provision is not intended to hinder the sharing of information where necessary to effect delivery of services when undertaken in compliance with applicable laws.
7. Neither assume nor accept any liability for the actions or failures to act, either professionally or otherwise, of KDOC, its employees and/or its contractual agents.
8. Not consider employees or agents of the Grantee as employees or agents of KDOC. Grantee accepts full responsibility for payment of unemployment insurance, worker's compensation, and social security, as well as all income tax deductions and any other taxes or payroll deductions required by law for its employees or agents in work authorized by the comprehensive plan.
9. Not hold KDOC and the State of Kansas, and their employees, officials, or agents, liable for any damages or costs arising from the cancellation, voiding, denial or withholding of funds to Grantee.

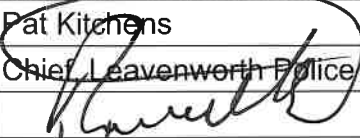
FY2024 Adult Comprehensive Plan
Grant Signatory Approval Form

10. Submit problems or issues regarding the terms of this grant in writing to the KDOC Deputy Secretary of Juvenile and Adult Community-Based Services for final review and resolution.
11. If any provision of this grant violates any statute or rule of law of the State of Kansas, it is considered modified to conform to that statute or rule of law.

Agency Director

Printed Name:	Jamie VanHouten
Title:	Director, Leavenworth County Community Corrections
Signature:	
Date:	3/27/2023

Governing Board or Corrections Advisory Board Chairperson

Printed Name:	Pat Kitchens
Title:	Chief, Leavenworth Police Department
Signature:	
Date:	4/18/23

Board of County Commission Chairperson (Host/Administrative County)*

Printed Name:	Vicky Kaaz
Title:	Chairperson, Leavenworth BOCC
Signature:	
Date:	

Host/Administrative County Financial Officer

Printed Name:	Janet Klasinski
Title:	Leavenworth County Clerk
Signature:	
Date:	

* **Multi-county agencies** shall obtain the signature of the County Commission Chairperson of EACH county, unless either of the following is true:

- ✓ The counties have entered into an **Inter-local Agreement** that specifically states that the host/administrative county commission chairperson can sign for all counties. If so, only the signature of the host county commission chairperson is necessary.
- ✓ The counties have entered into an Inter-local Agreement that bestows the counties' governing authority onto the community corrections advisory board. If so, no county commission chairperson signature is required.

Please use the following page if additional County Commission Chairperson signatures are required for your agency.

Board of County Commission Chairperson

Printed Name:	
Title:	
Signature:	
Date:	
County:	

Board of County Commission Chairperson

Printed Name:	
Title:	
Signature:	
Date:	
County:	

Board of County Commission Chairperson

Printed Name:	
Title:	
Signature:	
Date:	
County:	

Board of County Commission Chairperson

Printed Name:	
Title:	
Signature:	
Date:	
County:	

Board of County Commission Chairperson

Printed Name:	
Title:	
Signature:	
Date:	
County:	

Leavenworth County Request for Board Action

Date: April 26th, 2023

To: Board of County Commissioners

From: Community Corrections

Department Head Approval: Jamie VanHouten, Director

Additional Reviews as needed:

Budget Review Administrator Review Legal Review

Action Requested: Approve FY23 Adult Comprehensive Plan Budget Amendment

Recommendation: Approve FY23 Adult Comprehensive Plan Budget Amendment

Analysis: We received notice that in FY23 we have been allocated an additional \$19,618.93 from KDOCs FY22 unexpended funds. These funds need to be spent by the end of June or they will go back into the unexpended fund pot for FY24. We have budgeted to use these funds for conference travel, office supplies, etc.

Alternatives: N/A

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: Quarterly Grant Budget Amendment Report and Signatory Approval Form

Community Corrections
Adult Unexpended Funds
Budget Amendment Report
FY23



Quarterly Grant Budget Amendment Report
and Signatory Approval

Agency: 01JD-LV

Fiscal Year: FY2023

Reporting Period: Quarter 3

Grant Type: Adult Comprehensive Plan


Total Amendment: \$ 19,618.93

FROM			TO		
Category	Line Item	Amount	Category	Line Item	Amount
A-AISP Equipment	AISP Office Furniture	\$ 6,182.99			
A-AISP Training	AISP Meals	\$ 1,303.50			
A-AISP Training	AISP Registration	\$ 2,685.00			
A-AISP Training	AISP Hotel	\$ 1,938.60			
A-AISP Training	AISP Fuel	\$ 1,259.93			
A-AISP Equipment	AISP Computers	\$ 200.00			
A-AISP Supplies	AISP Office Supplies	\$ 6,048.91			

Justification: We received \$19,618.93. We are utilizing those funds to purchase wipeable chairs for clients in the group room, desk risers, a computer monitor to create a separate terminal for KCJIS, office supplies such as paper, toner, drug testing cups, and using the funds for training.

Agency Director

My signature below certifies that I have reviewed and approved the budget amendment listed above.

Jamie VanHouten  4/18/23
 Printed Name Signature Date

Advisory/Governing Board Chair

My signature below certifies that the budget amendment listed above has been reviewed and approved by the Corrections Advisory Board.

Pat Kitchens  4/18/23
 Printed Name Signature Date

Board of County Commission Chair (Host/Administrative County)

My signature below certifies that the budget amendment listed above has been reviewed and approved by the Board of County Commission.

Vicky Kaaz _____
 Printed Name Signature Date

Community Corrections
Juvenile Q3 Report
FY23

Agency	Leavenworth County Community Corrections		
Goal #1	Achieve a success rate of 75% or higher.		
Objective #1	At the end of FY23, less than 25% of youth discharged from LCCC will be unsuccessful.		
Target Date	6/30/2023		
	Action Steps	Person Responsible	Timeline/Due Date
	Track closure data on agency spreadsheet	ISOs	Ongoing
	Compile Q1 data, identify trends, and present to stakeholders	Director	before 10/30/2022
	Compile Q2 data, identify trends, and present to stakeholders	Director	before 1/30/2023
	Compile Q3 data, identify trends, and present to stakeholders	Director	before 4/30/2023
	Compile FY23 EOY data, identify trends, and present to stakeholders	Director	before 10/1/2023
Objective #2	In FY23, increase the frequency at which referrals are being made to YJRC evidence-based intervention programs.		
Target Date	6/30/2023		
	Action Steps	Person Responsible	Timeline/Due Date
	Have ISOs trained as co-facilitators to assist in programming if needed.	Director	12/31/2022
	Complete quarterly observation audits to ensure fidelity.	Director	Quarterly
	Implement a spreadsheet tracking referrals to YJRC programs from JISP/CM staff in FY23.	Director	9/1/2022
	Report progress to staff monthly.	Director	Monthly
	Report progress to stakeholders.	Director	Quarterly
Goal #2	Ensure staff are appropriately utilizing best practices to increase operational effectiveness.		
Objective #1	This agency will review and update Youth Services policies during FY23.		
Target Date	6/30/2023		
	Action Steps	Person Responsible	Timeline/Due Date
	Print State standards out for review.	Director	7/31/2022
	Audit current policies.	Director	3/31/2023

3rd Quarter Report

(January 1, 2023 - March 31, 2023)

Progress	Challenges	Modifications
Ongoing	N/A	N/A
6 closures in Q1, 4 Unsuccessful, 2 Successful, currently at 33.33%	Family engagement, buy-in, new crimes, lack of time on supervision/term limits	N/A
6 Closures in Q2, 4 unsuccessful, 2 successful, still at 33.33%	Running out of time due to term limits and lack of SATX for youth, lack of engagement from families, new cases/AWOL	N/A
6 closures in Q3, 3 successful, 3 unsuccessful, bringing our success rate to 38.88% for FY23.	" "	N/A
Compile FY23 EOY data, indentify trends, and present to stakeholders	Director	before 10/1/2023

(January 1, 2023 - March 31, 2023)

Progress	Challenges	Modifications
New hire was training in Parent Project. She has also finished Girls Circle Training. She needs to complete NCTI Cross Roads training, MRT, and SFP to be able to fully assist as a back up co-facilitator.	N/A	N/A
This quarter this director was not able to step away from grants and administrative duties to complete this task but the plan is to audit three groups in Q4.	Time, grant deadlines, new hire training, JCAB distractions	N/A
Four referrals from internal probation officers.	N/A	N/A
Ongoing	N/A	N/A
51 referrals this quarter, 4 from our POs, we have only been able to serve 34 youth at this time, not only to be responsive to risk levels and populations, but because we have issues with youth getting engaged.	N/A	N/A

3rd Quarter Report

(January 1, 2023 - March 31, 2023)

Progress	Challenges	Modifications
Completed and we continue to print updated standards as they are sent out.	This is hard to keep up with.	N/A

	Update policies to align with KDOC standards.	Director	6/30/2023
	Ensure staff review updated Juvenile Policies and obtained signed acknowledgements.	Director	6/30/2023
	Audit three office visits in the final quarter of FY23 to ensure practices align with policies.	Director	6/30/2023
Objective #2	Establish procedures to track and address potential R.E.D. in FY23.		
Target Date	6/30/2023		
	Action Steps	Person Responsible	Timeline/Due Date
	Roundtable potential ideas with stakeholders at first FY23 quarterly meeting.	Director	9/30/2022
	Reach out to other area directors to get feedback regarding their efforts.	Director	9/30/2022
	Present proposed procedure for these efforts at Q2 JCAB meeting.	Director	4/30/2023
	Implement procedure starting January 1st, 2023.	Director	7/1/2023
	Review quarterly with JCAB.	Director	7/1/2023

Completed and our policies have been neglected over the years so they need some attention to come up to par.	Time, evolving standards, the lack of updating our policies in the past, this is a very tedious task.	N/A
We are in the midst of redoing ALL of our internal policies before our Quality Assurance Audit in FY24. We have reached out to three districts who were reported to have exceptional policies as we do not want to reinvent the wheel.	" " plus, high expectations and probably unrealistic goals of perfection.	N/A
We plan to move this to FY24 when we are shifting our focus to mastering the basics of evidence-based practices and aligning policies to practice.	The time it takes to keep up with every evolving policies.	Move to 7/1/23
Progress is slow and painful on the policy updating.	Unrealistic to assume we are going to be done with all of our policies.	Move to FY24.

(January 1, 2023 - March 31, 2023)		
Progress	Challenges	Modifications
Completed	Lack of attendance, understanding	N/A
Completed	Many aren't doing it or haven't had time to keep up, no longer using software that were using it, some directors just didn't respond.	N/A
After meeting with Brock from KDOC I believe it would be best if he came to a JCAB meeting to present us our last three years of DMC data and then get feedback from the board for how to move forward and what our priorities look like.	Everything going on between counties that is distracting us from administrative goals and making progress by implementing new procedures. There is too much up in the air to invest in another new project.	Schedule after commissions meet and give us guidance for what our operations will look like going forward.
N/A	" "	Move to 1/1/2024
N/A	" "	Move to 1/1/2024

**KANSAS DEPARTMENT OF CORRECTION - DIVISION OF JUVENILE SERVICES
QUARTERLY CASH RECONCILIATION AND CERTIFICATION**

Administrative Unit: 01JD.LV23

Quarter Ending: March 31, 2023

Grant Award Budget (GS, JCAB & Prevention Budgets): \$ 703,488.03

Funds:	Prior FY Unexpended Grant Funds	\$ 126,466.10	
	1st Qtr Grant Payment	\$ 175,872.03	
	2nd Qtr Grant Payment	\$ 89,758.21	
	3rd Qtr Grant Payment	\$ 155,843.70	
	4th Qtr Grant Payment	\$ -	
	Reimbursements Collected YTD (REimBR)	\$ 120.00	
	Reimbursements Collected YTD (REimBR - IIP)	\$ -	
	Reimbursements Carried Over from prior FY (CaryoverReimb)	\$ 15,458.99	
	Reimbursements Carried Over from prior FY (CaryoverReimb - IIP)	\$ -	
	Total Funds:	\$ 543,317.03	\$ 527,740.04

Expenditures:	YTD GS Expenditures	\$ 293,035.99	\$ 101,740.77
	YTD JCAB Expenditures	\$ 94,521.62	\$ 30,542.46
	YTD Prevention Expenditures	\$ 9,924.50	\$ 8,750.00
	YTD REimBE Expenditures	\$ -	\$ -
	YTD REimBE Expenditures (REimBE - IIP)	\$ -	\$ -
	YTD Caryover Reimbursement Expenditures	\$ 10,092.45	\$ -
	YTD Caryover Reimbursement Expenditures (Caryover Reimb - IIP)	\$ -	\$ -
	Total Expenditures:	\$ 407,574.56	

Reimbursements Collected YTD (YTD Reimbursements Collected - YTD Collected Reimb Expenditures):	\$ 120.00
Caryover Reimbursement Budget YTD Total (Prior FY Reimb Caryover Budget - YTD Caryover Reimb Expenditures):	\$ 5,364.54
IIP Reimbursements Collected YTD (IIP YTD Reimbursements Collected - YTD IIP REimBE Expenditures)	\$ -
IIP Caryover Reimbursement Budget YTD Total (IIP Prior FY Reimb Caryover Budget - YTD IIP Caryover Reimb Expenditures):	\$ -

Remaining Grant Fund Balance (YTD Grant Funds - GS Expenditures - JCAB Expenditures - Prev Expenditures): \$ 130,257.93

TOTAL Cash Balance (Remaining Grant Balance + Reimb Balance + Prior FY Unexpended Funds): \$ 135,742.47

Reconciling Items: Add/Subtract Other (please explain in Comment Section) \$ (463.00)

TOTAL CASH BALANCE: \$ 135,279.47

TOTAL GENERAL LEDGER CASH BALANCE: \$ 135,279.47

Difference Between Cash Balance and General Ledger Cash Balance \$ -

Certification: I hereby certify that the cash reported herein equals the cash reported in the fiscal workbook and reconciles to the county's cash in the account maintained for Juvenile Services grant funds and reimbursements.

Janet Klasm 4-12-23
County Financial Officer Date

Certification: I hereby certify the following: (1) that this report and the FY 2022 Fiscal Workbook represent actual receipts and expenditures of funds for the fiscal year to date, (2) that the cash reported herein equals the cash reported in the fiscal workbook and reconciles to the county's cash in the account maintained for Juvenile Services grant funds and reimbursements; and (3) that all reported expenditures are in accordance with applicable laws, regulations, conditions of the grant, and the approved budgets, and that any changes of \$5,000 or one percent of the current grant year award, whichever is higher, have been approved by the Corrections Advisory Board and the Board(s) of County Commissioners.

[Signature] 4/11/23
Administrative Contact - Director Date

Comment Section:
Staff is unable to find the discrepancy in GL balance with workbook. All expenditures and reimbursements have been double checked and match what is entered in Athena and workbook in addition to those listed on General Ledger from county. An email was sent on 4/04/2023 to KDOC regarding a potential concern on their side as last quarter had a modification. Thus, we wanted to make sure there weren't additional concerns.

**KANSAS DEPARTMENT OF CORRECTION - DIVISION OF JUVENILE SERVICES
QUARTERLY CASH RECONCILIATION AND CERTIFICATION**

Administrative Unit: 01JD Leavenworth

Quarter Ending: March 31, 2023

Grant Award Budget (JCPG): \$ 151,966.00

Funds:

Prior FY Unexpended Grant Funds	\$ 35,929.81	
1st Qtr Grant Payment	\$ 37,001.30	
2nd Qtr Grant Payment	\$	
3rd Qtr Grant Payment	\$ 32,051.11	
4th Qtr Grant Payment	\$	
Total Funds:	\$ 113,974.67	

Expenditures:

3rd Qtr Expenditures	\$ 35,929.81	\$ 35,929.81
YTD Total Expenditures:	\$ 92,760.45	

Remaining Budget : \$ 116,036.19

Unreconciled Cash Balance: \$ 21,214.22

Reconciling Items:

Add/Subtract Other (please explain in Comment Section) \$ -

Workbook Cash Balance \$ 21,214.22

General Ledger Cash Balance \$ 21,214.22

Certification: I hereby certify that the cash reported herein equals the cash reported in the fiscal workbook and reconciles to the county's cash in the account maintained for Juvenile Services grant funds and reimbursements.

Jaret Klasowski
County Financial Officer

4-12-23
Date

Certification: I hereby certify the following: (1) that this report and the FY 2023 Fiscal Workbook represent actual receipts and expenditures of funds for the fiscal year to date; (2) that the cash reported herein equals the cash reported in the fiscal workbook and reconciles to the county's cash in the account maintained for Juvenile Services grant funds and reimbursements; and (3) that all reported expenditures are in accordance with applicable laws, regulations, conditions of the grant, and the approved budgets, and that any changes of \$5,000 or one percent of the current grant year award, whichever is higher, have been approved by the Corrections Advisory Board and the Board(s) of County Commissioners.

[Signature]
Administrative Contact / Director

4/11/23
Date

Comment Section:

Community Corrections
Adult Q3 Report
FY23

Goal #1	Achieve or maintain a success rate of 75% or higher; or improve last fiscal year's success rate by at least 3%.		
Objective #1	At the end of FY23, less than 25% of all offenders discharged from supervision will be due to probation revocations.		
Target Date	6/30/2023		
	Action Steps	Person Responsible	Timeline/Due Date
	Track closure data on agency spreadsheet	ISOs	Ongoing
	Compile Q1 data and present to stakeholders	Director	before 10/30/2022
	Compile Q2 data and present to stakeholders	Director	before 1/30/2023
	Compile Q3 data and present to stakeholders	Director	before 4/30/2023
	Compile FY23 EOY data and present to stakeholders	Director	before 10/1/2023
Objective #2	In FY23, increase success rate of probationers who are considered moderate to high risk.		
Target Date	6/30/2023		
	Action Steps	Person Responsible	Timeline/Due Date
	Create an environment where staff are being consistently trained and coached on evidence-based practices and how they are to be effectively used in corrections.	Director	Ongoing
	Ensure we are targeting interventions to the risk and needs of our offenders responsively and to the appropriate cognitive behavioral interventions by offering case staffing opportunities to ISOs.	Director & ISO II	Ongoing
	Ensure staff are utilizing the evidence-based decision making matrix/graduated responses through observational audits.	Director & ISO II	Ongoing
	Ensure caseload sizes are appropriate for effective supervision by frequently monitoring caseload spreadsheets, agency population, and assigning cases to officers accordingly.	Director & ISO II	Ongoing
	Ensure officer caseloads are being tracked on internal spreadsheets so extensions are filed 60 days prior to sentence expirations, to avoid loss of jurisdiction.	Director & ISO II	Ongoing

3rd Quarter Report (January 1, 2023 - March 31, 2023)		
Progress	Challenges	Modifications
Ongoing	N/A	N/A
31 closures this quarter, 5 returned, 1 death, 5 unsuccessful closures by court, 10 successful, 6 revoked for new charges (2 misd./4 felony), 4 revoked for conditions.	N/A	N/A
21 closures this quarter, 2 death, 3 returned to originating counties for violations, 3 revoked (2 NF, 1 Conditions), 5 unsuccessfully closed by courts, 8 successful	SB123 outpatient provider closed, no longer a treatment provider offering evening groups three times a week for three hours each group. This is putting our employed clients at risk, going to day groups. Lack of resources, short staffed, lack of in-house cog programs, etc.	N/A
39 offenders closed out this quarter. 14 revocations: 2 surrendered probation to serve time in KDOC, 2 revoked for new misdemeanors, 4 revoked for new felonies, 6 revoked for conditional violations. 11 closures returned back to their originating counties (2 successful, 9 for violations). 7 closures due to successful completion of probation. 5 unsuccessfully closed by court. 2 closures to death.	" " plus lack of licensed IOP provider in the area and public transportation to get clients to agencies in other communities.	N/A
N/A	N/A	N/A
(January 1, 2023 - March 31, 2023)		
Progress	Challenges	Modifications
Discussed teaming up with Franklin County to put SAMHSA GAINS Center training to use and provide "How Using Trauma-Informed Approaches Improve Justice System Outcomes" in June, but this is one of our tasks for FY24 so this director may use them for practice. We have also reached out to JOCO and set a meeting with their staff development team in June.	Time	N/A
In addition to continuing what we always do, I have printed and laminated staffing considerations (a document from NADCP) for officers to ask themselves before coming to the director. Those questions are things to consider in responding to participant behavior. 1) who is the client in terms of risk and need? 2) where are they in their supervision (rephrased for validity)? 3) which behavior are we responding to (proximal or distal)? 4) what is the response choice and magnitude (where is that on our evidence-based decision making grid)? Is that appropriate, are there any unintended negative/collateral consequences associated with the the response? 5) how do we deliver and explain the response in a manner that is conducive to future rapport and successful completion of supervision?	Time for more refreshers	N/A
This director did informal observations, one per month, and also had follow up with officers. One client was in compliance so it wasn't necessary. Two clients were not in compliance but results are mixed.	Time, also not having the laminated matrixes available in interview rooms means ISOs aren't able to reflect that to the clients. I always felt having those visual aids helped clients understand it wasn't punitive and made the delivery easier. The two observations where clients were in violation were at point where the next graduated response was used, but not necessarily up to my standards. I am not sure if that makes sense.	N/A
caseloads did improve a little in Q3 with the increase in closures due to returning cases to originating counties. Once our new officer was able to begin taking cases this helped. We still need to audit them to make sure the risk levels are spread appropriately, but we are also trying to assure all of the offenders under our new officers supervision have current risk assessments as she is not certified to conduct those at this time. We would still like to see at least one additional ISO position for our agency. And we are seeking a program provider for FY24 to help with meeting contact requirements of our higher risk clients. We continue to rely on our internal spreadsheets for accountability.	New hire training takes a lot of time, waiting for case management classes, etc.	N/A
We have created a whole folder on our sharedrive for caseload spreadsheets so our data is all centrally located to cut down on confusion and duplication. This has helped me create additional spreadsheets to track data regarding addiction, funding for treatment, drug of choice, level of treatment modality, insurance provider/uninsured, etc. which has helped us not only avoid losing jurisdiction but advocate for our population.	N/A	N/A

Goal #2	Increase operational effectiveness and agency outcomes through the implementation of evidence-based practices.		
Objective #1	In FY23, implement in-house cognitive behavioral intervention programs to reduce criminogenic risks.		
Target Date	6/30/2023		
	Action Steps	Person Responsible	Timeline/Due Date
	Create job description, advertise vacancy, interview, and hire adult cog facilitator.	Director	8/1/2022
	Ensure new hire becomes a certified facilitator to offer MRT program.	Director	9/30/2022
	Ensure new hire becomes a certified facilitator to offer Seeking Safety program.	Director	9/30/2022
	Ensure new hire becomes a certified facilitator to offer Cross Roads program.	Director	9/30/2022
	Ensure new hire becomes a certified facilitator to offer Parent Project program.	Director	12/30/2022
	Ensure new hire becomes a certified facilitator to offer SFP 10-14 program.	Director	12/30/2022
	Create a web document for the court, attorneys, and ISOs to refer clients electronically	Director	9/1/2022
	Create internal documents to monitor referrals and program needs of the agency are	Director	9/1/2022
	Assess progress by regularly observing groups for fidelity and sharing feedback in bi-	Director	ongoing
	Report progress and evaluation of program implementation to stake holders quarterly.	Director	Quarterly
Objective #2	In FY23, increase the frequency at which referrals are being made to evidence-based intervention programs.		
Target Date	6/30/2023		
	Action Steps	Person Responsible	Timeline/Due Date
	Continue to monitor the use of the FY22 spreadsheets tracking referrals to employment programs in FY23.	Director	Ongoing
	Continue to monitor the use of FY22 spreadsheets tracking referrals to substance abuse programming in FY23.	Director	Ongoing
	Implement a spreadsheet tracking referrals to in-house cognitive intervention programs in FY23 and ensure staff create a routine utilizing this document.	Director	9/1/2022
	Report progress to staff monthly.	Director	monthly
	Report progress to stakeholders.	Director	Quarterly

3rd Quarter Report

(January 1, 2023 - March 31, 2023)

Progress	Challenges	Modifications
Goal has been closed due to lack of funding.	Goal has been closed due to lack of funding.	Goal has been closed due to lack of funding.
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(January 1, 2023 - March 31, 2023)

Progress	Challenges	Modifications
8 referrals were made in Q3. This is disappointing because more than 8 people are unemployed.	Helping ISOs build this into their routine and time to follow up on their referrals	N/A
Progress slowed significantly because we lost our partnership with Mirror Inc. when they closed. Previously, they picked up our clients three days a week and drove them down to Mirror KCK for evening groups. At this time, we not only do not have anyone providing evening groups for IOP but we do not have a SB123 provider in the community so we don't have anyone to refer clients to until they have the license, vehicle, money, and scheduling flexibility from work to get to programs in JOCO or DGCO. This is very problematic.	Lack of SB123 provider in community, lack of IOP provider, lack of evening groups, public transportation. There are a lot of people who need help and not a lot of options for services for our clients who are underinsured or without insurance at all. They can't afford the treatment that is available, even if it is at a lower level than their clinical need. I am concerned we are setting people up for failure.	N/A
Goal has been closed due to lack of funding.	Goal has been closed due to lack of funding.	Goal has been closed due to lack of funding.
Sarah Drake and Donald Pridmore who came for the lunch and learn we scheduled in Q2 for Q3. They shared information regarding the interventions they use (MRT & Decision Points). This was very helpful and led us to additional conversations regarding reinforcing CBI in office visits. They are going to allow us to lean on them for staff development and quality assistance. This will be extremely critical if we are able to receive a behavioral health position to begin our own cognitive programs in FY24. JOCO staff praised our staff and specifically Corey Skaggs for reinforcing attendance in JOCO groups and following up. JOCO felt LVCO had better outcomes than other districts who simply refer but never follow back up. We were pleased to hear their positive feedback. 6 clients were referred in Q3 and since the lunch and learn we have referred 7 clients just in the first 14 days of April!	JOCO virtual- clients without wifi/internet access or smart phones. Lack of fidelity and diluting the program, it isn't the same as in person groups but it is better than nothing.	N/A
On-going, we continue to lack resources for adult high-risk high-need offenders.	Lack of funding opportunities. Lack of community buy in for providing treatment to a population without a payer source.	N/A

**KANSAS COMMUNITY CORRECTIONS ACT
QUARTERLY CASH RECONCILIATION AND CERTIFICATION**

Administrative Unit: LV23

Quarter Ending: March 31, 2023

Grant Award Budget :		\$	371,375.10
Funds:			
	Prior FY Unexpended Grant Funds	\$ 17,992.24	
	1st Grant Payment	\$ 185,687.56	
	2nd Grant Payment	\$ 167,695.31	
	FY22 Unexpended Funds Payment	\$ 19,618.93	
	Reimbursements Carried Over from prior FY	\$ 34,024.20	
	Reimbursements Collected YTD	\$ 32,005.00	
	Total Funds:	\$ 457,023.24	
			YTD Grant Funds \$ 390,994.04
Expenditures:			
	YTD CC Grant Expenditures	\$ 284,440.13	\$ 104,416.21
	YTD BH Grant Expenditures	\$ 411.00	\$ -
	YTD Carryover Reimbursement Expenditures	\$ 4,033.90	
	YTD Collected Reimbursement Expenditures	\$ 20,946.21	
	Total Expenditures:	\$ 309,831.24	
Carryover Reimbursement Budget YTD Total (Prior FY Reimb Carryover Budget - YTD Carryover Reimb Expenditures):		\$ 29,990.30	
Reimbursements Collected YTD Total (YTD Reimbursements Collected - YTD Collected Reimb Expenditures):		\$ 11,058.79	
TOTAL REIMBURSEMENT BALANCE		\$ 41,049.09	
Remaining Grant Fund Balance (YTD Grant Funds - CC Grant Expenditures - Behavioral Health Expenditures):		\$ 106,142.91	
Quarter End Cash Balance (Total Funds - Total Expenditures):		\$ 147,192.00	
Reconciling Items: Add/Subtract Other (please explain in Comment Section)		\$ -	
TOTAL CASH BALANCE:		\$ 147,192.00	
TOTAL GENERAL LEDGER CASH BALANCE:		\$ 147,192.00	
Difference Between Cash Balance and General Ledger Cash Balance:		\$ -	

Certification: I hereby certify that the cash reported herein equals the cash reported in the fiscal workbook and reconciles to the county's cash in the account maintained for adult community corrections grant funds and reimbursements.

Grant Klasinski County Financial Officer 4-12-23
Date

Certification: I hereby certify the following: (1) that this report and the FY 2023 Fiscal Workbook represent actual receipts and expenditures of funds for the fiscal year to date; (2) that the cash reported herein equals the cash reported in the fiscal workbook and reconciles to the county's cash in the account maintained for adult community corrections grant funds and reimbursements; and (3) that all reported expenditures are in accordance with the approved budgets, and that any changes of \$5,000 or one percent of the current grant year award, whichever is greater, have been approved by the Community Corrections Advisory Board and the Board(s) of County Commissioners.

[Signature] Community Corrections Administrator/Director 4/11/23
Date

Comment Section:

Quarterly Report

Connie Harmon, Director
April 26, 2023

Q1 At-A-Glance:

		2023	Notes
Nutrition			Data indicates a 32% increase in the number of meals served in Q1 YOY. Likewise, data shows a 18% increase in new clients from this time last year.
Q1 Meals on Wheels Meals Served		25,928	
• Home-delivered		21,848	
• Congregate		4,080	
• Q1 Clients Served		1,618	
• YTD New Clients		87	
Transportation			Data indicates a 4% increase in local trips in Q1. This can be attributed to the work shuttle running each morning from 7:00 – 9:00 am.
Trips Provided YTD		3,940	
• YTD New Clients		43	
Budget			51% of expected revenue has been received YTD.
• Approved		\$3,338,021.00	
• Expended		\$844,749.99	
• Revenue Received		\$1,642,804.41	

2023 Goals:

- **Sustain and grow participation from 2022 levels.**
 - In addition to growth in the Meals on Wheels and Transportation services, the agency has expanded participation in Leisure & Learning programming by 71% YOY. An average of 135 participants enjoy activities at the COA each week compared to 76 per week at the Broadway location.
 - Since moving to the Marshall Street location, staff have welcomed 219 new participants to the Council on Aging for the Leisure & Learning program activities.
 - With grant funding, the Pets & Loving Seniors (PALS) and Pet2Vet programs have expanded to serve 146 clients and 228 pets in 2023. A corporate team from Meals on Wheels America and PetSmart Charities will visit the COA's pet programs on Monday, May 22.
 - Staff began a new partnership with Perky's Cafe in Basehor to offer activities in a southern location in the county to generate additional participation.
- **Secure grant funding and execute fundraising efforts to maintain and expand current service offerings.**
 - In addition to the agency's Older American's Act funding, staff has applied for 6 grants totaling \$61,000 through various local, state and national organizations.
 - Through March 2023, our agency has been awarded 4 of 6 grants generating \$38,500 in additional revenue to support the following programs: Meals on Wheels, Sr. Express Transportation, and Heart to Heart Transportation.
 - Two outstanding grant applications totaling \$22,500 are listed below. Notifications are expected in Q2: Sisters of Charity Meals on Wheels (\$7,500) and Meals on Wheels America Loves Pets (\$15,000)
 - Planning for two fundraisers has begun to secure additional program/service revenue.
 - Senior Express Poker Run (7/15)
 - Dinner & Dueling Pianos benefit (10/14)
- **Expand programming/partnerships**
 - Staff continue to partner with the University of St. Mary including hosting 2 occupational therapy doctoral students to complete their field work. Feedback has been overwhelmingly positive for this partnership.
 - Volunteerism at the COA has exceeded pre-pandemic levels with 120 active volunteers.
 - With the help of 3 staff members and 12 volunteers, the VITA tax team experienced a 20% YOY increase in returns filed from 998 to 1,176. Staff estimate saving seniors over \$171,000 in tax preparation fees.
 - Heart-to-Heart Transportation, a new program in 2021 to assist seniors with transportation to visit loved ones in nursing homes and memory care units, expanded from 12 to 49 trips YOY.

- Staff work to schedule local professionals to discuss relevant topics targeting preventive care for adults 50 and older, such as the COA's partnership with physical therapist, Tyler Noll at Leavenworth Physical Therapy, who offers workshops each month on topics like balance training and relieving sore muscles.
- In addition to other new activities, the COA launched a new series of trips, *BLAST* (Bucket List Adventure Series Trips). The first destination will be a ziplining trip to Zip KC on May 18th.



April 26, 2023

Quarterly Report (Q1)

Leavenworth County, Human Resources



Monica Swigart, HR Administrator

Q1 2023 AT-A-GLANCE

- Current headcount | 434
- Open Positions | 9
- YTD New Hires | 34
- YTD Terminations | 29
- An audit of all county job descriptions was completed. All job descriptions are current and signed in each employee file.
- Jenna and Ashley personally delivered cookies to each department celebrating Employee Appreciation Day on March 3, 2023.

ON-GOING ACTIVITIES

- Transition of payroll/HRIS provider from Paycom to Paylocity
 - 12-week implementation process
 - Data extraction began week of April 17, 2023
 - Communication and training documents are currently being prepared for all staff
 - We are on target for the first pay check to be processed with Paylocity to be July 5, 2023
- Spring/Summer Employee Cookout on the lawn
- Defensive Driving courses will be offered online and on-site in May
 - All employees driving a county vehicle will be certified by June 15, 2023
 - To maintain certifications, all new hires driving county vehicles will complete the training at time of hire and the LVCO Safety Committee will monitor the need for renewal of expired certifications moving forward each year
- HR Team is currently converting all employee files and HR forms into electronic documents

FUTURE GOALS/PROJECTS

- Revamp New Hire Orientation to include more harassment/diversity training and a more exciting and memorable new hire experience
- Wellness Initiatives to be offered to our employees to promote and reward healthy behaviors
- Benefits enrollment will be offered via self-service for Open Enrollment in Fall 2023!



Report
2023
1st QTR

EMS 2022 Year End Report

Reports:

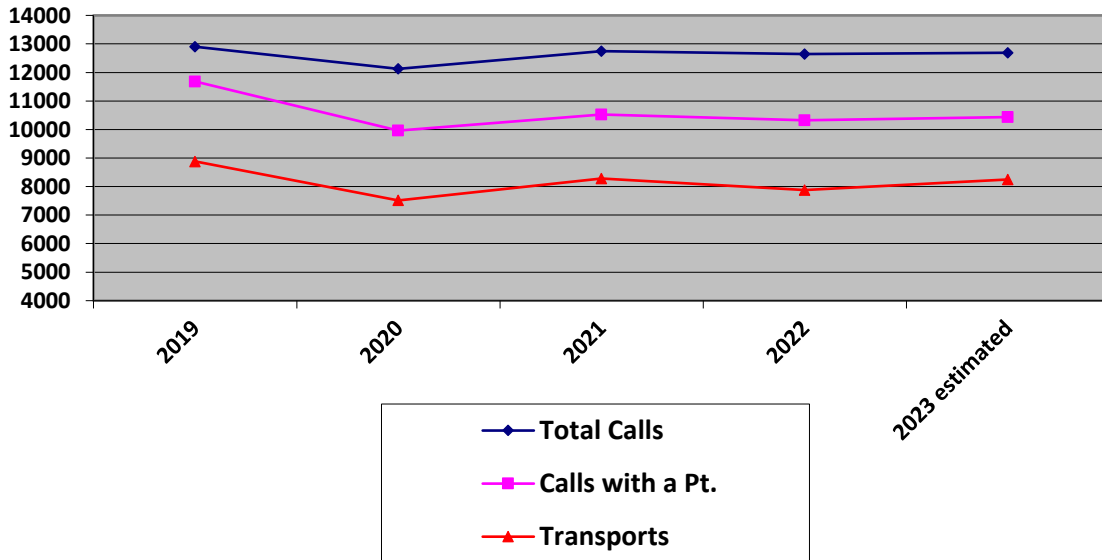
1. Budget –

	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Jan-Mar 2023</u>
Approved Budget	3,724,148	3,836,941	4,122,580	4,123,580
Expenditures	3,650,249	3,938,923	4,177,820	1,102,400
Required User Fee To be collected per published budget	3,195,000	3,195,000	3,195,000	3,195,000
User Fee Revenue	3,441,390	2,674,436	3,165,523	706,032

2. Statistics

	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>Jan-Mar 2023</u>
Total Calls	12,902	12,126	12,748	12,644	3,173
Total Calls with a Patient	11,684	9,962	10,531	10,323	2,608
Total Patients Transported	8,882	7,814	8,287	7,881	2,061

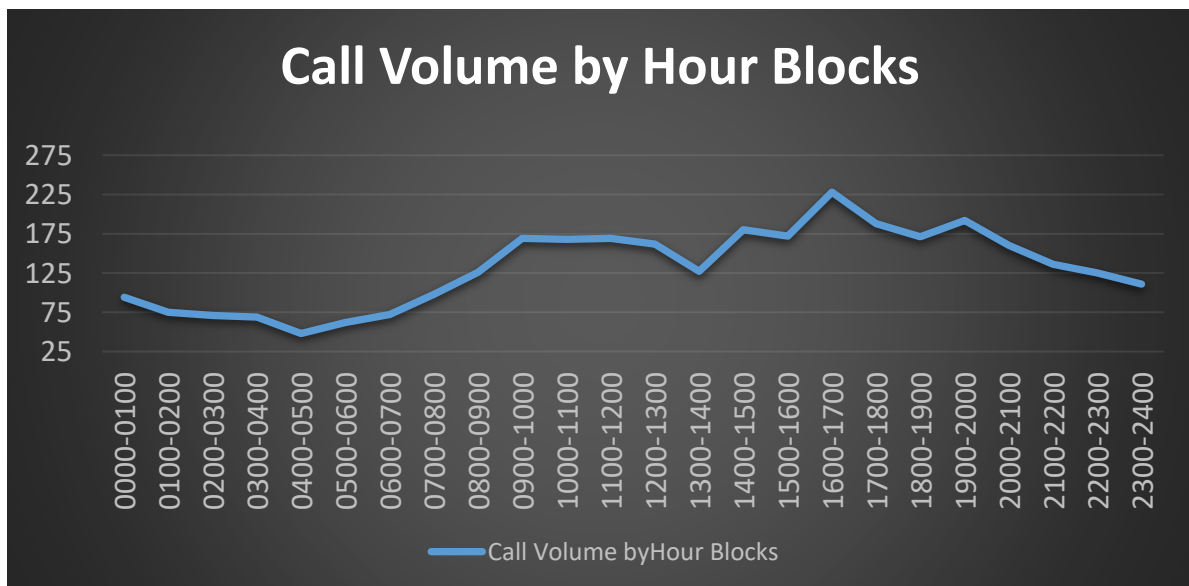
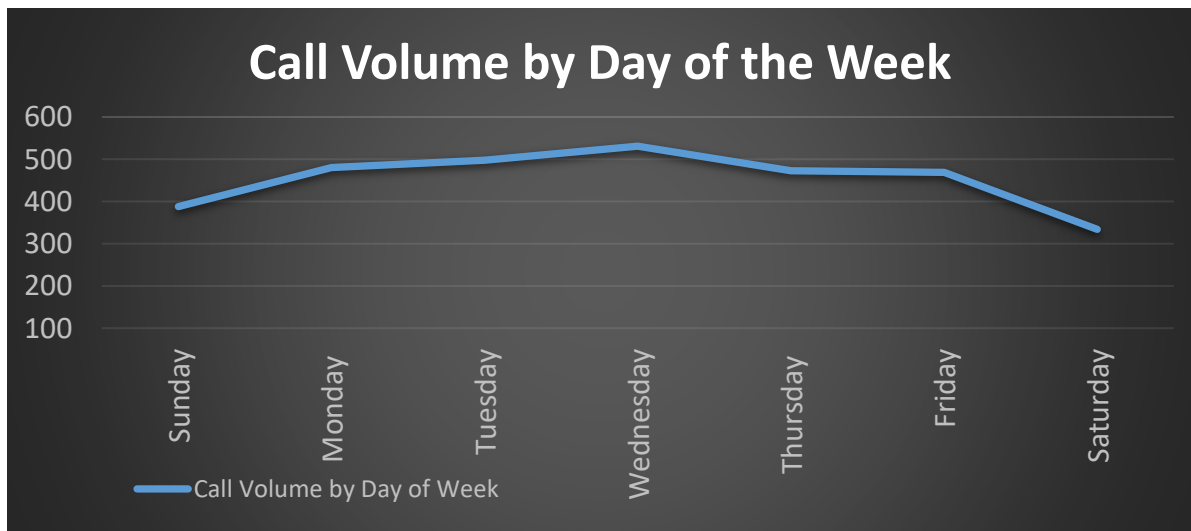
Runs Comparisons per Year



- **Total System Response time:**

Response Times 2021		
Minutes	# of Runs	% of Runs
0 - <5	1635	51.53%
5 - <10	860	27.10%
10 - <15	374	11.79%
> 15	210	6.62%
Not Arrive	94	2.96%

- **Call Volume Statistics 2021**



TOTAL CALLS PER GEOGRAPHICAL LOCATION 2022

City of Leavenworth	1839	57.95%
City of Lansing	358	11.29%
City of Tonganoxie	251	7.91%
Fort Leavenworth	218	1.72%
City of Basehor	183	5.77%
High Prairie Twp.	162	5.11%
Fairmount Twp.	77	2.43%
Tonganoxie Twp.	43	1.36%
Reno Twp.	31	0.98%
Stranger Twp.	29	0.91%
Easton Twp.	27	0.34%
City of Easton	24	0.76%
Sherman Twp.	22	0.69%
Kickapoo Twp.	22	0.69%
Delaware Twp.	17	0.54%
Alexandria Twp.	8	0.25%
City of Linwood	7	0.22%
Mutual Aid/Fair	5	0.15%

3. Vehicle maintenance 2022

Total vehicle Budget 109,000
 Expenditures 20,306 (18.6%)

- Had a unit strike a deer and is currently at the auto body shop
- Expecting the (2022) replacement unit in May
- Received 2 replacement PAR vehicles and Admin 3 truck

4. Updates

- Currently staffing is full and the last new hires are completing in-service training
- Completed Service relicensing with the KBEMS, as well as Kansas Board of pharmacy and DEA renewals.
- Working on training with EMS Compliance. This is a comprehensive healthcare compliance solution designed to assist EMS department tackle the rigorous federal CMS requirements. (Medicare)
- Attended KEMSIS training for required data reporting to the state and national. This has created us to rebuild our current run form. This tediously took approximately 3 weeks. We are now training staff over next 2 weeks with a May 1 target date to implement
- Gave presentation to the LLL Class of 2023

Leavenworth County Health Department Report 2023



1st Qtr

Health Department Report Year End

1. Budget	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Approved Budget	1,350,722	1,379,241	1,441,644	1,491,209
Expenditures	1,260,817	1,334,225	1,310,657	336,225
Required User Fee	110,000	110,000	110,000	110,000
User Fee Revenue Collected	65,930	74,223	93,828	25,864
Grants Received	630,437	870,129	716,922	172, 604

2. Statistics

	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>	<u>2022</u>	<u>2023</u>
Health Department	6,918	5,231	4,133	5,933	9,946	1,887
WIC Clients	<u>9,433</u>	<u>6,860</u>	<u>5,935</u>	<u>5,562</u>	<u>13,276</u>	<u>3,417</u>
Total Clients	16,351	12,091	10,068	11,495	23,222	5,304

3. Items to report:

- ELC Grant
 - Radio Equipment (complete replacement)
 - PAPR (Powered Air Purifying Respirator)
 - All Computers and copiers
 - New training room furniture
 - Uniform replacements
 - New parking lot
 - Paint and Carpet
- Aid to Local grants – Grants were submitted on time and are in the review process
- Audits
 - Immunizations - VFC
 - Family planning
 - WIC
- Staff attended annual required Governor’s Public Health Conference.
- Staff attended Public Health Billing Seminar in Manhattan



COUNTY OF LEAVENWORTH

300 Walnut St., Suite 106
Leavenworth, Kansas 66048-2725
(913) 684-0412
www.leavenworthcounty.gov

*From the office of Thomas A. Cole, Economic Development Administrator
Email: tcole@leavenworthcounty.gov*

April 26, 2023

Quarterly Report

Items of Interest:

- Economic Development Strategic Plan – Identified and Modified in Comprehensive Plan
- Studying Impacts/Needs/Opportunities from Panasonic Development (DeSoto, KS)
 - Infrastructure
 - Housing
 - Ancillary and/or Supplier Opportunities
 - KS Department of Commerce Teams and Community Updates
 - University of Kansas – Panasonic Collaborative Effort
- Relationship Enhancement and Frequent Contact with Leavenworth County Communities and Agencies
- Assisting Communities with Specific Initiatives
 - Basehor City Council Planning Retreat
- Energy Efficiency and Conservation Block Grant – US Department of Energy
- CHIP's Act – Recompete Pilot Program Grant with Kansas Department of Commerce
- Charging and Fueling Infrastructure Discretionary Grant Program - USDOT
- Preparing for ICSC Retail Show (Local & National Developers and Retailers) May 2023

- WSU Center for Economic Development & Business Research – Kansas Manufacturing Forecast May 2023
- County Website – Economic Development
- Industrial Site Visioning Committee (Port Authority / LCDC)
- Leavenworth – Lansing Chamber of Commerce Ex-Officio
- MARC Goods Movement (Logistics) Committee
- KCATA KCI Transit Advisory Stakeholder Committee
- Market Activity Update & Trends
 - Industrial
 - Commercial/Office
 - Retail
 - Residential

Market Snapshot (12-Months To-Date – April 2022 to April 2023)

Industrial

Inventory 4.6 million sf (approximate)

Vacancy Negligible +/- 1% - *Our market is full relative to existing buildings. Conversely, there's 13 million sf of available industrial space throughout the entire KC Metro.*

Rents Increased 6.2% to \$6.29/sf Average

Retail

Inventory 2.8 million sf (approximate)

Vacancy 2.5%

An additional 25,900 sf was delivered and 35,300 sf leased in previous 12-months

Rents Increased 6.7% to \$12.59/sf Average

Office

Inventory 1 million sf (approximate)

Vacancy 10.9%

Rents Increased 1% to \$19.39/sf Average

- Negative Net Absorption of 25,000 sf over past 12-months. This suggests demand is less than supply. This is a national concern as the Covid-19 pandemic fostered an openness to “work from home” arrangements.

Multi-Family Housing

Inventory 1360 Units

Vacancy 11.6%

Rents Increased 6.5% to \$1,013/month Average

****Data provided by Costar Data Analytics***