

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  
July 17, 2024  
9:00 a.m.

- I. CALL TO ORDER
- II. PLEDGE OF ALLEGIANCE/MOMENT OF SILENT PRAYER
- III. ROLL CALL
- IV. PUBLIC COMMENT: Public Comment shall be limited to 15 minutes at the beginning of each meeting and limited to three minutes per person. Anyone wishing to make comments either on items on the agenda or not are encouraged to provide their comments in writing no later than 8:00 AM the Monday immediately preceding the meeting. These comments will be included in the agenda packet for everyone to access and review. This allows the Commission to have time to fully consider input and request follow up if needed prior to the meeting.
- V. ADMINISTRATIVE BUSINESS:
- VI. CONSENT AGENDA: The items on the Consent Agenda are considered by staff to be routine business items. Approval of the items may be made by a single motion, seconded, and a majority vote with no separate discussion of any item listed. Should a member of the Governing Body desire to discuss any item, it will be removed from the Consent Agenda and considered separately.
  - a) Approval of the minutes of the meeting of July 10, 2024
  - b) Approval of the minutes of the budget hearings of July 10, 2024
  - c) Approval of the minutes of the budget hearings of July 11, 2024
  - d) Approval of the minutes of the special meeting of July 11, 2024
  - e) Approval of the schedule for the week July 22, 2024

- f) Approval of the check register
- g) Approve and sign the OCB's

VII. FORMAL BOARD ACTION:

- a) Discuss the 2025 mil levy.
- b) Consider a motion to approve Resolution 2024-16, levying a property tax rate exceeding the revenue neutral rate for tax year 2024.
- c) Consider a motion to approve Resolution 2024-17, levying a property tax rate exceeding a revenue neutral rate for Leavenworth County Special Other Funds for tax year 2024.

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

- a) Quarterly reports
  - Planning and Zoning
  - Public Works

IX. ADJOURNMENT

# **LEAVENWORTH COUNTY COMMISSIONERS MEETING SCHEDULE**

**Monday, July 15, 2024**

**Tuesday, July 16, 2024**

12:00 p.m.      LCPA meeting

**Wednesday, July 17, 2024**

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

**Thursday, July 18, 2024**

**Friday, July 19, 2024**

ALL SUCH OTHER BUSINESS THAT MAY COME BEFORE THE COMMISSION

ALL MEETINGS ARE OPEN TO THE PUBLIC

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

\*\*\*\*\*July 10, 2024\*\*\*\*\*

The Board of County Commissioners met in a regular session on Wednesday, July 10, 2024. Commissioner Culbertson, Commissioner Kaaz, Commissioner Mike Smith, Commissioner Doug Smith and Commissioner Stieben are present; Also present: Mark Loughry, County Administrator; David Van Parys, Senior County Counselor; Misty Brown, Deputy County Counselor; Tammy Saldivar, Solid Waste Director; Connie Harmon, Council on Aging Director; Jamie VanHouten, Community Corrections Director; John Richmeier, Leavenworth Times

Residents: Joe Wilson, Joe Herring

PUBLIC COMMENT:

There were no public comments.

ADMINISTRATIVE BUSINESS:

Commissioner Doug Smith inquired if there were any changes in the ARPA funds received.

Mark Loughry reported there have been no changes and briefed the Board on the allocations of those funds.

***A motion was made by Commissioner Kaaz and seconded by Commissioner Mike Smith to accept the consent agenda for Wednesday, July 10, 2024.***

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

Connie Harmon presented an MOU for the First Judicial District Elder Abuse Multidisciplinary Team.

***A motion was made by Commissioner Mike Smith and seconded by Commissioner Kaaz to authorize the Council on Aging Director to sign the First Judicial District Elder Abuse Multidisciplinary Team MOU.***

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

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

Jamie VanHouten presented the quarterly report for Adult and Juvenile Community Corrections.

***A motion was made by Commissioner Doug Smith and seconded by Commissioner Mike Smith that the Board recess for a closed executive meeting for the discussion of subjects involving the legal interests of the County and confidential matters related to potential litigation as justified by K.S.A. 75-4319(B)(2) for consultation with legal counsel which would be deemed privileged in the attorney-client relationship and that Board resume open meeting at 9:50 a.m. in the meeting room of the Board. Present in the executive meeting will be Commissioners Jeff Culbertson, Vicky Kaaz, Mike Smith, Doug Smith and Mike Stieben, Senior County Counselor, David Van Parys, County Counselor Misty Brown and County Administrator Mark Loughry.***

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

The Board returned to regular session at 9:50 a.m. No decisions were made and the discussion was limited to the legal interests of the County.

Commissioner Mike Smith reminded everyone of the construction from Ida Street to Limit Street.

Commissioner Stieben attended the Easton 4<sup>th</sup> of July parade. He will be attending the Republican National Convention next week.

Commissioner Kaaz will attend a Transit Authority Board of Directors meeting.

***A motion was made by Commissioner Mike Smith and seconded by Commissioner Kaaz to adjourn.  
Motion passed, 5-0.***

The Board adjourned at 9:51 a.m.

\*\*\*\*\*July 10, 2024\*\*\*\*\*

The Board of County Commissioners met in budget work sessions on Wednesday, July 10, 2024. Commissioner Mike Smith, Commissioner Kaaz, Commissioner Culbertson, Commissioner Doug Smith and Commissioner Stieben are present; Also present: Mark Loughry, County Administrator; Department Heads; Elected Officials

The Board discussed the budget for Council on Aging.

The Board discussed the budget for Solid Waste.

The Board discussed the budget for Planning and Zoning.

The Board discussed the budget for the County Clerk and Elections.

The Board discussed the budget for Human Resources.

The Board discussed the budget for Public Works.

The Board recessed at 11:25 a.m.

The Board resumed at 12:30 p.m.

The Board discussed the budget for the Information Systems Department.

The Board discussed the budget for District Court.

The Board discussed the budget for the Register of Deeds.

The Board discussed the budget for the Treasurer.

The Board discussed the budget of the County Counselor to include the coroner.

The Board discussed the budget for the Sheriff's Department to include Emergency Management.

The Board discussed the budget for the County Attorney's Office.

The Board discussed the budget for Adult and Juvenile Community Corrections.

The Board discussed the budget for the Appraiser's Office.

The Board discussed the budget for Administration.

The Board ended hearings at 3:19 p.m.

\*\*\*\*\*July 11, 2024 \*\*\*\*\*

The Board of County Commissioners met in budget work sessions on Thursday, July 11, 2024. Commissioner Mike Smith, Commissioner Kaaz, Commissioner Culbertson, Commissioner Doug Smith and Commissioner Stieben are present; Also present: Mark Loughry, County Administrator;

The Board discussed the budget for Riverside Resources.

The Board discussed the budget for the Fair Board.

The Board discussed the budget for the Leavenworth County Port Authority.

The Board discussed the budget for the Extension Office.

The Board discussed the budget for the Alliance Against Family Violence.

The Board discussed the budget for Soil Conservation.

The Board ended hearings at 10:25 a.m.

\*\*\*\*\*July 11, 2024 \*\*\*\*\*

The Board of County Commissioners met in special meeting on Thursday, July 11, 2024. Commissioner Mike Smith, Commissioner Kaaz, Commissioner Culbertson, Commissioner Doug Smith and Commissioner Stieben are present; Also present: Mark Loughry, County Administrator;

The Board met to discuss Fire District #1.

The Board will schedule a work session to further discuss boundaries and dissolution of the fire district.

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

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

The Board adjourned at 10:40 a.m.



# LEAVENWORTH COUNTY COMMISSIONERS MEETING SCHEDULE

## Monday, July 22, 2024

## Tuesday, July 23, 2024

8:00 a.m. Workforce Partnership meeting

12:00 p.m. MARC meeting

## Wednesday, July 24, 2024

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

## Thursday, July 25, 2024

10:00 a.m. The Change of Command Ceremony  
• World War I Museum, 2 Memorial Drive, Kansas City, MO

## Friday, July 26, 2024

ALL SUCH OTHER BUSINESS THAT MAY COME BEFORE THE COMMISSION

ALL MEETINGS ARE OPEN TO THE PUBLIC

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

START DATE: 07/06/2024    END DATE: 07/12/2024

warrants by vendor

TYPES OF CHECKS SELECTED: \* ALL TYPES

			P.O.NUMBER	CHECK#						
243	GEOTAB	GEOTAB USA INC	342719	109446 AP	07/09/2024	4-001-5-11-271	LEAV01 MAY GEOLOCATING & SHIPP	16.33		
243	GEOTAB	GEOTAB USA INC	342719	109446 AP	07/09/2024	4-001-5-14-340	LEAV01 MAY GEOLOCATING & SHIPP	15.00		
243	GEOTAB	GEOTAB USA INC	342719	109446 AP	07/09/2024	4-001-5-31-230	LEAV01 MAY GEOLOCATING & SHIPP	48.99		
243	GEOTAB	GEOTAB USA INC	342719	109446 AP	07/09/2024	4-001-5-41-271	LEAV01 MAY GEOLOCATING & SHIPP	97.98		
243	GEOTAB	GEOTAB USA INC	342719	109446 AP	07/09/2024	4-001-5-53-220	LEAV01 MAY GEOLOCATING & SHIPP	81.65		
*** VENDOR								243 TOTAL	502.72	
552	HUTTON, ASHLEY	ASHLEY HUTTON	342785	109485 AP	07/12/2024	4-001-5-11-240	APPEAL 21JC17 & 21JC18	600.00		
8416	IRON MOUNTAIN	IRON MOUNTAIN INC	342734	200	07/09/2024	4-001-5-02-212	RSSW3/COURTHOUSE & 725 LAMING	64.62		
8416	IRON MOUNTAIN	IRON MOUNTAIN INC	342734	200	07/09/2024	4-001-5-02-212	RSSW3/COURTHOUSE & 725 LAMING	13.05		
8416	IRON MOUNTAIN	IRON MOUNTAIN INC	342734	200	07/09/2024	4-001-5-14-247	RSSW3/COURTHOUSE & 725 LAMING	59.92		
8416	IRON MOUNTAIN	IRON MOUNTAIN INC	342734	200	07/09/2024	4-001-5-14-247	RSSW3/COURTHOUSE & 725 LAMING	12.11		
8416	IRON MOUNTAIN	IRON MOUNTAIN INC	342734	200	07/09/2024	4-001-5-28-301	RSSW3/COURTHOUSE & 725 LAMING	29.96		
8416	IRON MOUNTAIN	IRON MOUNTAIN INC	342734	200	07/09/2024	4-001-5-28-301	RSSW3/COURTHOUSE & 725 LAMING	6.05		
*** VENDOR								8416 TOTAL	185.71	
99	JUROR									

warrants by vendor



FMWARRPTR2	LEAVENWORTH COUNTY							7/11/24	16:57:50
DCOX	WARRANT REGISTER - BY FUND / VENDOR							Page	4
START DATE: 07/06/2024    END DATE: 07/12/2024									
TYPES OF CHECKS SELECTED: * ALL TYPES									
			P.O.NUMBER	CHECK#					
*** VENDOR								461 TOTAL	1,327.91
4755	LEAV PAPER	LEAVENWORTH PAPER AND OFFICE S	342839	109539 AP	07/12/2024	4-001-5-19-301	DIST CT CLERK OFFICE SUPPLIES	1,046.00	
1693	LEAV ROTARY	LEAVENWORTH ROTARY CLUB #1621	342840	109540 AP	07/12/2024	4-001-5-11-203	TODD THOMPSON DUES/MEMBERSHIP	217.50	
537	LEAV TIMES	CHERRYROAD MEDIA INC	342841	109541 AP	07/12/2024	4-001-5-19-217	2415 DIST CT LEGAL NOTICE 21JC	64.70	
17677	LEXISNEXIS RISK DATA	LEXISNEXIS RISK DATA MGMT (ACC	342842	109542 AP	07/12/2024	4-001-5-09-203	1314401 JUNE MINIMUM COMMITMEN	50.00	
1694	LIONS CLUB	LIONS CLUB	342843	109543 AP	07/12/2024	4-001-5-11-203	TODD THOMPSON	30.00	
2419	MCKESSON MEDICAL SUR	MCKESSON MEDICAL SURGICAL	342844	109544 AP	07/12/2024	4-001-5-07-219	4227550 INMATE MEDICAL SUPPLIE	209.67	
2666	MISC REIMBURSEMENTS	MICAH BRAY	342846	109546 AP	07/12/2024	4-001-5-11-205	MILEAGE REIM 4.24.24 - 6.21.24	351.08	
2666	MISC REIMBURSEMENTS	TIFFANY MENDEZ	342847	109547 AP	07/12/2024	4-001-5-41-202	PER DIEM IAAO CLASS WICHITA	75.00	
2666	MISC REIMBURSEMENTS	TIFFANY MENDEZ	342847	109547 AP	07/12/2024	4-001-5-41-202	PER DIEM IAAO CLASS WICHITA	130.00	
*** VENDOR								2666 TOTAL	556.08
6539	MTI SECURITY	A&M SECURITY SOLUTIONS INC	342848	109548 AP	07/12/2024	4-001-5-31-290	2363 COURTHOUSE ROUBLE WITH KE	47.50	
196	OLSSON	OLSSON, INC	342850	109550 AP	07/12/2024	4-001-5-06-206	019-28310 PROF SVC TO 6.19 (PL	5,742.50	
25992	OPTIV	OPTIV SECURITY, INC	342851	109551 AP	07/12/2024	4-001-5-11-307	KS052013A RSA 3 YR KEY FOB X4	249.00	
9759	PRICE CHOP	BALL'S FOOD STORES	342852	109552 AP	07/12/2024	4-001-5-19-205	DIST CT - JURY SPUPLIES	57.55	
7098	QUILL CORP	QUILL CORP	342853	109553 AP	07/12/2024	4-001-5-07-301	8333027 SHERIFF OFFICE SUPPLY	167.01	
7098	QUILL CORP	QUILL CORP	342853	109553 AP	07/12/2024	4-001-5-11-301	8017660 CO ATTY OFFICE SUPPLIE	659.94	
7098	QUILL CORP	QUILL CORP	342853	109553 AP	07/12/2024	4-001-5-11-301	8017660 CO ATTY OFFICE SUPPLIE	1,709.14	
*** VENDOR								7098 TOTAL	2,536.09
96	SETTLEMENT-GENERIC	GABRIELLE YATES	342857	109557 AP	07/12/2024	4-001-5-14-257	AGREEMENT & RELEASE	100.00	
25081	SHRED-IT	STERICYCLE, INC	342858	109558 AP	07/12/2024	4-001-5-07-208	1000710061 SHRED-IT SERVICE LV	188.38	
213	SIG SAUER	SIG SAUER INC	342859	109559 AP	07/12/2024	4-001-5-07-356	LVSO GUN PARTS	58.75	
248	SUMMIT FOOD	ELIOR, INC	342860	109560 AP	07/12/2024	4-001-5-07-261	C741000 INMATE MEALS	5,825.49	
248	SUMMIT FOOD	ELIOR, INC	342860	109560 AP	07/12/2024	4-001-5-07-261	C741000 INMATE MEALS	5,805.13	
248	SUMMIT FOOD	ELIOR, INC	342860	109560 AP	07/12/2024	4-001-5-07-261	C741000 INMATE MEALS	5,878.56	
248	SUMMIT FOOD	ELIOR, INC	342860	109560 AP	07/12/2024	4-001-5-07-261	C741000 INMATE MEALS	5,930.89	
*** VENDOR								248 TOTAL	23,440.07
113	SUMNERONE INC	SUMNERONE INC	342861	109561 AP	07/12/2024	4-001-5-19-204	50ULC08 DIST CT CLERKS FRONT C	83.97	
4445	T MOBILE	T-MOBILE USA, INC	342720	109447 AP	07/09/2024	4-001-5-05-210	EMS WIRELESS SVC	446.59	
433	TONGANOXIE	TONGANOXIE CITY	342721	109448 AP	07/09/2024	4-001-5-14-220	WATER SVC 725 LAMING	63.29	
4648	WASTE MANAGEMENT	WASTE MANAGEMENT	342873	204	07/12/2024	4-001-5-07-208	21-53290-33008 LVSO DUMPSTER	657.14	
2	WATER DEPT	WATER DEPT	342723	109450 AP	07/09/2024	4-001-5-05-215	WATER SVC EMS 9101	84.50	
2	WATER DEPT	WATER DEPT	342864	109564 AP	07/12/2024	4-001-5-05-215	WATER SVC HEALTH/WIC/EMS ADMIN	63.97	
2	WATER DEPT	WATER DEPT	342864	109564 AP	07/12/2024	4-001-5-14-220	WATER SVC COURTHOUSE	1,193.44	
2	WATER DEPT	WATER DEPT	342864	109564 AP	07/12/2024	4-001-5-32-392	WATER SVC JUSTICE CENTER	3,284.90	
2	WATER DEPT	WATER DEPT	342864	109564 AP	07/12/2024	4-001-5-33-392	WATER SVC CUSHING BLDG	71.95	
2	WATER DEPT	WATER DEPT	342864	109564 AP	07/12/2024	4-001-5-33-392	WATER SVC CUSHING BLDG	535.39	
*** VENDOR								2 TOTAL	5,234.15
826	WERRING LAW	WERRING LAW LLC	342724	109451 AP	07/09/2024	4-001-5-09-231	CONFLICT ATTORNEY	147.00	
826	WERRING LAW	WERRING LAW LLC	342724	109451 AP	07/09/2024	4-001-5-09-231	CONFLICT ATTORNEY	60.00	
826	WERRING LAW	WERRING LAW LLC	342724	109451 AP	07/09/2024	4-001-5-09-231	CONFLICT ATTORNEY	120.00	
826	WERRING LAW	WERRING LAW LLC	342724	109451 AP	07/09/2024	4-001-5-09-231	CONFLICT ATTORNEY	53.00	
826	WERRING LAW	WERRING LAW LLC	342724	109451 AP	07/09/2024	4-001-5-09-231	CONFLICT ATTORNEY	44.60	
826	WERRING LAW	WERRING LAW LLC	342724	109451 AP	07/09/2024	4-001-5-09-231	CONFLICT ATTORNEY	70.40	
826	WERRING LAW	WERRING LAW LLC	342724	109451 AP	07/09/2024	4-001-5-09-231	CONFLICT ATTORNEY	263.90	
826	WERRING LAW	WERRING LAW LLC	342724	109451 AP	07/09/2024	4-001-5-09-231	CONFLICT ATTORNEY	60.00	
826	WERRING LAW	WERRING LAW LLC	342724	109451 AP	07/09/2024	4-001-5-09-231	CONFLICT ATTORNEY	24.00	
826	WERRING LAW	WERRING LAW LLC	342724	109451 AP	07/09/2024	4-001-5-09-231	CONFLICT ATTORNEY	156.00	
826	WERRING LAW	WERRING LAW LLC	342724	109451 AP	07/09/2024	4-001-5-09-231	CONFLICT ATTORNEY	300.00	
826	WERRING LAW	WERRING LAW LLC	342724	109451 AP	07/09/2024	4-001-5-09-231	CONFLICT ATTORNEY	60.00	
826	WERRING LAW	WERRING LAW LLC	342724	109451 AP	07/09/2024	4-001-5-09-231	CONFLICT ATTORNEY	432.00	
826	WERRING LAW	WERRING LAW LLC	342724	109451 AP	07/09/2024	4-001-5-09-231	CONFLICT ATTORNEY	264.00	

warrants by vendor

START DATE: 07/06/2024    END DATE: 07/12/2024

TYPES OF CHECKS SELECTED: \* ALL TYPES

			P.O. NUMBER	CHECK#					
							*** VENDOR	826 TOTAL	2,054.90
276	WEX	WEX BANK	342732	198	07/09/2024	4-001-5-11-253	CO ATTORNEY FUEL TO 6.23	35.65	
276	WEX	WEX BANK	342732	198	07/09/2024	4-001-5-14-331	EMS FUEL TO 6.23	6,619.78	
276	WEX	WEX BANK	342732	198	07/09/2024	4-001-5-14-332	SHERIFF/EOC GASOLINE TO 6.23	11,527.93	
276	WEX	WEX BANK	342732	198	07/09/2024	4-001-5-14-332	SHERIFF/EOC GASOLINE TO 6.23	88.48	
276	WEX	WEX BANK	342732	198	07/09/2024	4-001-5-14-334	APPRAISER FUEL TO 6.23	398.14	
276	WEX	WEX BANK	342732	198	07/09/2024	4-001-5-14-335	PLANNING FUEL TO 6.23	55.02	
276	WEX	WEX BANK	342732	198	07/09/2024	4-001-5-14-901	MAY FUEL REBATE (MISSED LAST M	171.77-	
276	WEX	WEX BANK	342732	198	07/09/2024	4-001-5-14-901	JUNE FUEL REBATE/WEX EDGE REBA	177.93-	
276	WEX	WEX BANK	342732	198	07/09/2024	4-001-5-14-901	JUNE FUEL REBATE/WEX EDGE REBA	272.15-	
							*** VENDOR	276 TOTAL	18,103.15
100	WITNESS LIST						*** VENDOR	100 TOTAL	557.03
							TOTAL FUND 001		140,269.07
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827	ROBINSON, JEFFREY	JEFFREY ROBINSON	342856	109556 AP	07/12/2024	4-106-5-00-250	JUNE 2024 JAIL LIAISON STIPEND	601.72	
							TOTAL FUND 106		601.72
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4938	BUILDING & GROUNDS	BUILDING & GROUNDS	342769	109469 AP	07/12/2024	4-108-5-00-219	HEALTH DEPT JANITORIAL, MELO,	1,473.21	
4938	BUILDING & GROUNDS	BUILDING & GROUNDS	342769	109469 AP	07/12/2024	4-108-5-00-606	HEALTH DEPT JANITORIAL, MELO,	491.06	
							*** VENDOR	4938 TOTAL	1,964.27
605	FLEET HOSTER	FLEET HOSTER LLC	342779	109479 AP	07/12/2024	4-108-5-00-213	COUNTY OF LEAVENWORTH AUG CAME	39.90	
243	GEOTAB	GEOTAB USA INC	342719	109446 AP	07/09/2024	4-108-5-00-213	LEAV01 MAY GEOLOCATING & SHIPP	37.74	
2	WATER DEPT	WATER DEPT	342864	109564 AP	07/12/2024	4-108-5-00-219	WATER SVC HEALTH/WIC/EMS ADMIN	47.97	
2	WATER DEPT	WATER DEPT	342864	109564 AP	07/12/2024	4-108-5-00-606	WATER SVC HEALTH/WIC/EMS ADMIN	15.99	
							*** VENDOR	2 TOTAL	63.96
276	WEX	WEX BANK	342732	198	07/09/2024	4-108-5-00-304	HEALTH DEPT/WIC FUEL TO 6.23	5.33	
276	WEX	WEX BANK	342732	198	07/09/2024	4-108-5-00-304	HEALTH DEPT/WIC FUEL TO 6.23	99.31	
276	WEX	WEX BANK	342732	198	07/09/2024	4-108-5-00-606	HEALTH DEPT/WIC FUEL TO 6.23	2.15	
							*** VENDOR	276 TOTAL	106.79
							TOTAL FUND 108		2,212.66
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1532	KERIT	KERIT	342833	109533 AP	07/12/2024	4-112-5-00-240	KERIT01 2ND INSTALLMENT	220,824.00	

warrants by vendor

START DATE: 07/06/2024 END DATE: 07/12/2024

warrants by vendor

## WARRANT REGISTER - BY FUND / VENDOR

START DATE: 07/06/2024 END DATE: 07/12/2024

TYPES OF CHECKS SELECTED: \* ALL TYPES

			P.O.NUMBER	CHECK#						
43	LAMAR TEXAS	LAMAR TEXAS LIMITED PARTNERSHI	342872	203	07/12/2024	4-135-5-00-200	846102 POSTER/BULLETIN PANELS	840.00		
43	LAMAR TEXAS	LAMAR TEXAS LIMITED PARTNERSHI	342872	203	07/12/2024	4-135-5-00-200	846102 POSTER/BULLETIN PANELS	1,800.00		
								*** VENDOR	43 TOTAL	2,640.00
								TOTAL FUND 135		11,370.30
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1220	CULLIGAN OF GREATER	CULLIGAN OF GREATER KANSAS CIT	342774	109474 AP	07/12/2024	4-136-5-00-203	1274542 WATER/COOLER SERVICE	21.00		
1220	CULLIGAN OF GREATER	CULLIGAN OF GREATER KANSAS CIT	342774	109474 AP	07/12/2024	4-136-5-00-223	1274542 WATER/COOLER SERVICE	21.00		
								*** VENDOR	1220 TOTAL	42.00
605	FLEET HOSTER	FLEET HOSTER LLC	342779	109479 AP	07/12/2024	4-136-5-00-221	COUNTY OF LEAVENWORTH AUG CAME	40.00		
243	GEOTAB	GEOTAB USA INC	342719	109446 AP	07/09/2024	4-136-5-00-221	LEAV01 MAY GEOLOCATING & SHIPP	32.66		
113	SUMNERONE INC	SUMNERONE INC	342861	109561 AP	07/12/2024	4-136-5-00-223	50COL JUV COMM CORR COPIES	15.64		
113	SUMNERONE INC	SUMNERONE INC	342861	109561 AP	07/12/2024	4-136-5-00-243	50COL JUV COMM CORR COPIES	15.66		
113	SUMNERONE INC	SUMNERONE INC	342861	109561 AP	07/12/2024	4-136-5-00-301	50COL JUV COMM CORR COPIES	15.64		
								*** VENDOR	113 TOTAL	46.94
								TOTAL FUND 136		161.60
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605	FLEET HOSTER	FLEET HOSTER LLC	342779	109479 AP	07/12/2024	4-137-5-00-229	COUNTY OF LEAVENWORTH AUG CAME	300.00		
243	GEOTAB	GEOTAB USA INC	342719	109446 AP	07/09/2024	4-137-5-00-229	LEAV01 MAY GEOLOCATING & SHIPP	324.38		
11799	O'REILLY A	O'REILLY AUTOMOTIVE	342849	109549 AP	07/12/2024	4-137-5-00-320	7-1 19615 FILTERS	22.35		
11799	O'REILLY A	O'REILLY AUTOMOTIVE	342849	109549 AP	07/12/2024	4-137-5-00-320	7-1 19615 FILTERS	85.82		
								*** VENDOR	11799 TOTAL	108.17
								TOTAL FUND 137		732.55
-----										
605	FLEET HOSTER	FLEET HOSTER LLC	342779	109479 AP	07/12/2024	4-145-5-00-230	COUNTY OF LEAVENWORTH AUG CAME	678.70		
243	GEOTAB	GEOTAB USA INC	342719	109446 AP	07/09/2024	4-145-5-00-230	LEAV01 MAY GEOLOCATING & SHIPP	538.89		
8416	IRON MOUNTAIN	IRON MOUNTAIN INC	342874	205	07/12/2024	4-145-5-00-208	RSSW3/COA/S8009/COA SHREDDIN	134.50		
2059	MIDWEST OFFICE TECH	MIDWEST OFFICE TECHNOLOGY INC	342845	109545 AP	07/12/2024	4-145-5-00-208	OPK596_K COLOR COPIER CONTRACT	23.38		
2059	MIDWEST OFFICE TECH	MIDWEST OFFICE TECHNOLOGY INC	342845	109545 AP	07/12/2024	4-145-5-00-208	OPK596_K COLOR COPIER CONTRACT	290.18		
								*** VENDOR	2059 TOTAL	313.56
350	TREASURER	LEAVENWORTH COUNTY	342722	109449 AP	07/09/2024	4-145-5-00-746	COA - TICKET SALES CHANGE BANK	100.00		
276	WEX	WEX BANK	342732	198	07/09/2024	4-145-5-00-304	COA FUEL TO 6.23	4,188.86		
								TOTAL FUND 145		5,954.51
-----										
8416	IRON MOUNTAIN	IRON MOUNTAIN INC	342734	200	07/09/2024	4-146-5-00-218	RSSW3/COURTHOUSE & 725 LAMING	161.55		
8416	IRON MOUNTAIN	IRON MOUNTAIN INC	342734	200	07/09/2024	4-146-5-00-218	RSSW3/COURTHOUSE & 725 LAMING	32.64		
8416	IRON MOUNTAIN	IRON MOUNTAIN INC	342734	200	07/09/2024	4-146-5-00-218	RSSW3/COURTHOUSE & 725 LAMING	67.26		
								*** VENDOR	8416 TOTAL	261.45
								TOTAL FUND 146		261.45
-----										
1938	CATERPILLAR	CATERPILLAR FINANCIAL SVC CORP	342715	109442 AP	07/09/2024	4-155-5-00-4	7-1 2661950 PMT 3/5 3 MOTOR GR	43,859.94		
1938	CATERPILLAR	CATERPILLAR FINANCIAL SVC CORP	342715	109442 AP	07/09/2024	4-155-5-00-4	7-1 2661950 PMT 3/5 3 MOTOR GR	25,754.10		
1938	CATERPILLAR	CATERPILLAR FINANCIAL SVC CORP	342715	109442 AP	07/09/2024	4-155-5-00-4	7-1 2661950 PMT 3/5 3 MOTOR GR	25,665.89		
								*** VENDOR	1938 TOTAL	95,279.93
								TOTAL FUND 155		95,279.93
-----										
1971	CAROLINA SOFTWARE	CAROLINA SOFTWARE	342770	109470 AP	07/12/2024	4-160-5-00-263	WASTEWORX SOFTWARE SUPPORT TO	500.00		
605	FLEET HOSTER	FLEET HOSTER LLC	342779	109479 AP	07/12/2024	4-160-5-00-215	COUNTY OF LEAVENWORTH AUG CAME	99.80		
243	GEOTAB	GEOTAB USA INC	342719	109446 AP	07/09/2024	4-160-5-00-215	LEAV01 MAY GEOLOCATING & SHIPP	81.65		
4344	HAMMS ACH	BANK OF AMERICA	342733	199	07/09/2024	4-160-5-00-204	100640 JUNE LANDFILL CHGS,RECY	103,675.94		
4344	HAMMS ACH	BANK OF AMERICA	342733	199	07/09/2024	4-160-5-00-204	100640 JUNE LANDFILL CHGS,RECY	144.44		
								*** VENDOR	4344 TOTAL	103,820.38
22605	HINCKLEY S	HINCKLEY SPRINGS	342784	109484 AP	07/12/2024	4-160-5-00-263	586990012811238 DRINKING WATER	152.88		

warrants by vendor



START DATE: 07/06/2024    END DATE: 07/12/2024

warrants by vendor

FMWARRPTR2	LEAVENWORTH COUNTY										7/11/24	16:57:50
DCOX	WARRANT REGISTER - BY FUND / VENDOR										Page	9
START DATE: 07/06/2024    END DATE: 07/12/2024												
TYPES OF CHECKS SELECTED: * ALL TYPES												

FUND SUMMARY

001	GENERAL	140,269.07
106	OPIOID SETTLEMENT	601.72
108	COUNTY HEALTH	2,212.66
112	EMPLOYEE BENEFIT	220,824.00
115	EQUIPMENT RESERVE	5,385.95
121	JUVENILE JUSTICE AUTHORITY	3,000.00
126	COMM CORR ADULT	182.88
127	COMM CORR ADULT NON GRANT	224.80
133	ROAD & BRIDGE	20,772.91
135	COMM CORR OPIOID	11,370.30
136	COMM CORR JUVENILE	161.60
137	LOCAL SERVICE ROAD & BRIDGE	732.55
145	COUNCIL ON AGING	5,954.51
146	COUNTY TREASURER SPECIAL	261.45
155	LSR CAPITAL EQUIP RESERVE	95,279.93
160	SOLID WASTE MANAGEMENT	107,602.91
171	S TAX CAP RD PROJ: BONDS	26,402.75
174	911	2,058.28
176	VETERANS TREATMENT COURT (16.753)	850.00
198	SPECIAL GRANTS	1,463.56
210	SEWER DISTRICT 1: HIGH CREST	16.80
212	SEWER DISTRICT 2: TIMBERLAKES	659.52
218	SEWER DIST #5	78.95
406	ATTORNEY TRAINING	720.02
503	ROAD & BRIDGE BOND ESCROW	100.00
510	PAYROLL CLEARING	399,626.63
TOTAL ALL FUNDS		1,046,813.75

Consent Agenda for July 17, 2024  
Checks dated July 6-12, 2024

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

**A RESOLUTION OF THE COUNTY OF LEAVENWORTH, KANSAS TO LEVY A PROPERTY TAX RATE EXCEEDING THE REVENUE NEUTRAL RATE;**

**WHEREAS**, the Revenue Neutral Rate for the County of Leavenworth was calculated as 34.350 mills by the Leavenworth County Clerk; and

**WHEREAS**, the budget proposed by the Governing Body of Leavenworth County will require the levy of a property tax rate exceeding the Revenue Neutral Rate; and

**WHEREAS**, the Governing Body will hold a hearing on August 28, 2024 allowing all interested taxpayers desiring to be heard an opportunity to give oral testimony.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE COUNTY OF LEAVENWORTH:**

Leavenworth County shall levy a property tax rate exceeding the Revenue Neutral Rate of 34.350 mills.

This resolution shall take effect and be in force immediately upon its adoption and shall remain in effect until future action is taken by the Governing Body.

**ADOPTED** this 17th day of July, 2024 and **SIGNED** by the Board of Leavenworth County Commissioners.

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Jeff Culbertson, Chairman  
1st District

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Vicky Kaaz, Member  
2nd District

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Mike Smith, Member  
4th District

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Doug Smith, Member  
3<sup>rd</sup> District

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Mike Stieben, Member  
5<sup>th</sup> District

ATTEST:

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Janet Klasinski, Leavenworth County Clerk

**A RESOLUTION OF THE COUNTY OF LEAVENWORTH, KANSAS TO LEVY A PROPERTY TAX RATE EXCEEDING THE REVENUE NEUTRAL RATE FOR LEAVENWORTH COUNTY SPECIAL-OTHER FUNDS FOR TAX YEAR 2023:**

**WHEREAS**, the Revenue Neutral Rate for Leavenworth County Special-Other Funds was calculated as 8.724 mills by the Leavenworth County Clerk; and

**WHEREAS**, the budget proposed by the Governing Body of Leavenworth County will require the levy of a property tax rate exceeding the Revenue Neutral Rate; and

**WHEREAS**, the Governing Body will hold a hearing on August 28, 2024 allowing all interested taxpayers desiring to be heard an opportunity to give oral testimony.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE COUNTY OF LEAVENWORTH:**

Leavenworth County shall levy a property tax rate exceeding the Revenue Neutral Rate of 8.724 mills for Leavenworth County Special-Other Funds for tax year 2023.

This resolution shall take effect and be in force immediately upon its adoption and shall remain in effect until future action is taken by the Governing Body.

**ADOPTED** this 17th day of July, 2024 and **SIGNED** by the Board of Leavenworth County Commissioners.

---

Jeff Culbertson, Chairman  
1st District

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Vicki Kaaz, Member  
2nd District

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Mike Smith, Member  
4th District

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Doug Smith, Member  
3<sup>rd</sup> District

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Mike Stieben, Member  
5<sup>th</sup> District

ATTEST:

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Janet Klasinski, Leavenworth County Clerk



# 2nd Quarter Report

PLANNING & ZONING

JOHN JACOBSON

## Planning & Zoning Department News

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

The department has processed 30 single-family homes, this is a substantial increase from last year's numbers in Q2 and 57 accessory building permits, a slight increase from Q2 of 2023. Additionally, the department processed 40 development cases, which includes 33 plats. Plat numbers are substantially higher from Q2 of 2023. Rezones are static with this time last year meaning that prospective developers are subdividing properties that were in the rezoning process at the end of last year.

As a number of policy changes are being proposed by staff that will impact specific land uses and clarify process. The tiering of SUP's and the expansion of the *Home Occupation License* will substantially decrease the overall number of active SUP's and allow a wider range of permitted uses previously restricted in the regulations.

The Department is also responsible for administration of building codes. The department has been active in the code adoption process and expects to have the 2012 Code Series ready for adoption mid-August. Staff and the Building Code Appeals Board have been meeting regularly since January to establish local amendments and review specific regulations.

Staff have completed the annual review of 2022 Comprehensive Plan. Staff worked through proposed changes and additions since the beginning of the year. The annual plan review focused on the implementation schedule progress and the development of action matrices and formation of a utilities commission. Changes are currently under review by the BOCC.

## Departmental Updates

Departmental staff have been working through case logs and developing changes to regulatory processes. The changes will allow a more thorough field review of development actions and assist current planners with case review. Staff will continue to evaluate and accommodate processes in order to provide the most efficient and comprehensive service possible.

## Applications

The department is continually evaluating all permits, processes and applications for inconsistencies. Staff clarified processes, provided clear information and expectations in order to provide a better experience to developers and applicants. Staff will continue to evaluate the permits and applications to ensure the best product possible. Staff has continued to modify and further clarify our applications. In addition to updating applications for the public, Staff has worked to clarify and adopt internal policies in order to ensure that all applications are evaluated on a clear, concise and consistent basis. This is an ongoing process.

## Joint Review Committee

Since instituting the Joint Review Committee with Planning, Public Works, Survey and legal departments, several policy items relative to the platting process have been identified and clarified by the corresponding department. These process changes are actively implemented where allowable and appropriate. Any substantial changes will be included in the annual policy review for consideration and potentially codification. Having these meetings in place has been a key factor in our Staff being able to continue to provide excellent customer service. In addition to the meetings, Staff continues to work with all respective departments to help facilitate a clear and common goal. Staff is often able to identify potential issues with an application prior to the application being officially submitted which has helped speed up the development process.

## Development Submittal Meeting

Staff has a protocol for a development submittal meeting. This is intended to ensure that the appropriate documents are submitted upon application. In addition to staff level inter-departmental meetings, all associated departments are now participating in pre-application development submittal meetings. These meetings are intended to give the applicant more resources and answer policy questions to address respective application deficiencies before formal submittal.

In the event the appropriate documents are not provided, the application is deemed incomplete and will not be accepted.

The applicant/developer will be informed of the missing items immediately so that they can obtain the appropriate documents and resubmit. Developers are strongly encouraged to schedule a pre-application meeting prior to the deadline in order to provide time to procure any missing documents or address rudimentary regulatory concerns. Upon further review, there may be additional information needed. If so, and the requested information is not provided by the applicant, the submittal is deemed incomplete and cannot move forward for consideration by the appropriate board or commission.

## Regulation Updates

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

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

## Comprehensive Plan

Although all areas of the current plan have been evaluated for consistency and considered in the annual review, a focus on plan implementation and the development of action matrices have been established as primary goals. These goals have been reached by the Planning Commission and await BOCC review and approval.



## **Committees**

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

### **Building Codes Appeals Board**

This group while serving in its primary function as an appeals board, also serves as an advisory committee to the Board of County Commissioners. The board is in the midst of a new code adoption process. Ideally, a code review is a 4-6-month process. After this review, any local amendments and code body will be sent to the BOCC for review, consideration and finally adoption.

### **Active Transportation Programming Committee (ATPC)**

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

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

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

### **Sustainable Places Policy Committee**

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

### **Air Quality Forum**

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

### **Planning Commission**

The Planning Commission meets on the second Wednesday of each month to hear development cases. Typically, these cases include Special Use Permits, Plats and Rezoning requests. The Planning

Commission is tasked with hearing development cases, and providing a recommendation to the Board of County Commissioners. The Planning Commission also holds work sessions periodically in order to assist staff in amending regulations or to have study sessions to review relevant case law. Staff has begun holding work sessions with the Planning Commission to provide education and guidance for new Commissioners.

## Work Sessions

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

## Development

Development in the County is trending substantially higher from Q2 in 2023 numbers for new Single-Family Homes and new accessory structures. While no one can make a viable prediction of eventual new construction performance due to variable market conditions, the number of rezoning's and tract splits in the second quarter of 2024 are relatively static. Subdivision plats and development actions (buildable lots) in Leavenworth County are continuing an upward trend so far in 2024. The number of Special Use Permits and variances have continued to be relatively static as well. Fee generation is approximately 50% of the estimated total for 2024. The overall numbers are listed below:

Development Type	2023 2nd Quarter Totals	2024 2nd Quarter Totals
Single Family Homes	16	30
ADU/Replacement Homes	4	5
Accessory Buildings	48	57
Special Use Permits	2	4
Temporary Special Use Permits	8	11
Rezoning	2	2
Subdivision Plats	24	33
Tract Splits and BLA's	3	5
Variances	0	1



COUNTY OF LEAVENWORTH  
DEPARTMENT OF PUBLIC WORKS



## 2nd Quarter 2024 – Public Works- April 2024 to June 2024

### Road and Bridge

- Rock: 2,200 Tons
- Asphalt: 5,300 Tons
- Chip Seal Oil: 23,235 Tons
- SS1H-Oil for asphalt: 6,618
- Salt: 215 Tons
- New Fuel System Construction

Culvert Replacements:

- 31

### 2024 Budgets- April 2024 to June 2024

Road and Bridge	YTD \$4,315,366.42	Remaining \$9,142,448.58	68% remaining
Local Service	YTD \$1,419,195.65	Remaining \$3,462,104.35	71% remaining
Noxious Weed	YTD \$322,768.26	Remaining \$410,932.74	56% remaining
GIS	YTD \$146,084.08	Remaining \$211,915.92	59% remaining

### **Personnel: 2nd quarter**

- ❖ County Shop/Noxious Weed/GIS: 70 positions total
  - ◆ Full Time – 68 – CURRENTLY ALL FILLED.
  - ◆ IOC Position – 1 filled (Noxious Weed Assistant), 1 vacant (Engineer Intern)

### Projects

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

- i. Retainage was reduced to 3% for seeding. Linaweaver's request for full release of seeding was denied. Litigation is ongoing.
- ii. Mediation was held. Project is still open.

#### **B. Bridge Replacement Designs (A-49, E-18, F-46, T-34) – Benesch – ARPA Funds**

- i. **A-49** – Ebert Construction has started the project. A 12 pipe conduit line was discovered to be in conflict with the bridge.
- ii. **T-34** – Ebert Construction has started the project..

#### **C. Tonganoxie Road HRRR Safety Improvement Project – MHS design/inspection**

- i. 90/10 cost share grant – High Risk Rural Roads Program
- ii. KDOT pushed the project until to a November 2024 letting.



## COUNTY OF LEAVENWORTH

### DEPARTMENT OF PUBLIC WORKS



- iii. Contacted KDOT to determine whether or not our contract with MHS for inspection is valid now that they have been bought out by Benesch. We will be terminating this contract.
- iv. Waterline relocation is complete and they were under budget.

#### **D. Tonganoxie Road HRRR Safety Project – Phase 2 – SMH Design**

- i. Final Plans have been submitted to KDOT for review.
- ii. **Appraisal for the three properties over \$10,000 have been ordered. All other property owners have received their acquisition notices.**

#### **E. CR30 – 235<sup>th</sup> Street Roadway Improvement Project – Wilson Design**

- i. Waterline relocation appears complete.
- ii. KDOT's agreement for the extension was approved.
- iii. Public Works applied to KDOT to be an officially approved federal project Local Project Administrator. That application was approved. The environmental review has been initiated.

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

- i. Design plans are complete.
- ii. Property acquisition was completed.
- iii. Project will be bid in late summer or fall to ensure that funds are available to pay for construction.

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

- i. Plans are complete.
- ii. Waterline was moved.
- iii. Finney and Turnipseed is preparing bid documents. Bid will be advertised in the next 30 days.
- iv. Ebert Constructions low bid was accepted.

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

- i. Design is ongoing.
- ii. Design Topo was completed.
- iii. Met with Finney and Turnipseed to discuss completion times and the possible conflicts of the project with KDOT projects. Project will be bid in December for spring 2025 work.

#### **I. Box Culvert and Large Culvert Replacement Project – A-6, A-66, H-29, H-30, K-5, K-17, K-37, R-24, SH-63, ST-56, ST-59, ST-60, E-UM4, K-46 – MHS Design – ARPA Funds**

- i. Julius Kaaz Construction is the contractor for ST-59, ST-60, and K-37. K-37 is complete. Kaaz is working on 206<sup>th</sup> Street for the coming weeks.
- ii. MegaKC's is constructing HP-29, HP-30, and SH-63. They will be using the bid construction method of Pre-Cast. They will start in about 10 weeks.
- iii. The county crews have installed 6 of the 8 culverts that they are completing.

#### **J. 2024 Biannual Bridge Inspections**

- i. Finney and Turnipseed provided the county the 2024 bridge inspections.

#### **K. Regional Transportation Capital Improvement Plan and Study – Kimley Horn**

- i. Met with KDOT contracted staff to provide them information to write the project's design RFP.

#### **L. KDOT Local Projects:**

- i. Kansas Cost-Share Program – A grant application for CR30 was not selected.



## COUNTY OF LEAVENWORTH

### DEPARTMENT OF PUBLIC WORKS



#### **M. Federal Grant Projects:**

- i. Safe Streets for All Study – The website for the study is live. The public is able input safety concerns directly into an interactive map. The website was advertised on Facebook.

## **Noxious Weed**

Noxious Weed Q2 update June 26,2024

Boom mowers out cutting back brush.

All paved roads have been mowed once, have started second round on paved roads June 26

75 % done with all roads, left to mow is Easton, Kickapoo, and part of Alexander (gravel Roads)

Spraying roadsides for noxious weeds

chemical sales ongoing

cleaning up tree's after storms

## **Survey Department**

During the last quarter 53 section corners have been recovered and 5 corners reset in Kickapoo Township, see attached map.

Filed 58 new Land Survey Reference Reports for Kickapoo Township.

Completed reviews of 27 plats/surveys.

Began training for new Survey Technician.

Staked new road alignment for A-60 bridge replacement.

Staked R/W for 155<sup>th</sup> Street (North of Coffin Road) along Fort Leavenworth boundary.

Staked R/W along Tonganoxie Drive for Rural Water district 9, project No. 52 C-5119-01.

Research R/W & easements and staking for possible gas line conflict for Bridge A-49 on 211<sup>th</sup> Street, Sec. 4-10-21.

Researched R/W & field work at 16730 Michals Road to evaluate R/W line in relationship to mowing area.

Indexed 170 section corner tie reports.

Reduce file size of 32 section corner tie report indexes.

Uploaded to 25 Surveys & Plats to Survey record database.

Converted 25 Tif files to Pdf and Re-uploaded to Survey record database.



COUNTY OF LEAVENWORTH  
DEPARTMENT OF PUBLIC WORKS



## Fleet Management

Enterprise:

### Vehicles ordered but not delivered yet

ENT #	New Vehicle#	Old Vehicle#	Department	Year	Make	Model	Vehicle Type	VIN#
27DMXJ	04-01	04-01 23SLD7	B&G	2024	Ford	F-250	XL 4x4 SD Crew Cab 6.75 ft. box 160 in. WB SRW	1FT7W2BA8REC90745
27DMXV	10-08	10-08 23SBRB	Public Works	2024	Ford	F-250	XL 4x4 SD Crew Cab 6.75 ft. box 160 in. WB SRW	1FT7W2BA8REC91135
27RZHN	10-20	2 24842D	Public Works	2024	Ford	F 550	Cab and chassis w/ hyd dump bed	1FDUF5HT2REE03100
27HFRD	04-03	99 2483ZT	B&G	2024	Ford	F-350	4x4 SD crew cab 179"wb	

Nextran/Mack Ordered / Not Delivered

Two 2024 Mack Dump Trucks w front plow, wing plow, sander

Two 2025 Mack Dump Trucks w front plow, and sander

One 2025 Mack Mechanics Truck

One 2025 Mack Sign Truck

# GIS DEPARTMENT

## QUARTERLY REPORT



# COUNTY OF LEAVENWORTH

## DEPARTMENT OF PUBLIC WORKS



### GIS Department Quarterly Performance

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

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

- ✓ Most public GIS layers have been updated on our [GIS web map](#) and [ArcGIS HUB](#). These updates include shapefiles and PDFs, making them easily accessible and usable for anyone with an internet connection.
- ✓ Updated the [Single-Family Residential building permit](#) web map for the Planning and Zoning Department and added all permits that were issued in the last three months.
- ✓ Changes Tax Year to 2025 in our XML Query and Python code for Parcel update.
- ✓ Collaborated with Kimley Horn and WSP to refine the [Leavenworth County Vision Zero](#) website, ultimately resulting in a successful website debut.
- ✓ Updated the city limit shapefile following resolutions 2017-27 and 2017-28 and distributed the update to PORKA, the Census Bureau, MARC, and SAM.
- ✓ Developed a web map under the [Leavenworth County Storm Damage web map](#) that shows the path of tornado and disaster and tracks storm damage for Emergency Management.
- ✓ Two rezoning were put into effect per resolutions 2024-11 and 224-12, integrating them into our zoning layer.
- ✓ Created a custom fire district #2 map with fire stations for Captain Tanner from Leavenworth County Fire District #2.
- ✓ Updated our road layer in accordance with Board Order 2024-06 and changed the Woodend Road to Deer Creek Rd.
- ✓ The Right of Way addition on Earhart Road, based on the historical road record, has led to a change in acreage for four parcels.
- ✓ Sent the updated city limit shapefile, reflecting the recently annexed parcel by the city of Linwood, to MARC, Census Bureau, DASC, and PORKA.
- ✓ Worked on a project for Planning and Zoning about FEMA restricted parcel program.
- ✓ Worked with Janet Klasinski to evaluate the assessed valuation, Kansas County tax levy, and taxes paid for residential properties spanning the years 2001 to 2023.
- ✓ Created a custom voting district and generated an analytical pie chart for Janet Klasinski.
- ✓ Water districts have been updated, and the changes have been sent to SAM to update our website.
- ✓ Updated the current section corner and quarter section line shapefiles in the northern part of the county per Dan, the county surveyor.
- ✓ Created a parcel boundary map for parcels exceeding 155 acres, including the electrical substation, a 3-mile buffer around each railroad, incorporated cities, and state-maintained highways for Tom Cole and the site visioning committee.
- ✓ Drone footage was captured documenting the pre-update condition of 215th and bridge A-60.
- ✓ Created a Capital Improvement Plan (CIP) map covering the period from 2020 to 2029.
- ✓ Created detailed comparison maps for the Appraiser's Office to facilitate property appraisal processes.
- ✓ Worked with the city of Tonganoxie on fixing 83 address points and added them to our NG911 database.



# COUNTY OF LEAVENWORTH

## DEPARTMENT OF PUBLIC WORKS



- ✓ Engaged in the development of a proposed gravel road resurfacing project map for Easton and Kickapoo townships.
- ✓ Created a custom water districts/property ownership map for rural water districts.
- ✓ Created Python script
  - Takes GPS coordinates from an image and maps it
  - Can be used for the culvert mapping project
- ✓ Continue to create, update, and delete building footprints using aerials.
- ✓ Participated in a Community Rating System (CRS) Symposium hosted by the Federal Emergency Management Agency (FEMA). Also Participated in a webinar organized by NFIP on Post Flood Responsibility
- ✓ Created two protest petition maps for the Planning and Zoning department.
- ✓ Completed a training session and received a Kansas 911 Coordination Council certificate.
- ✓ Worked with Mr. Loughry and Stephanie Sloop on updating our Library Taxing District:
  - Created the first iteration using our data
  - Updated map based on Northeast Kansas Library System NEKLS.
  - Created a new map showing changes
- ✓ Participated in the Operation Green Light Steering Committee with MARC.
- ✓ Attended Active Transportation Programming Committee meeting with MARC.
- ✓ Updated the dispatch folder to update the ProSuite system.
- ✓ Updated parcel data, NG911, and shared it with MARC, ORKA, and PORKA FTP sites.
- ✓ Updated a zoning map using the approved zoning changes list and created a Grayscale Zoning map for Planning and Zoning.
- ✓ Quarterly parcel updates (Split, Merge, and BLA) have been sent to the Planning and Zoning and Appraiser's departments.
- ✓ Monthly photos of houses were sent to [SAM](#) for updating on the [Integrity website](#).
- ✓ Rectifying parcel boundary and subdivision errors using the topology tool.
- ✓ Worked on fixing addressing and topology errors for NG911 data for the end-of-June submission.
- ✓ Processed the sync of NG911 GIS and Parcel data with the LV city.
- ✓ Monthly building permit/address verification
  - Added addresses that were missing
  - Updated a road range to account for the newly added "max" address
- ✓ Over twelve (12) survey records were mapped and added to our GIS database.
- ✓ Eleven (11) subdivision Plats were mapped and added to our GIS database and the Appraisal Subdivision layer.
- ✓ Twenty-seven (27) track splits/combinations/boundary line adjustments were made to the appraisal property database.
- ✓ Filled over Seventy-eight (78) requests from external organizations and walk-in patrons.
- ✓ Worked with the Registrar of Deeds on parcel correction, deed research, and boundary mapping.
- ✓ Over One hundred sixty-five (165) new homesites were added to NG911 address points for use by EMS and fire departments and shared with Cities.
- ✓ Over eleven (11) Certified Property owner lists were made.
- ✓ One hundred Sixty-Five (165) traffic accidents and Twenty-nine (29) utility Permits.
- ✓ One thousand four hundred sixty-four (1464) Road Records/Subdivisions were placed in the ROW Database, and Three hundred thirty-six (336) Road Files were created for the ROW Database.
- ✓ Six hundred eighty-one (681) traffic sign inventory and Forty-one (41) maps have been archived, and Forty-eight (48) Road plans have been archived.









# COUNTY OF LEAVENWORTH

## DEPARTMENT OF PUBLIC WORKS



✓ Ninety-one (91) bridge and culvert inspection details have been archived.

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

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