#### CITY OF LEAVENWORTH 100 N. 5<sup>th</sup> Street Leavenworth, Kansas 66048

CITY COMMISSION STUDY SESSION
COMMISSION CHAMBERS
TUESDAY, SEPTEMBER 17, 2019 7:00 p.m.

#### Welcome - Please turn off or silence all cell phones during the Study Session.

Meetings are televised everyday on Channel 2 at 7 p.m. and midnight and available for viewing on YouTube

#### **Study Session:**

1.	Semi-Annual Review by University of St. Mary	(pg. 2)
2.	Semi-Annual Report by Leavenworth County Development Corporation	(pg. 3)
3.	Bee Discussion	(pg. 7)
4.	Semi-Annual Report by Leavenworth Convention and Visitors Bureau	(pg. 15)

# STUDY SESSION POLICY REPORT SEMI-ANNUAL REVIEW PRESENTATION BY UNIVERSITY OF SAINT MARY

September 17, 2019

Prepared by:	Reviewed by:		
Carlot libliams			
Carla K. Wjlliamson, CMC	Paul Kramer		
City Clerk	City Manager		

**ISSUE:** 

Sister Diane Steele, University of Saint Mary will provide an update to the City Commission.

# STUDY SESSION POLICY REPORT SEMI-ANNUAL REVIEW PRESENTATION BY LEAVENWORTH COUNTY DEVELOPMENT CORPORATION

#### September 17, 2019

repared	Dy.		

Carla K. Williamson, CMC

City Clerk

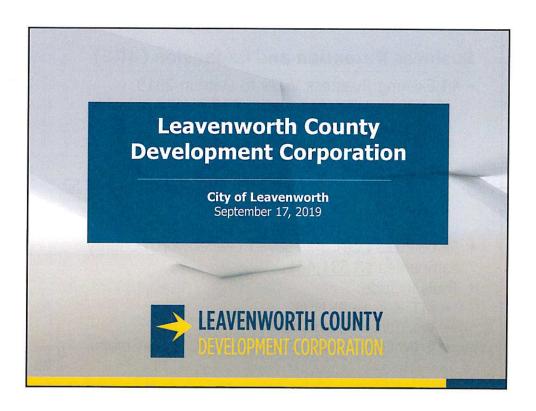
Reviewed by:

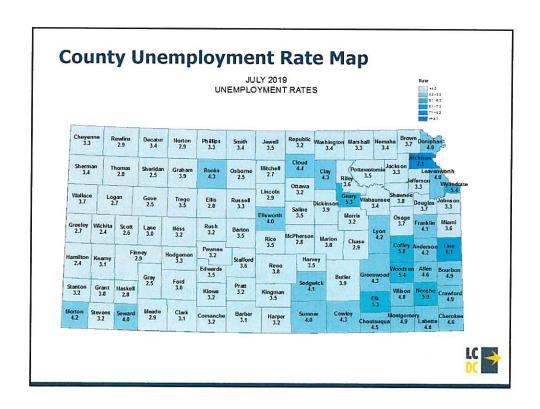
Paul<sup>1</sup>Kramer

City Manager

#### ISSUE:

Steve Jack, Executive Director with the Leavenworth County Development Corporation (LCDC) will provide an update to the City Commission.





#### **Active Recruitment Projects**

- Project Petal (Commerce)
  - 50 60 acre greenfield site; 520,000 sf building
  - Submitted new Tonganoxie & Leavenworth parks
  - Now focused on one community; none eliminated
- Project Silver Rhino (KCADC)
  - 10,000 sf building or 10 acre greenfield site
  - · Proposed Gary Carlson, Abeles Field, TBP
  - · First considering existing buildings
- Project Summit (KCADC)
  - 30 acres for a 350,000 sf building
  - Submitted RFI & engineered drawings for both Leavenworth and Tonganoxie parks.



#### **Active Recruitment Projects**

- Project Local (Commerce)
  - 20 acres to build 400,000 sf facility
  - Responded to RFI for new Leavenworth & Tonganoxie Business Parks
  - · Working with a builder who could lease back
- Project Marshmallow (Commerce)
  - 50,000 sf building or a 3 − 5 acre site
  - · Within 20 miles of KCI
  - Submitted Gary Carlson & new LV Park
- Project Winter (LCDC)
  - Interested in building 100,000 sf facility in LV
  - · Met with company to discussion options



#### LCDC/LCPA Spec Building Program

- New Spec Building Program
  - Up to \$200,000 building loan
  - · Second mortgage to a bank loan
  - First project 400 N. Main St., Lansing
  - 11,500 sf commercial/retail building w/ 12 units
  - Taking a \$372,620 property and increasing the value to \$1,455,000.
  - Developer completing due diligence on the facility and financials.





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#### POLICY REPORT Bee Discussion

#### **SEPTEMBER 17, 2019**

Prepared By:

Julie Hurley City Planner Reviewed By:

Paul Kramer City Manager

#### **DISCUSSION:**

Per a request from a citizen and direction by the City Commission, staff has researched best practices in urban beekeeping. Current City of Leavenworth regulations regarding apiaries or beekeeping allow the practice only in R1-25, Low Density Single Family Residential District, with no other specific guidelines or regulation.

The Kansas State University Extension office was contacted and directed staff to the City of Lincoln, Nebraska's regulations regarding apiaries. These regulations were written by Dr. Marion Ellis, Emeritus Professor of Entomology at the University of Nebraska, Lincoln, and are widely recommended as a model regulation for other cities. Staff also contacted the Northeastern Kansas Beekeepers Association, and was directed to the regulations for the Cities of Lawrence, Overland Park, and Prairie Village.

All regulations reviewed include various requirements for the location of hives or apiaries in regards to distance from property lines, other buildings, and streets/sidewalks. With the exception of Overland Park, all regulations reviewed also include a requirement for a "flyaway barrier" under certain conditions to help reduce any potential stinging hazard from the bees. Overland Park's regulations also require written permission from adjoining property owners under certain conditions.

Staff has been in communication with Sharon Dobesh, former honey bee specialist at Kansas State University, who will be present to present additional information regarding beekeeping.

#### **ACTION:**

Provide direction to staff regarding potential development of beekeeping regulations.

#### **ATTACHMENTS:**

- City of Lincoln, Nebraska Municipal Code excerpt
- City of Lawrence Urban Agriculture Policy brochure excerpt
- City of Overland Park Municipal Code excerpt
- City of Prairie Village Municipal Code excerpt

#### Chapter 6.16 APIARIES

#### Contents:

6.16.010 Location of Hives.

6.16.020 Minimum Area Required.

6.16.030 Standards for Management.

6.16.040 Animal Control Violation; Citation.

6.16.050 Penalty for Violations.

#### 6.16.010 Location of Hives.

No person shall establish or maintain any hive or box where bees are kept, or keep any bees on the premises within fifty feet of any dwelling (except the dwelling of the owner of such bees), or within fifteen feet of any lot line, sidewalk, alley, or other public way. Notwithstanding, bees may be kept within fifteen feet of a lot line, sidewalk, alley, or other public way when a barrier at least six feet high is placed between the bee hives or boxes and the lot line, alley, or public way which adequately impairs bee flight. (Ord. 15518 §1; April 9, 1990 P.C. §8.70.010: Ord. 13413 §1; June 14, 1982).

#### 6.16.020 Minimum Area Required.

No person shall establish or maintain any hive or box where bees are kept on any lot in excess of one hive or box per 1,500 square feet. (Ord. 15518 §2; April 9, 1990 P.C. §8.70.020: Ord. 13413 §2; June 14, 1982).

#### 6.16.030 Standards for Management.

Any person keeping bees shall:

- a. Minimize swarming of bees;
- b. Provide an adequate source of water located on the premises;
- c. Provide an adequate number of hives or boxes;
- d. Maintain and manage such boxes or hives so as not to create a nuisance. (Ord. 15518 §3; April 9, 1990 P.C. §8.70.030: Ord. 13413 §3; June 14, 1982).

#### 6.16.040 Animal Control Violation; Citation.

Whenever a police officer or <u>animal control officer</u> of the City of Lincoln shall observe any violation of this chapter or has probable cause to believe that a violation of this chapter has occurred, it shall be the officer's duty to issue an <u>animal control citation</u> to the appropriate person.

At the time of the commission of the alleged violation, the accused may be served with a printed notice requiring the accused to make such appearance on or before the date specified thereon and advising whether execution of waiver of appearance and plea of guilty has been made available by the court for such violation. Said notice shall further apprise the accused that upon direct refusal or failure to so appear, a warrant shall be issued for the accused's arrest, that the accused shall appear at said court during the hours fixed by the judges of the county court as shown on said notice. (Ord. 15518 §4; April 9, 1990).

#### 6.16.050 Penalty for Violations.

Any person upon whom a duty is placed by the provisions of this chapter who shall fail, neglect, or refuse to perform such duty, or who shall violate any of the provisions of this chapter, shall be deemed guilty of a misdemeanor and upon conviction thereof shall be fined in a sum not to exceed \$500.00 and not less than \$25.00 for the first offense, and not less than \$50.00 for a second offense, and not less than \$100.00 for the third offense and each offense thereafter.

Each day that a violation of any section in this chapter continues shall constitute a separate and distinct offense and shall be punishable as such. The penalties herein provided shall be cumulative with and in addition to any penalty or forfeiture elsewhere in this chapter provided. (Ord. 15518 §5; April 9, 1990).

# **LAWRENCE URBAN AG POLICY**

Do you know your rights and responsibilities?



A community food production guide from the Douglas County Food Policy Council

JAKA PALIN

CROPS | 2 - 3

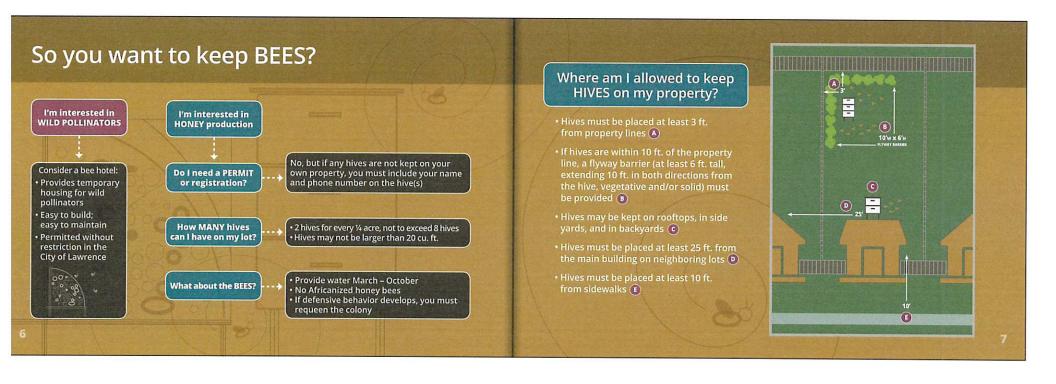
**CHICKENS & DUCKS | 4-5** 

BEES | 6 - 7

GOATS & SHEEP | 8 - 9

**URBAN FARM | 10 - 11** 





#### 6.14 BEEKEEPING

#### Contents:

6.14.010 Legislative Findings.

6.14.020 Keeping of Bees.

6.14.030 Keeping of a Hive, Stand, Box, or Apiary.

6.14.040 Multiple Number of Beehives.

6.14.050 Subsequent Development of Adjacent Properties.

6.14.060 Owner's Hives on Other Properties.

6.14.070 Water Facilities.

6.14.080 Exemptions.

6.14.085 Severability.

6.14.090 Violations and Penalty.

#### 6.14.010 Legislative Findings.

The Governing Body of the City of Overland Park, Kansas, finds that there is a need to regulate and set minimum standards for the keeping of bees within the corporate limits of the City to protect the public health, safety, and welfare of the residents of Overland Park.

(History: Ord. BK-1198 §1, 83)

#### 6.14.020 Keeping of Bees.

It shall be unlawful for any person to place, establish, or maintain any hive, stand, box, or apiary or keep any bees in or upon any premises within the corporate limits of the City unless the bees are kept in accordance with the provisions of this chapter.

(History: Ord. BK-1198 §2, 83)

#### 6.14.030 Keeping of a Hive, Stand, Box, or Apiary.

No hive, stand, or apiary shall be placed or kept:

- A. Closer than 25 feet to the property line of adjoining residential property if a house or other building used for residential purposes is located on such property;
- B. Or closer than 75 feet to any house or other building used for residential purposes other than the residence of the keeper of such bees without first obtaining written permission of such land, which permission may be revoked at any time;
- C. Or closer than 100 feet to the exterior line of the traveled portion of a public street;
- D. Or upon land not owned or possessed by the keeper of such bees without first obtaining written permission to do so from the owner or person lawfully in possession of such land, which permission may be revoked at any time.

(History: Ord. BK-1198 §3, 83)

#### 6.14.040 Multiple Number of Beehives.

No more than three beehives shall be placed or kept in a location which is between 75 feet and 600 feet from a house or other building used for residential purposes other than the residence of the keeper of such bees. (History: Ord. BK-1198 §4, 83)

#### 6.14.050 Subsequent Development of Adjacent Properties.

Provided that should adjacent property be later developed, or residential structures located closer than the distances herein prescribed, the keeper shall move such hives, stands, boxes, or apiaries to comply with these regulations.

(History: Ord. BK-1198 §5, 83)

#### 6.14.060 Owner's Hives on Other Properties.

Every person owning a hive, stand, box, or apiary located on premises other than where he resides shall identify such hive, stand, box or apiary by a sign or other prominent marking stating in letters at least one inch high on a contrasting background the name, address, and phone number of the owner of such equipment.

(History: Ord. BK-1198 §6, 83)

#### 6.14.070 Water Facilities.

Fresh, clean, watering facilities for the bees shall be provided within 25 feet of each hive, stand, box or apiary. (History: Ord. BK-1198 §7, 83)

#### 6.14.080 Exemptions.

Nothing in these regulations shall be deemed or construed to prohibit the keeping of bees within a school or university building for the purpose of study or observation, or within a physician's office or laboratory for the purpose of medical research, treatment, or other scientific purposes.

(History: Ord. BK-1198 §8, 83)

#### 6.14.085 Severability.

If any section, subsection, subdivision, paragraph, sentence, clause or phrase in this chapter or any part thereof, is for any reason held to be unconstitutional or invalid or ineffective by any court of competent jurisdiction, such decision shall not effect the validity or effectiveness of the remaining portions of this chapter or any part thereof.

(History: Ord. DAC-1311 §23, 85)

#### 6.14.090 Violations and Penalty.

The violation of any provision of 6.14.030 through 6.14.080 is a public offense and any person convicted thereof shall be punished as provided in 1.12.010 of the Overland Park Municipal Code. Each day that any violation of these sections shall continue shall constitute a separate offense.

(History: Ord. BK-1198 §9, 83)

# CODE

### OF THE

# CITY OF PRAIRIE VILLAGE

#### **KANSAS**

Published Under the Authority and by the Direction of The Governing Body of the City of Prairie Village, Kansas, this 29th day of May 2019

A Codification of the General Ordinances of the City of Prairie Village, Kansas

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#### 2-139 REMOVAL OF DEAD ANIMAL

It shall be the responsibility of the person responsible for a deceased animal to provide for its removal from private property. (Ord. 2325, Sec. 1, 2015; Ord. 2368, Sec. 1, 2017)

#### 2-140 FEES TO GENERAL FUND

All fees, charges and penalties paid to or collected by any officers of the City under or pursuant to the provisions of this Chapter shall be paid over to the City Treasurer and credited to the general operating fund.

(Ord. 1562 (part), 1985; Ord. 2091 (part), 2005; Ord. 2106 (part), 2005; Ord. 2213, Sec. 8, 2009; Ord. 2325, Sec. 1, 2015, Ord. 2368, Sec. 1, 2017)

#### 2-141 ENFORCEMENT

It is the duty of the animal control officer or anyone having the authority of an animal control officer, including but not limited to law enforcement officers, to enforce the terms and provisions of this Chapter and the Mayor or the Chief of Police may appoint by and with the consent of the Governing Body some suitable person to be known as an animal control officer whose duties it shall be to assist in the enforcement of this Chapter and to work under an immediate supervision and direction of the Police Department. Anyone having the authority of an animal control officer is given the authority to seize any animal found outside the City limits when he/she has reasonable grounds to believe said animal committed any act within the City which is prohibited by the provisions of this Chapter or which subjects said animal to seizure if found within the City. Any private person may, upon signed complaint, bring charges against any person responsible for an animal for the violation of any of the provisions of this Chapter.

(Ord. 1562 (part), 1985; Ord. 2091 (part), 2005; Ord. 2106 (part), 2005; Ord. 2213, Sec. 8, 2009; Ord. 2325, Sec. 1, 2015, Ord. 2368, Sec. 1, 2017)

#### 2-142 BEEKEEPING

Any person keeping bees shall comply with the following:

- a) Minimize swarming of bees;
- b) Provide and maintain a source of water located on the premises:
- c) Maintain no more than two (2) hives per property/lot;
- d) Hives will be located only within a fenced back yard. The minimum height of fence will be 42 inches. A flyway structure/barrier (shrubbery or fencing) is necessary if the exterior fence is less than 6 feet in height;
- e) Hives will be maintained at least ten (10) feet from all property lines; and
- f) Maintain and manage such boxes or hives so as not to create a nuisance by any of the following circumstances: unhealthy condition(s), interfere with the normal use and enjoyment of human or animal life, or interfere with the normal use and enjoyment of any public property or private property of others.
- g) Remove hives if established guidelines are not maintained as determined by Codes or animal control officers.

(Ord. 2325, Sec. 1, 2015; Ord. 2368, Sec. 1, 2017)

#### 2-143 VIOLATION - PENALTY

a) It is unlawful for any person to violate any of the provisions of this Chapter. Any person convicted of the violation of any provision of this Chapter where a specific penalty is not otherwise prescribed shall be fined up to \$1,000 or 30 days imprisonment, or a combination of fine and imprisonment. Upon conviction, the Municipal Court may order restitution be paid to the victim of the violation.

# Policy Report Leavenworth Convention and Visitors Bureau – Semi-Annual Report September 17, 2019

Prepared By:

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**CVB Manager** 

Reviewed By:

Taylour Tedder

**Assistant City Manager** 

Reviewed By:

Paul Kramer

City Manager

#### **BACKGROUND:**

Leavenworth Convention and Visitors Bureau (CVB) Manager Kristi Lee will provide an update of activities and operations of the CVB.



2019 Semi Annual Review LEAVENWORTH CONVENTION

& VISITORS BUREAU

SEPT. 17, 2019



# Administrative highlights

- Attended the Spring Media Showcase in Wichita in April and met with several travel writers and bloggers.
- Graduated from the Leavenworth Lansing Leadership program in April.
- Staff helped with the Cool Hand Luke Gravel Grinder on April 28th.
- Worked with two other communities; Kansas City KS and Bonner Springs in hosting 7 travel writers/bloggers who enjoyed a "Girlfriends Getaway". We hosted them on May 17th.
- Attended the MO Bank Travel Showcase in May. Met with group travel planners and promoted traveling to Leavenworth with their groups and over-nighting in our new hotels.
- Hosted a photo shoot with Earl Richardson.
- Worked on design and background information on new CVB website which launched July 24th.
- Hired the Leavenworth Times to produce the 2020 Visitors Guidebook.
- Attended the Tour Kansas Showcase in Tulsa, OK in early August and met with several group tour planners and bloggers.
- Conducted interviews for the new part time position for the CVB. Start date of Sept. 19th.

# Kansas City Industry data

Meetings held in 2018

- 366,607 attendees
- 354,113 room nights
- \$275 million in Economic Impact

#### TOURISM ECONOMIC IMPACT

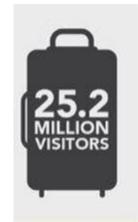
Tourism generates \$5.5 billion in economic impact for the region annually, including indirect and induced impact. Taxes paid by visitors save the average Kansas City household \$550 in taxes annually.

#### **LOCAL JOBS**

Almost 48,000 jobs in the region are sustained by tourism either directly or indirectly, supporting \$1.7 billion in wages.

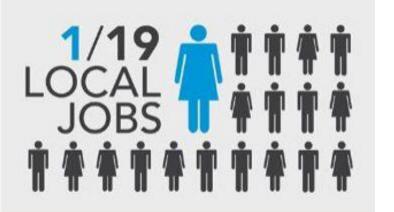
#### **VISITORS**

Kansas City hosts 25.2 million visitors each year. Of these, 47% of visitors stay overnight.











# State Division of Tourism hires new Director

Bridgette Jobe from the Kansas City KS Convention and Visitors Bureau was chosen as the new Director of Tourism for the State of Kansas. She will start her duties on July 8, 2019.

# TravelKS has a new app

You can now download an app that includes everything you need to know about Kansas at Travelks.com.

## YTD OCC YTD ADR

56.9%

\$88.92

RevPar Avail Room

# Produced by Mosemak Creative



#### **Visitor Guidebook**

- Distributed 13,500 visitor guidebooks. They are distributed through travel centers, local delivery, trade-show placement, direct inquires and on-line inquiries, walk ins, and RFCC lobby.
- 544 direct personal requests, 650 Welcome bags, 5,250 delivered to local businesses, 3,375 to visitor centers, 1,550 to Fort Leavenworth plus all the bulk deliveries.

## **Print Advertising**

Ads placed: 18 ads placed with a distribution of 1,050,700 publications

## **On-line Advertising**

 6 On-line digital campaigns placed: impressions of over 948,297+

### **Social Media**

 Facebook, Twitter, Pinterest, and Instagram have over 6,292 Followers

#### Website (July 24 thru Sept. 10)

4,838 page views; Top pages: Calendar of Events,
 CAMPLeavenworth and USP; Top Referral: TravelKS

#### **E-NewsEvents Calendar**

• 1,611 contacts emailed twice a month







# Ongoing co-op marketing with area associations

- · NORTHEAST KANSAS TOURISM ASSOCIATION
- · KANSAS CITY REGIONAL DESTINATION ALLIANCE
- · GLACIAL HILLS AND FRONTIER MILITARY BYWAYS
- MEET KANSAS
- · SPORTS KANSAS
- · I-70 ASSOCIATION



START YOUR ADVENTURE TODAY, CREATE A PROFILE, SELECT A TRIP AND WIN A PRIZE!





Trading Post is one of the others

to the crack. In Mal? a Stated

MOUND CITY

#### CRAWFORD COUNTY

July 1: Fireenests & live music or the Crawford County Fargraund. July 2: Watch forwards from the beach over Fartington Live at: Crewford State Ferk, July 1844 Fireworks at bett locations

#### LEAVENWORTH

yes to take a malt tack in time BAXTER SPRINGS Secales of Wheels 2nd Armail Car Show on June 25-22.

#### OVERLAND PARK

Claime with See most, had harles Cence a songue combination of can interpret with. It free, Road tracks accept cleft or card.

at Missori Rivers and provide a Let's get social!

#### LOUISBURG

and water hookups, dump booter, a water park for kids,

Fauturing antiques, great fixed. www.bisconnephenstates.com

#### MERRIAM

shapping car shows, and morel Admission wight numbers all across town To play along, yest last for the

# northeast kansas curtambus 19-36; Outobur &

facebook: enortheastkansas

# Group Tours Booked

26 Group Tours in 2019 so far.. 4 were overnight tours

4 Group Tours booked for 2020

# Meetings Booked

3 Meetings in 2019

1 Meeting in 2020

1 Meeting in 2021

2 bids out for future meeting conferences

# **Sports**

Continue to attend the Sports Kansas Assoc. meetings. The state as a whole is doing very well with bringing in teams from all over the country, we will offer overflow rooms when the needs arise.



# Leavenworth STR Report

# TGT Trends







\*\*Info collected from: Fairfield, TownePlace, Hampton Inn and Home2



## Revenue

2019 Jan - July

\$5,651,483

51,256 RmNts

## **TGT** Collected

2019 Jan - July

\$352,295

39,939 RmNts

Approx 22% of RmNts sold are TGT exempt

# Tradeshows

# WICHITA, NTTW, LAKE OF THE OZARKS, TULSA, PAIR DAY AND MORE

The staff has been busy at trade shows this year and have been handing out information on Leavenworth and the area.

- ABA
- Select Traveler
- Spring Media Marketplace
- Missouri Bank Travel
- Tour Kansas Showcase
- PAIR Day (2)
- State Fair Booth (Co-op with NEKS)
- Small Market Meetings
- Perfect Weddings Tradeshow
- KSAE Meetings



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# Looking Ahead:

# HIRING A PART TIME OFFICE ASSISTANT

Possible start date will be Sept. 19th

#### CAMP LEAVENWORTH

September 20-21, 2019

# HOSTING TRAVEL WRITERS

- Lisa Gray, Sept. 25th
- Barbara Webb, Sept. 27th

#### **100TH ANNIVERSARY**

Veterans Day Parade, November 11, 2019

#### **160TH ANNIVERSARY**

Lincoln's Visit to Leavenworth December 3-6, 2019

## STATE TOURISM CONFERENCE OCT. 21-24

We are sponsoring the Awards Banquet this year and will decorate a table of 8 with products from Leavenworth. We are also submitting a bid to host this conference in 2022 or 2023.

# Thank You!

ANY QUESTIONS?

BY: KRISTI LEE

