



Welcome To Your City Commission Meeting - Please turn off or silence all cell phones during the commission meeting.  
Meetings are televised everyday on Channel 2 at 7 p.m. and midnight

**Call to Order – Pledge of Allegiance Followed by Silent Meditation**

**PRESENTATIONS:**

- 1. Proclamations (pg. 2)
  - a. National Drinking Water Week
  - b. Small Business Week
  - c. Arbor Day
  - d. National Travel & Tourism Week

**OLD BUSINESS:**

**Consideration of Previous Meeting Minutes:**

- 2. Minutes from April 10, 2018 Regular Meeting **Action:** Motion (pg. 6)

**NEW BUSINESS:**

**Citizen Participation:** (i.e. Items not listed on the agenda or receipt of petitions- **Please state your name and address**)

**General Items:**

- 3. Request for Reduction in Special Assessment Fees 613 S 10<sup>th</sup> Street **Action:** Motion (pg. 10)
- 4. Main Street Sanctioned BBQ Contest Sept 2018 – Use of City Lot (pg. 15)
  - a. Consider Street Closure Request **Action:** Motion
  - b. Consider Resolution B-2194 Hog Wild BBQ Event-Alcoholic Liquor **Action:** Motion
- 5. Request for Downtown Street Closure for American Fallen Warrior Memorial Foundation **Action:** Motion (pg. 21)
- 6. Mayors Appointments **Action:** Motion (pg. 29)
- 7. Adopt 2018-2019 City Commission Goals **Action:** Motion (pg. 30)

**Bids, Contracts and Agreements:**

- 8. Consider Bids for Comprehensive Compensation Study **Action:** Motion (pg. 41)
- 9. Consider Bids for 2018 Pavement Management Project Granite Seal Program **Action:** Motion (pg. 43)
- 10. Consider Bids for Wheeled Skid Steer Loader **Action:** Motion (pg. 52)

**Consent Agenda:**

Claims for April 7, 2018 through April 20, 2018 in the amount of \$832,890.15; Net amount for Pay #8 effective April 13, 2018 in the amount of \$ 314,394.97 (No Police & Fire Pension). **Action:** Motion

**Other Items:**

**Adjourn:** **Action:** Motion

# City of Leavenworth, Kansas



## Proclamation

- WHEREAS,** *water is our most valuable and important natural resource; playing a vital role in our daily lives; and*
- WHEREAS,** *a safe, reliable water supply is critical to the success of our community – it creates jobs, attracts industry and investment, and provides for the health and welfare of citizens in ways ranging from disease prevention to fire suppression and the quality of life we enjoy; and*
- WHEREAS,** *we often take water supply for granted until it is threatened, either by drought, water main breaks, or some other event; any measure of a successful society – low mortality rates, economic growth and diversity, productivity, and public safety – are in some way related to access to safe water; and*
- WHEREAS,** *we are all stewards of the water supply and infrastructure upon which future generations depend; and*
- WHEREAS,** *each citizen of the City of Leavenworth is called upon to help protect our source waters from pollution, to practice responsible water conservation, and to get involved in local water issues; and*
- WHEREAS,** *the water produced by the Leavenworth Water Department is the most reliable and best-tasting water in all of Leavenworth County.*

**NOW, THEREFORE,** *I, Mark Preisinger, Mayor of the City of Leavenworth, Kansas hereby proclaim May 6-12, 2018 as:*

## Leavenworth Drinking Water Week

*and I urge all citizens to recognize the vital role water plays in our daily lives and to value the importance and fragility of our water resources.*

**IN WITNESS WHEREOF,** *I set my hand and have affixed the Great Seal of the City of Leavenworth, Kansas this twenty-fourth day of April in the year of two-thousand and eighteen.*

\_\_\_\_\_  
Mark Preisinger, Mayor

ATTEST:

\_\_\_\_\_  
Carla K. Williamson, CMC, City Clerk

# City of Leavenworth, Kansas



## Proclamation

- WHEREAS,** *from the storefront shops that anchor Main Street to the high-tech startups that keep America on the cutting edge, small businesses are the backbone of our economy and the cornerstones of our nation's promise; and*
- WHEREAS,** *small business owners and Main Street businesses have energy and a passion for what they do; and*
- WHEREAS,** *when we support small business, jobs are created, and local communities preserve their unique culture; and*
- WHEREAS,** *because this country's 28 million small businesses create nearly two out of three jobs in our economy, we cannot resolve ourselves to create jobs and spur economic growth in America without discussing ways to support our entrepreneurs; and*
- WHEREAS,** *the President of the United States has proclaimed National Small Business Week every year since 1963 to highlight the programs and services available to entrepreneurs through the U.S. Small Business Administration and other government agencies; and*
- WHEREAS,** *The City of Leavenworth, Kansas supports and joins in this national effort to help America's small businesses do what they do best – grow their business, create jobs, and ensure that our communities remain as vibrant tomorrow as they are today.*

**NOW, THEREFORE,** *I, Mark Preisinger, Mayor of the City of Leavenworth, Kansas hereby proclaim April 29-May 5, 2018 to be:*

## National Small Business Week

*and urge all citizens to acknowledge and celebrate the achievements made by small business both locally and nationally and encourage all citizens to Live Local.*

**IN WITNESS WHEREOF,** *I set my hand and have affixed the Great Seal of the City of Leavenworth, Kansas this twenty-fourth day of April in the year of two-thousand and eighteen.*

\_\_\_\_\_  
*Mark Preisinger, Mayor*

ATTEST:

\_\_\_\_\_  
*Carla K. Williamson, CMC, City Clerk*

# City of Leavenworth, Kansas



## Proclamation

- WHEREAS,** *in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and*
- WHEREAS,** *this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and*
- WHEREAS,** *Arbor Day is now observed throughout the nation and the world; and*
- WHEREAS,** *trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife; and*
- WHEREAS,** *trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products; and*
- WHEREAS,** *trees in the City of Leavenworth, Kansas increase property values, enhance the economic vitality of business areas, and beautify our community.*

**NOW, THEREFORE,** *I, Mark Preisinger, Mayor of the City of Leavenworth, Kansas hereby proclaim April 27, 2018 to be:*

## Arbor Day

*and I urge all citizens to celebrate Arbor Day, to support efforts to protect our trees and woodlands, to plant trees to gladden the heart and promote the well-being of this and future generations.*

**IN WITNESS WHEREOF,** *I set my hand and have affixed the Great Seal of the City of Leavenworth, Kansas this twenty-fourth day of April in the year of two-thousand and eighteen.*

\_\_\_\_\_  
Mark Preisinger, Mayor

ATTEST:

\_\_\_\_\_  
Carla K. Williamson, CMC, City Clerk

# City of Leavenworth, Kansas



## Proclamation

- WHEREAS,** *travel to and within Kansas provides significant economic benefits for the state; it generated more than \$10.8 billion in economic impact in 2016, with \$6.6 billion spent directly by travelers.*
- WHEREAS,** *travel is among the top 10 private-sector employers in Kansas, it is supporting 95,000+ jobs in 2016, including 63,700 directly in the travel industry and 31,300 in other industries.*
- WHEREAS,** *tourism-supported tax revenues in 2016 surpassed \$1 billion and included \$609 million in state and local governmental revenues.*
- WHEREAS,** *meetings, events and incentive travel are core business functions that help companies strengthen business performance, educate employees and customers and reward business accomplishments. In 2016, domestic and international business travelers spent \$2.6 billion in Kansas.*
- WHEREAS,** *leisure travel, which accounts for more than 60 percent of all trips taken in Kansas, spurs countless benefits to travelers' health and wellness, creativity, cultural awareness, education, happiness, productivity and relationships.*
- WHEREAS,** *the City of Leavenworth realized more than \$7 million from overnight visitor expenditures in 2017, validating the unique significance of the American travel industry in the lives of the citizens of Leavenworth, Kansas.*

**NOW, THEREFORE,** *I, Mark Preisinger, Mayor of the City of Leavenworth, Kansas hereby proclaim May 6-12, 2018 to be:*

## National Travel & Tourism Week

*and call upon the people of Leavenworth to observe this coming week, as sanctioned by the U.S. Congress, with appropriate ceremonies and activities.*

**IN WITNESS WHEREOF,** *I set my hand and have affixed the Great Seal of the City of Leavenworth, Kansas this twenty-fourth day of April in the year of two-thousand and eighteen.*

\_\_\_\_\_  
Mark Preisinger, Mayor

ATTEST:

\_\_\_\_\_  
Carla K. Williamson, CMC, City Clerk



**CALL TO ORDER** - The Governing Body met in regular session and the following commission members were present: Mayor Pro-Tem Jermaine Wilson, Commissioners Nancy Bauder, Larry Dedeke and Myron J. (Mike) Griswold. Absent: Mayor Mark Preisinger.

**Others present:** Assistant City Manager Taylour Tedder, Public Works Director Mike McDonald, Deputy Public Works Director Mike Hooper, Superintendent of City Operations Curtis Marks Sr., Section 8 Manager Pat Tooley, Parks & Recreation Director Steve Grant, Finance Director Ruby Maline, Police Chief Pat Kitchens, Deputy Fire Chief Mike Shore, Public Information Officer Melissa Bower, City Attorney David E. Waters, Deputy City Clerk Cary Collins and City Clerk Carla K. Williamson.

Mayor Pro-Tem Jermaine Wilson opened the meeting with the pledge of allegiance followed by silent meditation.

**PROCLAMATIONS:**

**Vietnam Veterans Day** – Lynn Rolf & Mike Haddock were present to accept the proclamation.

**World T'ai Chi & Qigong Day** – Janice Langham along with other members of the local organization were present to accept the proclamation.

**Barbershop Harmony Month** – Keith Owen, Tracy Dame, Brad Cox and Bill Bay were present to accept the proclamation.

**Fair Housing Month** – Pat Tooley Section 8 Manager was present to accept the proclamation.

**National Telecommunicator's Week** – Police Chief Pat Kitchens and Deputy Fire Chief Mike Shore were present to accept the proclamation.

**OLD BUSINESS:**

**Consideration of Previous Meeting Minutes:**

Commissioner Dedeke moved to approve the minutes from the March 27, 2018 regular meeting as presented. Commissioner Griswold seconded the motion and was unanimously approved. The Mayor Pro-Tem declared the motion carried 4-0.

**Second Consideration Ordinances:**

**Second Consideration Ordinance No. 8073 Special Use Permit 1922 5<sup>th</sup> Ave Child Care Center**– City Clerk Carla Williamson stated that the ordinance was introduced on first consideration at the March 27, 2018 regular meeting and that there have been no changes to the ordinance. Ordinance No. 8073 was presented for second consideration and a roll call vote.

Mayor Pro-Tem Wilson called the roll and Ordinance No. 8073 was unanimously approved 3-0.

Note: Commissioner Bauder stepped out of the meeting just prior to the roll call vote and was not at the dais at the time of the roll call vote.

Note: Commissioner Bauder returned to the dais.

**Second Consideration Ordinance No. 8074 Changing the Name of Sheridan Avenue to Sheridan Street**– City Clerk Carla Williamson stated that the ordinance was introduced on first consideration at the March 27, 2018 regular meeting and that there have been no changes to the ordinance. Ordinance No. 8074 was presented for second consideration and a roll call vote.

Mayor Pro-Tem Wilson called the roll and Ordinance No. 8074 was unanimously approved 4-0.

**NEW BUSINESS:**

**Citizen Participation:** none

**General Items:**

**Proposed Industrial Revenue Bonds for Kare Pharmacy** –Assistant City Manager Taylour Tedder presented for consensus to move forward, a request from Sandeep and Karishma Khandelwal for the use of Industrial Revenue Bonds (IRB) for the construction of their new business at 2500 S 4<sup>th</sup> Street. Sandeep and Karishma Khandelwal are the owners of Kare Pharmacy. The use of IRB’s would allow them to use the City’s state sales tax exemption and exempt the building materials purchased from sales taxes. If there is a consensus a formal resolution will come back to the Commission to adopt and approve.

There was a consensus to move forward with a formal resolution.

**Bids, Contracts and Agreements:**

**Consider Bids for Riverfront Community Center Re-roof & Skylight Replacement Project** – Parks & Recreation Director Steve Grant presented for consideration and approval the low bid from American Roofing in the amount not to exceed \$87,773.00. Bids were opened on March 28, 2018 and were as follows:

<b>Bidder</b>	<b>Address (City/State)</b>	<b>Base Bid</b>
Guarantee Roofing, Inc.	Joplin, MO	\$97,400.00
Premier Contracting, Inc.	Kansas City, KS	\$135,750.00
American Roofing, Inc.	Leavenworth, KS	\$87,773.00
Boone Brothers Roofing	Olathe, KS	\$213,277.00
Engineers Estimate		\$140,000.00

Commissioner Bauder moved to approve the low bid from American Roofing in the amount not to exceed \$87,773.00. Commissioner Dedeke seconded the motion and was unanimously approved. The Mayor Pro-Tem declared the motion carried 4-0.

**Consider Bids from Streets Division – Truck** – Public Works Director Mike McDonald and Superintendent of City Operations Curtis Marks Sr. presented for consideration the statewide bids for the purchase of a 2018 Dodge Ram 2500 regular cab 4 X 4 pickup from Davis Moore Inc. Wichita KS in the amount of \$25,686.02 which includes the trade-in value of the City’s 2004 Chevrolet 2500 4 X 4 pickup.

Commissioner Bauder moved to approve the purchase of a 2018 Dodge Ram 2500 regular cab 4 X 4 pickup in the amount of \$25,686.02 from Davis Moore, Inc. Commissioner Dedeke seconded the motion and was unanimously approved. The Mayor Pro-Tem declared the motion carried 4-0.

**Consider Bids for Plastic Refuse Bags** – Superintendent of City Operations Curtis Marks Sr. presented for consideration the purchase of plastic refuse bags from Jadcore, Inc. in the amount of \$127,880.00. Bids were as follows:

Bidder	Address (City/State)	Per Bag	Per Roll	Base Bid	Qualified Bid
Inteplast Engineered Films	Garland, TX	0.1514	7.57	\$174,110.00	Y
Dyna Pak	Lawrenceburg, TN	0.105	5.25	\$120,750.00	N
Jadcore	Terre Haute, IN	0.112	5.56	\$127,880.00	Y
Waste Zero	Raleigh, NC	0.107	5.35	\$123,050.00	N

Commissioner Bauder moved to approve the purchase of refuse bags from Jadcore, Inc. at a total cost of \$127,880.00. Commissioner Griswold seconded the motion and was unanimously approved. The Mayor Pro-Tem declared the motion carried 4-0.

**CONSENT AGENDA:**

Commissioner Griswold moved to approve Claims for March 24, 2018 through April 6, 2018 in the amount of \$1,766,321.74; Net amount for Pay #7 effective March 30, 2018 in the amount of \$326,298.26 (No Police & Fire Pension). Commissioner Dedeke seconded the motion and was unanimously approved. The Mayor Pro-Tem declared the motion carried 4-0.

**Other:**

**Commissioner Griswold:**

- Wants to build on the spring cleanup
- Interested in a campaign to sustain the cleanliness of the City
- Will send an email to the Mayor on the topic



**Adjourn:**

Commissioner Dedeke moved to adjourn the meeting. Commissioner Bauder seconded the motion and was unanimously approved. The Mayor Pro-Tem declared the motion carried and the meeting adjourned.

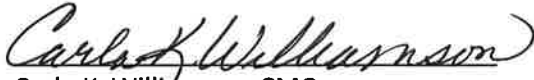
Time Meeting Adjourned 7:48 p.m.

Minutes taken by City Clerk Carla K. Williamson, CMC


**POLICY REPORT  
REQUEST TO REMOVE SPECIAL ASSESSMENTS & NUISANCE FEES  
613 SOUTH 10<sup>th</sup> STREET**

**APRIL 24, 2018**

Prepared by:

  
Carla K. Williamson, CMC,  
City Clerk

Reviewed by:

  
Paul Kramer  
City Manager

**ISSUE:**

On April 9, 2018 Michael Burgess requested that the City Commission consider reducing the special assessments and nuisance fees on the vacant lot located at 613 S 10<sup>th</sup> St.

**BACKGROUND:**

- The property was previously listed along with other properties for sale during the County 2016 tax sale. The property was not sold during the tax sale but remains on a list maintained by the County as properties that are for sale due to unpaid taxes.
- Prior to purchasing the property Mr. Burgess would like the City Commission to consider the reduction of the special assessments on the 2016 and 2017 tax statements and current fees due to the City.
- Mr. Burgess would like to purchase the vacant lot at 613 S 10<sup>th</sup> St to use for a garden.

Date of Mowing	Cost of Mowing/Clean up	Admin Fee	Total
August 7, 2015	23.41	250.00	273.41
April 28, 2016	23.41	100.00	123.41
May 15, 2016	23.41	250.00	273.41
June 6, 2016	23.41	500.00	523.41
June 28, 2016	23.41	500.00	523.41
<i>2016 Special Assessment Total</i>	<i>\$117.05</i>	<i>\$1,600.00</i>	<i>\$1717.05</i>
July 25, 2016	23.41	500.00	523.41
August 15, 2016	23.41	500.00	523.41
September 4, 2016	23.41	500.00	523.41
September 26, 2016	23.41	500.00	523.41
May 9, 2017	17.56	100.00	117.56
May 21, 2017	17.56	250.00	267.56
June 16, 2017	17.56	500.00	517.56
<i>2017 Special Assessment Total</i>	<i>\$146.32</i>	<i>\$2,850.00</i>	<i>\$2,996.32</i>
July 7, 2017	250.00	500.00	750.00
August 4, 2017	23.41	500.00	523.41
September 7, 2017	23.41	500.00	523.41
October 3, 2017	23.41	500.00	523.41
<i>Current Fees Due to City</i>	<i>\$320.23</i>	<i>\$2,000.00</i>	<i>\$2,320.23</i>
<b>TOTAL FEES</b>	<b>\$583.60</b>	<b>\$6,450.00</b>	<b>\$7,033.60</b>

In the past, the City Commission has reduced the fees for similar requests to the cost of the mowing and a \$100.00 administration fee per assessment period.

The actual cost to the City for mowing and lot cleanup is \$583.60. Additional administrative fees of \$100.00 for each assessment period would bring the total to \$883.60. Fees for the 2016 and 2017 Special assessments would be paid to the County Treasurer's office and the fees incurred from July 2017 to current would be paid directly to the City as those have not been assessed to the property. The City will soon begin mowing properties for the 2018 season so additional fees could be incurred.

**ACTION:**

- Deny the request
- Approve a reduction of the fees as presented (reduce current fees from \$7,033.60 to \$883.60)
- Approve a reduction of fees to another amount approved by the Commission

**ATTACHMENTS:**

- Letter from Michael Burgess
- Real Estate Tax Statements 2016 & 2017

APR 09 2018

Received by: 

Michael Burgess  
605 South 10<sup>th</sup> Street  
Leavenworth, Ks 66048  
(913) 683-4199

To whom it may concern,

My name is Michael Burgess, I am writing regarding the empty lot located at 613 South 10<sup>th</sup> Street Leavenworth.

I would like to purchase this lot for a garden. Due to fees from the City for prior care and maintenance, the cost is substantially higher than the value of the lot. If these fees were to be waived I would be able to afford this lot. I'm requesting the City of Leavenworth release these fees. In doing so I would maintain the care and upkeep of this lot; saving the City from any future burden or cost.

I thank you for your time and consideration.

Thank you,

Sincerely



Michael Burgess

2017 Real Estate Tax Statement # 2831

Tax ID 2017 1-04230

Leavenworth County Treasurer  
 Janice L. Van Parys  
 300 Walnut St Ste 105  
 Leavenworth, Ks. 66048-2725

ASSESSMENT CLASS	LAND IMPROVEMENT	LEVY 133.546	TAX
V	354		47.28
Total Val		354 Tax	47.28

M  
 A  
 I CARDENAS, JOSE & TORRES, CRISTINA T  
 L 613 S 10TH ST  
 LEAVENWORTH KS 66048-2484  
 T  
 O

SPECIAL ASSESSMENT	AMOUNT
Lv city ord	2,996.32

**PAYMENT INSTRUCTIONS**  
 TREASURER'S PHONE: 913-684-0434  
 Make checks payable to Leavenworth County Treasurer. Interest will be charged after due date, if personal tax becomes delinquent the full tax becomes due. TREASURER IS NOT RESPONSIBLE FOR OMISSIONS, PLEASE MAKE SURE THAT ALL YOUR PROPERTY IS LISTED.

DISTRIBUTION OF TAX	TAX AMT
USD 453 - GENERAL	7.08
USD 453 - OTHER	8.96
USD 453 - BOND/INT	6.38
STATE	.53
LEAVENWORTH COUNTY	13.23
LEAVENWORTH CITY	11.10

**PROPERTY INFORMATION**  
 TAX UNIT 001 City-LEAVENWORTH CITY  
 USD 453 CAMA # 077-35-0-20-33-004.00-0  
 Prop Addr: 613 S 10TH ST 66048  
 Subd-CENTRAL Blk-18  
 CENTRAL SUBDIVISION , BLOCK 18 , LT 16 &  
 N1/2 LT 17

Pay at <a href="http://www.kansastreasurers.org">www.kansastreasurers.org</a>	
<b>TOTAL TAX DUE</b>	<b>3,043.60</b>
Past due 12/20/2017	1,521.80
Pay at <a href="http://www.officialpayments.com">www.officialpayments.com</a>	
<b>Deliq Yrs: 2010 2011 2012 2013 2014+MORE</b>	
<b>Deliq total 03/29/2018:</b>	<b>21,785.35</b>

Please remit appropriate payment stub with payment

LEAVENWORTH COUNTY  
 FIRST HALF PAYMENT  
 DUE 12/20/2017

LEAVENWORTH COUNTY  
 SECOND HALF / FULL PAYMENT  
 DUE 05/10/2018 / 12/20/2017

STATEMENT # 2831  
 1st Half 1,521.80

STATEMENT # 2831  
 2nd Half 1,521.80  
 Full Amt 3,043.60

Tax ID # 2017 1-04230

CARDENAS, JOSE & TORRES, CRISTINA T  
 Dlq Yrs: 2010 2011 2012 2013 2014 2015 2016

Tax ID # 2017 1-04230

CARDENAS, JOSE & TORRES, CRISTINA T  
 Dlq Yrs: 2010 2011 2012 2013 2014 2015 2016



20170000283106

NO STATEMENT FOR SECOND HALF WILL BE MAILED.



20170000283112

NO STATEMENT FOR SECOND HALF WILL BE MAILED.


2016 Real Estate Tax Statement # 2836

Tax ID 2016 1-04230

Leavenworth County Treasurer  
 Janice L. Van Parys  
 300 Walnut St Ste 105  
 Leavenworth, Ks. 66048-2725

ASSESSMENT	LEVY	TAX
CLASS LAND IMPROVEMENT	133.776	
V 354		47.37
Total Val	354 Tax	47.37

M  
 A  
 I  
 L  
 T  
 O

  
 CARDENAS, JOSE & TORRES, CRISTINA T  
 613 S 10TH ST  
 LEAVENWORTH KS 66048-2484

SPECIAL ASSESSMENT	AMOUNT
Lv city ord	1,717.05

**PAYMENT INSTRUCTIONS**  
 TREASURER'S PHONE: 913-684-0434  
 Make checks payable to Leavenworth County Treasurer. Interest will be charged after due date, if personal tax becomes delinquent the full tax becomes due. TREASURER IS NOT RESPONSIBLE FOR OMISSIONS, PLEASE MAKE SURE THAT ALL YOUR PROPERTY IS LISTED.

DISTRIBUTION OF TAX	TAX AMT
USD 453 - GENERAL	7.08
USD 453 - OTHER	8.44
USD 453 - BOND/INT	6.90
STATE	.53
LEAVENWORTH COUNTY	13.32
LEAVENWORTH CITY	11.10

**PROPERTY INFORMATION**  
 TAX UNIT 001 City-LEAVENWORTH CITY  
 USD 453 CAMA # 077-35-0-20-33-004.00-0  
 Prop Addr: 613 S 10TH ST 66048  
 Subd-CENTRAL Blk-18  
 CENTRAL SUBDIVISION , BLOCK 18 , LT 16 &  
 N1/2 LT 17

Pay at <a href="http://www.kansastreasurers.org">www.kansastreasurers.org</a>	
<b>TOTAL TAX DUE</b>	<b>1,764.42</b>
Past due 12/20/2016	1,764.42
Pay at <a href="http://www.officialpayments.com">www.officialpayments.com</a>	
<b>Deliq Yrs: 2010 2011 2012 2013 2014+MORE</b>	
<b>Deliq total 03/29/2018:</b>	<b>21,785.35</b>

Please remit appropriate payment stub with payment

LEAVENWORTH COUNTY  
 FULL PAYMENT  
 DUE 12/20/2016  
 STATEMENT # 2836  
 Full Amt 1,764.42  
 Tax ID # 2016 1-04230  
 CARDENAS, JOSE & TORRES, CRISTINA T  
 Dlq Yrs: 2010 2011 2012 2013 2014 2015 2016



20160000283612

NO STATEMENT FOR SECOND HALF WILL BE MAILED.

**POLICY REPORT**  
**LEAVENWORTH MAIN STREET – LEAVENWORTH’S HOG WILD BBQ CONTEST**  
**SEPTEMBER 7-8, 2018**  
**CONSIDER STREET AND PARKING LOT CLOSURES AND**  
**CONSIDER ADOPTION AND APPROVAL OF RESOLUTION B-2194– ALCOHOLIC LIQUOR**

**APRIL 24, 2018**

Prepared by:

Reviewed by:

Reviewed by:



Beverly D. Wilson

Receivable/Licensure Coordinator



Carla Williamson

City Clerk



Paul Kramer

City Manager

**ISSUES:**

1. Consider authorizing municipal parking lot and street closures for Leavenworth’s Hog Wild BBQ contest and designate the municipal parking lots specified in the 200 block of Cherokee as “alcohol friendly”.
2. Consider allowing alcohol consumption and sales in the municipal parking lots during the event on September 7 and 8, 2018 by adopting and approving Resolution B-2194.

**BACKGROUND:**

In the past, the City Commission has approved parking lots to be closed for the Leavenworth Main Street (LMS) annual Hog Wild BBQ Contest. In 2017 the City Commission approved, by resolution, the consumption of alcoholic liquor during the event.

The following street and municipal parking lots are requested to be closed from 12:01 a.m. on Friday, September 7 through 6:00 p.m. on Saturday, September 8:

- Cherokee Street from 2<sup>nd</sup> Street to 3<sup>rd</sup> Street
- Municipal parking lots in the 200 block of Cherokee between 2<sup>nd</sup> Street and 3<sup>rd</sup> Street:
  - Portion of Lot on the north side of the street, east of Pullman Place
  - Lot on the south side of the street, east of the former KCKCC Building

Main Street will request a temporary liquor license to sell alcohol. They are requesting that municipal parking lots be authorized as “alcohol friendly” during the event. The “alcohol friendly” area will be within the boundaries of the two parking lots specified in the 200 block of Cherokee.

**ACTIONS:**

1. Consider authorizing the street and parking lot closures for Leavenworth’s Hog Wild BBQ Contest scheduled for September 7 - 8, 2018 and designate the municipal parking lots specified in the 200 block of Cherokee as “alcohol friendly”.

2. Consider adopting and approving Resolution B-2194.

Attachments:

- Special Event Application
- Event Map
- Resolution B-2194





# SPECIAL EVENT APPLICATION

## Parades, Walks, Runs, Races, Street and/or Parking Lot Use/Closure

City of Leavenworth

Office of the City Clerk  
100 N 5<sup>th</sup> Street  
Leavenworth KS 66048

Phone: 913-682-9201  
Fax: 913-651-7143  
City Code Chapter 102

**Fee: \$25.00 (non-refundable)**

Parade     
  Walk/Race/Run     
  Bike Race     
  Other: BBQ + Festival

**Applications shall be filed with the City Clerk eight (8) weeks prior to the time of the event**

Name of event: Leavenworth's Hog Wild BBQ      Location of Event: 200 Block of Cherokee

Date(s) of Event: Sept 7 & 8, 2018      Time of event: \_\_\_\_\_

Event Coordinator: Wendy Scheidt      Address: 416 Cherokee

Daytime Phone: 913-682-3924      Email: director@leavenworthmainstreet.com

Event Route (attach map): cell 913-433-6694 attached

Event will require street closure      
 Event will include food vendors  (include temporary food service applications)

Estimated number of People, Vehicles and/or Bikes participating in event: 500+ including attendees

Event will include amusement rides or bounce house(s)  Maybe  
(Valid permit issued by the State of Kansas required)

**No Candy, Gum, or other items shall be thrown, tossed or otherwise distributed from vehicles or individuals in a parade**

**Liability Insurance Information:**

The applications for street, sidewalk or public property use shall be accompanied by a Certificate of Insurance listing the City of Leavenworth as a co-insured in the amount of \$500,000 for liability insurance coverage for property damage, personal injury or death. No application will be considered unless accompanied by said Certificate of Insurance.

Name of Insurance Company: Western World      Policy No. NPP 8187880

*Certificate shall be of standard form as required by the State of Kansas, and carry a uniform endorsement providing for the actual notice to the City of any changes thereof. The insurance certificate cannot be canceled without giving ten (10) days written notice to the city clerk. The certificate shall be retained by the city clerk. (an example of certificate will be provided)*

The above information is true and correct to the best of knowledge, and I realize that making a false application will automatically void my privilege to this permit. I understand the City Ordinance /Regulations that govern the event for which I am applying:

Applicant Signature: Wendy Scheidt      Date: 4-11-2018

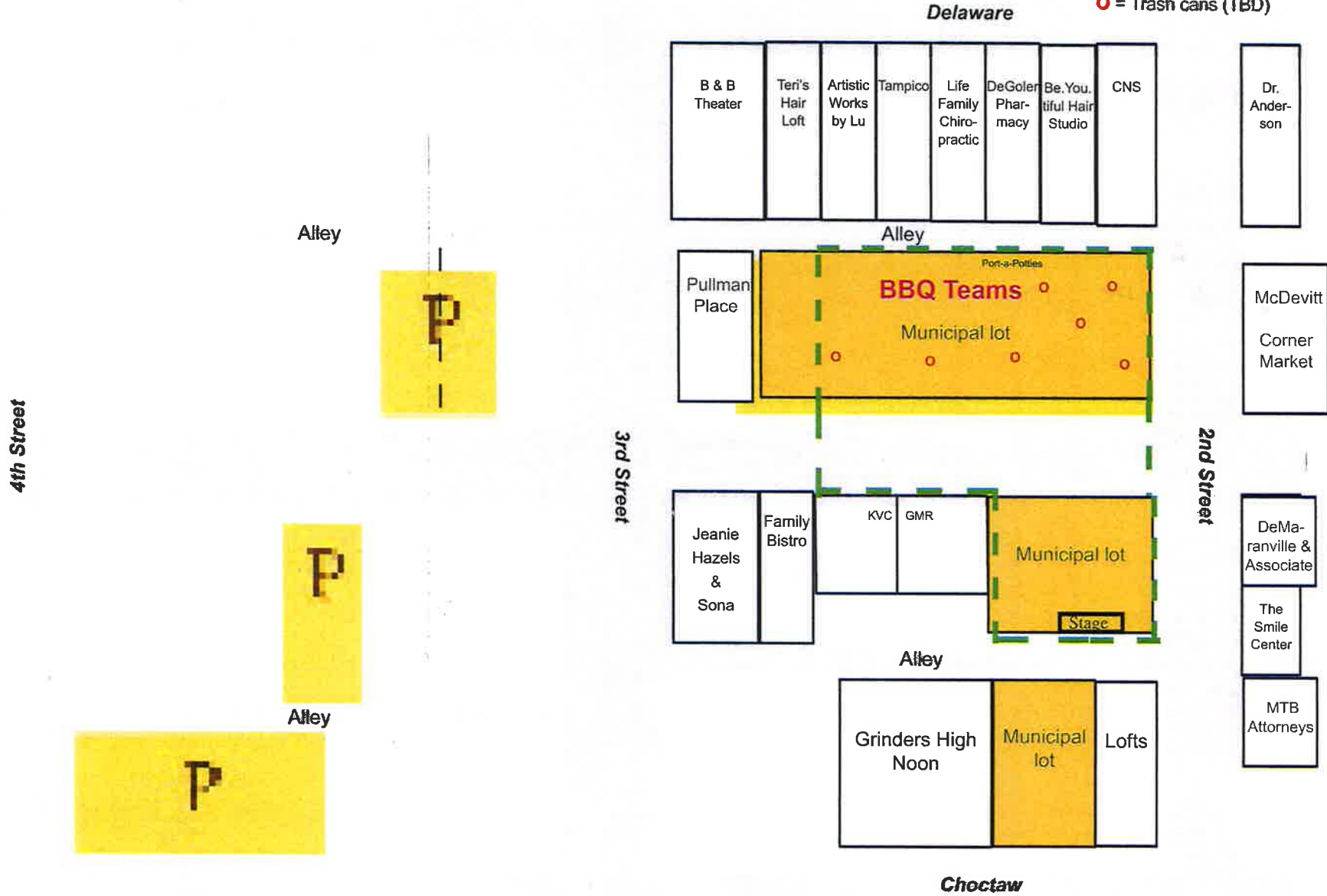
Permit Paid Date: 4-11-18

Received By: BW

City Use	
<input type="checkbox"/>	Insurance Certificate received
<input type="checkbox"/>	Route Map (if applicable)
<input type="checkbox"/>	Food Vendors (if applicable)
<input type="checkbox"/>	Amusement Ride Certificate (if applicable)
<input type="checkbox"/>	KDOR Packet
<input type="checkbox"/>	Approved Police Chief
<input type="checkbox"/>	Approved Fire Chief
<input type="checkbox"/>	Approved City Manager

Hog Wild West BBQ Contest  
 September 7th & 8th 2017  
 Event Map

■ = Event area  
 ○ = Trash cans (TBD)



**RESOLUTION B-2194**

**A RESOLUTION APPROVING A SPECIAL EVENT KNOWN AS LEAVENWORTH'S HOG WILD BBQ CONTEST SPONSORED BY LEAVENWORTH MAIN STREET**

**WHEREAS**, the City of Leavenworth, Kansas (the "City") is approving a Special Event sponsored by Leavenworth Main Street known as Leavenworth's Hog Wild BBQ Contest; and

**WHEREAS**, Leavenworth Main Street will make application to the City of Leavenworth through the Special Event Application process and provide liability insurance specified in the application agreement.

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

**Section 1.** Pursuant to state law, alcoholic liquor may be consumed at a special event to be held on designated public streets, alleys, and sidewalks when a temporary permit has been issued by Kansas Division of Alcohol Beverage Control (ABC) and the governing body has approved the event as required by K.S.A 41-719 and 41-2645 and amendments thereto.

**Section 2.** Having considered the request of the sponsor of Leavenworth's Hog Wild BBQ Contest to allow the possession and consumption of alcoholic liquor, the governing body hereby approves the event to be held beginning at 10:00 a.m. on Friday, September 7, 2018 through 5:00 p.m. on Saturday, September 8, 2018, (excluding possession and consumption during the hours of 2:00 a.m. to 9:00 a.m.), provided the sponsor secures a temporary permit from ABC and complies with all state laws and ordinances regulating alcoholic liquor.

**Section 3.** A portion or all of the following streets shall be closed to motor vehicle traffic during the dates and times identified in section 2: Cherokee Street between 2<sup>nd</sup> Street and 3<sup>rd</sup> Street. Pursuant to K.S.A. 41-719 and 41-2645, the sponsor shall ensure that the area in which

alcoholic liquor is possessed or consumed is clearly marked by signs, a posted map or other means (“Designated Barricaded Area”).

**Section 4.** Event attendees may purchase, possess and consume alcoholic beverages within the Designated Barricaded Area. Pursuant to K.S.A 41-719 no alcoholic liquor may be removed from the Designated Barricaded Area or consumed inside vehicles while on public streets or alleys at the event.

**Section 5.** This Resolution shall take effect and be in force after its approval by the governing body.

**ADOPTED AND APPROVED** by the Governing Body on this 24<sup>th</sup> day of April 2018.

CITY OF LEAVENWORTH, KANSAS

(SEAL)

\_\_\_\_\_  
Mark Preisinger, Mayor

ATTEST:

\_\_\_\_\_  
Carla Williamson, CMC, City Clerk

**POLICY REPORT  
AMERICAN FALLEN WARRIOR MEMORIAL FOUNDATION  
MAY 11, 2018  
CONSIDER STREET CLOSURE**

**APRIL 24, 2018**

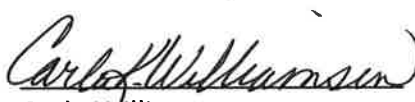
Prepared by:

Reviewed by:

Reviewed by:



Beverly D. Wilson  
Receivable/Licensure Coordinator



Carla Williamson  
City Clerk



Paul Kramer  
City Manager

**ISSUES:**

On April 19, 2018 Cynthia Sowle, on behalf of the American Fallen Warrior Memorial Foundation, submitted a Special Event Application to the office of the City Clerk. The Event is to be held on May 11, 2018. The application includes a request for closure of 3<sup>rd</sup> Street between Shawnee Street and Delaware Street between the hours of 10:00 am and 12:30 pm on May 11, 2018. The foundation would also like to request a police escort following the ceremony.

Staff has no position on the request for the street closing; however, the Chief of Police has concerns about the escort given the route and timeframe. Staff will work toward a solution to present to the Commission with regards to the escort and route.

**BACKGROUND:**

The American Fallen Warrior Memorial Foundation's vision is to build a permanent memorial and museum in Kansas City. The exhibit, "Remembering Our Fallen" is traveling through Leavenworth to Kansas City, Kansas promoting the permanent memorial and will be on display through May 12, 2018. The exhibit is self-contained in a semi-trailer and will have an escort of 200 Patriot Guard Riders on motorcycles.

Home 2 Suites of Leavenworth has joined with AFWMF and plans to hold the welcome ceremony in their parking lot on May 11, 2018.

**ACTIONS:**

Consider authorizing closing 3<sup>rd</sup> Street between Shawnee Street and Delaware Street between the hours of 10:00 am and 12:30 pm for the welcome ceremony on May 11, 2018.

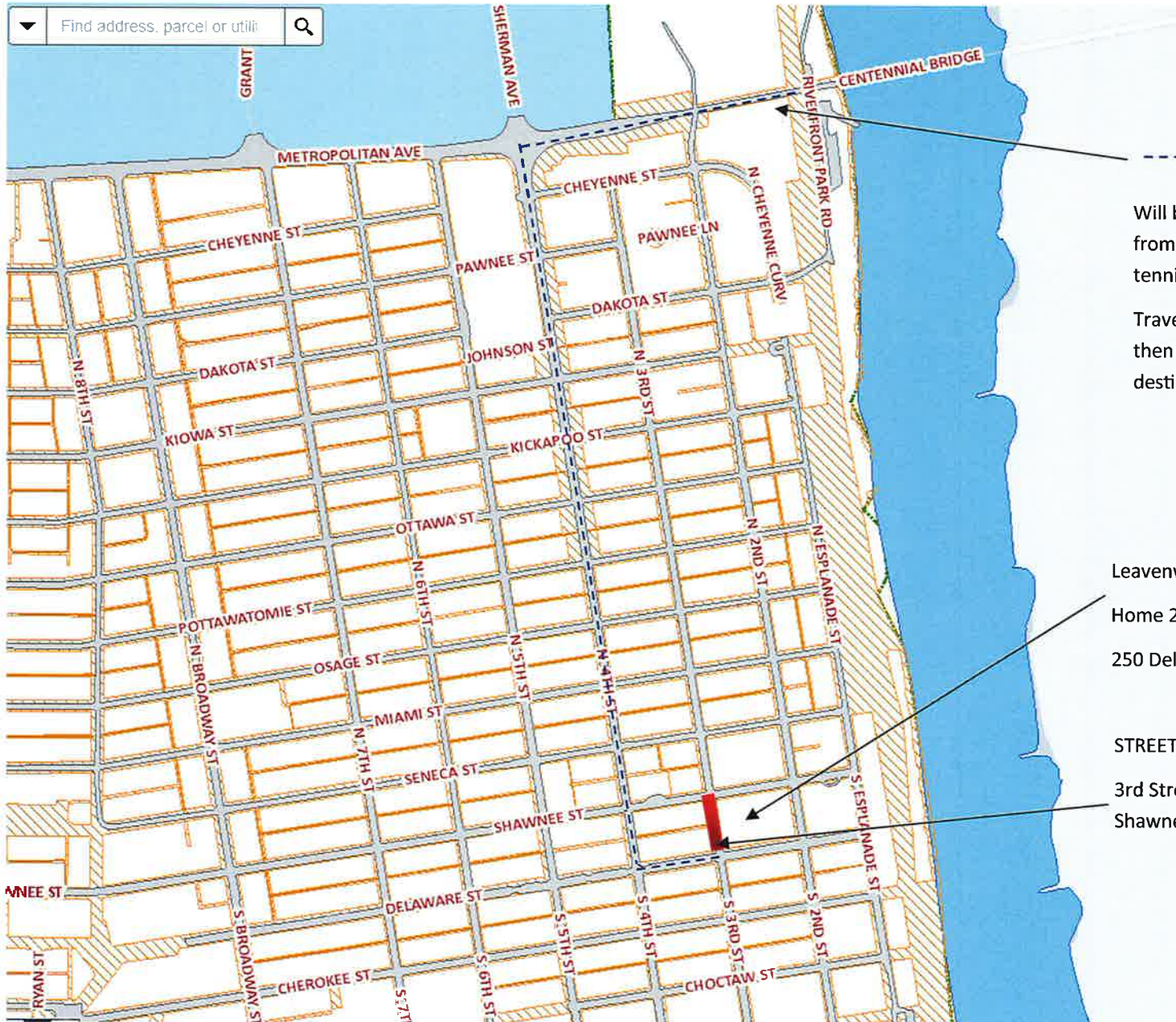
**Attachments:**

- Special Event Application
- Event Map
- AFWMF information

AMERICAN FALLEN WARRIOR MEMORIAL FOUNDATION

Traveling Exhibit

Friday, May 11, 2018



Will be entering Leavenworth from Missouri crossing the Centennial Bridge.

Traveling south on 4th Street, then east on Delaware Street to destination.

Leavenworth Destination:

Home 2 Suites  
250 Delaware St

**STREET CLOSURE:**

3rd Street between Delaware and Shawnee Streets



# SPECIAL EVENT APPLICATION

## Parades, Walks, Runs, Races, Street and/or Parking Lot Use/Closure

City of Leavenworth

Office of the City Clerk  
100 N 5<sup>th</sup> Street  
Leavenworth KS 66048

Phone: 913-682-9201  
Fax: 913-651-7143  
City Code Chapter 102

**Fee: \$25.00 (non-refundable)**

Parade     
  Walk/Race/Run     
  Bike Race     
  Other: \_\_\_\_\_

**Applications shall be filed with the City Clerk eight (8) weeks prior to the time of the event**

Name of event: AFWMF

Location of Event: 3<sup>rd</sup> Street

Date(s) of Event: May 11, 2018

Time of event: 10-12<sup>30</sup>

Event Coordinator: Cynthia Soule

Address: 250 Delaware

Daytime Phone: (413) 340-3263

Email: runrealtorrun@yahoo.com

Event Route (attach map): See attached

requesting 3<sup>rd</sup> Street to be closed from 10-12<sup>30</sup> (Shawnee to Delaware)

Event will require street closure      
 Event will include food vendors      
 (Include temporary food service applications)

Estimated number of People, Vehicles and/or Bikes participating in event: 200

Event will include amusement rides or bounce house(s)      
 (Valid permit issued by the State of Kansas required)

**No Candy, Gum, or other items shall be thrown, tossed or otherwise distributed from vehicles or individuals in a parade**

**Liability Insurance Information:**

The applications for street, sidewalk or public property use shall be accompanied by a Certificate of Insurance listing the City of Leavenworth as a co-insured in the amount of \$500,000 for liability insurance coverage for property damage, personal injury or death. No application will be considered unless accompanied by said Certificate of Insurance.

Name of Insurance Company: \_\_\_\_\_ Policy No. \_\_\_\_\_

*Certificate shall be of standard form as required by the State of Kansas, and carry a uniform endorsement providing for the actual notice to the City of any changes thereof. The insurance certificate cannot be canceled without giving ten (10) days written notice to the city clerk. The certificate shall be retained by the city clerk. (an example of certificate will be provided)*

The above information is true and correct to the best of knowledge, and I realize that making a false application will automatically void my privilege to this permit. I understand the City Ordinance /Regulations that govern the event for which I am applying:

Applicant Signature: Cynthia Soule      Date: 4-19-18

Permit Paid Date: 4-19-18

Received By: Cary C

City Use	
<input type="checkbox"/>	Insurance Certificate received
<input type="checkbox"/>	Route Map (if applicable)
<input type="checkbox"/>	Food Vendors (if applicable)
<input type="checkbox"/>	Amusement Ride Certificate (if applicable)
<input type="checkbox"/>	KDOR Packet
<input type="checkbox"/>	Approved Police Chief
<input type="checkbox"/>	Approved Fire Chief
<input type="checkbox"/>	Approved City Manager



## AMERICAN FALLEN WARRIOR MEMORIAL FOUNDATION

*Honoring our fallen warriors and celebrating their lives*

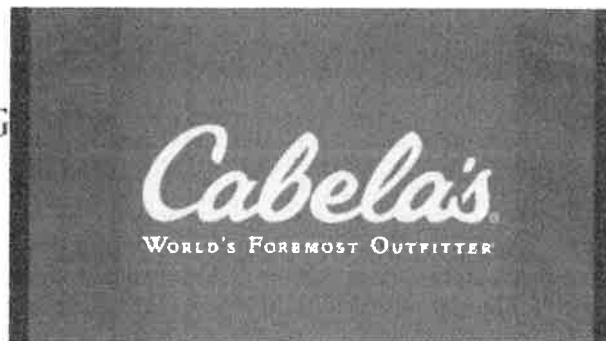
For

**Immediate Release**

### American Fallen Warrior Memorial Foundation Bringing *Remembering Our Fallen* Exhibit to Cabela's in Kansas City, Kansas on May 11 + 12

**Kansas City, Kansas (May 1, 2018)** – The American Fallen Warrior Memorial Foundation ([www.afwmf.org](http://www.afwmf.org)) is pleased to announce that it will be bringing the *Remembering Our Fallen* traveling exhibit and military tribute to Cabela's in Kansas City, Kansas on race weekend – Friday, May 11 and Saturday, May 12.

*Remembering Our Fallen* is a photographic war memorial honoring almost 5,000 of our country's military Fallen from all aspects of the War on Terror (9/11/2001 to present). It travels to select communities and includes both military and personal photos. Its legacy will be that these men and women will be remembered and their names will be spoken. A Gold Star family's greatest fear is that their Fallen will be forgotten.



“We’re bringing this FREE exhibit to KCK to serve as a mobile example of what the AFWMF would like to do with its Memorial and Museum,” said Mike Prevou, AFWMF Director of Operations. “We want race fans and Kansas Citians to stop by Cabela’s to walk around and view this powerful and somber display. As our mission gains momentum and community support, this will be our public launch to tell our story and stand alongside our Gold Star families, veterans, and military community.”



## AFWMF + ROF Timeline of Events for May 11-12:

### Friday, May 11

- **11:30 AM – 12 Noon:** Meet and greet with guests and media at Home2 Suites by Hilton Leavenworth Downtown (250 Delaware Street)
- **12 Noon – 12:30 PM:** Welcome ceremony at Suites (Scheduled speakers: Colonel Brad Hilton, State Representative Jeff Pittman, AFWMF Representative Chris Croft, Gold Star family member. There will be a DJ, music and bagpipes)
- **12:30 – 1:30 PM:** Movement to Cabela's at the Legends. Exhibit will be escorted by 200 Patriot Guard Riders on motorcycles and local police.



- **Travel Route Directions:** Depart Home2 Suites on Shawnee Street. Take Shawnee to N. Broadway Street, turn left onto Delaware Street. Turn right onto 4<sup>th</sup> Street (also known as Highway 73). Take Highway 73 through Lansing to Parallel Parkway. Turn left on Parallel. Turn right onto Village West Parkway. Turn left into Cabela's, stop at covered front.
- **1:30 – 3:30 PM:** Set up at Cabela's adjacent to front entrance
- **3:30 – 9:00 PM:** Exhibit open to the public



- **4:30 – 5:00 PM:** Opening Ceremony at Cabela's (Scheduled speakers: Colonel Brad Hilton, Public Servant, AFWMF Representative Mike Prevou, emcee will be KMBC Channel 9 News Reporter Rob Hughes)
- **7:30 PM:** NASCAR Camping World Truck Series race begins at Kansas Speedway

**Saturday, May 12**

- **8:00 AM - 9:00 PM:** Exhibit open to the public
- **4:30 – 5:00 PM:** Closing Ceremony at Cabela's
- **7:30 PM:** Monster Energy NASCAR Cup Series 400 race begins at Kansas Speedway

The AFWMF's vision is to build the **American Fallen Warrior Memorial and Museum in Kansas City** by 2024 to commemorate America's Fallen Warriors during the War on Terror – starting with the 1983 Beirut barracks bombings to the present. The Memorial and Museum will honor and celebrate those who paid the ultimate price to defend our freedom and liberties, educate the public about the sacrifices made to protect America during these troubling times, and serve as a venerable meeting place for veterans to work, learn, and heal.

**About American Fallen Warrior Memorial Foundation:**

The AFWMF was founded in 2011 and is a 501 (c)(3) nonprofit with the vision of building the privately funded **American Fallen Warrior Memorial and Museum in Kansas City**. This mission will be accomplished with the help of Americans from all walks of life joining forces to make sure the Memorial and Museum is organized, funded, and built so that this country's Fallen Warriors from the War on Terror have a suitable and sacred place of remembrance and honor.

# # #

**AFWMF Contacts:**

Jennifer Dessert  
Administrative Coordinator/Media Requests  
[jenn@afwmf.org](mailto:jenn@afwmf.org)  
913-240-5566

Jack Rush  
Executive Director  
[jackr@afwmf.org](mailto:jackr@afwmf.org)  
913-219-7460

Mike Prevou  
Director of Operations  
[mikep@afwmf.org](mailto:mikep@afwmf.org)  
913-547-1163

**Bev Wilson**

---

**From:** Real Estate <runrealtorrun@yahoo.com>  
**Sent:** Thursday, April 19, 2018 3:35 PM  
**To:** Bev Wilson  
**Subject:** Fwd:

Sincerely,  
Cynthia  
Lansingleavenworthhomes.com  
(913)240-3263  
Sent from my iPhone

>>>  
>>>



>>>  
>>>  
>>>  
>>> Sent from my iPhone  
>>  
>  
>



---

---

## CITY OF LEAVENWORTH

---

---

**TO:** CITY COMMISSIONERS  
**FROM:** MARK PREISINGER, MAYOR  
**SUBJECT:** CITY APPOINTMENTS  
**DATE:** APRIL 24, 2018

---

---

I move to recommend the following appointments:

**Board of Zoning Appeals:**

- Reappoint Richard Gervasini and Kathy Kem to terms ending May 1, 2021

**Building Code Board of Appeals:**

- Appoint Jody Kaaz to a term ending May 1, 2023

**City Planning Commission:**

- Reappoint Linda Bohnsack, Michael Burke and Claude Wiedower to terms ending May 1, 2021

**Electrical Board of Appeals:**

- Appoint Jeff Wagner to a term ending May 1, 2023

**Grow Leavenworth County:**

- Reappoint Amy Baker, Kim Baker, Jacob Dale and Wendy Scheidt to terms ending May 31, 2020

**Leavenworth Preservation Commission:**

- Reappoint Ken Bower and Richard Jackson to terms ending April 15, 2021

**Library Board:**

- Appoint Ellen Bogdan to a term ending April 30, 2022

**Mechanical Board of Appeals:**

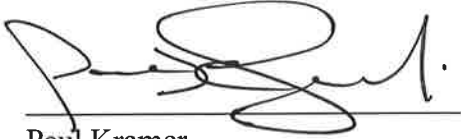
- Appoint Keith Sanders to a term ending May 1, 2023

**Plumbing Board of Appeals:**

- Reappoint Tim Elliott to a term ending May 1, 2023

**Policy Report**  
2018-19 City Commission Goals  
April 24, 2018

Prepared by:



Paul Kramer  
City Manager

**Subject:**

The City Commission held its annual goal setting session on Wednesday, April 11. The goals are not designed as an exhaustive list of efforts to be undertaken by City staff over the next year, but instead represent guidance to staff on allocating resources to big-picture Commission priorities.

**Highlighted changes:**

**1) Economic Development**

**Removed:**

- Pursue Business and Technology Park
- Support 27 Committee Issues (this group will dissolve April 30)
- Explore rezoning efforts on Fourth Street north of Seneca

**Modified**

- Federal Prison – This item was modified to include efforts to secure funding for a variety of Bureau of Prisons related projects
- Explore marketing has been modified to implementing marketing efforts
- Spurring Downtown and North Leavenworth growth in TIF areas has been modified to include the use of all available tools
- Market concentration was modified to add emerging markets, including, but not limited to: sports tourism and the arts (i.e. film festival and art festivals)

**Maintained**

- Support transportation efforts
- Pursue the meeting market to being events to Leavenworth
- Identify more uses for the transient guest tax

**Added**

- Engage and explore options to promote Leavenworth as a destination for “vetpreneurs,” transitioning service members and military retirees
- Actively pursue a grocery store for North Leavenworth
- Complete historic marker repair/replacement

## 2) Community Improvement

### **Removed**

- Budget general fund resources for blight elimination
- Explore Code Enforcement Officers issuing citations

### **Modified**

- Development options at Havens Park was modified to supporting partnerships that will benefit the park

### **Maintained**

- Streamline registrations, reservation and payment process at Parks and Rec
- Update amenities at smaller parks
- Adopt 2015 International Property Maintenance Code

### **Added**

- Increase youth participation in City activities
- Study all facets of a Rental Inspection Program
- Engage in partnerships to benefit the look, perception and quality of life in the City

## 3) Public Safety

### **Removed**

- Research and evaluate drone program
- Consider staffing changes
- Increase Fire Department staffing

### **Maintained**

- Items related to: 1) domestic violence; 2) drug crimes; 3) community engagement; 4) crime analysis and mapping; and 5) funding for mental health

## 4) Roadways and Infrastructure

### **Modified**

- Explore storm water funding options has been modified to implementing a program that includes transparent reporting, outreach and updates

### **Added**

- Pursue improvements to roadways, landscaping and amenities on the west side of the Centennial Bridge to improve the aesthetics of the entryway to the City

### **Maintained**

- Explore streetscape options
- Create a long-term collector/arterial street plan

## 5) Outreach and Transparency

### **Removed**

- Implement code tracking activities (will provide Commission reports)
- Post city bids online

- List tree trimmers and roofers online

**Modified**

- Continue performance measurements tools has added an initiative to explore citizen satisfaction surveys

**Added**

- Explore new ways for the Commission to reach the public

**Maintained**

- Streamline registration, reservation and payment processes citywide
- Make Development Regulations available online, in real time
- All financial management items

**Action Requested:**

The 2018-19 City Commission Goals are attached hereto for your reading, information and consideration for approval.

ATTACHMENTS: 2017-18 Commission Goals; and proposed 2018-19 Commission Goals



# City Commission Goals 2018-2019

*\*Goal-Setting*

## **Leavenworth City Commission Goals 2018-2019**

### **1. Economic Development**

#### **a. Business Attraction, Retention, & Expansion**

- i. Lobby and advocate for federal funding for new construction, renovation and repair for existing and proposed Bureau of Prisons facilities**
- ii. Implement marketing plan for new business park and continue efforts to market the City in general**
- iii. Support local and destination transportation efforts for the City**
- iv. Engage and explore options to promote Leavenworth as a destination for “vetpreneurs,” transitioning service members and military retirees**
- v. Actively pursue a grocery store for North Leavenworth**

#### **b. Downtown Development & Revitalization**

- i. Plan/pursue future downtown and northeast improvement projects using all available recruitment and retention methods**

#### **c. Tourism**

- i. Boost travel demand through statewide industry events and extend invitations to meet in Leavenworth for future meetings**
- ii. Concentrate on the SMERF markets (Social, Military, Education, Religious and Fraternal), as well as emerging markets: sports tourism, the arts (film festivals, art festivals, etc.)**
- iii. Complete historic marker repair/replacement**
- iv. Identify projects/programs to reinvest transient guest tax funds**

### **2. Community Improvement**

#### **a. Community Appearance**

- i. Study all facets of a Rental Inspection Program**
- ii. Adopt the 2015 International Property Maintenance Code**
- iii. Engage in partnerships to benefit look, perception and quality of life in the City**

#### **b. Community Amenities**

## **Leavenworth City Commission Goals 2018-2019**

- i. Update and improve amenities at less-used City parks to spur growth
- ii. Streamline registration, reservation and payment process for Parks and Recreation projects
- iii. Increase youth participation in City activities
- iv. Support partnerships to continue increased use of Havens Park

### **3. Public Safety**

#### **a. Police**

- i. Address recent trends in domestic violence incidents
- ii. Engage in targeted initiatives to reduce drug crimes in high risk areas
- iii. Continue to focus on community engagement
- iv. Continue to grow and expand crime analysis and mapping initiative with technological enhancements
- v. Make state funding of mental health facilities a top legislative priority

#### **b. Fire**

- i. Explore the replacement of Fire Station No. 3

### **4. Roadways and Infrastructure**

#### **a. Roadways**

- i. Create a long-term collector/arterial street plan (Thornton, Limit, Vilas, 10<sup>th</sup> Avenue, County Road 5)
- ii. Explore options for streetscape improvements (4<sup>th</sup> Street, 7<sup>th</sup> Street, Cherokee)
- iii. Pursue improvements to roadways, landscaping and amenities on the west side of the Centennial Bridge to improve the aesthetics of the entryway to the City

#### **b. Infrastructure**

- i. Support projects and improvements that lead to annexation
- ii. Implement storm water maintenance program with transparent reporting, outreach and updates

## **5. Outreach and Transparency**

### **a. Public information**

- i. Complete new City website with increased usability, transparency, and mobile capability**
- ii. Explore new ways for the Commission to reach the public (i.e., podcasts, social media, etc.)**
- iii. Continue performance measurement tools for measuring how we are doing in providing City services – including exploring citizen satisfaction surveys**
- iv. Streamline registration, reservation, and payment processes for all services**

### **b. Openness**

- i. Make Development Regulations available online in real time to public, staff, and development community**

### **c. Financial Management**

- i. Create Investment Policy**
- ii. Establish a uniform Cash Management Policy and Procedure**
- iii. Create a Grant Management Policy**
- iv. Prepare a long-term financial plan that incorporates the long-term capital improvements plan to help establish the structure and issuance of debt**

## **6. Other Items Receiving General Support**

- a. Schedule the City Attorney to conduct periodic training regarding advisory board scope of authority, duties, and responsibilities (Planning Commission, Zoning Board of Appeals and Preservation Commission)**
- b. Provide Annual Updates**
  - i. Main Street Program**
- c. Provide semi-annual updates and reports**
  - i. Leavenworth Public Library**
  - ii. Leavenworth County Development Corp**
  - iii. Leavenworth CVB**
- d. Provide quarterly updates and reports**
  - i. Leavenworth School Board**

# City Commission Goals 2017-2018

*\*Goal-Setting*

**1. Economic Development**

- a. **Business Attraction, Retention, & Expansion**
  - i. **Pursue development of a new business park**
  - ii. **Lobby and advocate for federal funding for a new medium-security prison and increased maintenance funding for existing federal prison**
  - iii. **Support recommendations from the 27 Committee (Global Security/Innovations )**
  - iv. **Explore options to market new business park and city in general**
  - v. **Support local and destination transportation efforts for the City**
- b. **Downtown Development & Revitalization**
  - i. **Explore rezoning and resource allocation options that would focus on commercial development of Fourth Street from Seneca to Metropolitan**
  - ii. **Plan/pursue future downtown and northeast TIF area improvement projects**
- c. **Tourism**
  - i. **Boost travel demand through statewide industry events and extend invitations to meet in Leavenworth for future meetings**
  - ii. **Concentrate on the SMERF markets (Social, Military, Education, Religious and Fraternal)**
  - iii. **Identify projects/programs to reinvest transient guest tax funds**

**2. Community Improvement**

- a. **Community Appearance**
  - i. **Establish city-funded source for demolition of blighted properties**
  - ii. **Adopt the 2015 International Property Maintenance Code**
  - iii. **Explore possibility of Code Enforcement Officers issuing citations**
- b. **Community Amenities**
  - i. **Update and improve amenities at less-used City parks to spur growth**
  - ii. **Streamline registration, reservation and payment process for Parks and Recreation projects**

## **Leavenworth City Commission Goals 2017-2018**

- iii. Explore options for development at Havens Park

### **3. Public Safety**

#### **a. Police**

- i. Address recent trends in domestic violence incidents
- ii. Engage in targeted initiatives to reduce drug crimes in high risk areas
- iii. Continue to focus on community engagement
- iv. Continue to grow and expand crime analysis and mapping initiative with technological enhancements
- v. Make state funding of mental health facilities a top legislative priority
- vi. Research and evaluate unmanned aerial drones (UAV) for use by the Police Department
- vii. Consider staffing changes within existing (or slightly increased funding) for the enhancement of our investigative Detective staff, changes to focus on drug cases and Cybercrimes

#### **b. Fire**

- i. Explore the replacement of Fire Station No. 3
- ii. Evaluate the benefits of returning the Fire Department to staffing levels in place before expiration of the VA Fire Services Contract

### **4. Roadways and Infrastructure**

#### **a. Roadways**

- i. Create a long-term collector/arterial street plan (Thornton, Limit, Vilas, 10<sup>th</sup> Avenue, County Road 5)
- ii. Explore options for streetscape improvements (4<sup>th</sup> Street, 7<sup>th</sup> Street, Cherokee)

#### **b. Infrastructure**

- i. Support projects and improvements that lead to annexation
- ii. Explore alternative funding sources for storm water projects

### **5. Outreach and Transparency**

#### **a. Public information**

## **Leavenworth City Commission Goals 2017-2018**

- i. Explore opportunities for a new City website with increased usability, transparency, and mobile capability
- ii. Continue performance measurement tools for measuring how we are doing in providing City services
- iii. Streamline registration, reservation, and payment processes for all services

### **b. Openness**

- i. Make Development Regulations available online in real time to public, staff, and development community
- ii. Implement options for better tracking of Code Enforcement activities
- iii. Include a section on the City website to post upcoming bids
- iv. List licensed tree trimmers, provide a link to state-licensed roofers, on the City website

### **c. Financial Management**

- i. Create Investment Policy
- ii. Establish a uniform Cash Management Policy and Procedure
- iii. Create a Grant Management Policy
- iv. Prepare a long-term financial plan that incorporates the long-term capital improvements plan to help establish the structure and issuance of debt


## **6. Other Items Receiving General Support**

- a. Schedule the City Attorney to conduct periodic training regarding advisory board scope of authority, duties, and responsibilities (Planning Commission, Zoning Board of Appeals and Preservation Commission)
- b. Provide Annual Updates
  - i. Main Street Program
- c. Provide semi-annual updates and reports
  - i. Leavenworth Public Library
  - ii. Leavenworth County Development Corp
  - iii. Leavenworth CVB
- d. Provide quarterly updates and reports
  - i. Leavenworth School Board

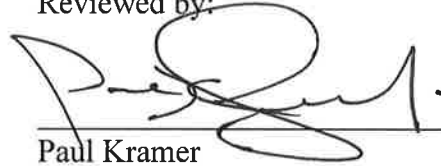


**POLICY REPORT 18-02**  
**Comprehensive Compensation Study**  
**April 24, 2018**

Prepared by:

  
\_\_\_\_\_  
Lona M. Lanter  
HR Director

Reviewed by:

  
\_\_\_\_\_  
Paul Kramer  
City Manager

**ISSUE:** Consider approval of consulting services to conduct a comprehensive compensation study.

**STAFF RECOMMENDATIONS:** Staff recommends that the City Commission approve the proposal for compensation study consultant services with Springsted Incorporated.

**BACKGROUND:** During last year's budget meetings, the City Manager discussed the need to conduct a formal compensation study and fully evaluate job classifications and market salary data. Funding was not available during budget meetings without a negative impact to other operations or services. However, during the benefit renewal process, Staff was able to come in under budget for all benefit plans and requested a portion of those budget savings to be applied to the cost of conducting a formal compensation study.

The City has not performed a full compensation study since 1999, when the Hay Group reviewed the job evaluation/classification system and completed a market study. The City has used survey data in years past to adjust salary ranges to remain competitive within the market. Over the course of the last four years, the survey data has become less relevant as the salary data is not as current or inclusive.

A Request For Proposals was developed for a comprehensive compensation and classification study. The RFP was sent with specifications to provide a proposal for two different options. Option 1 outlined a scope of services to include the market study/salary survey for review of current salary ranges along with the development of a job-ranking/classification system. Option 2 outlined a scope of services to include all components of Option 1 with the additional services of a formal review of current job descriptions and classification specifications.

The RFP was mailed to six potential vendors and posted on local media sites on March 9, 2018. Bids were opened on Thursday, March 29, 2018, at 10:00am. Proposals were received as follows:

<b>Bidder</b>	<b>Option 1 Bid</b>	<b>Option 2 Bid</b>
CBIZ	\$22,300	\$31,700
Springsted	\$30,600	\$45,600

Michelle Meinert and I conducted phone interviews with the two responding firms on Friday, April 13, and Monday, April 16, to gain additional clarification on the proposed scope of services. After interviewing both firms, HR Staff conducted an analysis of both proposals and the level of services that would be provided.

Based on the analysis, the proposal from Springsted provides a more thorough and objective method in the development of a job classification system that will provide a long-term solution for the City. CBIZ takes a market approach to job classification and does not provide a true structure of evaluating positions based on content, but based on market placement, and will provide the service of recommending job ranking for an additional fee. Both firms provide a similar approach to the salary survey and market analysis of salary ranges in comparison to position titles; however, Springsted asserts a more detailed approach with respect to job functions versus just job title as part of their proposal.

Both firms provided proposals under budget, but in reviewing all aspects of services to be performed, Springsted proposal, with Option 2, is Staff recommendation based on the level of services to be provided.

**BUDGET IMPACT:** A portion of the budgeted savings from the benefit renewal process last year, in the amount of \$50,000, was allocated for a formal compensation study to be conducted. The Option 2 proposal from Springsted came in under budget and is not to exceed \$45,600.

**POLICY REPORT PWD NO. 18-21**

**CONSIDER APPROVAL OF LOW BID FOR  
THE 2018 PAVEMENT MANAGEMENT PROJECT  
(GRANITE SEAL PROGRAM)**

City Project 2017-867  
April 24, 2018

Prepared by:



Michael G. McDonald, P.E.,  
Director of Public Works

Reviewed by:



Paul Kramer,  
City Manager

**ISSUE**

Consider bids received for the 2018 Pavement Management Granite Seal Program.

**BACKGROUND**

October 24, 2017 - The City Commission approved a design contract with Affinis for the design of the 2018 Pavement Management Program.

Each year the City Commission authorizes General Improvement Bonds for the annual maintenance of public streets. In 2016 the Commission increased the bond funding available for the pavement management program. The program now includes granite seal, mill and overlay components, and major repair and maintenance work beyond the scope of the Street Division. The budget allocation for 2018 includes sufficient funds to cover the costs of the 2018 construction, inspection, and design of the 2019 Pavement Management Program. Inspection will be a combined effort of City Staff and contracted inspection services.

The Granite Seal Program for 2018 includes the city streets highlighted in the attached map. The quality bids received will allow the City to add the additional streets identified in the Alternate Bid Proposal to the work for completion this year. City forces have been working on patching and crack sealing the streets in this year's Granite Seal Program.

The project plans were prepared by Affinis Corporation and a notice of the project was sent to area Plan Rooms, Drexeltech.com and advertised in The Leavenworth Times. Bids were opened on April 18, 2018 and the results of the bidding are shown below and in the attached bid tabulation.

Harbour Construction was the low bidder and met all bidding requirements. This will be the second year for Harbour Construction to do the granite seal work. The prior work was completed within the required time frame and specifications. The company has done numerous projects for other cities in Kansas and Missouri.

Company	City	Base Bid	Alternate Bid	Total Bid
Harbour Construction	Kansas City, KS	\$388,774.88	\$129,435.52	\$518,210.40
Vance Brothers	Kansas City, MO	\$393,928.92	\$130,739.68	\$524,668.60
MidAmerica Road Builders				Not Read
Base Bid Engineer's Estimate		\$550,000.00		

Work is expected to begin in August and be completed in 60 days. All work around schools will be completed prior to the start of classes.

**RECOMMENDATION**

Staff recommends that the City Commission approve the low bid submitted for the base and alternate by Harbour Construction for the 2018 Pavement Management Granite Seal Program in the amount of \$518,210.40

**POLICY**

The City Commission generally awards bids to the lowest bidder that are properly submitted and within the Engineer's Estimate.

**ATTACHMENTS**

Project Street Map  
Bid Tabs



**BID TAB**

City Project No. 2017-867

Project Title: **2018 GRANITE SEAL PROGRAM**

BASE BID				Engineer's Estimate		Habour Construction, Inc.		Vance Brothers, Inc.	
Item	Item Description:	Unit	Quantity	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
1	Mobilization	LS	1	\$ 40,000.00	\$40,000.00	\$ 10,000.00	\$10,000.00	\$ 10,000.00	\$10,000.00
2	Traffic Control	LS	1	\$ 26,000.00	\$26,000.00	\$ 10,000.00	\$10,000.00	\$ 2,500.00	\$2,500.00
3	Chip Seal	SY	180,772	\$ 2.00	\$361,544.00	\$ 1.72	\$310,927.84	\$ 1.85	\$334,428.20
4	1st Sweeping	SY	180,772	\$ 0.25	\$45,193.00	\$ 0.18	\$32,538.96	\$ 0.13	\$23,500.36
5	2nd Sweeping	SY	180,772	\$ 0.25	\$45,193.00	\$ 0.14	\$25,308.08	\$ 0.13	\$23,500.36
<b>TOTAL BASE BID (Award of Contract) =</b>					<b>\$517,930.00</b>		<b>\$388,774.88</b>		<b>\$393,928.92</b>

ALTERNATE BID				Engineer's Estimate		Mid America Road Builders		Harbour Construction	
Item	Item Description:	Unit	Quantity	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
2	Traffic Control	LS	1	\$ 18,000.00	\$18,000.00	\$ 4,000.00	\$4,000.00	\$ 1,000.00	\$1,000.00
3	Chip Seal	SY	61,488	\$ 2.00	\$122,976.00	\$ 1.72	\$105,759.36	\$ 1.85	\$113,752.80
4	1st Sweeping	SY	61,488	\$ 0.25	\$15,372.00	\$ 0.18	\$11,067.84	\$ 0.13	\$7,993.44
5	2nd Sweeping	SY	61,488	\$ 0.25	\$15,372.00	\$ 0.14	\$8,608.32	\$ 0.13	\$7,993.44
<b>TOTAL ALTERNATE BID =</b>					<b>\$171,720.00</b>		<b>\$129,435.52</b>		<b>\$130,739.68</b>

<b>TOTAL BASE + ALTERNATE BID =</b>					<b>\$689,650.00</b>		<b>\$647,645.92</b>		<b>\$655,408.28</b>
-------------------------------------	--	--	--	--	---------------------	--	---------------------	--	---------------------

2018 Granite Seal Base Bid Street List

Subsegment ID	Street*	From*	To*	Pavement Type	Length*(ft)	Width (ft)	SY
07-87-1	NEWMAN	OHIO	S DEAD END	Flexible	628.5	30.0	2,095.0
5.74E+01	KENTON	KLEMP	GRAND AVE	Flexible	386.2	14.0	600.8
05-81-1	JACKSON	SPRUCE	QUINCY	Flexible	1,321.8	21.0	3,084.2
06-100-1	SCOTT	6TH AVE	5TH AVE	Flexible	563.5	24.0	1,502.7
06-96B-1	JAMES	COLUMBIA AVE	BROADWAY	Flexible	364.6	28.0	1,134.3
05-7.1-1	21ST STCT	RANDOLPH	S CULDESAC	Flexible	233.2	31.0	803.2
05-74B-1	KENTON	17TH STTR	E DEAD END	Flexible	120.7	27.0	362.1
06-121A-1	9TH AVE	SPRUCE	OHIO	Flexible	2,633.2	30.0	8,777.3
06-72B-1	PINE	4TH ST	2ND ST	Flexible	886.2	30.0	2,954.0
06-106A-1	PROSPECT	6TH AVE	5TH AVE	Flexible	565.3	30.0	1,884.3
08-132.1-1	ARTHUR	BROADWAY	CLEVELAND TER	Flexible	418.7	18.0	837.4
05-7B-1	21ST ST	KENTON	RANDOLPH	Flexible	282.7	31.0	973.7
06-115-1	CENTRAL AVE	SPRUCE	OHIO	Flexible	2,639.1	27.0	7,917.3
05-85A-1	FRANKLIN	SPRUCE	RANDOLPH	Flexible	657.8	19.0	1,388.7
05-85C-1	FRANKLIN	QUINCY	KANSAS	Flexible	649.5	20.0	1,443.3
06-90D-1	MARSHALL	2ND AVE	5TH AVE	Flexible	1,106.1	30.0	3,687.0
05-85D-1	FRANKLIN	KANSAS	OHIO	Flexible	668.6	22.0	1,634.4
05-5-1	21ST STTR	RANDOLPH	S CULDESAC	Flexible	232.4	31.0	800.5
06-121B-1	9TH AVE	OHIO	PENNSYLVANIA	Flexible	853.1	30.0	2,843.7
06-147A-1	6TH AVE	SPRUCE	MARSHALL	Flexible	929.7	30.0	3,099.0
06-84-1	ARCH	2ND AVE	ESPLANADE	Flexible	1,919.5	30.0	6,398.3
05-224-1	EDGEWOOD CT	WOODRIDGE CT	E CULDESAC	Flexible	424.3	24.0	1,131.5
05-91C-1	KLEMP	QUINCY	KANSAS	Flexible	664.0	30.0	2,213.3
08-195B-1	WILSON AVE	VILAS	LIMIT	Flexible	654.2	27.0	1,962.6
07-164B-1	HOLMAN	14TH ST	10TH AVE	Flexible	2,652.6	27.0	7,957.8
06-181D-1	ROSE ST	MARION ST	EVERGREEN ST	Flexible	459.6	27.5	1,404.3
08-161E-1	4TH AVE	EVERGREEN	S DEAD END	Flexible	1,342.8	29.0	4,326.8
07-39A-1	S 16TH ST	995FT N OF SANTA FE	THORNTON	Flexible	322.1	23.0	823.1
7-226-1	S 24TH ST	N DEAD END	HEBBELN DR	Flexible	371.4	29.0	1,196.7
08-158D-1	SANTA FE	4TH ST	E DEAD END	Flexible	427.6	26.0	1,235.3
08-161D-1	4TH AVE	THORNTON	EVERGREEN	Flexible	680.8	23.0	1,739.8
08-160.1-1	SHERIDAN CT	4TH AVE	W CULDESAC	Flexible	331.5	29.0	1,068.2
08-150E-1	MARION	4TH ST	WILSON AVE	Flexible	2,217.6	40.0	9,856.0
07-158E-1	SANTA FE	285FT E OF WESTWOOD	GRAND AVE	Flexible	572.4	26.0	1,653.6
7/19/2001	S 19TH ST	THORNTON	S DEAD END	Flexible	301.7	27.0	905.1
07-162C-1	VILAS	22ND ST	20TH ST	Flexible	2,218.8	22.0	5,423.7
07-130B-1	SOUTH	GRAND AVE	10TH AVE	Flexible	659.2	26.0	1,904.4
08-166A-2	LOGAN	4TH	E DEAD END	Flexible	334.1	23.0	853.8
11-168A-1	LIMIT	22ND ST	20TH ST	Flexible	2,182.0	17.0	4,121.6
08-136D-1	REES	3RD AVE	2ND AVE	Flexible	366.7	26.0	1,059.4
07-25B-1	S 18TH ST	690FT S OF LECOMPTON	THORNTON	Flexible	1,321.7	30.0	4,405.7
10-181-1	ROSE	MCDONALD RD	S CULDESAC	Flexible	331.2	27.0	993.6
10-259A-1	HIGHLAND DR	PARK LN	E CULDESAC	Flexible	1,333.0	27.0	3,999.0
10-273-1	BROADWAY TER	HIGHLAND TER	S DEAD END	Flexible	250.7	29.0	807.8
09-77-1	S 13TH ST	EISENHOWER RD	N CULDESAC	Flexible	2,285.2	60.0	15,234.7
10-104A-1	MEADOW LN	GARLAND ST	GIRARD	Flexible	616.9	27.0	1,850.7
10-170B-1	TANGLEWOOD ST	GARLAND ST	E DEAD END	Flexible	138.9	27.0	416.7
09-224-1	CEDAR RIDGE DR	21ST ST	W CULDESAC	Flexible	369.7	24.0	985.9
9-389-1	GETTYSBURG DR	CAVALRY CT	RICHMOND DR	Flexible	306.9	26.0	886.6
9-362-1	GETTYSBURG DR	S DEAD END	CAVALRY CT	Flexible	416.5	26.0	1,203.2
09-178A-1	WILDWOOD	W DEAD END	NEW LAWRENCE RD	Flexible	656.6	27.0	1,969.8

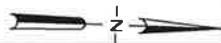
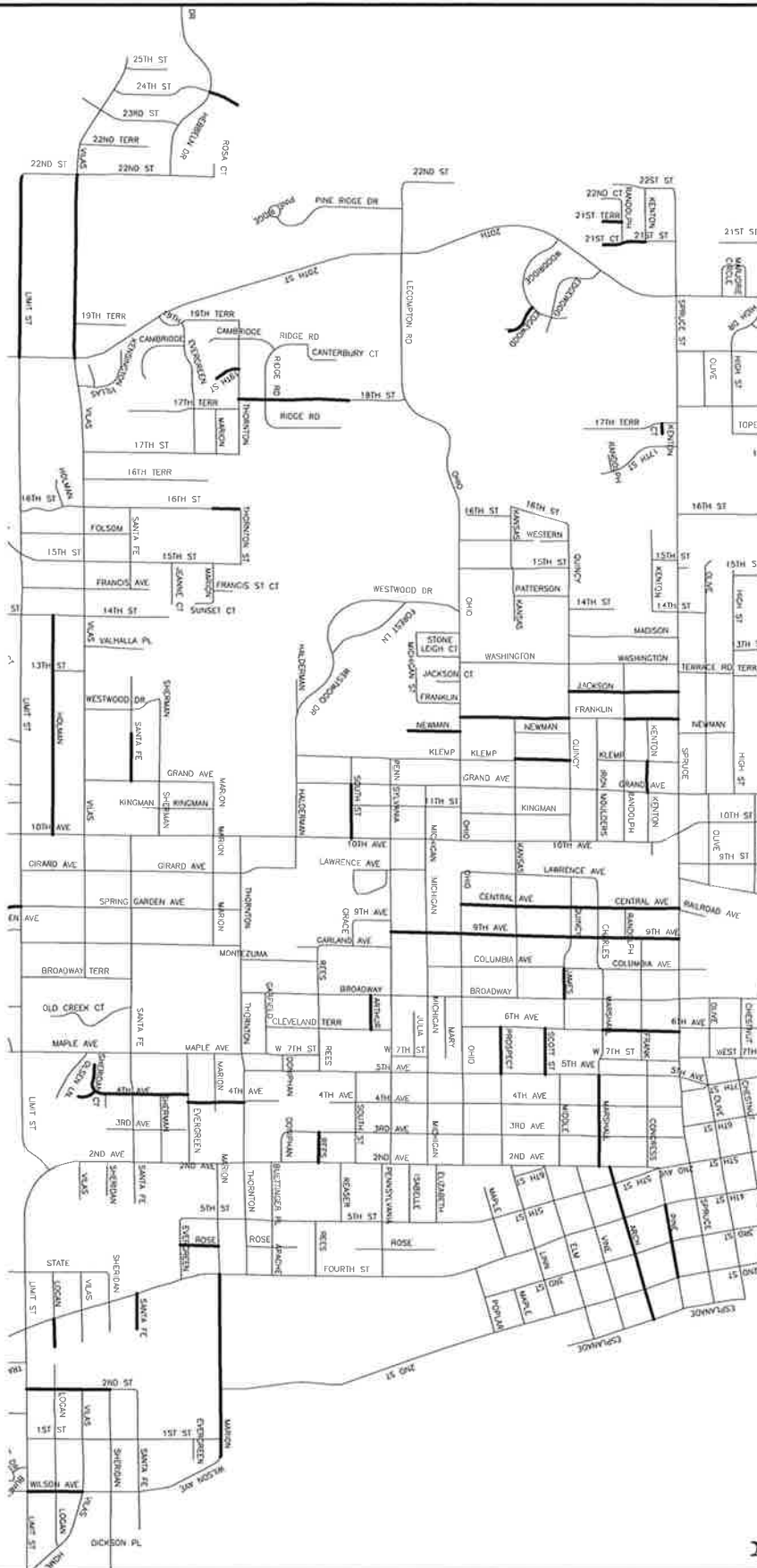
EXHIBIT A  
PAGES 2 OF 7

2018 Granite Seal Base Bid Street List (Cont.)

Subsegment ID	Street*	From*	To*	Pavement Type	Length*(ft)	Width (ft)	SY
10-109-1	GIRARD	LEWIS DR	N CULDESAC	Flexible	275.3	27.0	825.9
10-188A-1	IDAHO	IOWA	HUGHES RD	Flexible	815.7	27.0	2,447.1
9-373-1	GRAND AV	WALLIS LN	GRAND CT	Flexible	698.1	28.0	2,171.9
10-179A-1	IOWA	N DEAD END	300FT S OF IDAHO	Flexible	1,362.8	21.0	3,179.9
09-55-1	REMINGTON CT	REMINGTON LN	E CULDESAC	Flexible	272.7	27.0	818.1
10-106b-1	BROADWAY TER	N CULDESAC	VILLAGE ST	Flexible	523.3	27.0	1,569.9
10-246-4	LEWIS DR	10TH AVE	E DEAD END	Flexible	998.3	27.0	2,994.9
10-117A-1	SPRING GARDEN A	LIMIT	MEADOW LN	Flexible	1,127.3	27.0	3,381.9
10-171-1	LAKEVIEW CIR	OREGON	LAKEVIEW DR	Flexible	2,878.9	27.0	8,636.7
9-357-1	IRONWOOD DR	WALLIS LN	130FT S OF WALLIS LN	Flexible	129.3	26.0	373.5
10-256-1	HOMESTEAD	GARLAND AVE	W DEAD END	Flexible	224.8	27.0	674.4
10-179D-1	IOWA	S DEAD END	N DEAD END	Flexible	631.7	27.0	1,895.1
09-306-1	MAGNOLIA DR	RICHMOND DR	COUNTY 5	Flexible	1,516.4	24.0	4,043.7
10-170A-1	TANGLEWOOD ST	GIRARD	SPRING GARDEN AV	Flexible	355.9	27.0	1,067.7
08-191c-1	2ND ST	LIMIT	SHERIDAN	Flexible	994.3	27.0	2,982.9
09-209-1	CRESTVIEW	NEWMAN	S DEAD END	Flexible	295.0	27.0	885.0
10-281-1	CEDAR CT	HUGHES RD	W CULDESAC	Flexible	340.9	25.0	946.9
09-310-1	MICHALS	CLAYTON DR	155FT W OF RICHMO	Flexible	940.2	22.0	2,298.3
10-167-4	LAKEVIEW TER	LAKEVIEW CIR	N CULDESAC	Flexible	197.4	27.0	592.2
10-179B-1	IOWA	300FT S OF IDAHO	OREGON ST	Rigid	364.4	29.0	1,174.2

2018 Granite Seal Alternate Bid Street List

Subsegment ID	Street*	From*	To*	Pavement Type	Length*(ft)	Width (ft)	SY
06-173A-1	5TH ST	SPRUCE	LINN	Flexible	2,089.8	30.0	6,966.0
05-75C-1	WASHINGTON	QUINCY	OHIO	Flexible	1,319.5	22.0	3,225.4
06-165A-1	3RD AVE	SPRUCE	MIDDLE	Flexible	1,518.2	30.0	5,060.7
06-104A-1	KANSAS	10TH AVE	CENTRAL AVE	Flexible	790.0	30.0	2,633.3
08-125C-1	GARLAND AVE	THORNTON	250FT S OF MARION	Flexible	576.8	21.0	1,345.9
9-384-1	BRANCHES WAY	COTTONWOOD ST	EISENHOWER RD	Flexible	809.7	40.0	3,598.7
09-333-1	21ST ST	HEATHER CT	N CULDESAC	Flexible	1,263.4	24.0	3,369.1
9-362-1	GETTYSBURG DR	S DEAD END	CAVALRY CT	Flexible	416.5	26.0	1,203.2
09-303-1	FOXHILL	WILDWOOD	S CULDESAC	Flexible	264.0	27.0	792.0
05-86A-1	IRONMOULDERS	FRANKLIN	GRAND AVE	Flexible	864.1	30.0	2,880.3
06-98B-1	MIDDLE	3RD AVE	2ND AVE	Flexible	368.0	29.0	1,185.8
05-82A-1	RANDOLPH	21ST ST	22ND STCT	Flexible	560.3	31.0	1,929.9
05-1.1-1	22ND STCT	RANDOLPH	S CULDESAC	Flexible	187.2	31.0	644.8
06-108A-1	LINN	2ND AVE	4TH ST	Flexible	1,052.2	30.0	3,507.3
06-129b-1	COLUMBIA AV	FRANK	JAMES	Flexible	930.9	30.0	3,103.0
07-128-1	CANTERBURY CT	N CULDESAC	RIDGE RD	Flexible	525.4	27.0	1,576.2
08-127-1	MONTEZUMA AVE	REES	THORNTON	Flexible	918.1	24.0	2,448.3
07-130A-1	SOUTH	KLEMP	GRAND AVE	Flexible	321.4	18.0	642.8
07-97D-1	GRAND AVE	VILAS	MARION	Flexible	1,561.3	31.0	5,377.8
08-152D-1	EVERGREEN	1ST ST	E DEAD END	Flexible	284.1	27.0	852.3
8-208-1	LIMIT ST	HOME PLACE	E CULDESAC	Flexible	464.6	26.0	1,342.2
07-39C-1	S 16TH ST	330FT N OF SANTA FE	720FT N OF SANTA FE	Flexible	393.4	19.0	830.5
10-143-1B	GODDARD CIR INT	VIRGINIA CIR	GODDARD CIR	Flexible	89.6	18.0	179.2
10-226-1A	PARK TEN CT	W END	E END	Flexible	394.3	46.0	2,015.3
09-302.2-1	GATEWOOD	630 FT E OF NEW LAWRENCE	10TH AVE	Flexible	1,465.0	22.0	3,581.1
10-226-1	PARK TEN CT	PARK AVE	PARK TEN CT	Flexible	328.2	27.0	984.6
10-145-1F	GODDARD CIR INT	GODDARD CIR	GODDARD CIR	Flexible	106.0	18.0	212.0



3/14/2018  
 T:\17-0521-02\PROJECT\C3D\GRANITE SEAL\PLANS.dwg



8900 Indian Creek Parkway, Suite 450  
 Overland Park, Kansas 66210  
 Phone: 913-239-1100

Toll Free: 877-527-5468  
 Fax: 913-239-1111  
 www.affinis.us

**CITY OF LEAVENWORTH, KS  
 PAVEMENT MANAGEMENT PROGRAM**

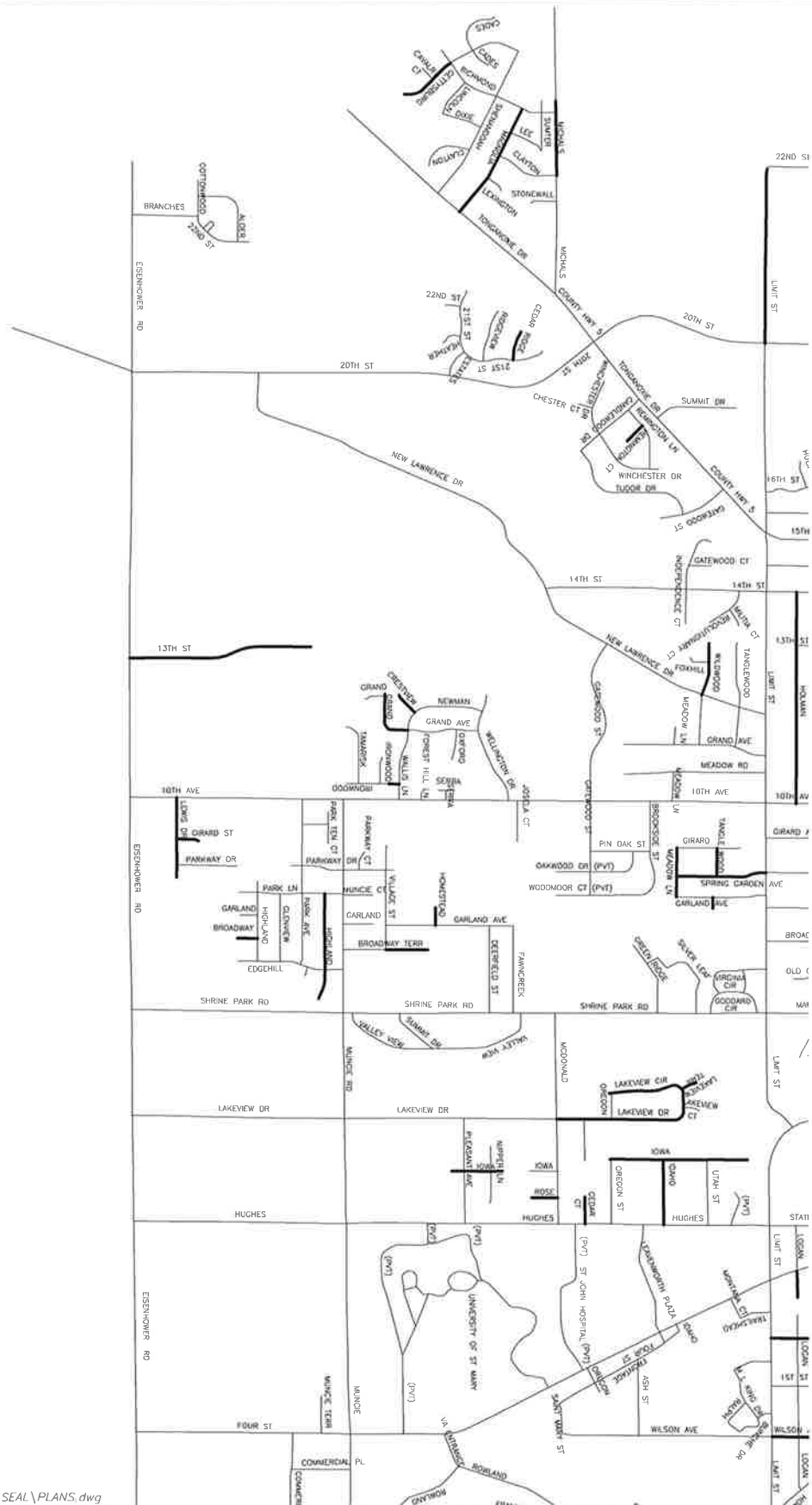
**2018 Granite Seal**

Date:  
 Drawn By: JLF  
 Checked By: RPS  
 Approved By: KEL  
 File:  
 Job # 17-0521.0200

1

1 OF 4





3/14/2018  
 T:\17-0521-02\PROJECT\C3D\GRANITE SEAL\PLANS.dwg



8900 Indian Creek Parkway, Suite 450  
 Overland Park, Kansas 66210  
 Phone: 913-239-1100

Toll Free: 877-527-5468  
 Fax: 913-239-1111  
 www.affinis.us

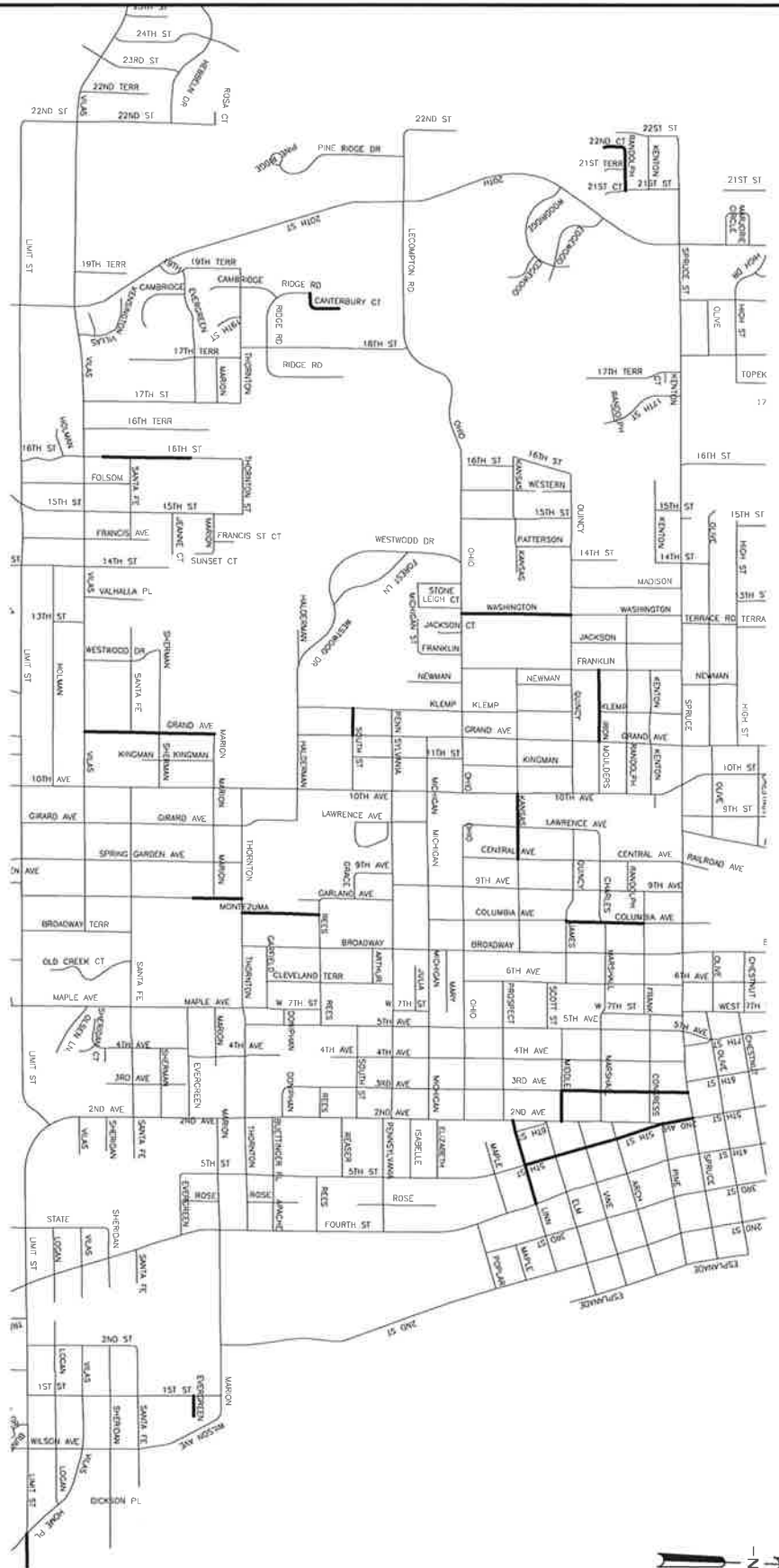
**CITY OF LEAVENWORTH, KS  
 PAVEMENT MANAGEMENT PROGRAM**

**2018 Granite Seal**

Date:  
 Drawn By: JLF  
 Checked By: RPS  
 Approved By: KEL  
 File:  
 Job #17-0521.0200

**2**

**2 OF 4**



3/14/2018  
 T:\17-0521-02\PROJECT\C3D\GRANITE SEAL\PLANS - ALTERNATE.dwg



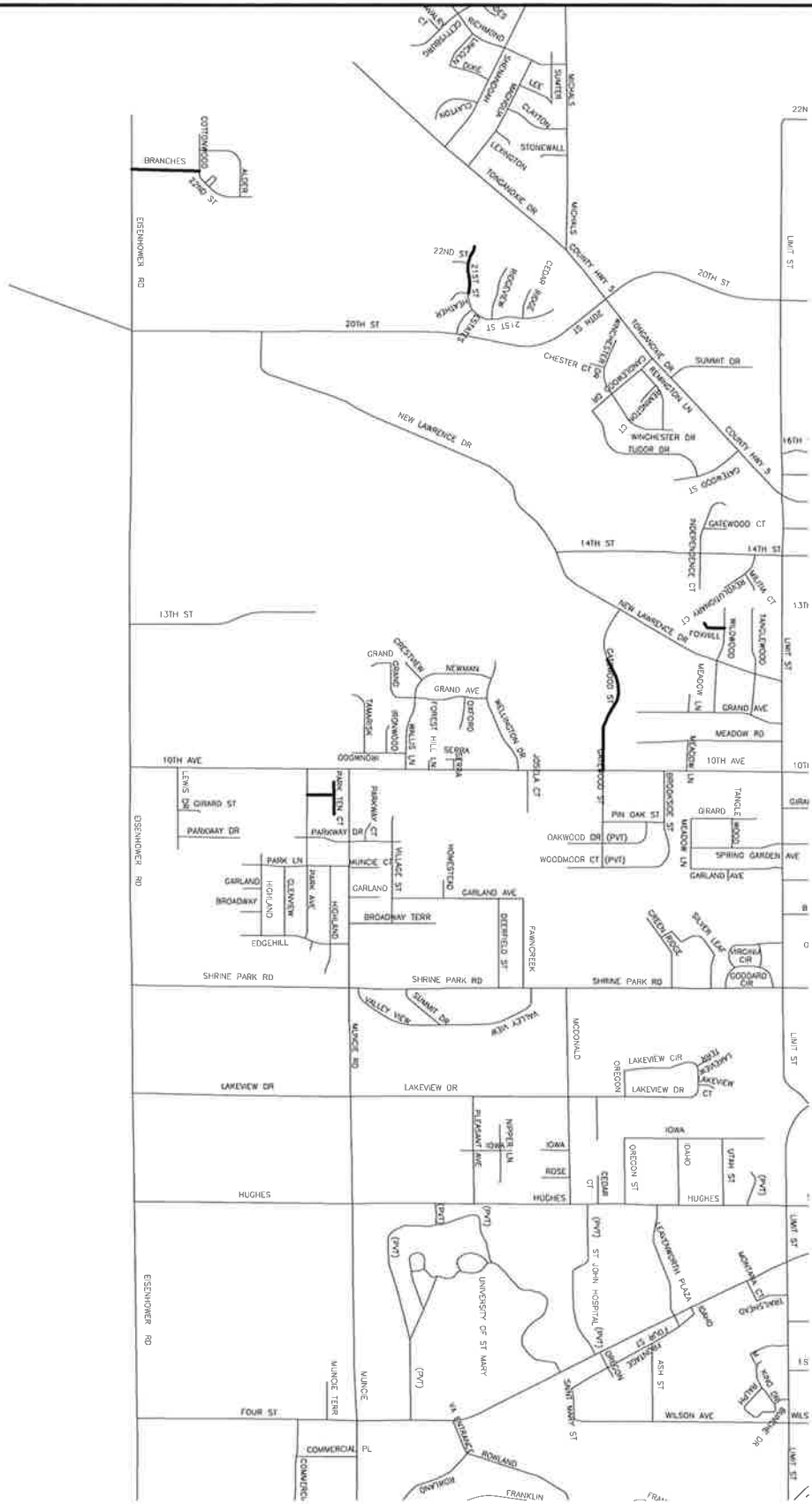
8900 Indian Creek Parkway, Suite 450  
 Overland Park, Kansas 66210  
 Phone: 913-239-1100

Toll Free: 877-527-5468  
 Fax: 913-239-1111  
 www.affinis.us

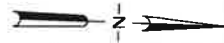
**CITY OF LEAVENWORTH, KS**  
**PAVEMENT MANAGEMENT PROGRAM**

**2018 Granite Seal - Alternate**

Date:  
 Drawn By: JLF  
 Checked By: RPS  
 Approved By: KEL  
 File:  
 Job #17-0521.0200



3/14/2018  
 T:\17-0521-02\PROJECT\C3D\GRANITE SEAL\PLANS - ALTERNATE.dwg



8900 Indian Creek Parkway, Suite 450  
 Overland Park, Kansas 66210  
 Phone: 913-239-1100

Toll Free: 877-527-5468  
 Fax: 913-239-1111  
 www.affinis.us

**CITY OF LEAVENWORTH, KS**  
**PAVEMENT MANAGEMENT PROGRAM**

**2018 Granite Seal - Alternate**

Date:  
 Drawn By: JLF  
 Checked By: RPS  
 Approved By: KEL  
 File:  
 Job #17-0521.0200

**4**

**4 OF 4**

POLICY REPORT NO. PWD 18-20

CONSIDER AWARD OF  
WHEELED SKID STEER LOADER  
WITH A 24" PLANER AND UTILITY BROOM  
PUBLIC WORKS DEPARTMENT  
STREET DIVISION

April 24, 2018

Prepared by:



Curtis Marks Sr.,  
Superintendent of City Operations

Reviewed by:



Michael G. McDonald, P.E.,  
Director of Public Works



Paul Kramer, City Manager

**Issue**

Consider approval of the bid for the purchase of a 2018 Case SV340 T4 wheeled skid steer loader with a 24" planer and utility broom attachment.

**Staff Recommendations**

Staff recommends that the City Commission approve the purchase of a 2018 Case SV340 T4 skid steer for \$70,983.00 from Victor L. Phillips Co., 1305 SW 42<sup>nd</sup> St., Topeka, KS 66609.

**Background**

Street Division is budgeted \$80,000 for a skid steer loader in the 2018 CIP. Operations Superintendent Curtis Marks prepared bid specifications and researched options for purchasing the equipment.

Bid opening was April 13, 2018.

Victor L. Phillips	Topeka, KS	\$70,983.00
KC Bobcat	Tracey, MO	\$74,089.04
Foley Equipment	Kansas City, MO	\$83,984.17
Kirby-Smith Machinery	Kansas City, KS	NO BID

The bid includes a 3 year or 2,000 hour standard warranty.

**Finance**

The 2018 CIP included funding in the amount of \$80,000 for a new wheeled skid steer loader.

**Policy**

The city purchasing policy is intended to ensure competition in the purchase of goods and materials by the City.

The City Commission can approve or reject this bid.

**Attachments:**

- Quote from Victor L. Philips
- Quote from KC Bobcat
- Quote from Foley Equipment
- No Bid from Kirby-Smith Machinery

CITY OF LEAVENWORTH  
100 N. 5<sup>TH</sup> STREET  
LEAVENWORTH, KANSAS 66048  
BID #  
BID SHEET

MAKE AND MODEL: Case SV340 T4 Final

PRICE: \$ 70,983.00

FIRM SUBMITTING BID: The Victor L. Phillips Co.

ADDRESS: 1305 S.W. 42<sup>nd</sup> Street

CITY, STATE & ZIP CODE: Topoka, KS. 66609

AUTHORIZED SIGNATURE: 

PRINT NAME: STEVE KOATH

TELEPHONE NUMBER: (785) 633-6655 FAX NUMBER: (785) 267-0185

PROJECTED DELIVERY DATE: 60-90 days ARO

DATE BID EXPIRES: 45 days

SPECIAL NOTES: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

CITY OF LEAVENWORTH  
100 N. 5<sup>TH</sup> STREET  
LEAVENWORTH, KANSAS 66048  
BID #  
BID SHEET

MAKE AND MODEL: Bobcat S-770 Skid-Steer

PRICE: \$ \$74,089<sup>04</sup>

FIRM SUBMITTING BID: KC Bobcat

ADDRESS: 100 Tracy Dr

CITY, STATE & ZIP CODE: Tracy, MO 64079

AUTHORIZED SIGNATURE: 

PRINT NAME: Aaron Phares

TELEPHONE NUMBER: 913-208-4244 FAX NUMBER: 913-829-1552

PROJECTED DELIVERY DATE: Depends on Approval date

DATE BID EXPIRES: 12-31-2020

SPECIAL NOTES: Prices are under the Pre-Approved KS State  
Contract # 44071

CITY OF LEAVENWORTH  
100 N. 5<sup>TH</sup> STREET  
LEAVENWORTH, KANSAS 66048  
BID #  
BID SHEET

MAKE AND MODEL: CATERPILLAR 272D SSL / CPSSL306B / BRSSBU118

PRICE: \$ 83,984.17

FIRM SUBMITTING BID: Foley Equipment Company

ADDRESS: 5701 E. 87th St.

CITY, STATE & ZIP CODE: Kansas City, MO 64132

AUTHORIZED SIGNATURE: 

PRINT NAME: John Pamperin

TELEPHONE NUMBER: 816-216-9727 FAX NUMBER: 816-200-5415

PROJECTED DELIVERY DATE: May 1, 2018

DATE BID EXPIRES: August 1, 2018

SPECIAL NOTES: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



CITY OF LEAVENWORTH  
100 N. 5<sup>TH</sup> STREET  
LEAVENWORTH, KANSAS 66048

BID # 13ST-2018-07  
BID SHEET

MAKE AND MODEL: SSL, 24" Planer + Broom

PRICE: \$ — NO Bid —

FIRM SUBMITTING BID: Kirby-Smith Machinery

ADDRESS: 8320 Ruby Ave

CITY, STATE & ZIP CODE: Kansas City, KS 66111

AUTHORIZED SIGNATURE: Phillip Brown

PRINT NAME: Phillip Brown

TELEPHONE NUMBER: 913-850-6300 FAX NUMBER: 913-850-6319

PROJECTED DELIVERY DATE: 4-13-18

DATE BID EXPIRES: \_\_\_\_\_

SPECIAL NOTES: \_\_\_\_\_

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

