



City of Leavenworth  
100 N. 5<sup>th</sup> Street  
Leavenworth, Kansas 66048

CITY COMMISSION REGULAR MEETING  
COMMISSION CHAMBERS  
TUESDAY, MAY 26, 2026 6:00 P.M.

Welcome to your City Commission Meeting – Please turn off or silence all cell phones during the meeting  
*Meetings are available for viewing on YouTube*

**CALL TO ORDER** – Pledge of Allegiance Followed by Silent Meditation

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**OLD BUSINESS:**

**Consideration of Previous Meeting Minutes:**

1. Minutes from May 12, 2026 Regular Meeting **Action:** Motion (pg. 02)

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**NEW BUSINESS:**

**Public Comment:** *Public comments are limited to 3 minutes per speaker. In the interest of time, we ask that groups wishing to speak limit their public comment to one presenter. This is an opportunity for the City Commission to hear the thoughts of the public prior to conducting official City business. The Mayor, City Commission, and City staff have been asked not to respond to those giving public comment, and action may not be taken by the Commission on public comment items. The Mayor may direct staff to follow-up with specific individuals after the meeting. When speaking, please state your name and address. A sign-up sheet will be provided in the commission chambers for anyone wishing to speak.*

**General Items:**

2. Camp Leavenworth Update **Action:** None (pg. 05)  
3. Annual Report from Leavenworth Police Department **Action:** None (pg. 06)  
4. Annual Report from Leavenworth Fire Department **Action:** None (pg. 47)  
5. Acceptance of Land for Public Utilities for McDonalds Second Addition Final Plat **Action:** Motion (pg. 61)

**Resolutions:**

6. Resolution B-2422 Kansas Summer Spirit Festival Possession & Consumption of Alcohol **Action:** Motion (pg. 64)  
7. Resolution B-2423 Adopting Rules and Regulations Regarding Removal of Members of City Advisory Boards & Commissions **Action:** Motion (pg. 67)

**Bids, Contracts and Agreements:**

8. Consider Approval to Purchase Two Grit Pumps for WPC **Action:** Motion (pg. 70)

**First Consideration Ordinances:**

9. First Consideration Ordinance to Rezone 2812 Home Place and 00000 Limit Street from Medium Density Single Family Residential District (R1-9) to High Density Single Family Residential District (R1-6) **Action:** Consensus (pg. 73)

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**Consent Agenda:**

Claims for May 8, 2026 through May 21, 2026, in the amount of \$1,243,803.11; Net amount for Payroll #10 effective May 15, 2026 in the amount of \$432,732.52 (Includes Police & Fire Pension in the amount of \$7,966.80). **Action:** Motion

**Other:**

**Adjournment**

**Action:** Motion



**CALL TO ORDER** - The Governing Body met for a regular meeting and the following commission members were present in the commission chambers: Mayor Nancy Bauder, Mayor Pro Tem Rebecca Hollister, Commissioners Sam Maxwell, Holly Pittman and Joe Wilson.

**Staff members present:** City Manager Scott Peterson, Assistant City Manager Penny Holler, Police Chief Patrick Kitchens, Public Works Director Brian Faust, Operations Superintendent Becky Beaver, WPC Superintendent Tim Guardado, WPC Assistant Superintendent Jon Lemke, Assistant to the City Manager Trevor Cook, Public Information Officer Melissa Bower, City Attorney David E. Waters and City Clerk Sarah Bodensteiner.

Mayor Bauder asked everyone to stand for the pledge of allegiance followed by silent meditation.

**AWARDS AND PROCLAMATIONS:**

**Mayor's Recognition** – Mayor Bauder presented George Kenton a certificate of recognition for his outstanding achievement of being named Mayor of BizTown.

**Leavenworth Historic Preservation Month** - Mayor Bauder read the proclamation proclaiming May 2026 as Leavenworth Historic Preservation Month. The proclamation was accepted by Dick Gibson and Rik Jackson, members of the Leavenworth Preservation Commission.

**National Police Week** - Mayor Bauder read the proclamation proclaiming May 11-17, 2026, as National Police Week. The proclamation was accepted by Leavenworth Police Chief Patrick Kitchens.

Mayor Bauder left the meeting at 6:08 p.m.

**Leavenworth Public Works Week** - Mayor Pro Tem Hollister read the proclamation proclaiming May 17-23, 2026, as Leavenworth Public Works Week. The proclamation was accepted by Public Works Director Brian Faust.

**National Poppy Day** - Mayor Pro Tem Hollister read the proclamation proclaiming May 22, 2026, as National Poppy Day. The proclamation was accepted by members of the American Legion Auxiliary.

**OLD BUSINESS:**

**Consideration of Previous Meeting Minutes:**

Commissioner Maxwell moved to accept the minutes from the April 28, 2026, regular meeting. Commissioner Pittman seconded the motion and the motion was unanimously approved. Mayor Pro Tem Hollister declared the motion carried 4-0.

**NEW BUSINESS:**

**Public Comment:** *(Public comment is limited to 3 minutes)*

Suzanne Sievers, 86 6<sup>th</sup> Infantry, Ft. Leavenworth:

- Thanked the Commissioners who attended the meeting with the Leavenworth Community Response group
- Asked Commissioners to continue with the oversight committee and posting of meeting agendas and minutes

April Patzwald, 603 6<sup>th</sup> Ave:

- Thanked the City for action taken at the 6<sup>th</sup> and Walnut area
- There are still areas of concern with the houses and would like to keep the item on the forefront

Daniel McIntosh, 1013 S 21<sup>st</sup> Ter.:

- Expressed gratitude with the oversight board meeting
- Would request more transparency
- Thanked those who attended Leavenworth Community Response meeting

**General Items:**

**Mayor's Appointments**

Mayor Pro Tem Hollister moved to appoint to the Building Code Board of Appeals Dave Clevenger to a term ending May 1, 2031; reappoint to the Electrical Board of Appeals Bill Corbet, Sr. to a term ending May 1, 2031; reappoint to the Grow Leavenworth County Development Corporation Board Samantha Carpenter to a term ending May 31, 2028; appoint to the Mechanical Board of Appeals Autumn Fitzgerald to a term ending May 1, 2031; appoint to the Plumbing Board of Appeals Kyle Whelpley to a term ending May 1, 2031. Commissioner Maxwell seconded the motion and the motion was unanimously approved. Mayor Pro Tem Hollister declared the motion carried 4-0.

**Bids, Contracts and Agreements:**

**Consider Approval of Final Change Order for 6<sup>th</sup> and Walnut Stormwater Project** – Public Works Director Brian Faust presented for approval a final change order with Baker Construction for the 6<sup>th</sup> and Walnut Stormwater Improvement Project. In 2025, a number of residents in the area of 6<sup>th</sup> and Walnut expressed concern over the stormwater conveyance system. In addition to blockage of the pipe and associated backups during rain events, a large sink hole developed in a yard that was a safety hazard to the area. Staff felt it was critically important to address both the open sink hole and the stormwater backups prior to the 2026 spring rains. Staff met with 3 local contractors on-site to discuss the best options for a temporary repair. Once the project started and both the stone arch under Walnut and the existing corrugated piping were uncovered, significant changes to the project scope were needed. Changes includes: the replacement pipe needed to be upsized from 60" to 84" pipe to better match the inside width of the stone arch, instead of 1-20' inch section of pipe, 2 sections were needed to address slope/grading challenges at the site, and the existing arch contained over 2' of mud and debris that needed to be cleaned out, a concrete collar to tie the new pipe to the stone arch along with the addition of shot rock at the pipe outflow. As the equipment was already on-site, the repairs were done to make this a permanent improvement instead of a temporary repair. With the number of unknowns, staff felt the best way to handle the changes was by tracking time and materials used for the project. The project was completed in late March, and the final cost was

significantly higher than the original estimate. Funding is currently available in the Stormwater Capital Projects Fund to cover the cost of this final change order. A positive result from the project and the cleaning of the stone arch was that the arch is in good shape and there are no repairs needed to this crossroad section. Staff recommends approval of the final change order in the amount of \$44,518.13; this will bring the total project cost to \$63,368.13.

Commissioner Wilson moved to approve the Final Change Order for the 6<sup>th</sup> and Walnut Stormwater Project with Baker Construction, in the amount of \$44,518.13, for a total project cost of \$63,368.13. Commissioner Maxwell seconded the motion and the motion was unanimously approved. Mayor Pro Tem Hollister declared the motion carried 4-0.

**Consent Agenda:**

Commissioner Wilson moved to approve claims for April 23, 2026 through May 7, 2026, in the amount of \$2,089,745.90; Net amount for Payroll #9 effective May 1, 2026 in the amount of \$418,874.49 (No Police & Fire Pension). Commissioner Maxwell seconded the motion and the motion was unanimously approved. Mayor Pro Tem declared the motion carried 4-0.

**Other:**

City Manager Scott Peterson:

- Study Session on May 19<sup>th</sup> will begin at 5pm due to the amount of time each topic will take
- Mentioned the FIFA World Cup countdown clock outside of City Hall

Commissioner Maxwell:

- Thanked the Chief and Police Department for all they do
- Mentioned wanting to discuss fireworks

Commissioner Wilson:

- Mentioned the Leavenworth Community Response group meeting he attended; it was well attended and it was a good event to hear from the community

Commissioner Pittman:

- Asked about the status of the vandalism on the Leavenworth Mall site

Mayor Pro Tem Hollister:

- Had the privilege of presenting the Mayor's trophy at the JROTC ceremony
- Asked City Manager Peterson to review tall grass/weed nuisances

**Adjournment:**

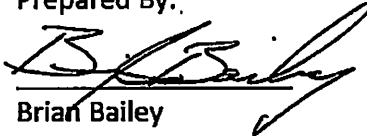
Commissioner Maxwell moved to adjourn the meeting. Commissioner Wilson seconded the motion and the motion was unanimously approved and the meeting was adjourned.

Time Meeting Adjourned 6:32 p.m.

Minutes taken by City Clerk Sarah Bodensteiner, CMC

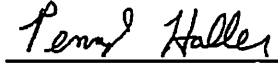
**Staff Report  
Camp Leavenworth Update  
May 26, 2026**

Prepared By:

  
\_\_\_\_\_

Brian Bailey  
Parks/Rec Deputy Director

Prepared By:

  
\_\_\_\_\_

Penny Holler  
Assistant City Manager

Reviewed By:

  
\_\_\_\_\_

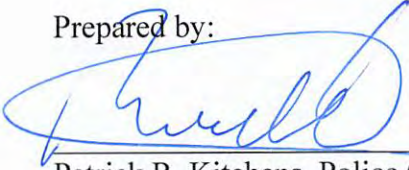
Scott Peterson  
City Manager

**ISSUE:**

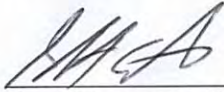
Receive update on planning for the Camp Leavenworth festival September 18-19, 2026.

**Policy Report No. 2-2026  
2025 Annual Report  
May 26, 2026**

Prepared by:

  
\_\_\_\_\_  
Patrick R. Kitchens, Police Chief

Approved by:

  
\_\_\_\_\_  
Scott Peterson, City Manager

**ISSUE:**

The Police Department will present and discuss our 2025 Annual Report.

**STAFF RECOMMENDATION:**

Staff recommends approval.

**BACKGROUND:**

Power Point attached.

**BUDGET IMPACT:**

None

**COMMISSION ACTION:**

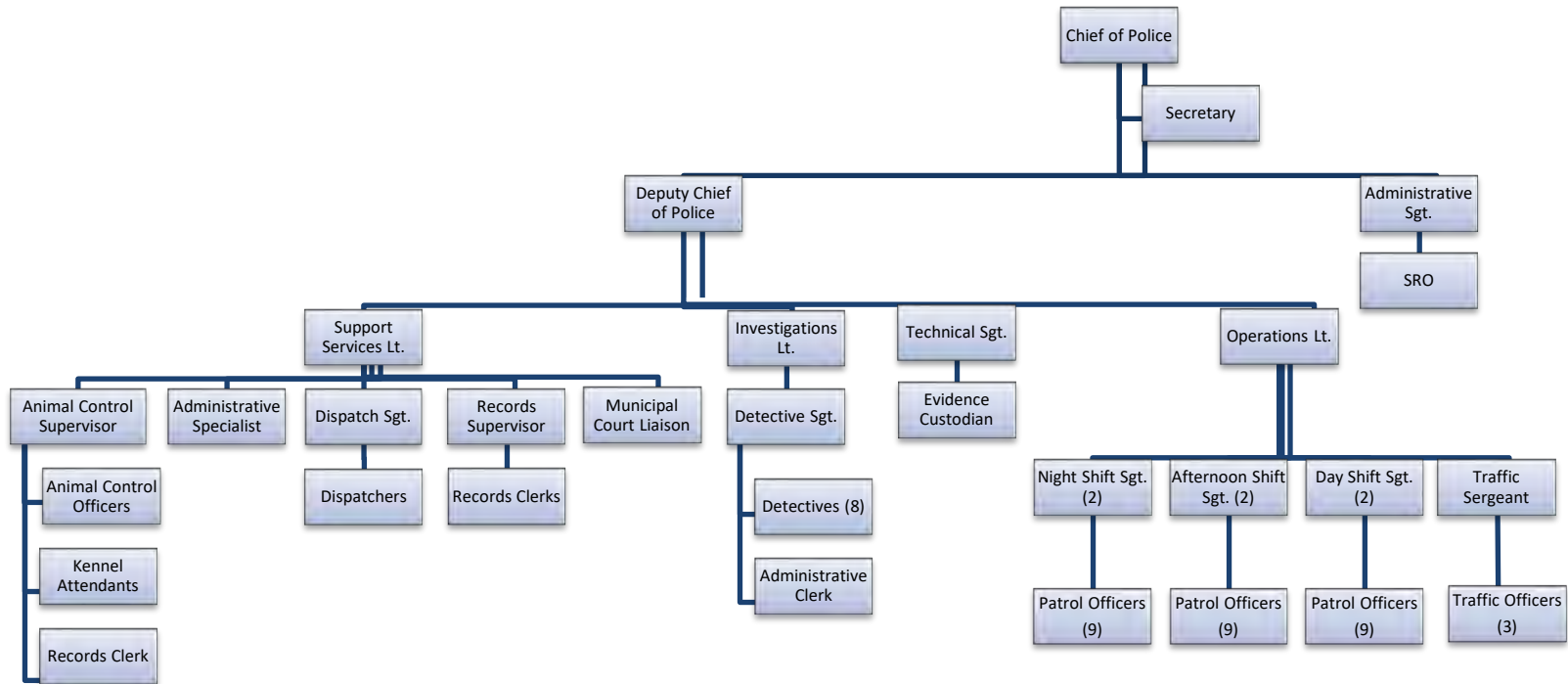
Review and discuss.



# Leavenworth Police Department 2025 Annual Report



# Leavenworth Police Department Organizational Chart



The Organizational Chart for the Leavenworth Police Department is established to ensure continued operations in the event of catastrophe. The Deputy Chief of Police is fully trained and experienced in all matters should it become necessary to fulfill the role of Chief of Police. Throughout the year the agency spends considerable time and effort training and preparing Officers for promotion and the transition to leadership roles. Several times each year, employees are appointed and serve in an acting role such as Acting Lieutenant or Acting Chief of Police. This helps people transition to positions of greater responsibility!



## Message from Chief Kitchens

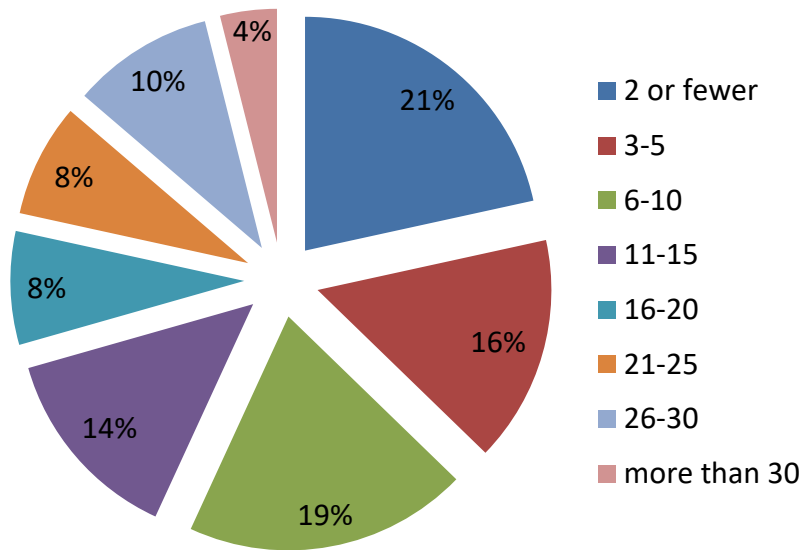
The men and women of the Leavenworth Police Department are proud to present the 2025 Annual Report. Officers and employees continued to meet the challenges of providing for the public safety of our community with great spirit.

The overall crime rate of the City of Leavenworth dropped in 2025. Additionally, our Calls for Service went down by a considerable margin,

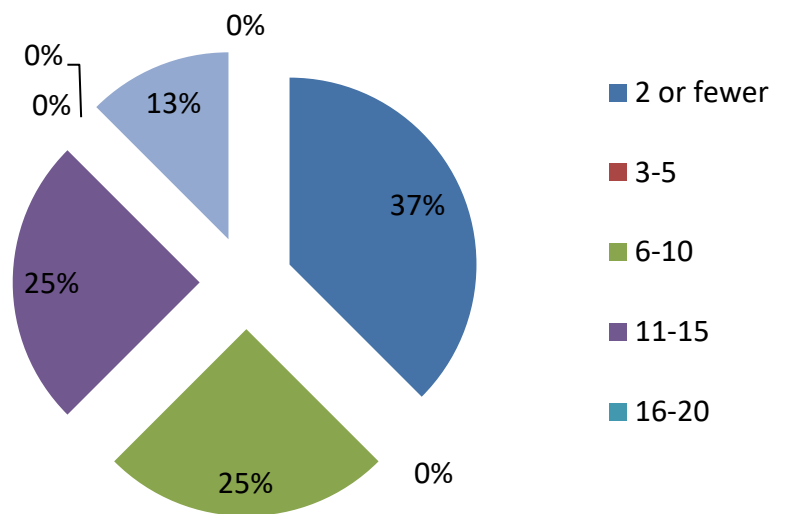
The law enforcement profession continues to focus our efforts on hiring and retention. We have some progress over the last half of 2025 and are cautiously optimistic.

# Police Department Employee Longevity (in years)

### Officer Longevity

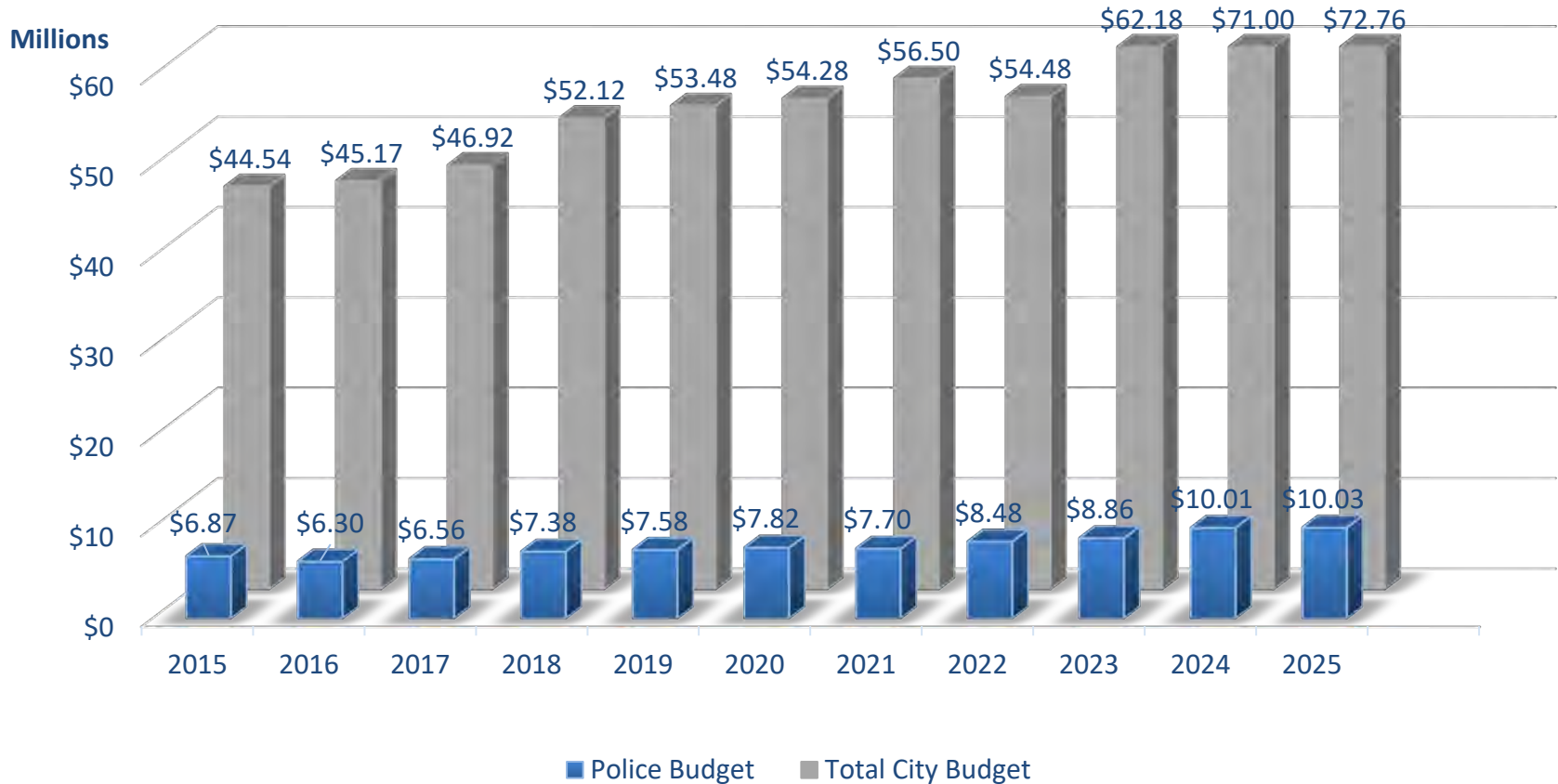


### Communications Longevity



# Annual City Budget

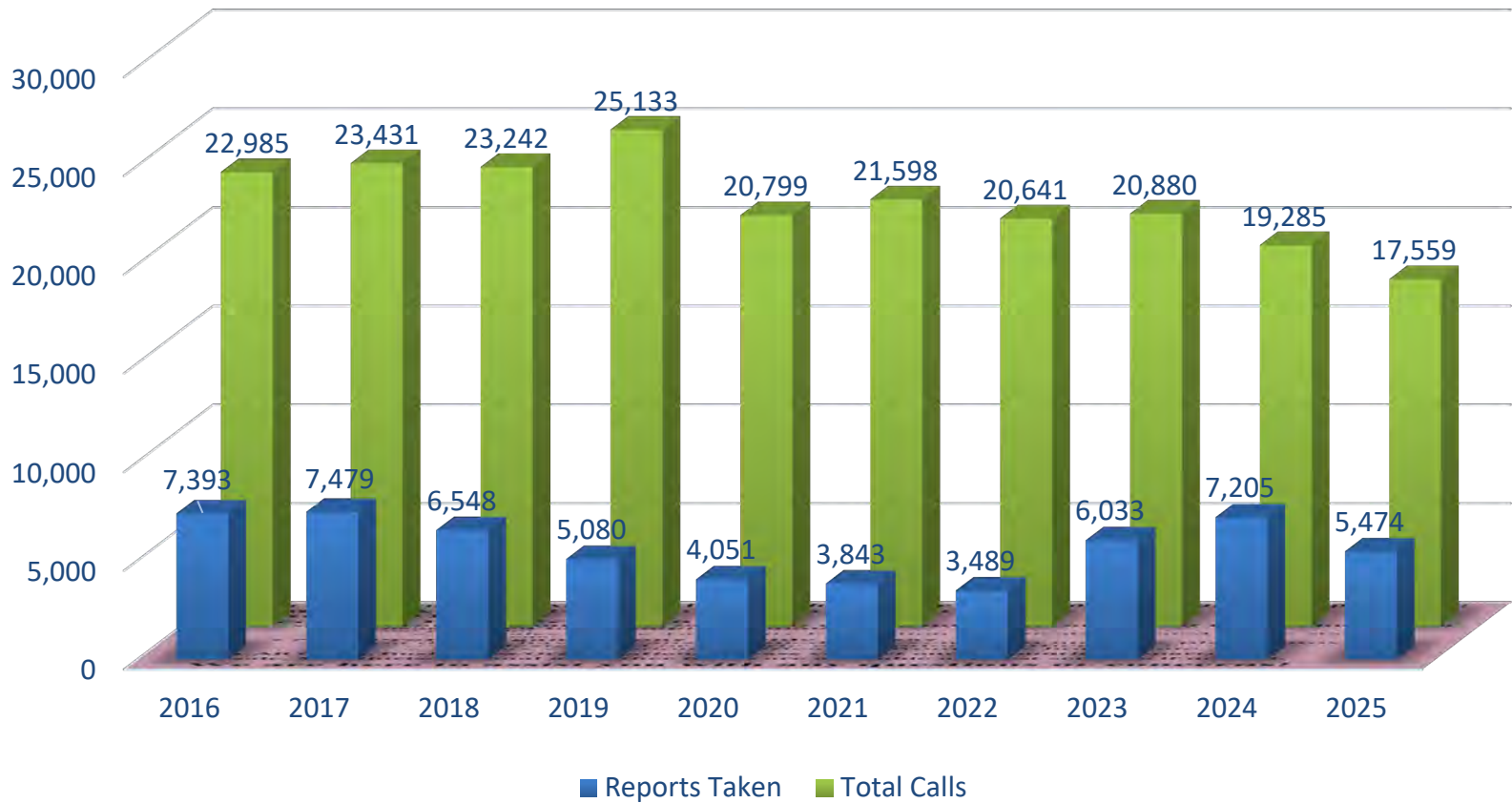
## Dollar Comparison



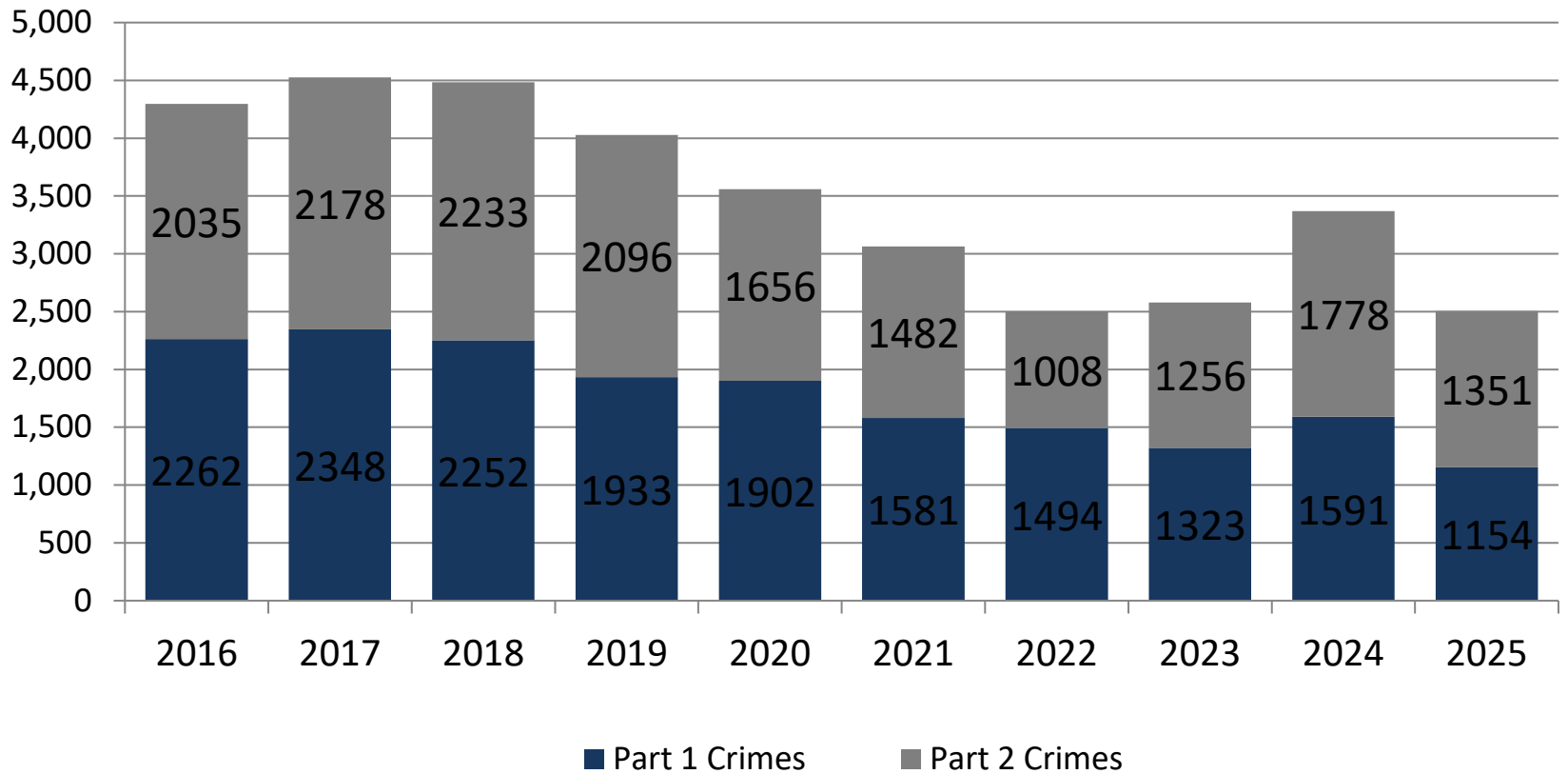
# Community Engagement



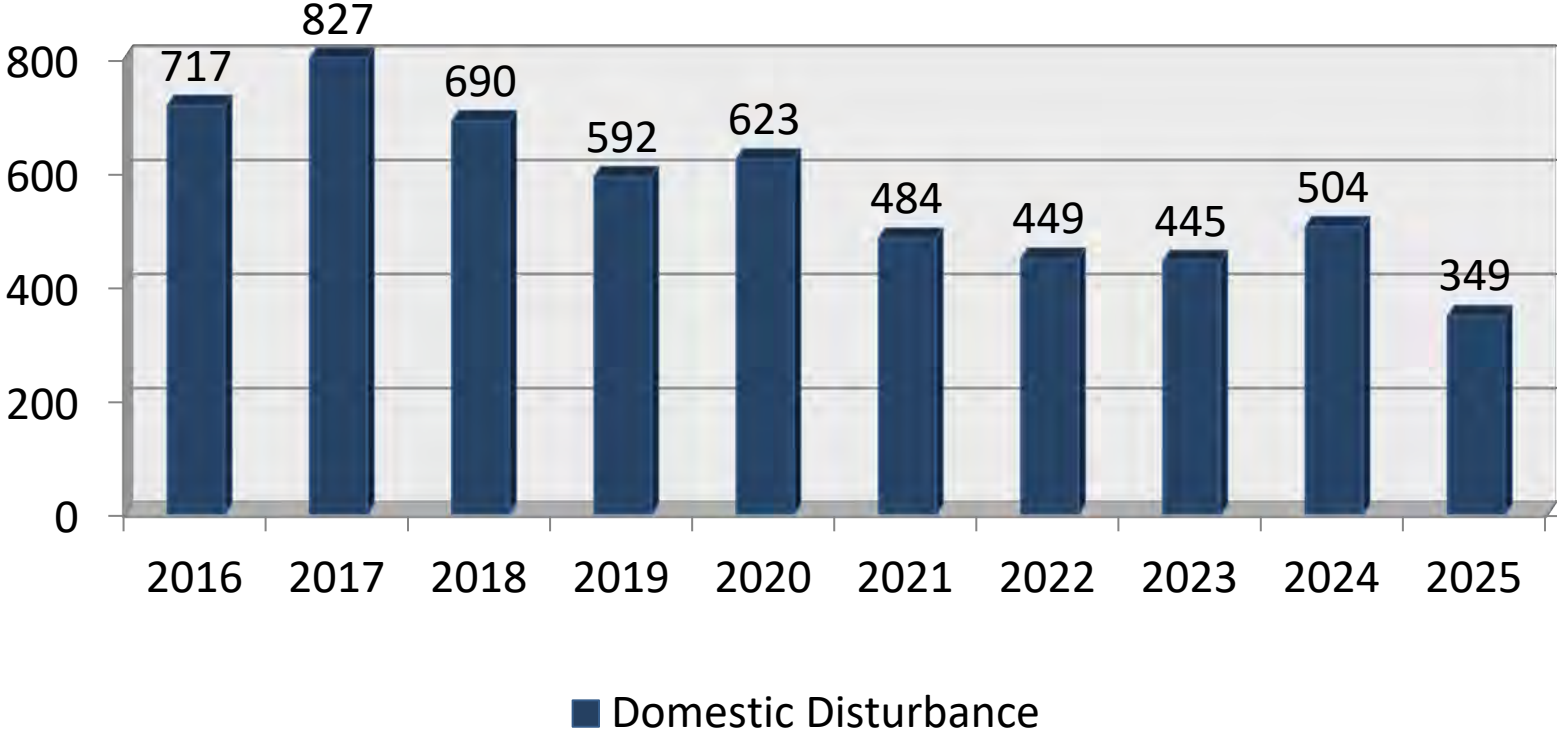
# Calls For Service



# Part 1 & Part 2 Crimes



# Domestic Cases

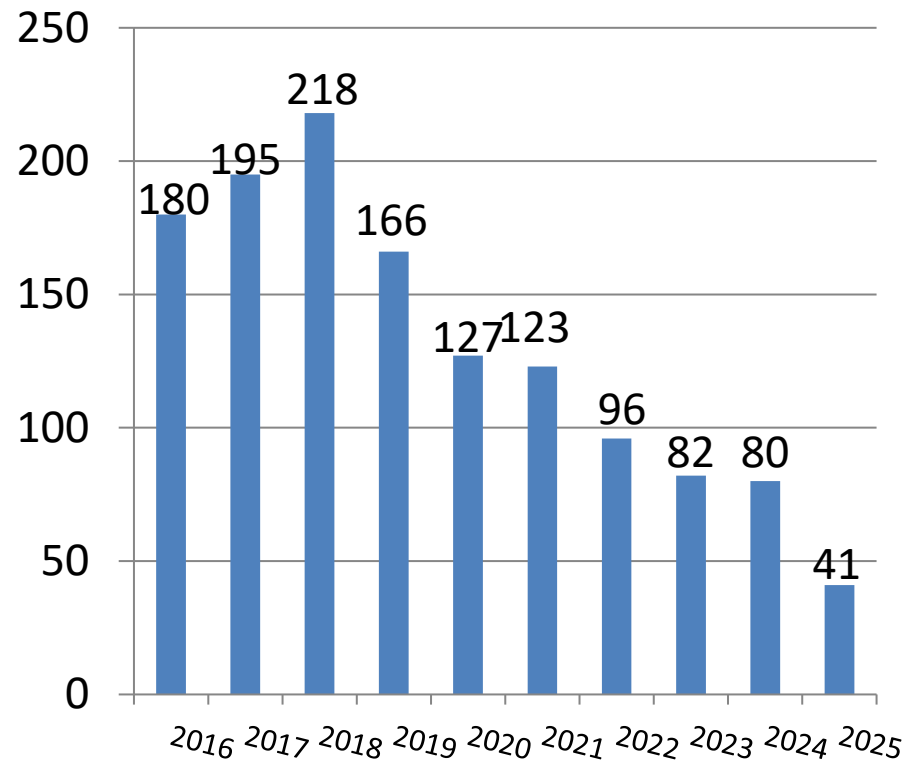


# Mental Health

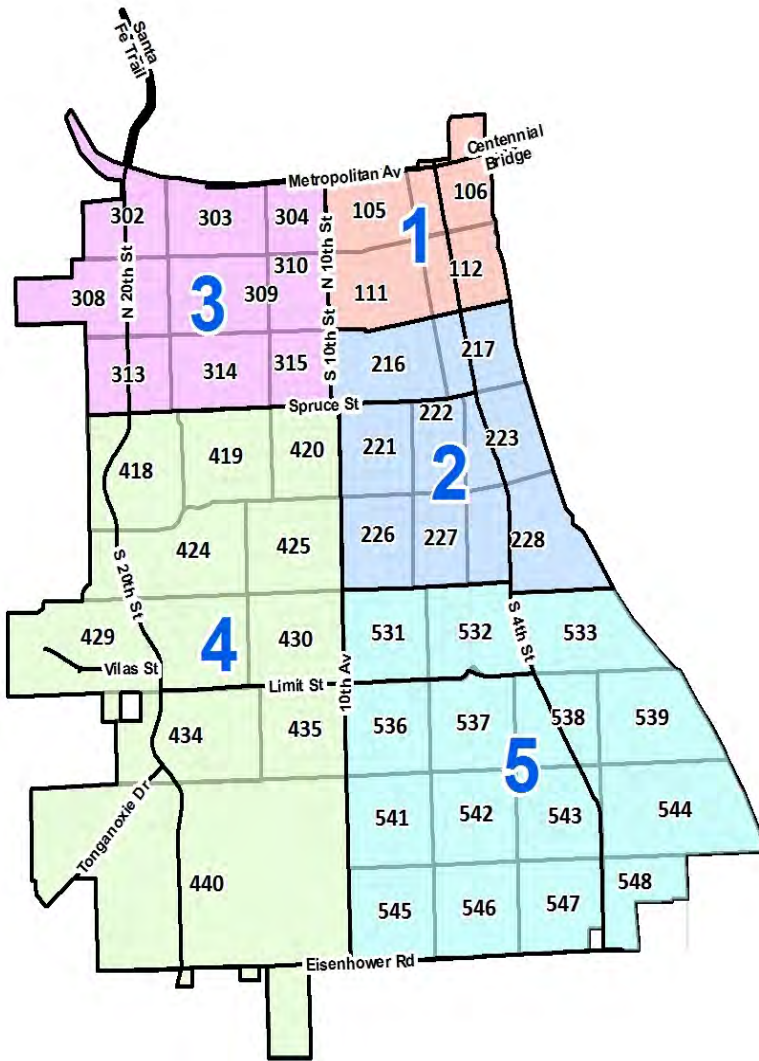
## Suicide Calls

### Mental Health Co-Responder

Year to Date Data	
Call out	61
Collaboration	233
Initial Contact	221
Repeat Contact	458
Telephone	205
Self-Initiated	518
Outreach Attempt	51
<b>Total</b>	<b>1747</b>

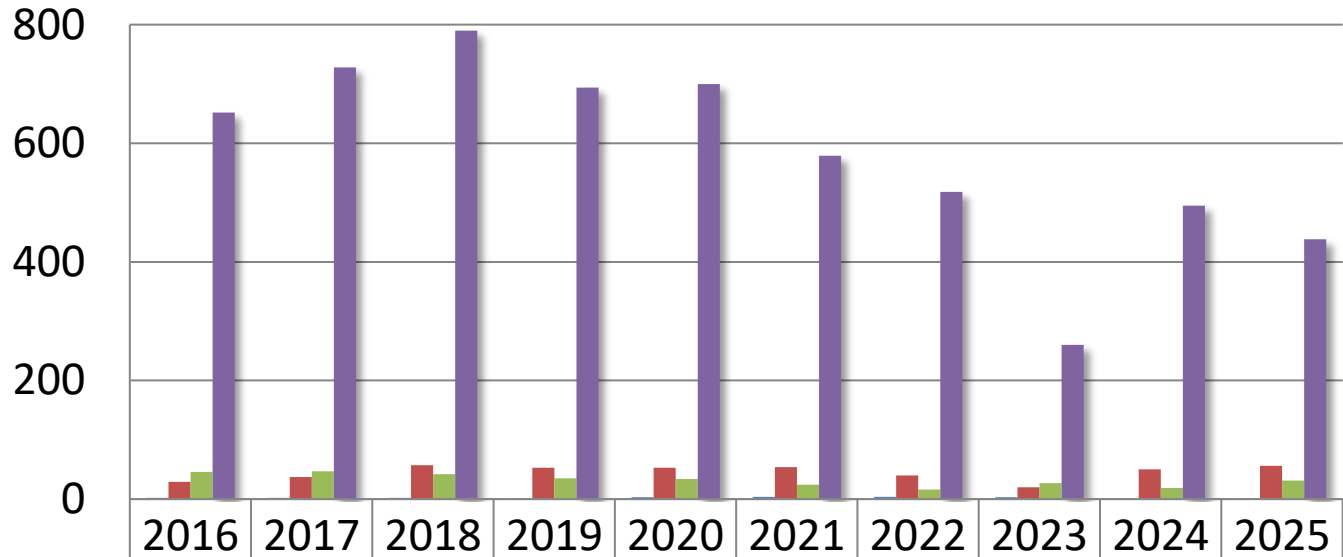


# Criminal Activity – Persons 2025



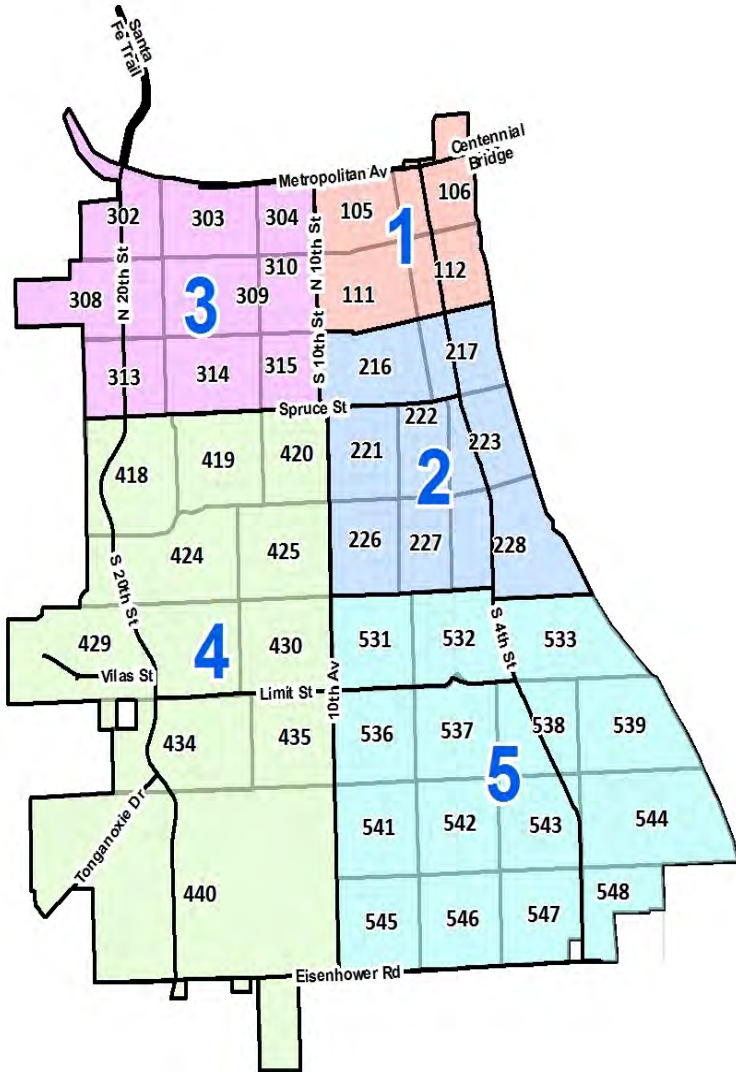
Area	Homicides	Rape	Robberies	Assaults
1	0	9	10	104
2	0	12	5	101
3	0	10	3	58
4	0	7	4	57
5	1	18	9	118

# Criminal Activity Persons – 10 Year Trend



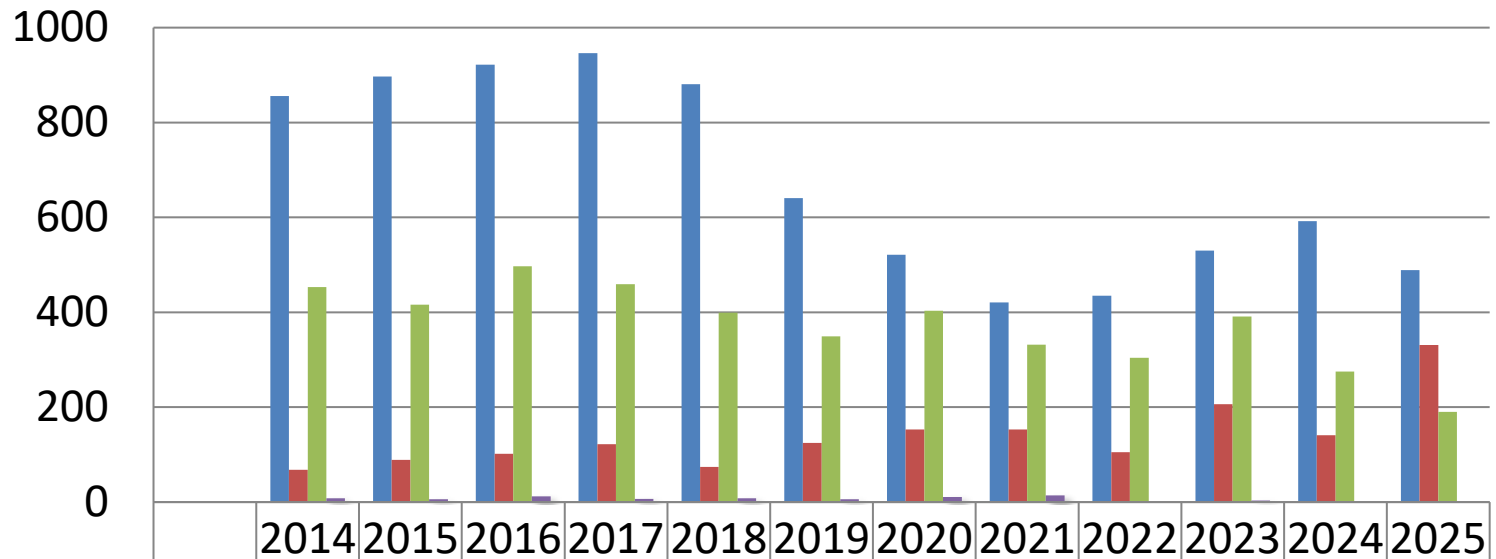
■ Homicides	2	2	2	1	3	4	4	3	0	1
■ Rape	29	37	57	53	53	54	40	20	50	56
■ Robberies	46	47	42	35	34	24	16	27	19	31
■ Assaults	652	728	790	694	700	579	518	260	495	438

# Criminal Activity – Property 2025



Area	Theft	Auto Theft	Burglaries	Arson
1	136	97	58	0
2	110	75	39	0
3	50	31	27	0
4	79	60	10	0
5	114	68	56	0

# Criminal Activity Property– 10 Year Trend

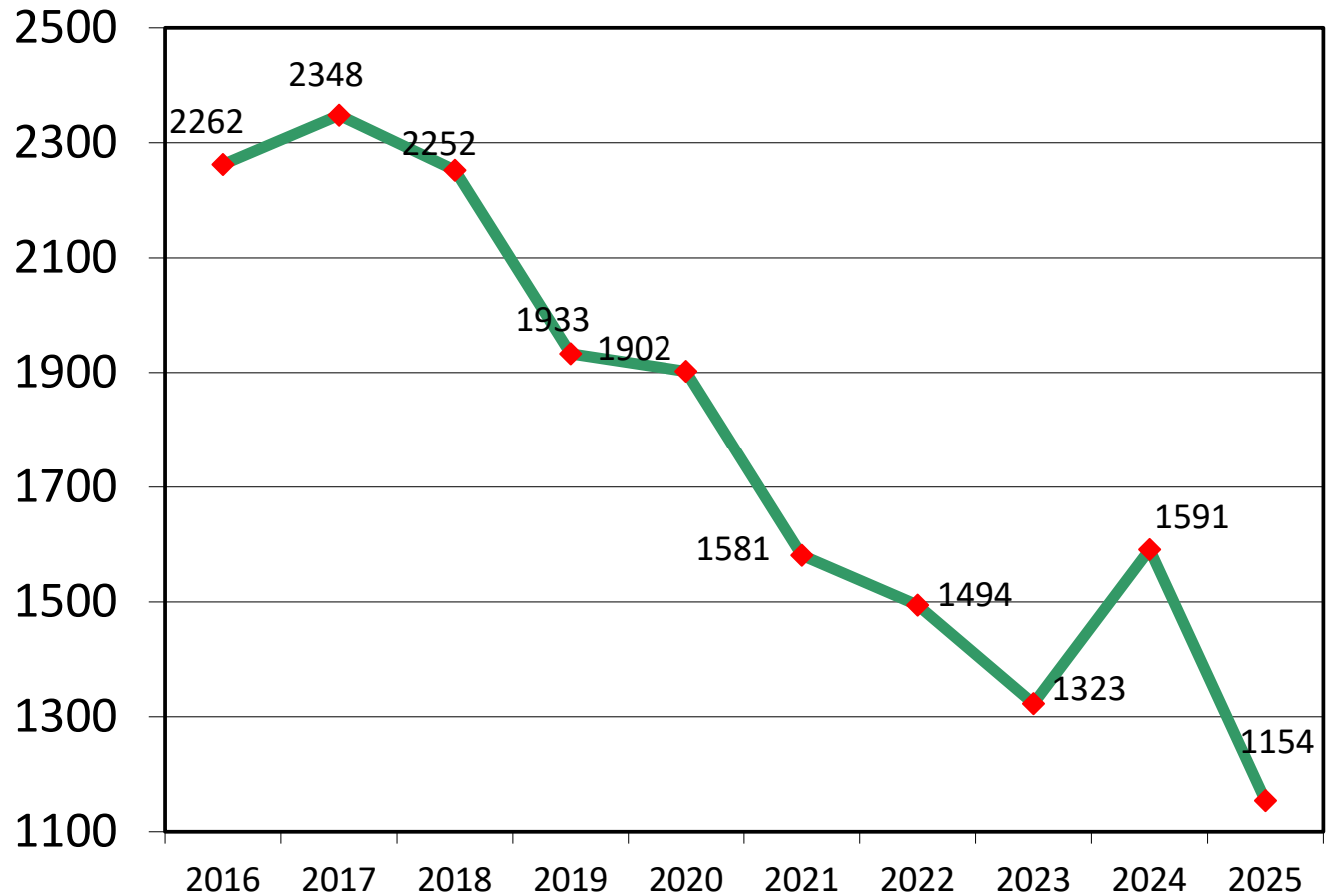


■ Theft		856	897	922	946	881	641	521	421	435	530	592	489
■ Auto Theft		68	89	102	122	74	125	153	153	105	206	141	331
■ Burglaries		453	416	497	459	399	349	403	332	304	391	275	190
■ Arson		8	6	12	7	8	6	11	14	0	3	0	0

# Part 1 Crimes Reported

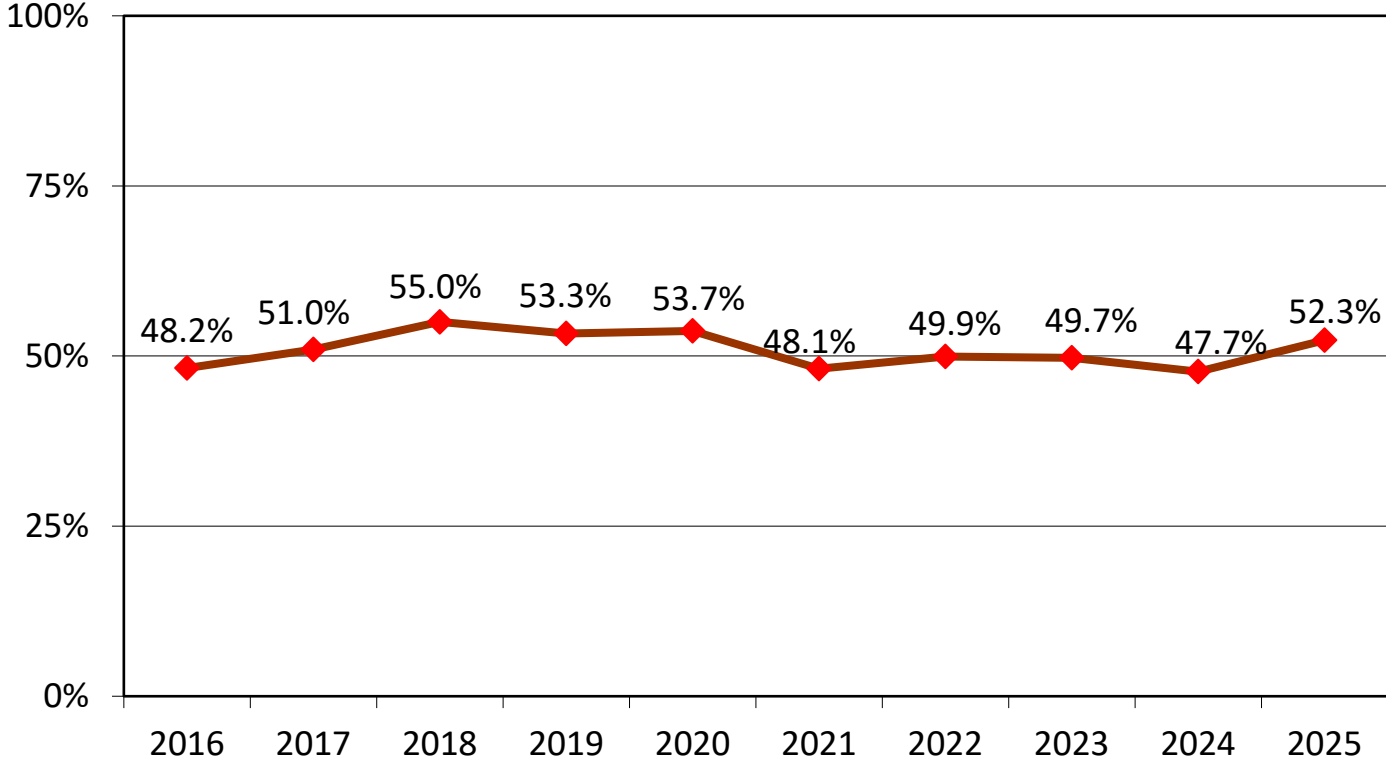
Part 1 crimes include:

- ⇒ Murder
- ⇒ Rape
- ⇒ Robbery
- ⇒ Assault
- ⇒ Burglary
- ⇒ Theft
- ⇒ Auto Theft



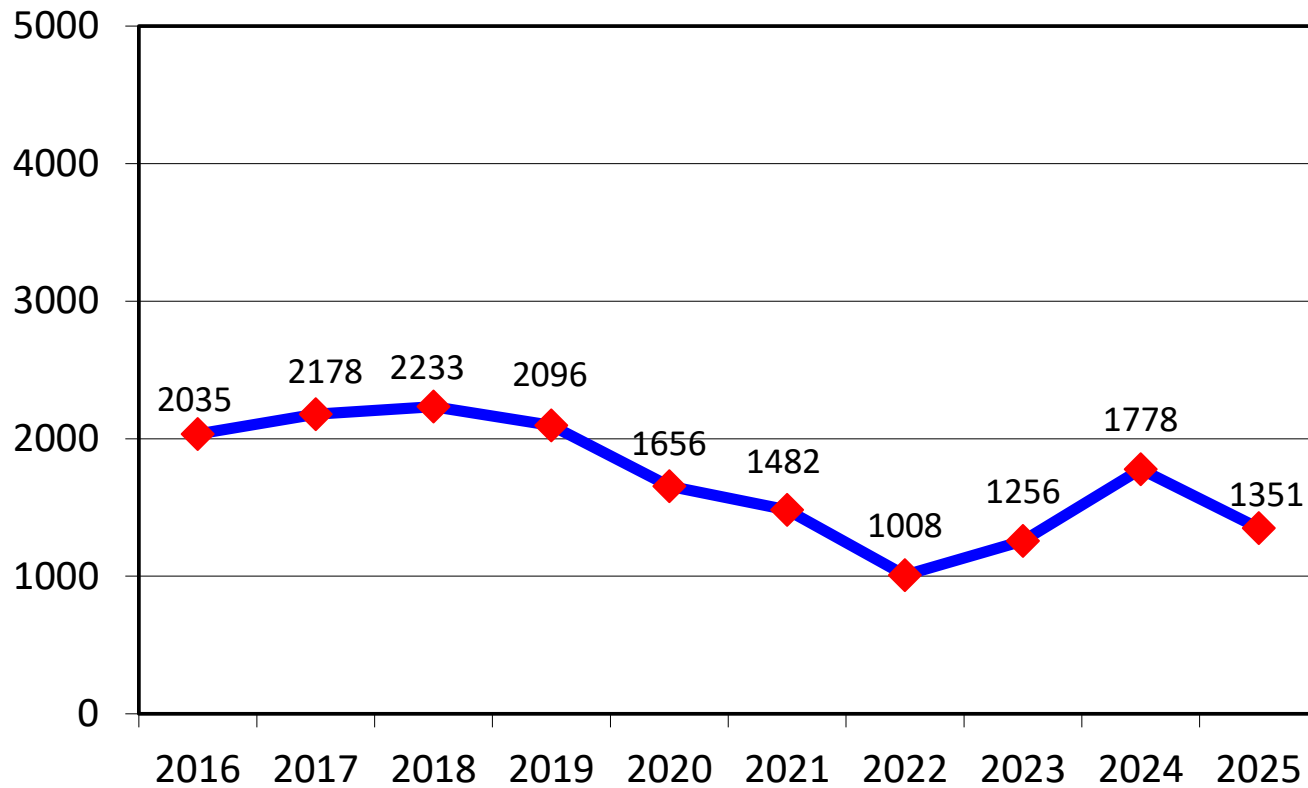
# Clearances

## Percent of Part 1 Crimes Cleared



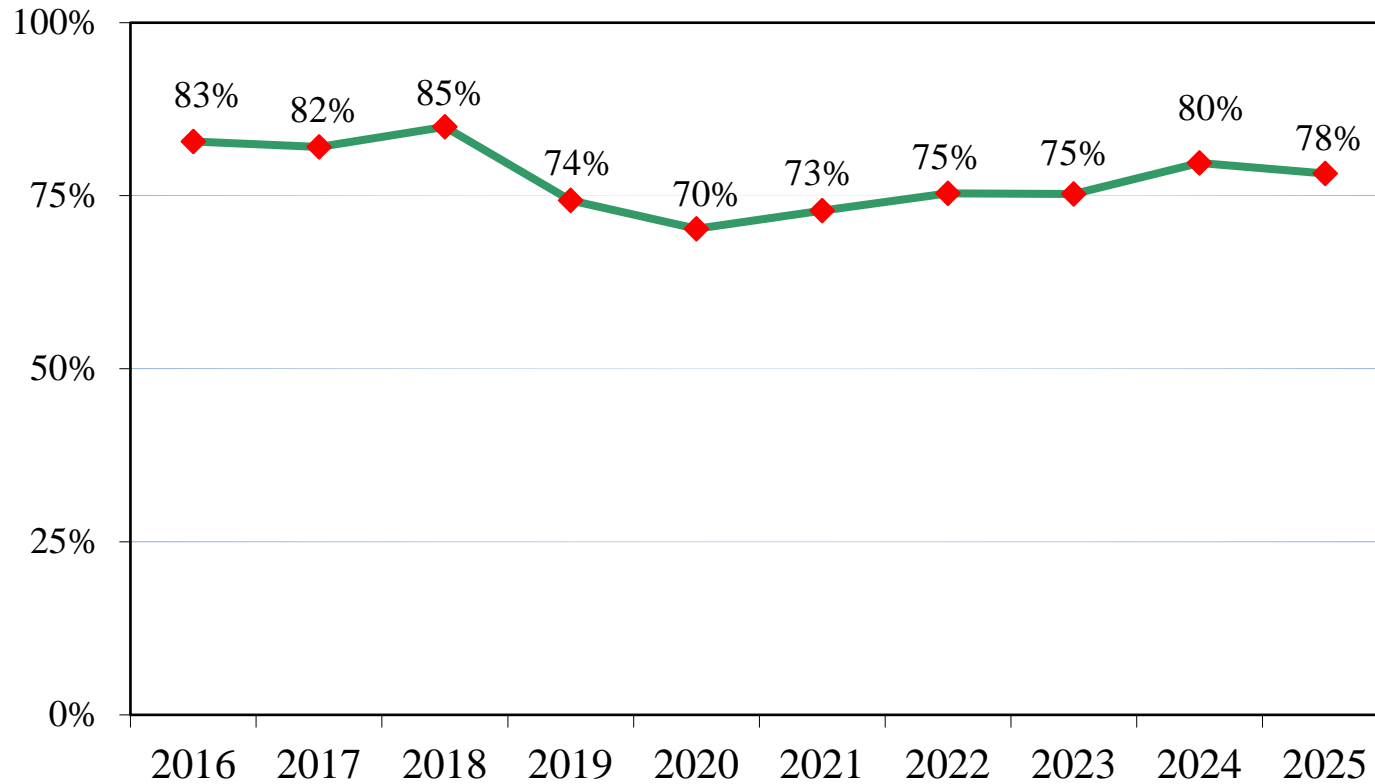
# Part 2 Crimes Reported

Part 2 crimes include all criminal events not included in the Part 1 index.



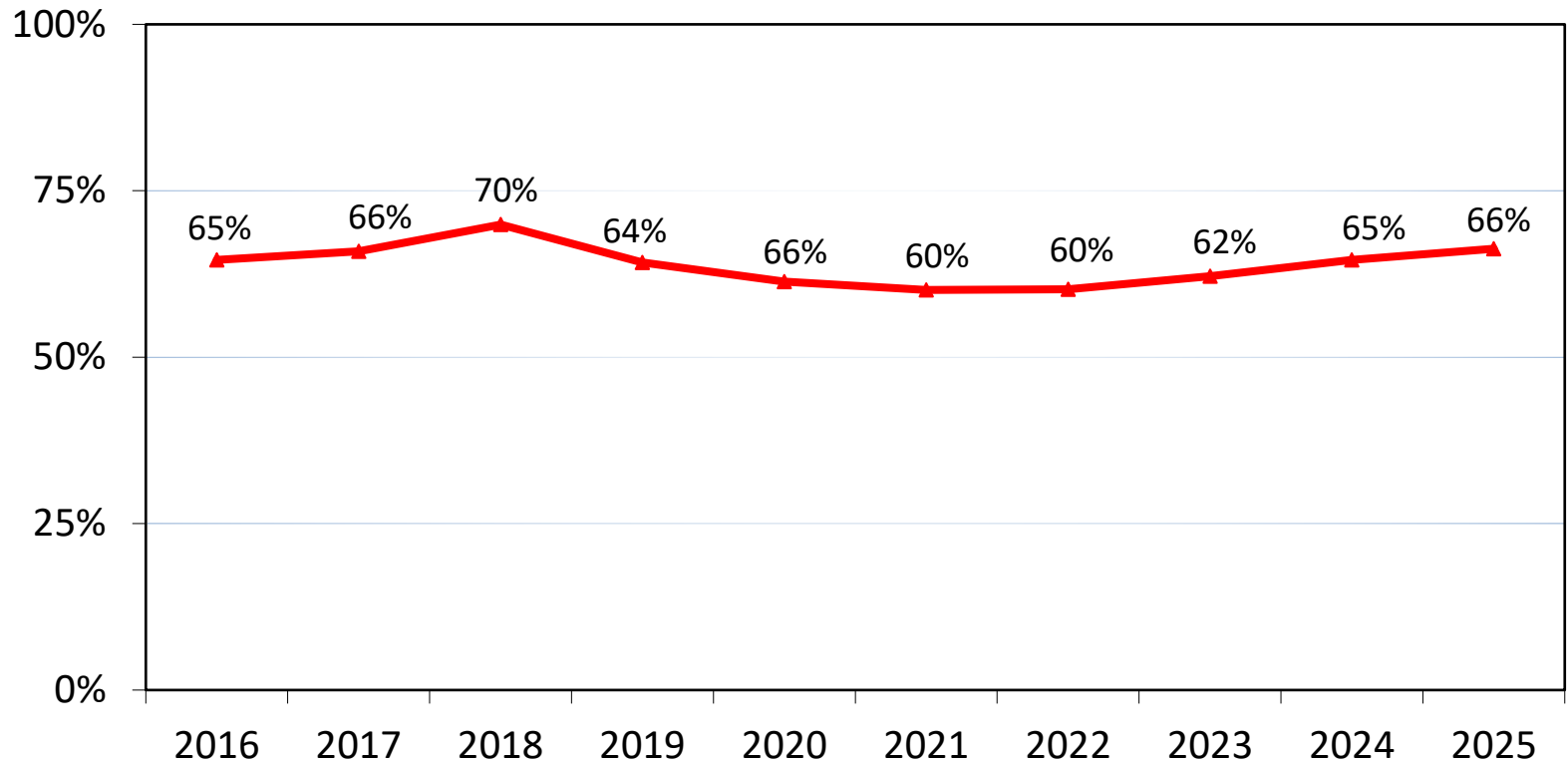
# Clearances

## Percent of Part 2 Crimes Cleared

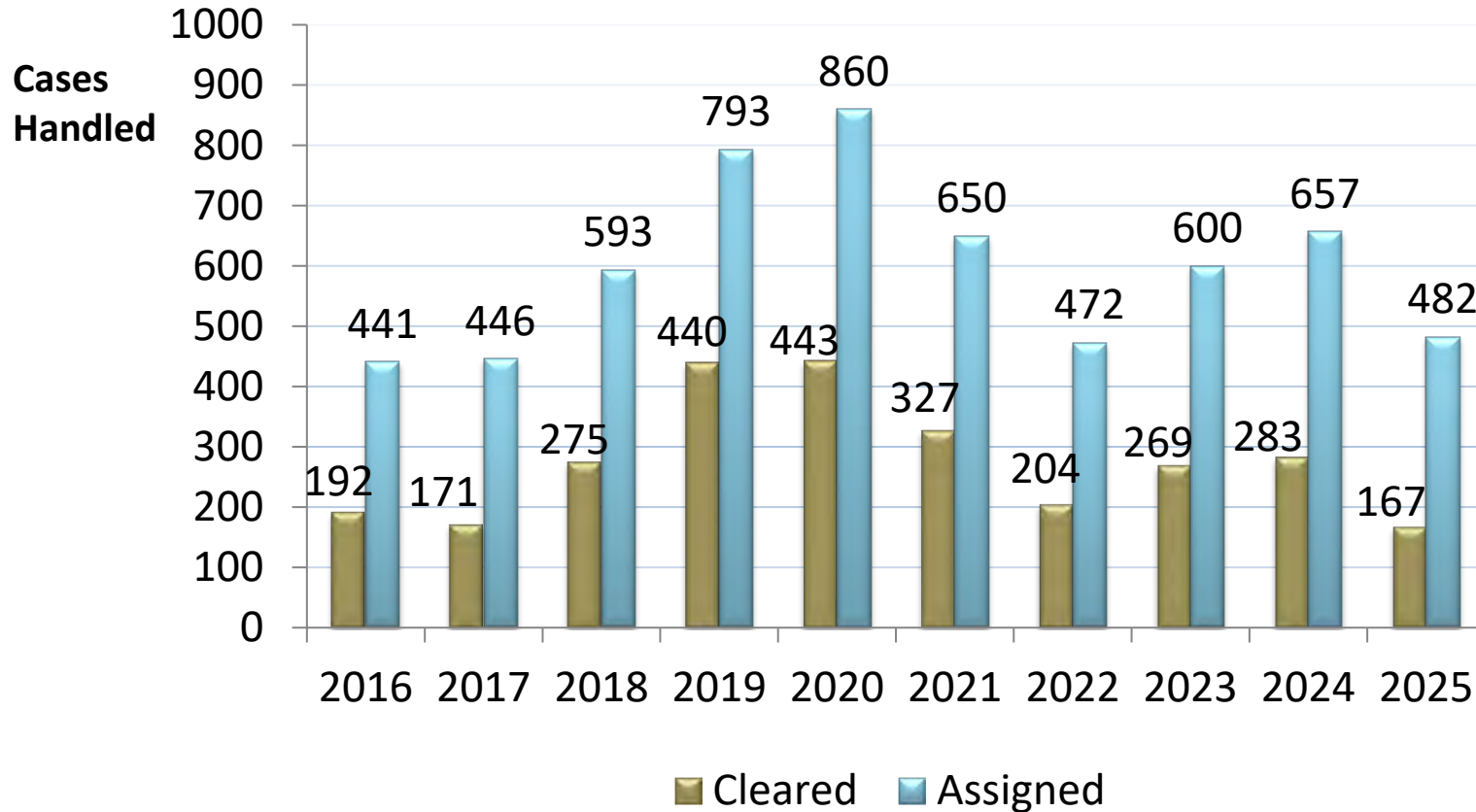


# Clearances

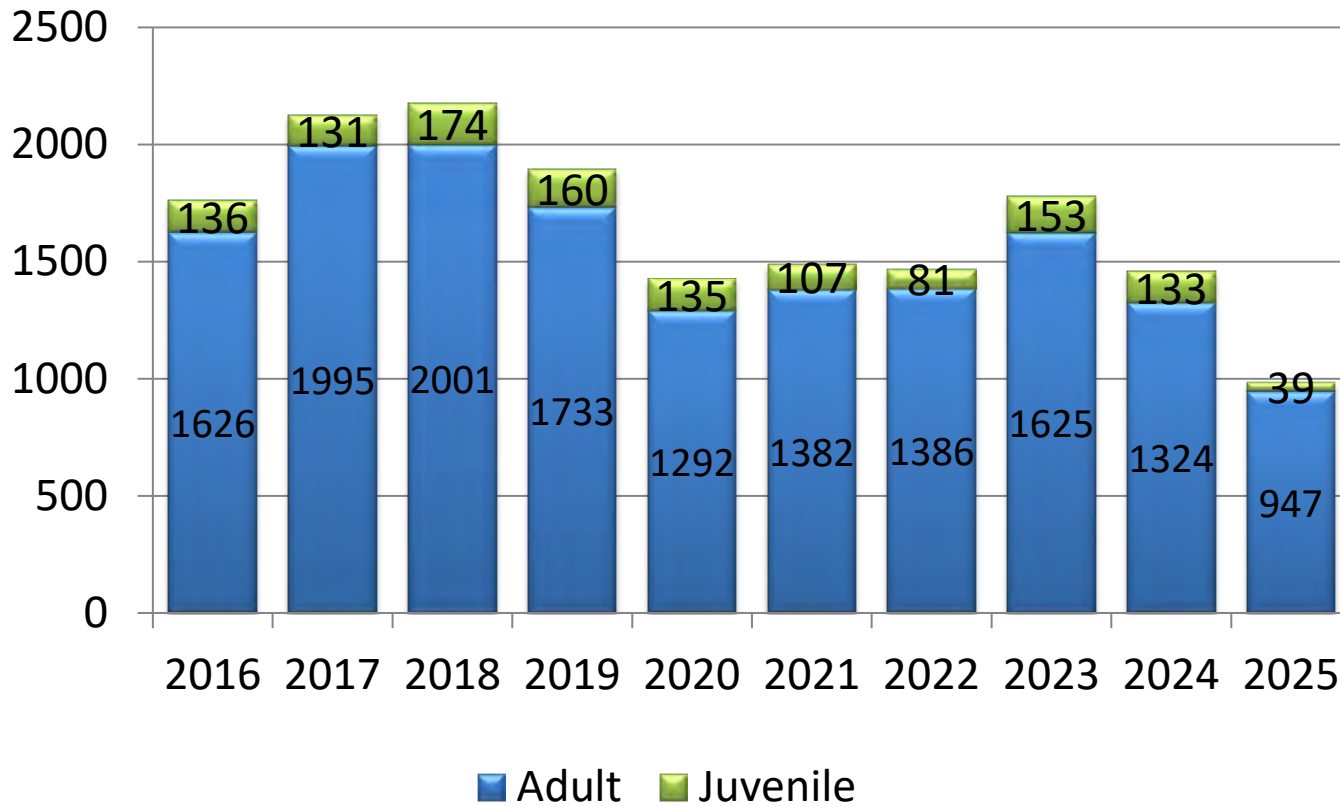
## Percent of Part I & II Crimes Cleared



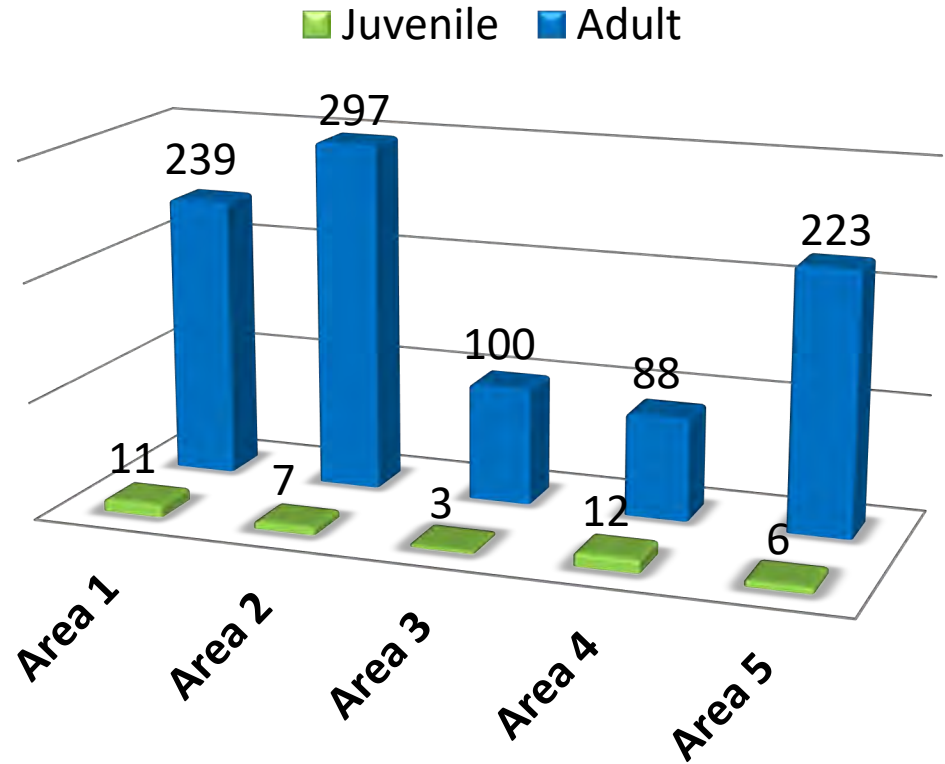
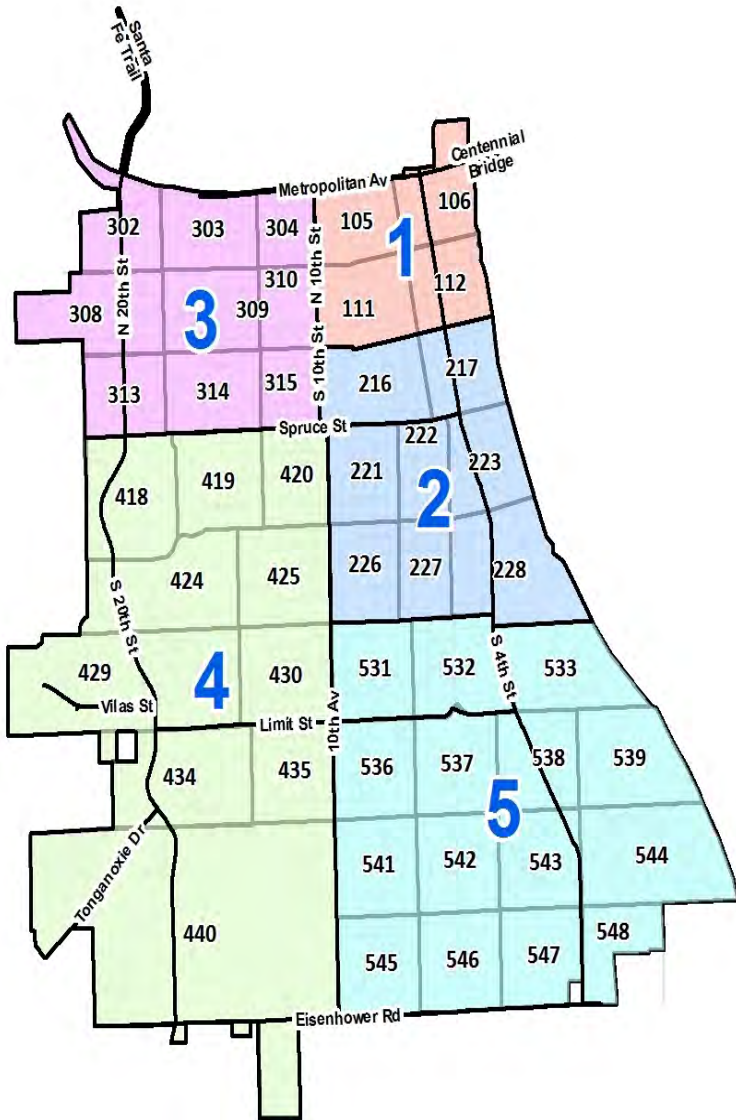
# Detective Division



# Arrests

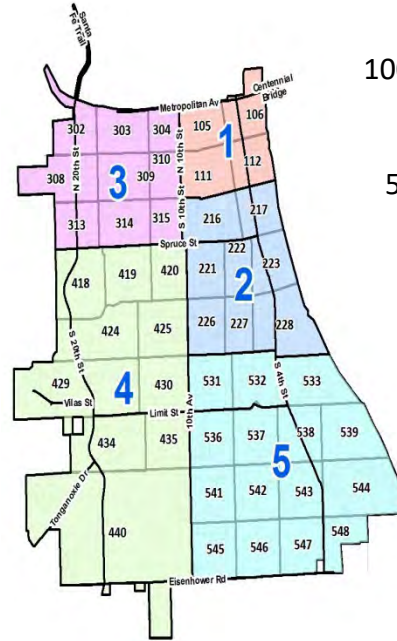
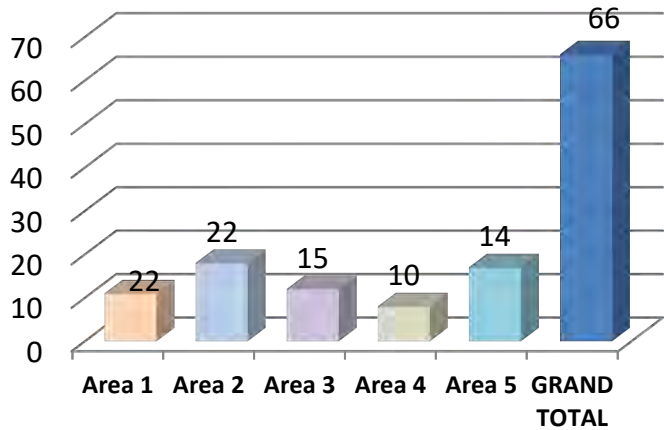


# Arrests by Area 2025

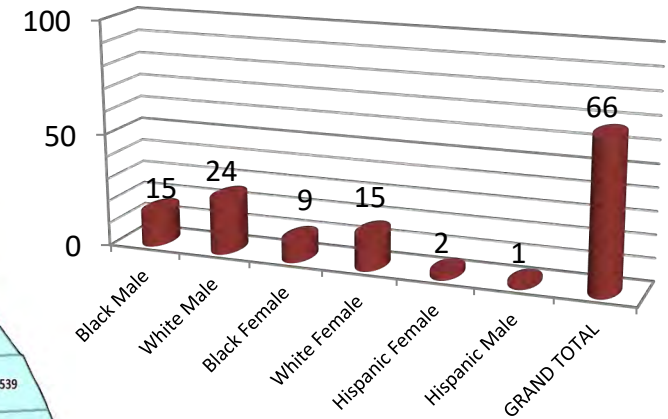


# Domestic Arrests 2025

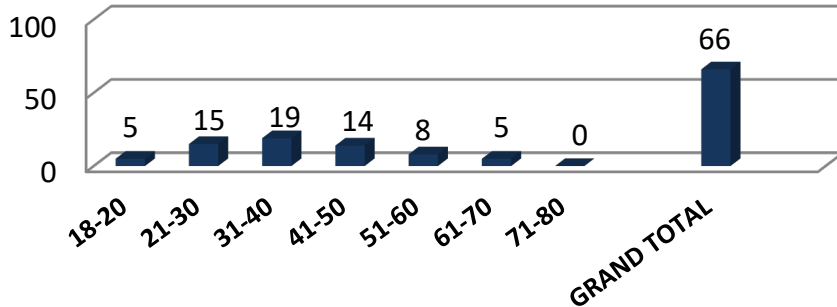
## By Area



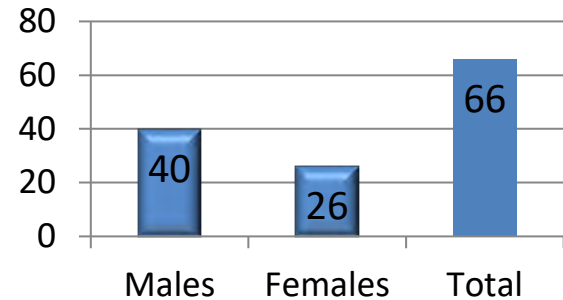
## By Race



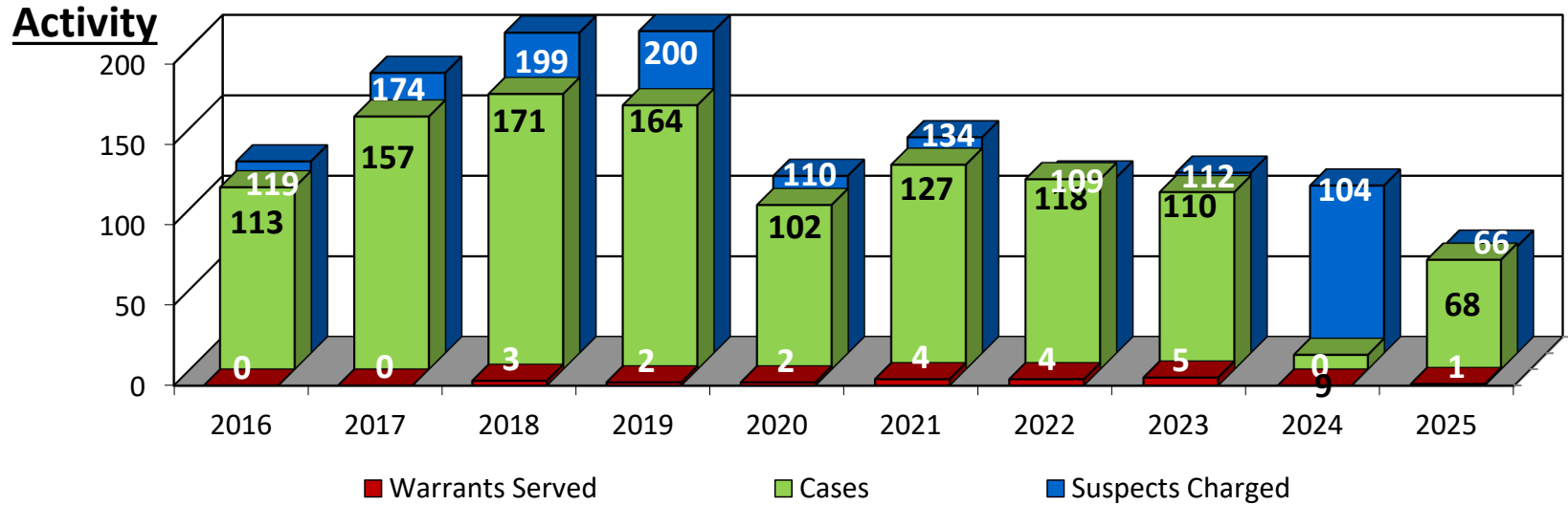
## By Age



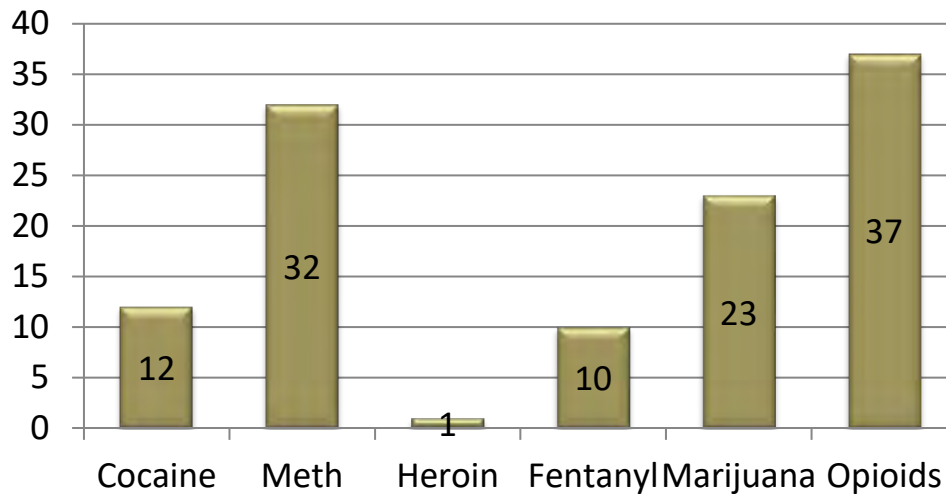
## By Gender



# Narcotics Enforcement

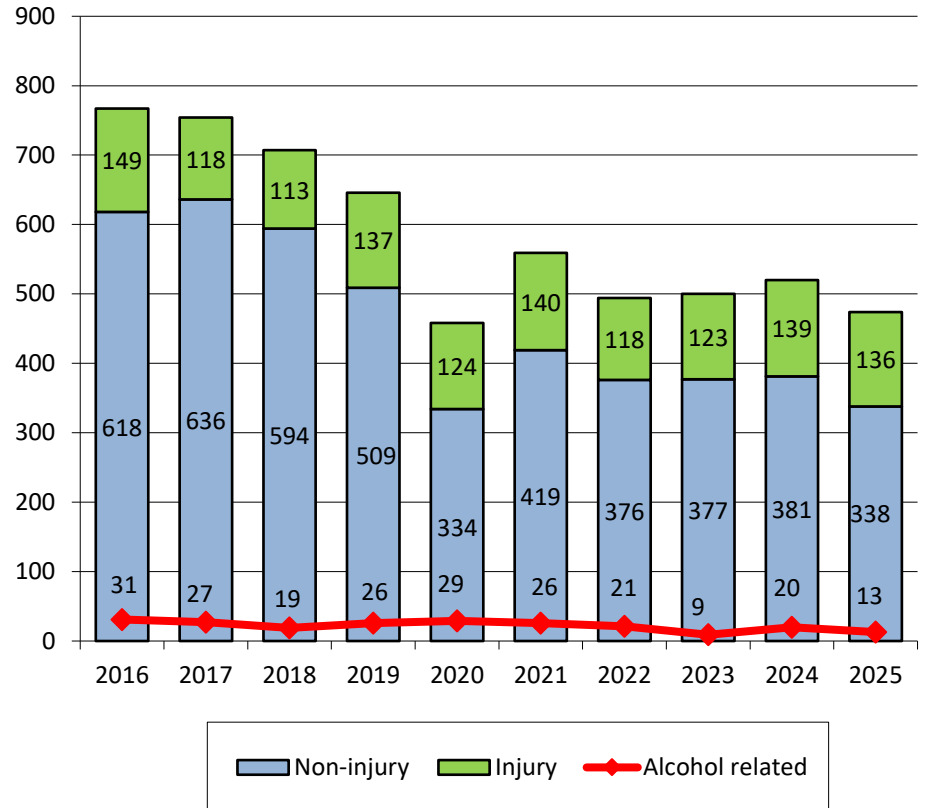


## Drug Chart

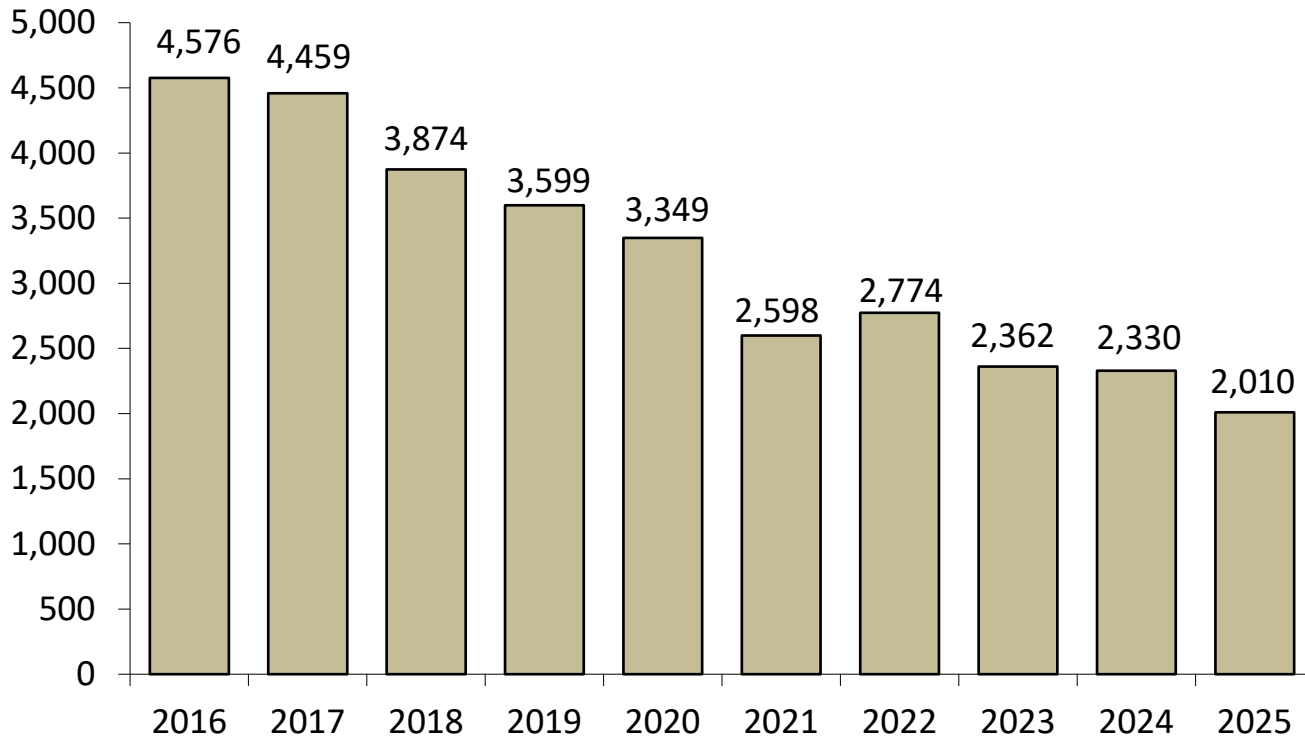


The Police Department responded to 51 overdose calls. Officers successfully administered Narcan 15 times. 8 people died due to fentanyl use.

# Traffic Accidents



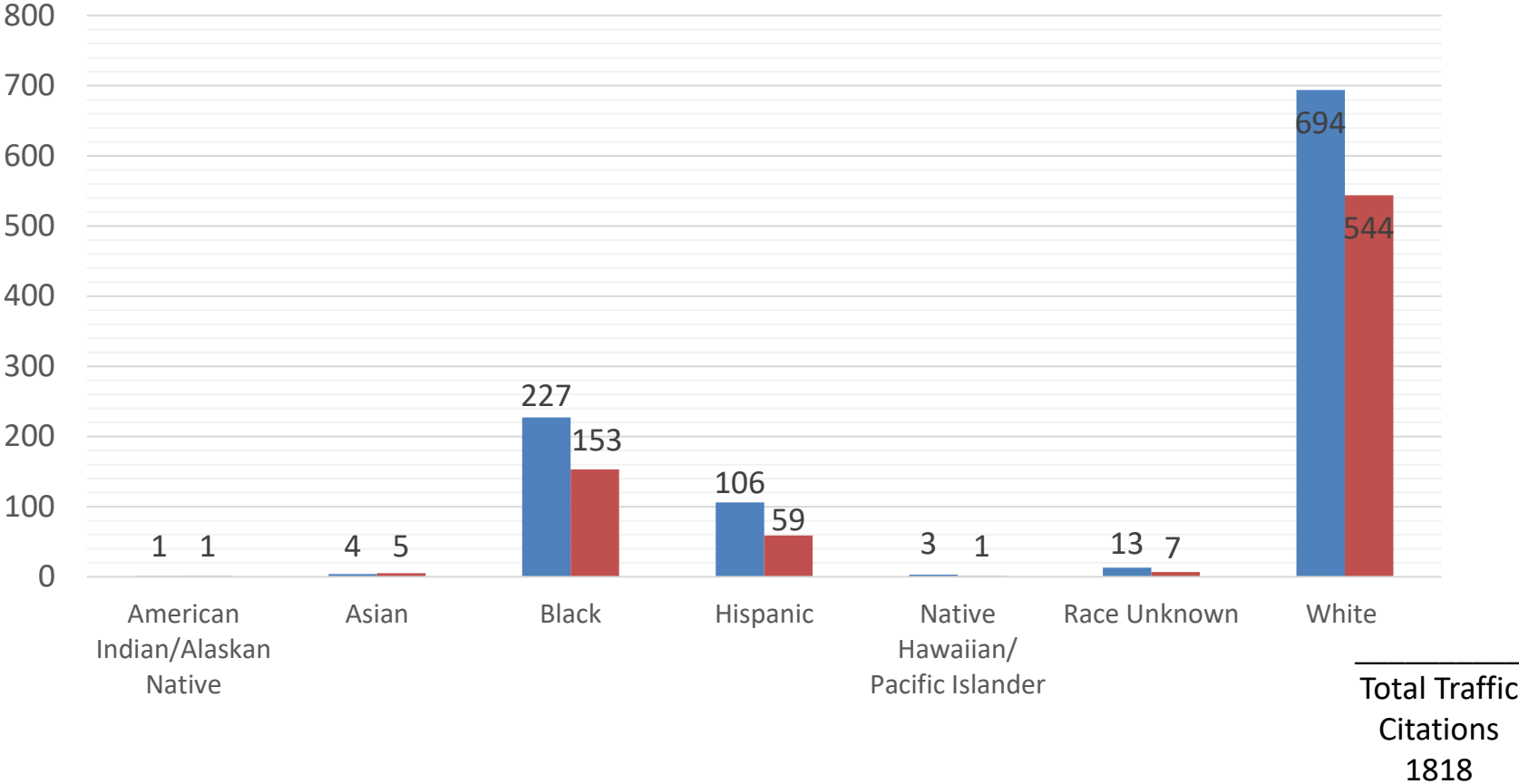
# All Citations



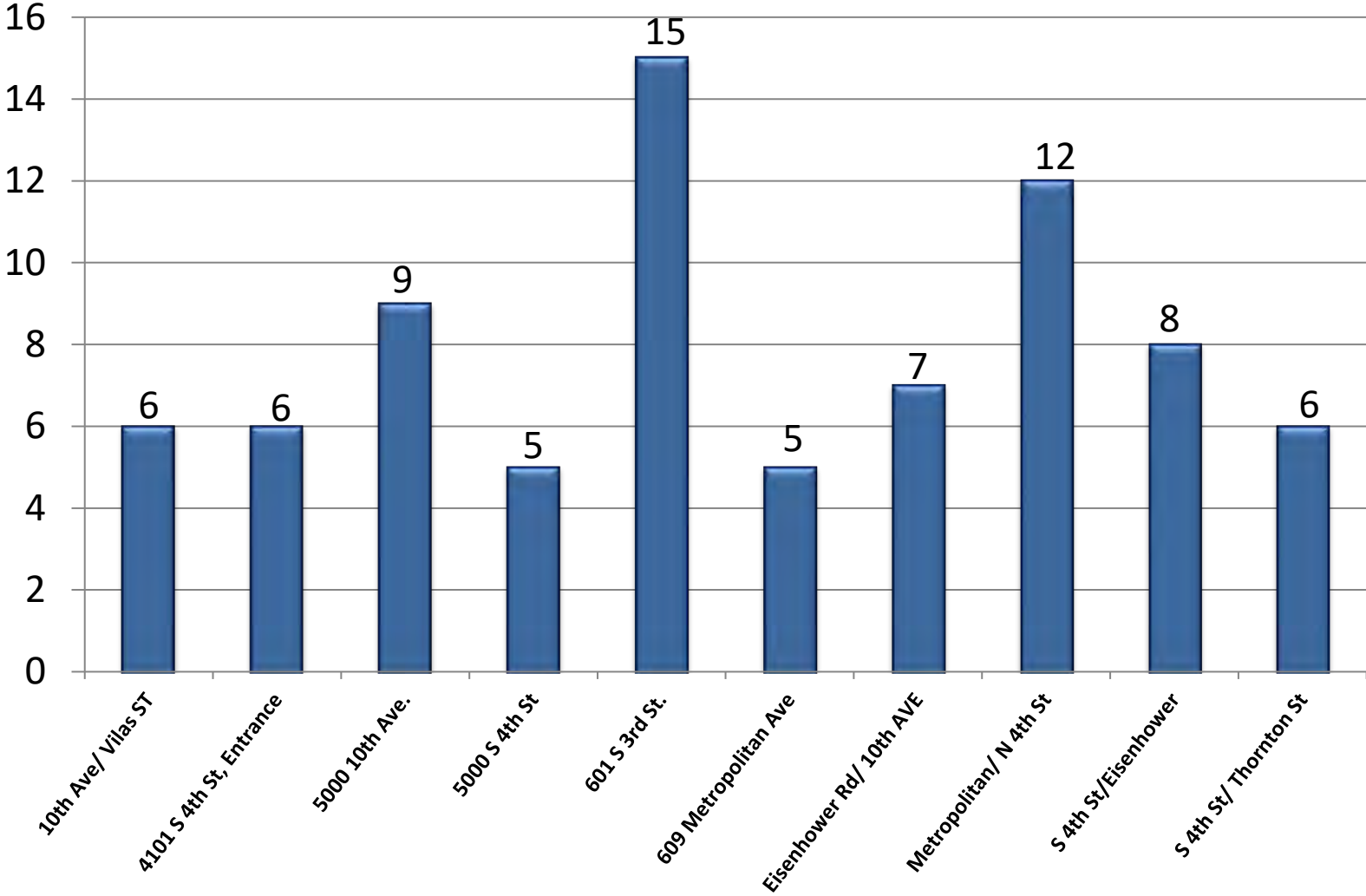
# Traffic Citations 2025

## By Race and Gender

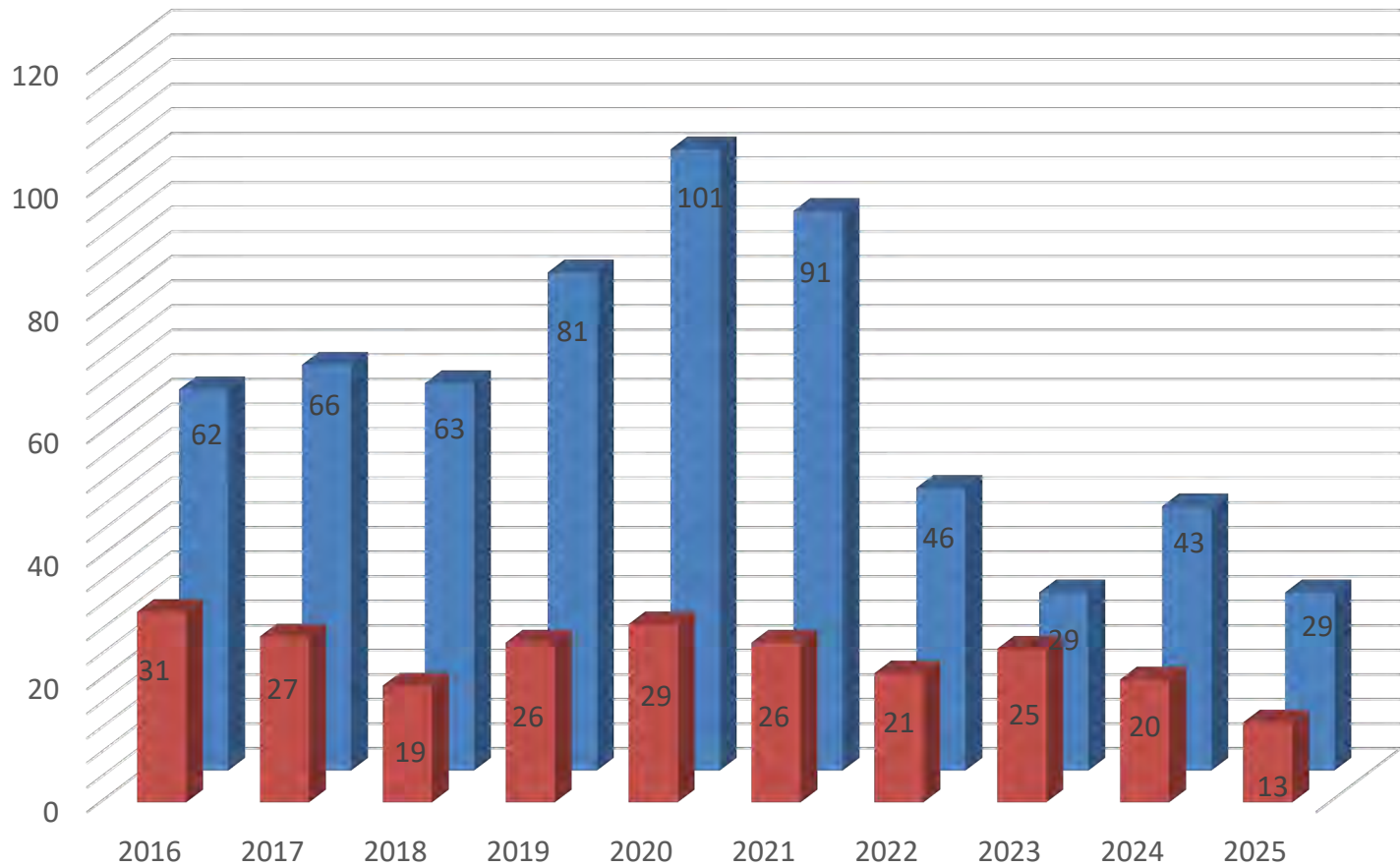
Male Female



# Top Traffic Accident Locations 2025



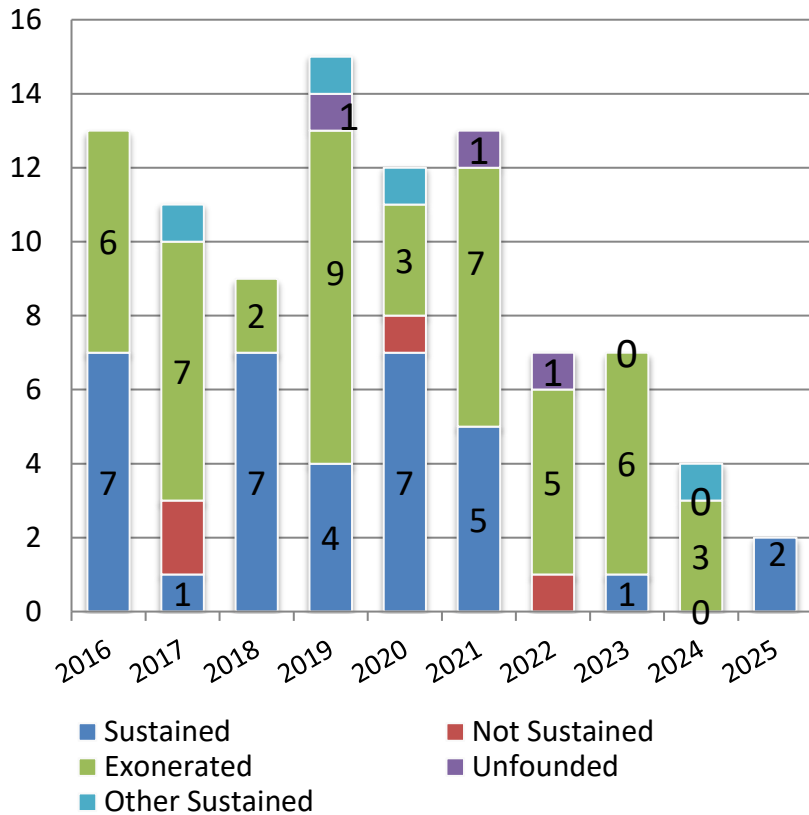
# DUI Arrests/Alcohol Related Accidents



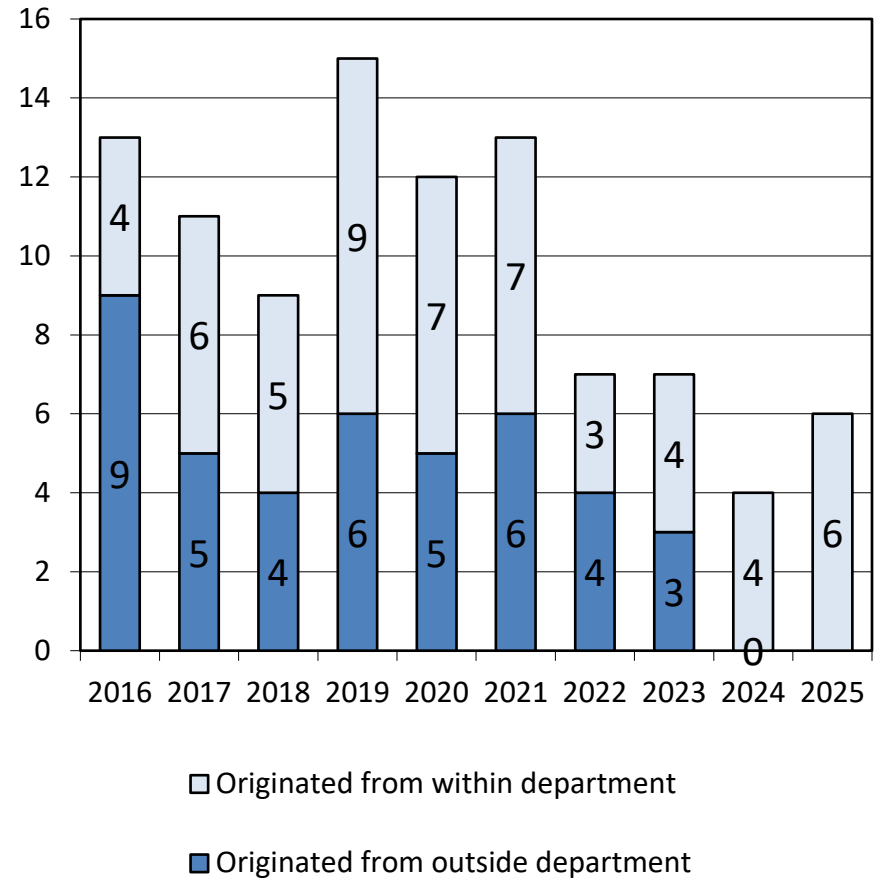
■ Alcohol Related Accidents ■ DUI Arrests

# Professional Standards Investigations

A Professional Standards Investigation follows any critical event or complaint about the conduct of an officer. Other officers, supervisors, or citizens may initiate this.

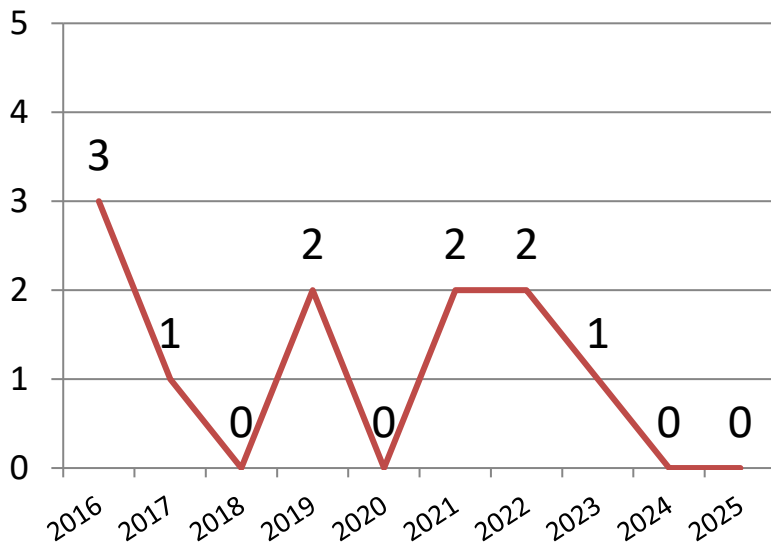


• Totals include all Bias-Based Complaints filed with the department.

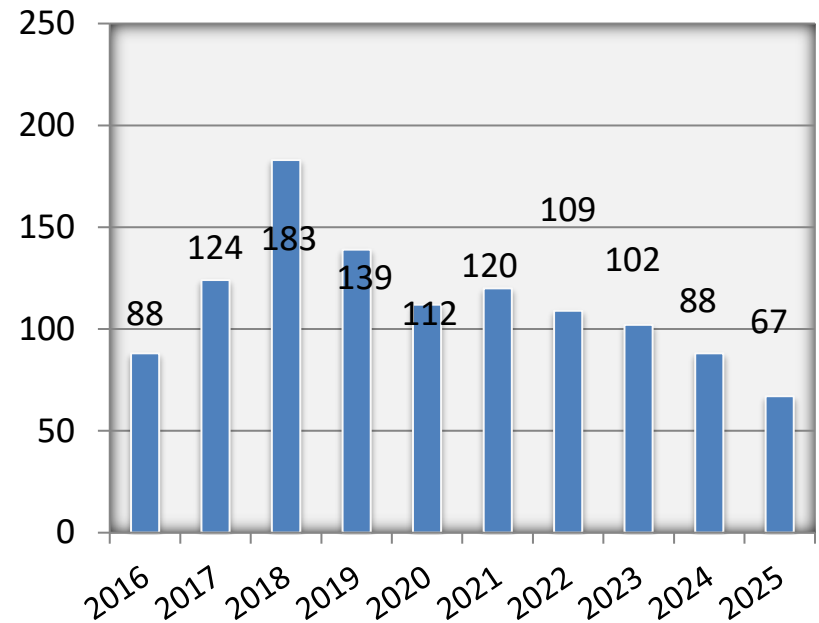


# Professional Standards Investigations

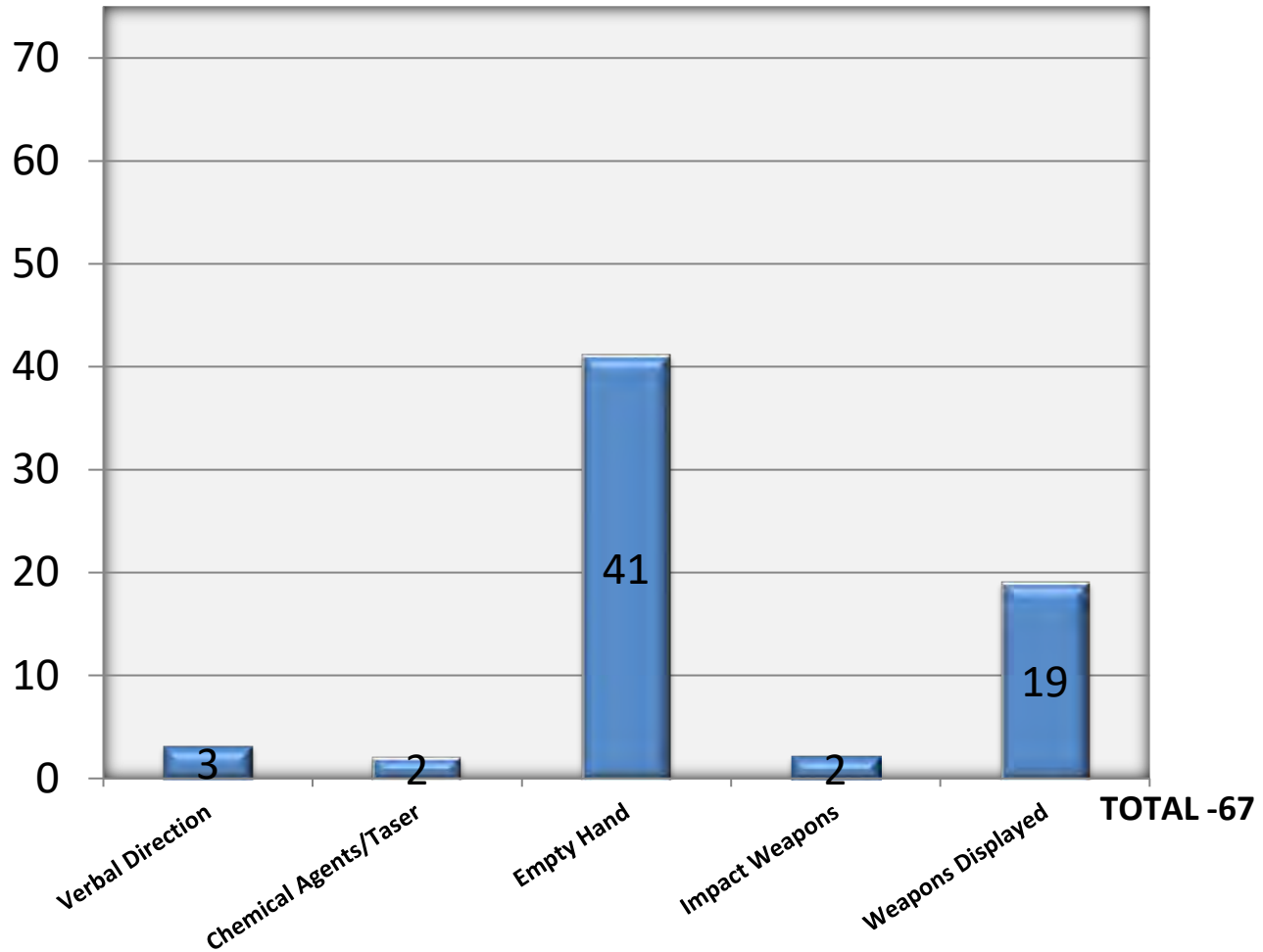
## Bias-Based Policing Complaints



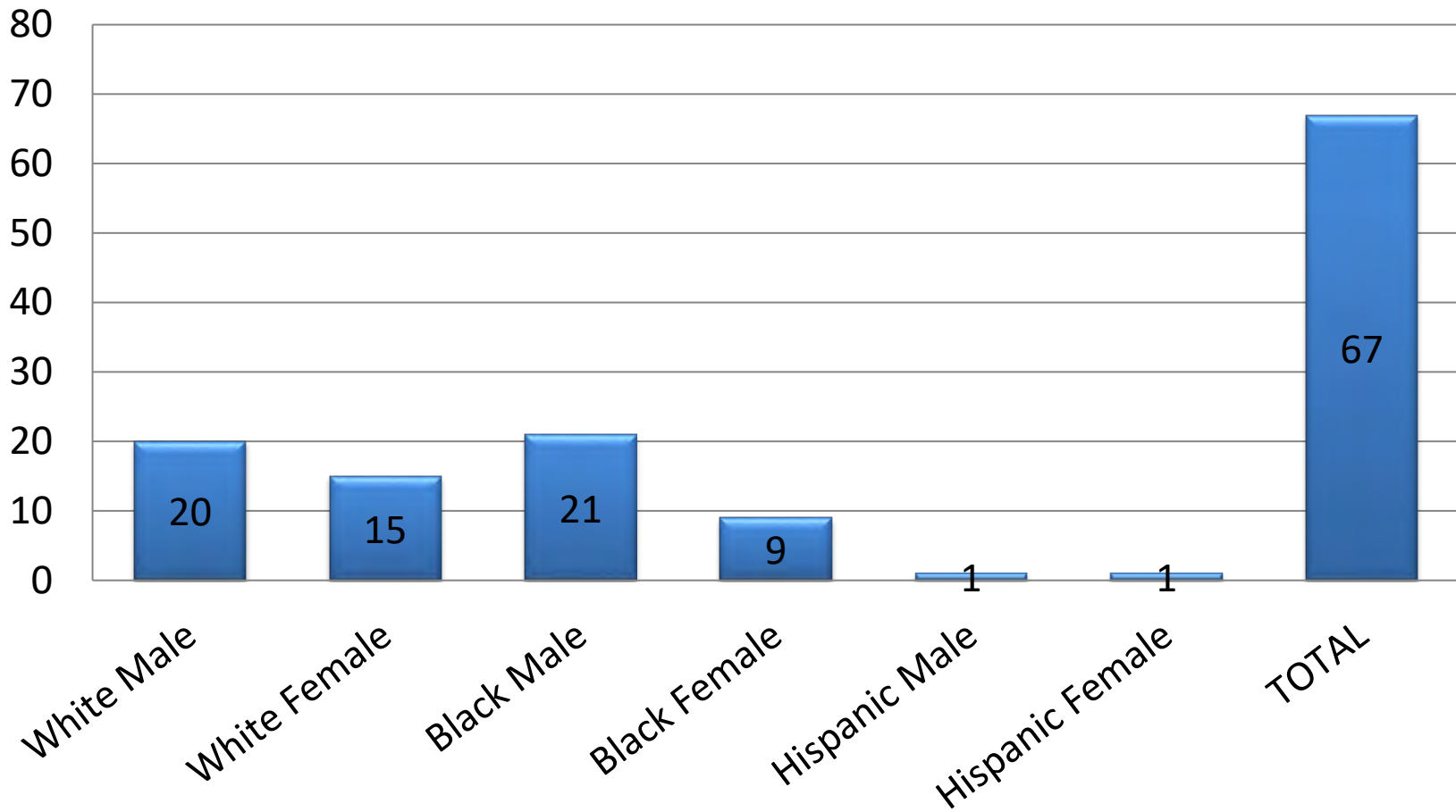
## Use of Force Reports Filed by Officers



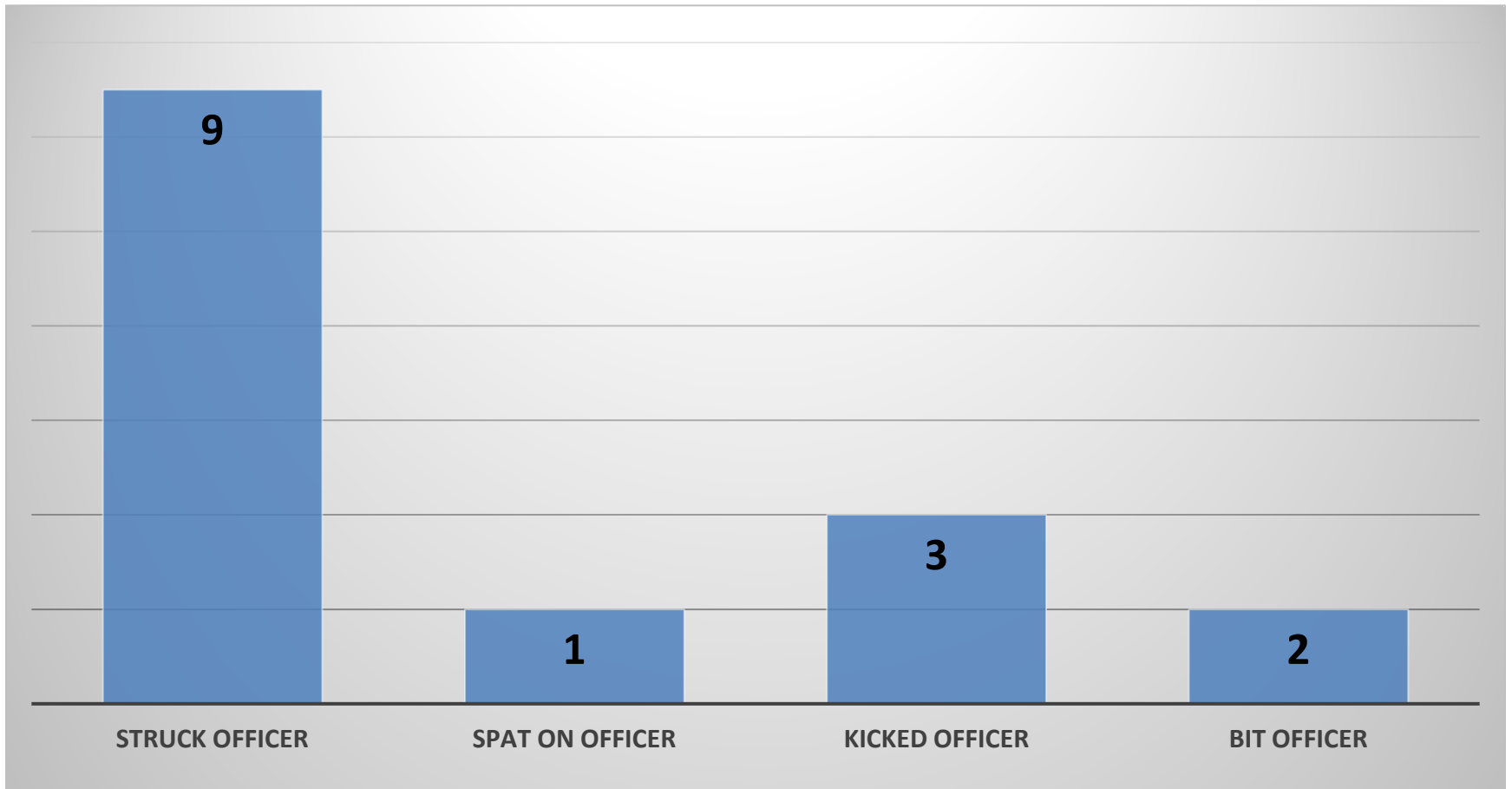
# Use of Force 2025



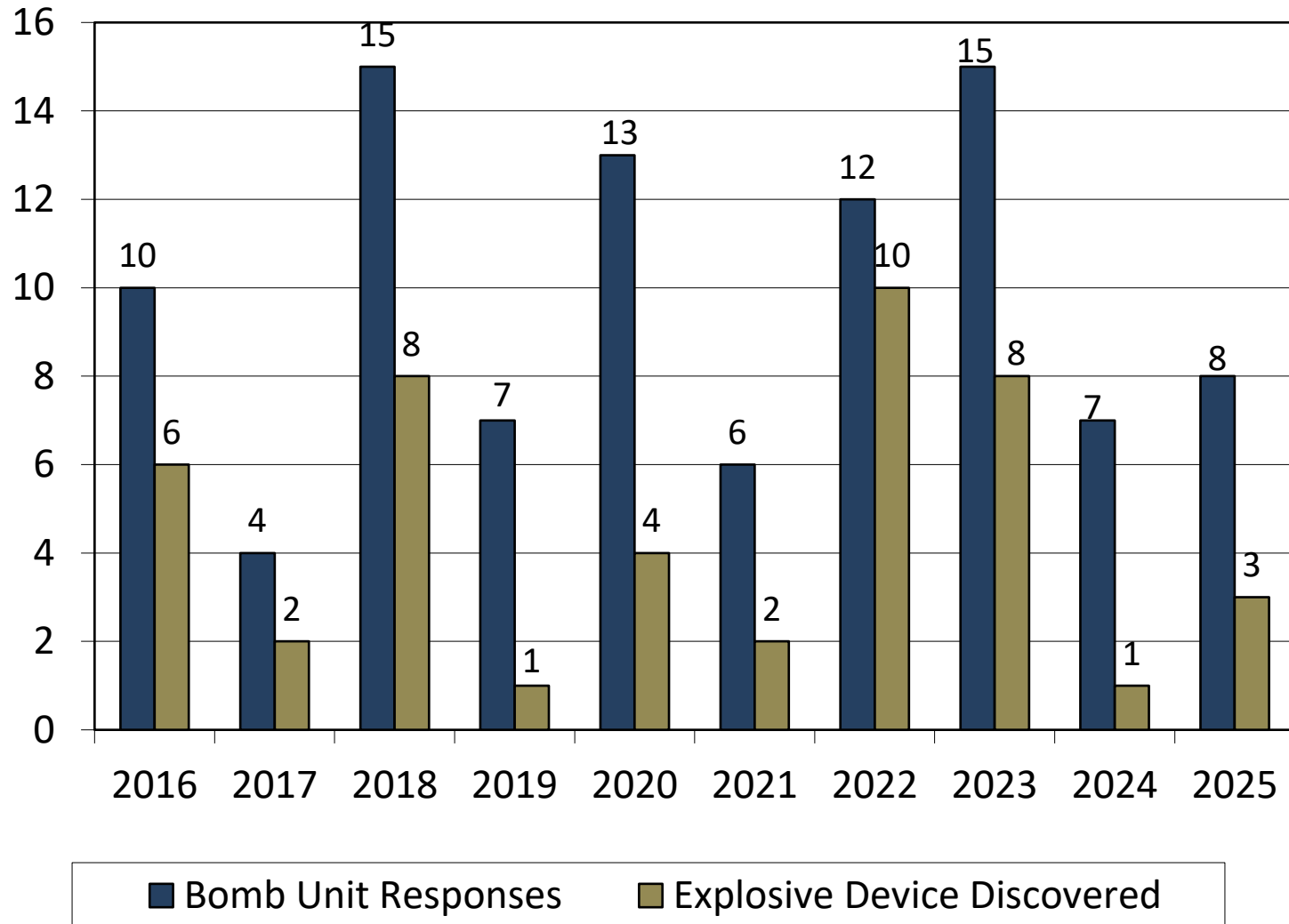
# Use of Force by Race & Gender



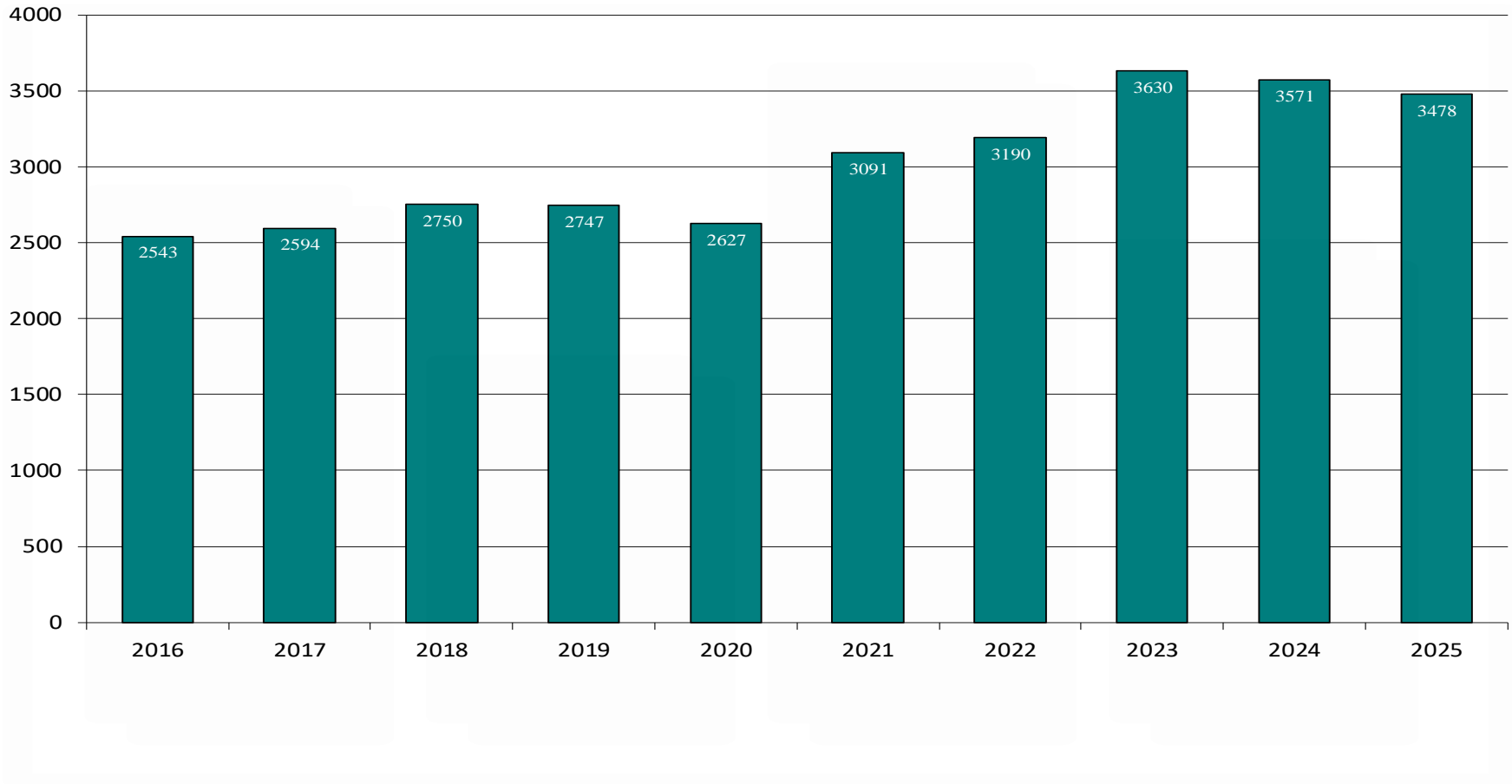
# Battery LEO



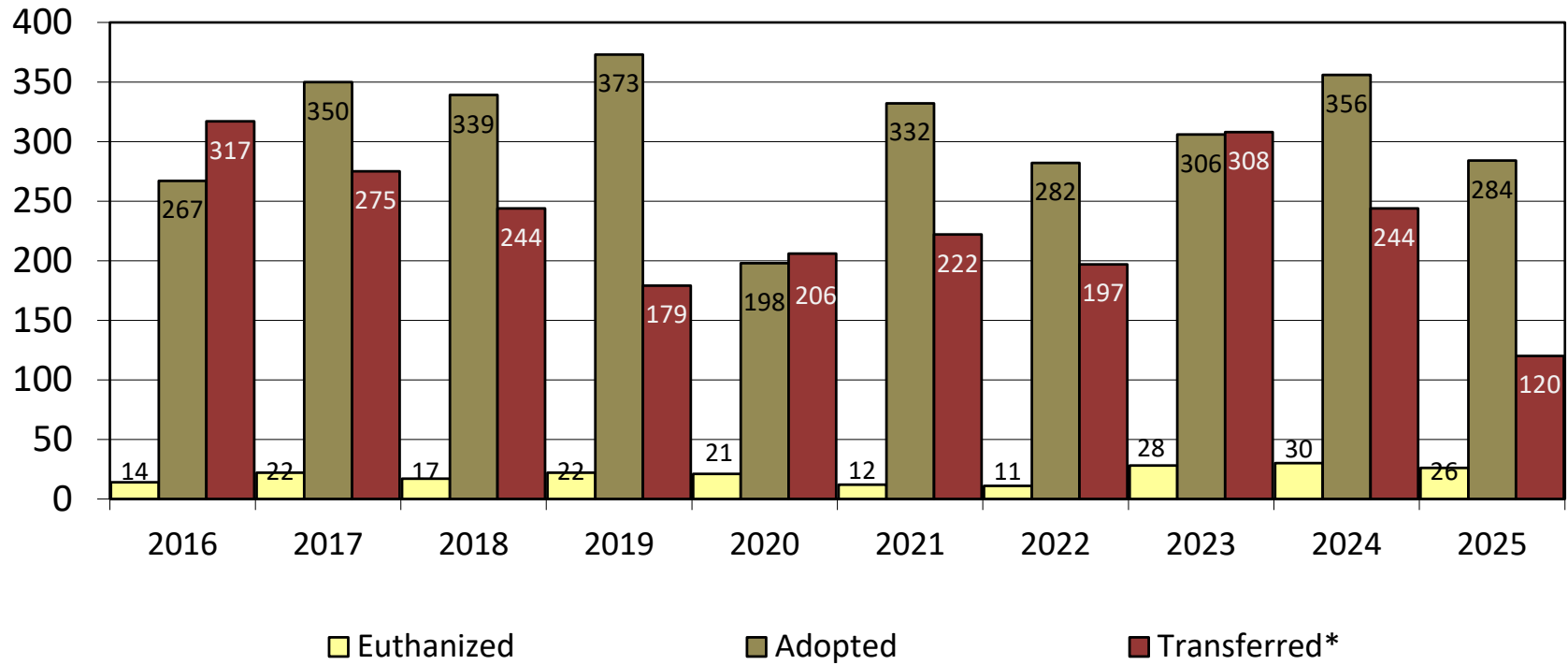
# Bomb Unit



# Fire Calls Processed by PD Communications

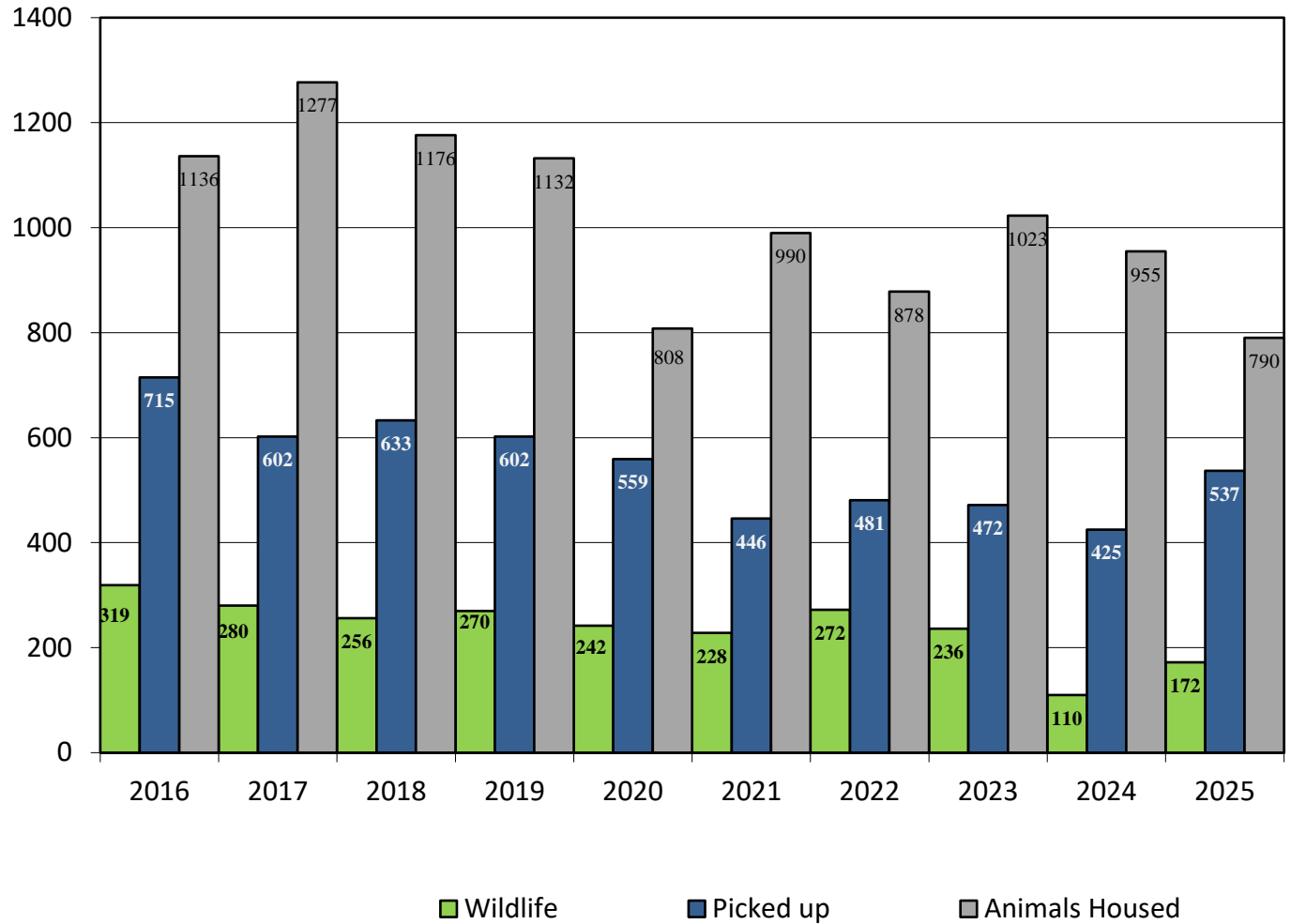


# Animal Control

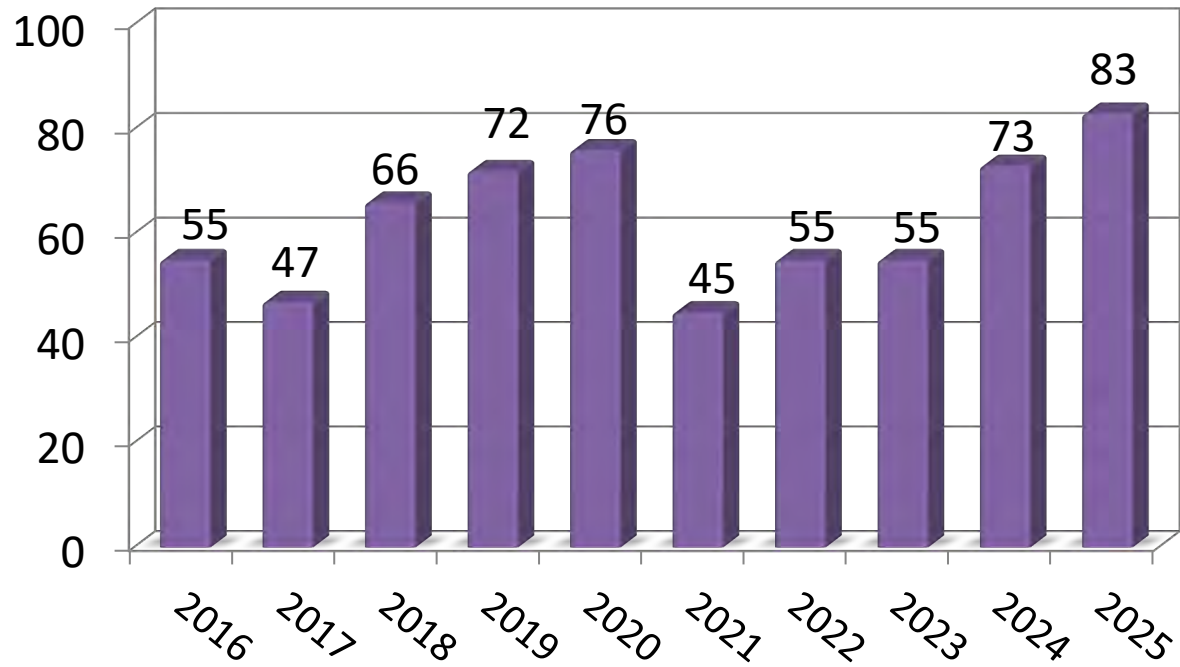
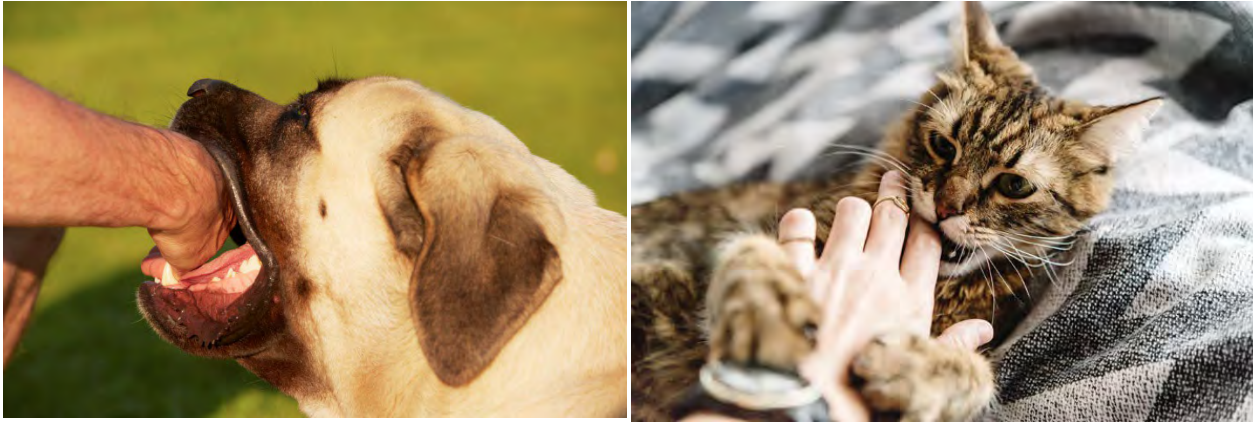


\*In 2006 Animal Control began transferring animals to other organizations. These organizations include LAWS, various Humane Societies, and other State Licensed Agencies.

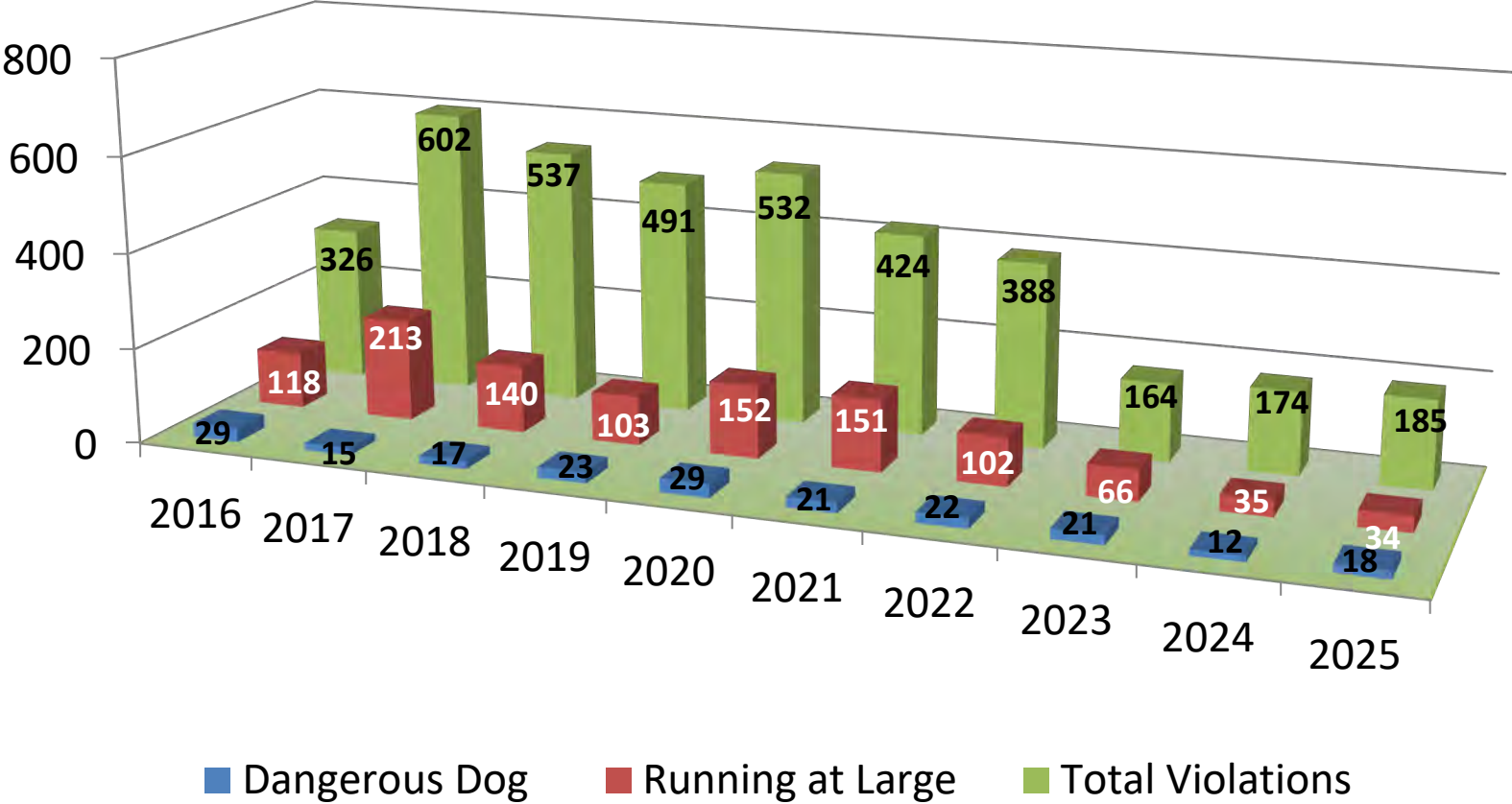
# Animals Handled



# Bite Cases



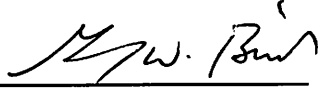
# Animal Ordinance Enforcement



**POLICY REPORT NO FD #2026-01  
Fire Department 2025 Annual Report**

**May 26, 2026**

Prepared by:



Gary W. Birch  
Fire Chief

Approved by:



Scott Peterson  
City Manager

**BACKGROUND:**

The Fire Department will be presenting the 2025 annual report to provide an overview of the Department's related activities.

Upon presentation, staff will make the report available on the City website.

# CITY OF LEAVENWORTH

ANNUAL

2025

REPORT



FIRE





# MESSAGE FROM THE CHIEF



It is my distinct honor to present the 2025 Annual Report of the Leavenworth Fire Department.

As I reflect on the past 13 years serving as Fire Chief, I am deeply honored to lead a team of dedicated, courageous, and highly skilled professionals who work tirelessly to serve and protect our community.

Our mission remains clear: to respond to every emergency with expertise, compassion, and efficiency, while sustaining a department that is as resilient and dynamic as the community we serve. Over the past year, we have faced a wide range of challenging incidents, and each time, I have been inspired by the professionalism, courage, and teamwork displayed by our personnel. While many of our calls may fall into familiar categories—structure fires, medical emergencies, rescues, and countless other service requests—no two situations are ever the same. Our members consistently rise to the occasion, adapting and overcoming every challenge they encounter.

Training continues to be a cornerstone of our daily operations. While our Battalion Chiefs and Captains actively lead and engage in ongoing training efforts, we have reached a critical point where the addition of a full-time Training Officer is necessary. This position would provide consistent oversight and help establish a standardized, performance-driven approach to education and operational readiness across the department.



I'm especially proud of how our members continue to serve beyond the emergency itself. When they take the time to show compassion and support to residents after the initial 911 call, many would see it as simply part of the job—I call it the “WOW factor.” Time and again, I hear stories of our personnel going above and beyond and I'm often humbled to receive cards and letters from community members expressing their sincere gratitude and appreciation for these efforts.

I appreciate the trust placed in me to lead such an exceptional team. I look forward to building on our progress and continuing this important work together in the years to come.

With gratitude and respect,

*Gary W. Birch*

Fire Chief



# DEPARTMENT AT A GLANCE

## FIRE HEADQUARTERS

### STATION #1

3600 S. 20TH ST.  
LEAVENWORTH, KS 66048

### STATION #2

925 SHAWNEE ST.  
LEAVENWORTH, KS 66048

### STATION #3

2805 2ND AVE.  
LEAVENWORTH, KS 66048

### ANNUAL BUDGET

\$6 MILLION

### POPULATION SERVED

37,000

### AREA SERVED

24 SQ. MILES

### ISO CLASS RATING

2

**54**  
EMPLOYEES

- 6 Chief Officers
- 1 Administrative Assistant
- 13 Captains
- 12 Drivers
- 22 Firefighters



# OUR VISION

We will strive to be role models in the community and leaders in our profession.

We will be accountable to those we serve, our fellow firefighters and organizations with which we interact.

# OUR MISSION

To protect life, property and environment.





# INCIDENTS



**Total Incidents**  
3,406

- Medical Emergencies - 2,417
- Fire Calls - 128
- Good Intent - 235
- Service Calls - 138
- Hazardous Conditions - 180
- False Alarms - 304

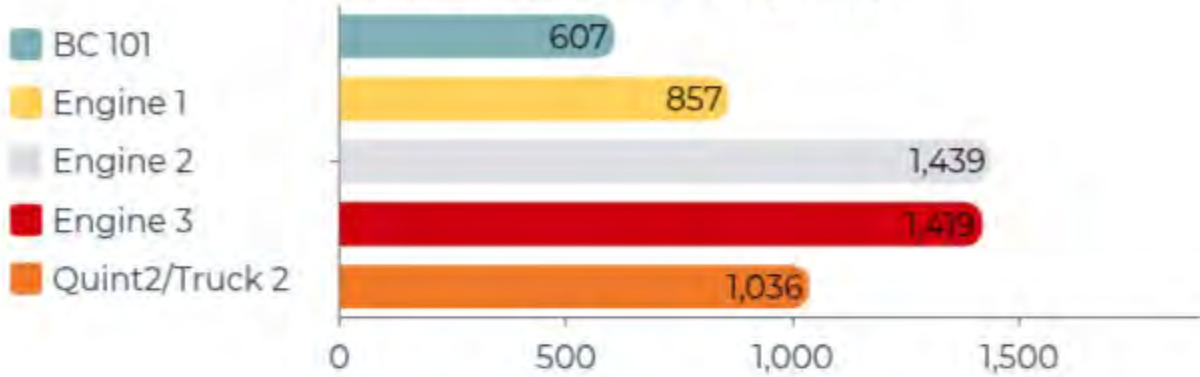


**139**  
**Motor Vehicle Accidents**



**37**  
**Structure Fires**

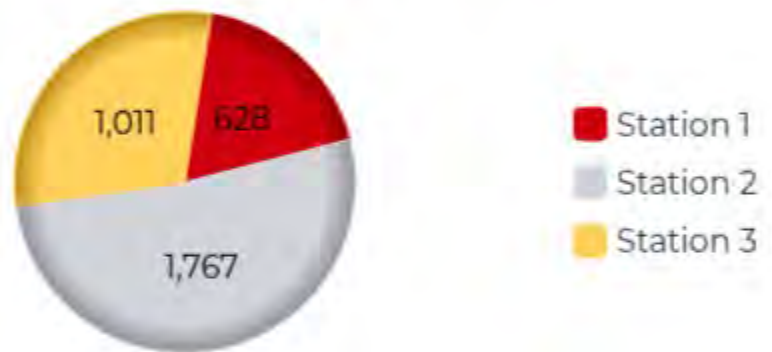
## Incidents by Company



## Boat/Water Rescues



## Incidents by Station



## Call Volume 5-Year Span



# LV FD

## Response Time



## Turnout Time

1:23



-9.8%  
(2024)

## Travel Time

3:14



-6.3%  
(2024)



## Mutual Aid Response



# LV FD

# RISK REDUCTION

Business  
Inspections

**761**

Violation  
Notices

**170**

Plan  
Reviews

**30**

Smoke Alarms  
Installed

**15**

Hydrant  
Inspections

**919**

Hydrants  
Flushed

**513**

# PUBLIC ENGAGEMENT

Public  
Appearances

**19**

Honor Guard  
Appearances

**10**

PAL  
Programs

**15**

Job  
Fairs

**9**

Station  
Visits

**4**



# TRAINING AND PROFESSIONAL DEVELOPMENT



# TRAINING

**Total Training Hours 8,979**

**Fire  
Suppression  
& Tactics** **5,464**

**Apparatus  
Operations** **1,482**

**Officer  
Development** **1,175**

**Emergency  
Medical CEU's** **413**

**Technical  
Rescue** **378**

**Hazardous  
Materials** **67**



# FIRE STATION 3 PROGRESS



**April 2023**

City Commission votes to rebuild Station 3



**April 2023**

Architect and builder selected



**November 2023**

Planning Commission approves SUP



**November 2024**

Station 3 staff relocate to Station 1



**June 2024**

WSKF starts design process



**May 2024**

Bonds approved to finance project



**December 2024**

Demolition of old building begins



**March 2025**

Construction of new building begins



**June 2026**

Estimated date of completion

WSKF Architecture, in collaboration with Kaaz Construction, is continuing to make steady progress on the rebuilding of Fire Station #3.

By the end of 2025, the project successfully progressed through major construction phases including site preparation, foundation work, and structural framing.

During the winter, construction continued despite challenging weather conditions, with the metal roofing system partially completed to allow ongoing interior work. Temporary heating systems were implemented to maintain suitable working conditions, enabling plumbing, HVAC, and electricians to operate efficiently inside the structure.

The project is well-positioned for late spring/early summer 2026 completion, with remaining work focused on finalizing the interior, installing furnishings and safety equipment and concrete placement for the driveway.



**POLICY REPORT  
LEAVENWORTH CITY COMMISSION  
2026-17-SUB**

**MCDONALD'S SECOND ADDITION  
FINAL PLAT**

**MAY 26, 2026**

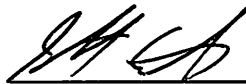
**SUBJECT:**

Acceptance of land for public utilities for McDonalds Second Addition Final Plat.



**Prepared By:**

Kim Portillo, AICP  
Director of Planning and  
Community Development



**Reviewed By:**

Scott Peterson  
City Manager

**ANALYSIS:**

The subject property is owned by 7-Eleven, Inc., and the plat was prepared by Olsson. The property is under contract for purchase by Megdal Investments and will be leased by McDonald's USA, LLC, who is acting as the applicant/agent for the project.

The request involves a 1.01 acre, 1 lot preliminary and final plat for the McDonald's Second Addition commercial development, located at 713 Metropolitan Avenue. The subject property is zoned GBD, General Business District, and is currently occupied by an underutilized shopping center.

The applicant intends to demolish the existing structure on the site and redevelop the property with a McDonald's restaurant. A site plan is attached for reference only.

The plats and accompanying site plan were reviewed by the Development Review Committee at its July 20, 2023, and May 29, 2025, meetings. Items discussed included traffic impacts, easement dedications, sidewalks, and stormwater management. All identified items have either been addressed or will be resolved prior to the issuance of building permits.

The Planning Commission approved the preliminary and final plats at the May 4, 2026 Planning Commission meeting. The final plat includes dedication of land for public purposes in the form of sidewalk easements. A water easement will be granted to Leavenworth Waterworks and does not require acceptance by the City Commission.

Staff recommends accepting the dedication of land for public utilities for McDonald's Second Addition.

**ACTION/OPTIONS:**

Accept the dedication of land for public utilities as part of McDonald's Second Addition.






**POLICY REPORT**  
**KANSAS SUMMER SPIRIT FESTIVAL SPECIAL EVENT**  
**CONSIDER ADOPTION AND APPROVAL OF RESOLUTION B-2422 – ALCOHOLIC LIQUOR**

**MAY 26, 2026**


Prepared by:



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Sarah Bodensteiner, CMC  
City Clerk

Reviewed by:



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Scott Peterson  
City Manager

**ISSUES:**

Consider approval of Resolution B-2422 designating the Kansas Summer Spirit Festival as a Special Event and authorizing the possession and consumption of alcoholic liquor within the designated event area pursuant to K.S.A. 41-719.

On April 28, 2026, the City Commission approved street closures for the Kansas Summer Spirit Festival Special Event, scheduled for Thursday, June 25, 2026, through Saturday, June 27, 2026. The event will take place within the 300–400 block of Cherokee Street and the City-owned parking lot at 4th and Cherokee Street and will include live music, vendor booths, food and beverages, activities, and other entertainment for attendees.

Pursuant to K.S.A. 41-719, approval of a Resolution by the Governing Body is required to allow the possession and consumption of beer and/or alcoholic beverages within the designated festival street closure area.

The following Streets will be closed during the event dates identified in the Resolution:

- 300–400 block of Cherokee Street

The designated “alcohol-friendly” area will be clearly marked within the festival boundaries in accordance with State Statute.

**ACTIONS:**

Adopting and approving Resolution B-2422 as presented.

**ATTACHMENTS:**

Resolution B-2422

**RESOLUTION NO. B-2422**

**A RESOLUTION APPROVING SPECIAL EVENT  
KNOWN AS KANSAS SUMMER SPIRIT FESTIVAL  
SPONSORED BY LEAVENWORTH COMMUNITY  
SERVICE ORGANIZATION.**

**WHEREAS**, the City of Leavenworth, Kansas (the “City”) is approving the Special Event sponsored by Leavenworth Community Service Organization known as Kansas Summer Spirit Festival.

**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 the Kansas Division of Alcoholic Beverage Control (ABC) and the governing body has approved the event as required by K.S.A 41-719 and amendments thereto.

**Section 2.** Having considered the request to allow the possession and consumption of alcoholic liquor, the governing body hereby approves the Kansas Summer Spirit Festival event to be held on Thursday, June 25, 2026, from 3:00 p.m.-10:00 p.m., Friday, June 26, 2026, from 8:00 a.m.-10:00 p.m., and Saturday June 27, 2026 from 8:00 a.m.-10:00 p.m., provided Kansas Summer Spirit Festival secures appropriate permitting from ABC and complies with all state laws and ordinances regulating alcoholic liquor.

**Section 3.** A portion or all of the following street(s) shall be closed to motor vehicle traffic during the date(s) and time(s) identified in section 2:

- 300 to 400 Block of Cherokee Street

Pursuant to K.S.A. 41-719, 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 26<sup>th</sup> day of May 2026.

(SEAL)

ATTEST:

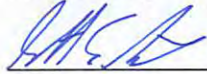
\_\_\_\_\_  
Nancy D. Bauder, Mayor

\_\_\_\_\_  
Sarah Bodensteiner, CMC, City Clerk

**POLICY REPORT**  
**ADOPTING RULES AND REGULATIONS FOR THE REMOVAL OF MEMBERS OF THE CITY OF**  
**LEAVENWORTH'S ADVISORY BOARDS**

**May 26, 2026**

Prepared by:



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Scott Peterson  
City Manager

**Subject:**

The City organizes several different volunteer advisory boards and commissions, including but not limited to those set forth in Chapter 2, Article IV of the City Code. The process for appointment and removal of members of several of these types of advisory boards are established in City Code, but not all. As to these, members may be removed based on failure to attend a certain number of meetings.

The City has also established a Planning Commission, and procedures for appointment to the Planning Commission are also set out in City Code. City Code does not, however, establish a process for removal of members of the Planning Commission. (The Planning Commission bylaws do allow it to petition the City Commission for removal of members based on missing too many meetings.)

However, the City also participates in numerous other boards, commissions, committees, or organizations, including but not limited to certain not-for-profit corporations and general unincorporated associations, which are not directly organized by the City and are not established in City Code or by City action. The City often appoints members to these boards as well (whether by the Mayor, the Commission, or the City Manager). Examples include Grow Leavenworth County, Main Street, LCDC, et al.

While some of these organizations may have bylaws establishing conditions of membership, upon review of the City's ordinances and policies, it became apparent to City Staff that there was no mechanism in place by which the City could remove a member of either the Planning Commission or these boards/organizations that are not established in City Code. While a holistic review of City Code and policies may be necessary, Staff and the City Attorney have written a proposed resolution that attempts to address—for the time being--this gap in the City's ability to manage these boards.

The proposed resolution states that, as to the Planning Commission, the Mayor, with consent of the City Commission, may remove any member of the Planning Commission. As to boards not established in City Code, and unless otherwise expressly prohibited by any bylaws or organizational documents to which the City has expressly agreed, City appointees to such board may be removed at any time by the appointing authority to such board (whether the Mayor, the Mayor with the consent of the City Commission, the City Commission itself, or the City Manager, as the case may be).

**Attachment** – Resolution No. B-2423

**RESOLUTION NO. B-2423**

**A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LEAVENWORTH, KANSAS, ADOPTING RULES AND REGULATIONS FOR THE REMOVAL OF MEMBERS OF CERTAIN VOLUNTARY BOARDS AND MEMBERS OF THE PLANNING COMMISSION.**

WHEREAS, the City of Leavenworth, Kansas (the "City"), participates in certain boards, commissions, committees, or organizations, including but not limited to certain not-for-profit corporations and general unincorporated associations (collectively, "Boards"), or has been granted certain rights or opportunities to appoint members to such Boards, which Boards are not subordinate bodies of the City or the Governing Body and are not established under the Code of Ordinances, Leavenworth, Kansas (the "City Code"); and

WHEREAS, the City has established a city planning commission (the "Planning Commission"), as described in Section 36-23 *et seq.* of the City Code, under the authority of the Kansas planning and zoning act, K.S.A. 12-741 *et seq.*; and

WHEREAS, members of such Boards are generally appointed by the Mayor, or by the Mayor with the consent of the City Commission (or in certain cases by the City Manager), are intended to serve at the pleasure of the Mayor, the City Commission, and/or the City Manager, as the case may be, have no property interests in their appointments to such Boards, and do not (by virtue of their appointments) hold offices of trust or profit for purposes of ouster proceedings under K.S.A. 60-1205, as amended; and

WHEREAS, members of the Planning Commission are appointed by the Mayor of the City with the consent of the City Commission, are intended to serve at the pleasure of the City Commission, have no property interests in their appointments to the Planning Commission, and do not (by virtue of their appointments) hold offices of trust or profit for purposes of ouster proceedings under K.S.A. 60-1205, as amended; and

WHEREAS, the City does not currently have any rules, regulations, or policies regarding the removal of members of such Boards (outside of those certain advisory boards established under Chapter 2, Article IV of the City Code, which advisory boards are not the subject of this resolution), and Kansas law does not prescribe any procedures for the removal of members of such Boards; and

WHEREAS, as to the Planning Commission, K.S.A. 12-744(b) authorizes the City Commission, as the Governing Body, to "adopt rules and regulations providing for removal of members of the planning commission"; and

WHEREAS, the Governing Body hereby deems it advisable to adopt certain rules and regulations regarding the removal of members of the above-described Boards and the Planning Commission;

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

Section 1. The above recitals are hereby incorporated into this resolution.

Section 2. Unless otherwise expressly prohibited by any provision of City Code or by any bylaws or organizational documents of any Board to which the City has expressly agreed, City appointees to any Board serve at the pleasure of the appointing authority to such Board (whether the Mayor, the Mayor with the consent of the City Commission, the City Commission itself, or the City

Manager, as the case may be) and may be removed at any time by such appointing authority. The filling of vacancies to such Boards shall be handled in accordance with the procedures applicable to the original appointment of the removed member, as such procedures may have been or may be amended.

Section 3. Pursuant to the authority established in K.S.A. 12-744(b), members of the Planning Commission serve at the pleasure of the City Commission and may be removed at any time by the Mayor with the consent of the City Commission. The Mayor may accept resignations from the Planning Commission. The filling of vacancies to the Planning Commission shall be handled in accordance with the procedures set forth in City Code.

Section 4. Nothing herein shall be deemed to abrogate any other provisions of City Code, Planning Commission bylaws, or other applicable law or policy, if any, regarding the removal of members of Boards or the Planning Commission. Nothing herein shall be deemed, by itself, to constitute a waiver by the Governing Body or the City of any provision of City Code or other applicable law as to the removal of members of Boards and/or the Planning Commission.

Section 5. This resolution shall be effective upon its adoption by the Governing Body of the City of Leavenworth, Kansas.

**PASSED AND ADOPTED** by the City Commission of the City of Leavenworth, Kansas, this 26th day of May, 2026.

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Nancy D. Bauder, Mayor

{SEAL}

**ATTEST:**

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Sarah Bodensteiner, CMC, City Clerk

POLICY REPORT NO. 26-22

WATER POLLUTION CONTROL  
2026 GRIT SYSTEM HAYWARD GORDON PUMPS

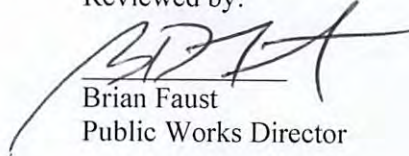
May 26th, 2026

Prepared by:

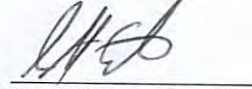


Tim Guardado,  
WPC Superintendent

Reviewed by:



Brian Faust  
Public Works Director



Scott Peterson,  
City Manager

**ISSUE:**

Grit system pump failure to both East and West systems.

**BACKGROUND:**

The two Hayward Gordon CHOPX4A pumps currently installed in the grit handling system were originally installed in 2007 and have remained in continuous service for nearly two decades. Over the years, multiple replacement parts and repairs have been required to maintain operation due to the severe service conditions within the grit system.

These pumps operate in an extremely harsh environment where abrasive materials such as sand, grit, gravel, and other solids are constantly passing through the system. The continuous exposure to these abrasive materials has caused significant wear on internal pump components, particularly the impellers, which have developed holes and excessive deterioration over time. The recurring wear has increased maintenance demands, reduced pumping efficiency, and created a higher risk of unexpected equipment failure and operational downtime.

This purchase is considered an emergency repair to the grit removal system and is necessary to protect downstream equipment and infrastructure from excessive wear, abrasion, clogging, and mechanical damage caused by sand, gravel, and other abrasive materials present in the influent flow. Failure to maintain operational grit removal systems can result in significant damage to pumps, piping, valves, and other downstream treatment equipment, leading to increased maintenance costs, operational disruptions, and potential regulatory compliance issues.

C&B Equipment has already removed the West grit pump and transported it to their shop for a full evaluation to determine whether it would be more economical to repair or replace the unit. Following inspection, it was determined that the extent of wear and damage to the pump components would make repairs more costly than purchasing a new replacement pump. The East pump has been inspected and determined to have the same operational issues and wear conditions as the West pump. WPC staff has performed temporary repairs to keep the East pump operational; however, the pump remains in poor condition and could fail at any time, creating a significant risk to continued grit system operation.

**BUDGET IMPACT:**

The cost of the new two Hayward Gordon CHOPX4A pumps will come from the Wastewater Treatment Plant budget.

**STAFF RECOMMENDATION:**

Staff recommends the City Commission approve the quote for two Hayward Gordon CHOPX4A pumps for the cost of \$100,758.00 from C&B Equipment.

**ATTACHMENT:**

- Quote from C&B regarding cost of repair and installation of the two new CHOPX4A pumps.
- Photographs of pumps.

# C&B EQUIPMENT

4719 Merriam Drive  
 Overland Park, Kansas 66203  
 (913) 236-8222  
 Fax (913) 262-8992

# PROPOSAL

PHONE	DATE
913-682-1090	5/18/2026
JOB NAME/LOCATION	Good for 15 days from this date.

To: Leavenworth KS  
Attn: Tim

Job # 250495

JOB DESCRIPTION: Hayward Gordon Pump

Supply two new Hayward Gordon CHOPX4A (bare pump) and install both.  
estimate 27 to 30 weeks ARO

\$100,758.00  
plus fgt

***All orders paid by credit cards are subject to a convenience fee of 3.5% of total order.***

***As the global trade landscape evolves under new tariff policies C&B Equipment must adapt to changing economic conditions. Keep in mind that any future price increases or decreases will directly result from tariffs. Pricing is subject to change without notice.***

THIS PROPOSAL IS FOR COMPLETING THE JOB AS DESCRIBED ABOVE. IT IS BASED ON OUR EVALUATION AND DOES NOT INCLUDE MATERIAL PRICE INCREASES OR ADDITIONAL LABOR AND MATERIALS WHICH MAY BE REQUIRED SHOULD UNFORESEEN PROBLEMS OR ADVERSE WEATHER CONDITIONS ARISE AFTER THE WORK HAS STARTED.

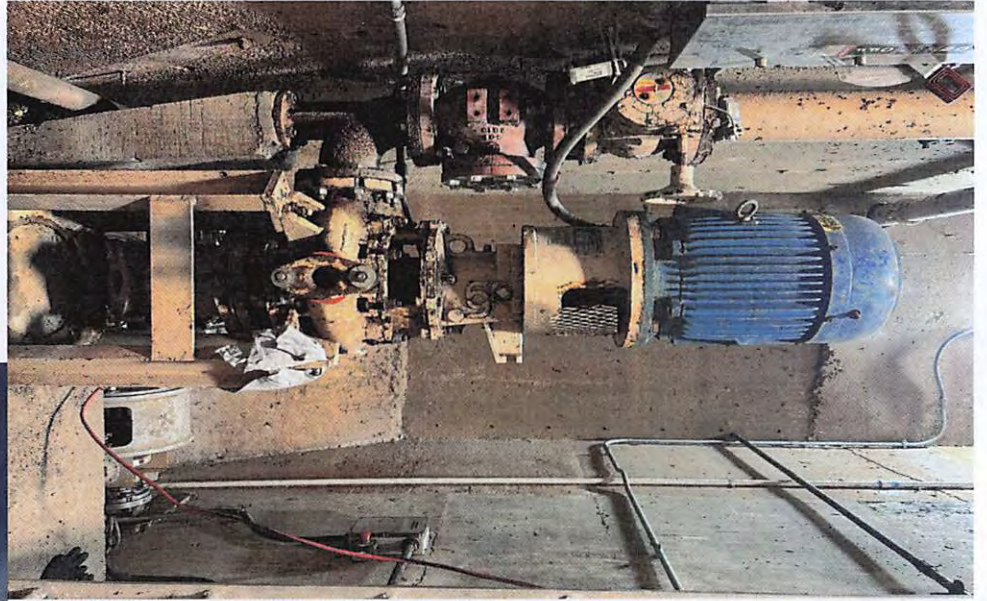
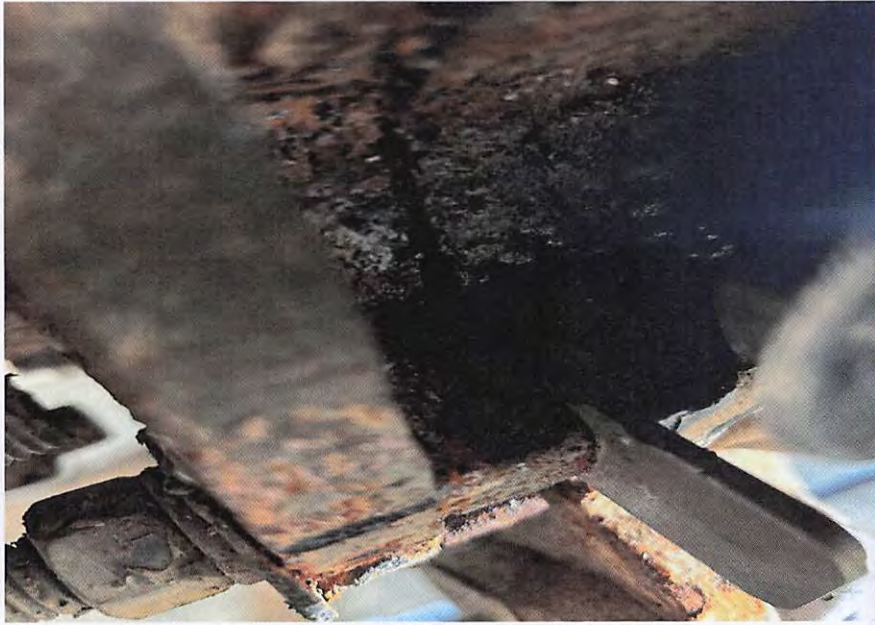
PROPOSED COST \$100,758.00  
 NOTES: taxes not included



PROPOSED BY Jacqui Maple

**Please sign and send back your acceptance of the above listed pricing.**

PO# _____	Date: _____
print name _____	signature _____



**POLICY REPORT  
FIRST CONSIDERATION ORDINANCE  
2026-06 REZ  
2812 HOME PLACE & 00000 LIMIT STREET**


**MAY 26, 2026**

**SUBJECT:**

Place on first consideration an ordinance to rezone the property located at 2812 Home Place and 00000 Limit Street from R1-9 (Medium Density Single Family Residential District) to R1-6 (High Density Single Family Residential District).



**Prepared By:**  
Kim Portillo  
Director of Planning and  
Community Development



**Reviewed By:**  
Scott Peterson,  
City Manager

**ANALYSIS:**

The owner and applicant, Property Management & Maintenance Inc., requests approval of a rezoning of both properties which together total approximately 0.47 acres. A concurrent plat was approved by the Planning Commission at their May 4, 2026 meeting. The plat can not be recorded until the rezoning has been approved.

The site includes one developed parcel (2812 Home Place), currently occupied by a single-family residence, and one vacant parcel (00000 Limit Street). The purpose of the request is to reconfigure the two parcels into compliant residential lots that meet dimensional standards under the proposed zoning district and allow for an additional single-family home.

**Rezoning and Plat Overview**

The requested rezoning from R1-9 to R1-6 is necessary to accommodate reduced lot widths. The R1-9 district requires a minimum lot width of 75 feet, whereas the R1-6 district allows a minimum of 48 feet.

The intent of the rezoning is to allow the property owner to reconfigure the property into two lots:

- Lot 1 (vacant): 48 feet lot width, approximately 0.22 acres
- Lot 2 (existing home): 66.29 feet lot width, approximately 0.24 acres

Both lots meet the minimum requirements of the R1-6 district. The replatting will create one additional buildable residential lot.

The subject properties are located within an established single-family residential neighborhood. Surrounding zoning and land uses include:

- North, East, West: Single-family homes zoned R1-9
- South: Undeveloped land (approximately 9.89 acres) zoned R1-9, along with the City of Leavenworth dog park

Nearby developments include Woodland Village apartment homes and the VA campus. Additionally, nearby properties at the northeast corner of Wilson and Limit Streets were rezoned from R1-9 to R1-6 in 2024 for similar single-family development.

The Future Land Use Map designates this area for single-family residential use, and both the rezoning and plat are consistent with that designation.

**CONDITIONS OF DETERMINATION**

Whenever the Planning Commission or City Commission takes action on an application for amendment to these Development Regulations, and such proposed amendment is not a general revision of existing ordinances, but one which will affect specific property, the Planning Commission and City Commission shall consider the following factors:

- a) The character of the neighborhood;  
*The area consists of an established single-family neighborhood with varied lot sizes ranging from approximately 0.16 to 0.58 acres. The proposed lot sizes and widths are compatible with this pattern.*
- b) The zoning and use of properties nearby;  
*All surrounding properties are zoned R1-9 and developed with single-family homes or remain undeveloped. The proposed R1-6 zoning aligns with nearby rezonings and existing development trends.*
- c) The suitability of the subject property for the uses to which it has been restricted;  
*The property is appropriate for single-family residential use, as indicated by the Future Land Use Map. .*
- d) The extent to which removal of the restrictions will detrimentally affect nearby property;  
*The proposed rezoning is not expected to negatively affect surrounding properties. The proposed reconfiguration will allow development consistent with the character of the neighborhood and the Future Land Use Map.*
- e) The length of time the subject property has remained vacant as zoned;  
*The vacant parcel was originally part of the larger tract containing the existing single-family residence and was later divided, resulting in its current configuration.*
- f) The relative gain to economic development, public health, safety, and welfare by the reduction of the value of the landowner's property as compared to the hardship imposed by such reduction upon the individual landowner;  
*The proposed rezoning supports reinvestment in an established neighborhood, increasing housing opportunities, and enhances the property's tax revenue potential.*
- g) The recommendations of permanent or professional staff;  
*Staff supports the rezoning request.*
- h) The conformance of the requested change to the adopted or recognized Comprehensive Land Use Plan being utilized by the city;  
*The Future Land Use Map designates this area for single-family residential use. The proposed rezoning is consistent with the Comprehensive Plan.*
- i) Such other factors as may be relevant to a particular proposed amendment. The factors considered in taking action on any proposed amendment shall be included in the minutes or otherwise be made part of the written record.  
*No additional factors have been identified.*

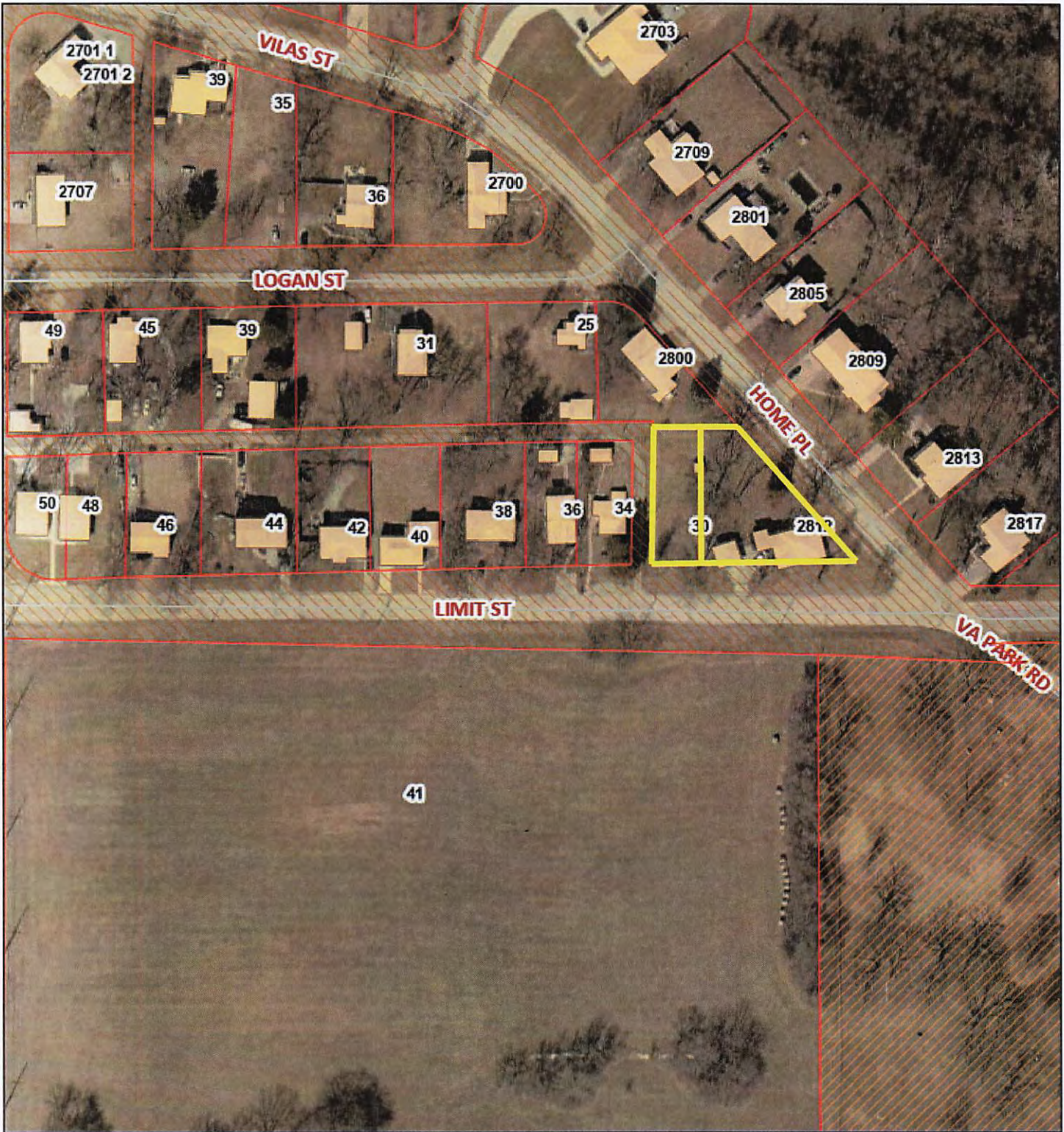
In accordance with Kansas State Statute, notice of the public hearing was mailed to property owners within 200 feet of the subject property. As of the date of this report, staff has received no comments from notified property owners.

The Planning Commission took action on this item at their May 4, 2026, meeting and voted 6-0 to recommend approval of the Rezoning request.

**REZONING ACTION/OPTIONS:**

- Place an ordinance on first consideration to approve the request to rezone the property located at 2812 Home Place and 00000 Limit Street from R1-9 (Medium Density Single Family Residential District) to R1-6 (High Density Single Family Residential District).
- Deny the request to rezone the property located at 2812 Home Place and 00000 Limit Street from R1-9 (Medium Density Single Family Residential District) to R1-6 (High Density Single Family Residential District).
- Remand the request to rezone the property located at 2812 Home Place and 00000 Limit Street from R1-9 (Medium Density Single Family Residential District) to R1-6 (High Density Single Family Residential District) to the Planning Commission for further consideration.

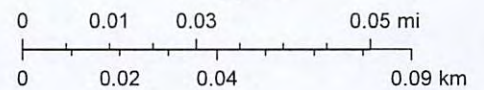
# 2026-06 REZ and 2026-08 SUB



4/20/2026, 4:57:07 PM

1:2,257

- Override 1
- Buildings
- Parcels (City Owned)
- Parcels\_Current
- Leavenworth City Limits
- City Right-of-Way
- RoadCenterline
- Address (Points)



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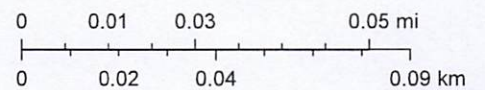
# 2026-06 REZ and 2026-08 SUB (Zoning Map)



4/20/2026, 4:59:24 PM

1:2,257

- |  |                 |  |                      |  |                         |
|--|-----------------|--|----------------------|--|-------------------------|
|  | Override 1      |  | R1-9                 |  | Address (Points)        |
|  | I-1             |  | Unzoned              |  | Leavenworth City Limits |
|  | PUD             |  | Buildings            |  | City Right-of-Way       |
|  | R1-6            |  | Parcels (City Owned) |  | RoadCenterline          |
|  | Parcels_Current |  |                      |  |                         |



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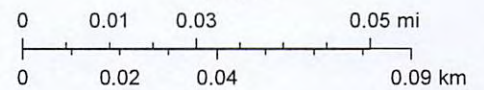
# 2026-06 REZ and 2026-08 SUB (Future Land Use Map)



4/20/2026, 4:58:15 PM

1:2,257

- Override 1
- Future Land Use (Comp Plan 2030)
- Conservation/Open Space
- Park
- Single-Family
- Buildings
- Parcels (City Owned)
- Parcels\_Current
- Address (Points)
- Leavenworth City Limits
- City Right-of-Way
- RoadCenterline



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