



City of Leavenworth
100 N. 5th Street
Leavenworth, Kansas 66048

CITY COMMISSION REGULAR MEETING
COMMISSION CHAMBERS
TUESDAY, SEPTEMBER 22, 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

PROCLAMATIONS:

1. Proclamations (pg. 02)
 - a. Chronic Recurrent Multifocal Osteomyelitis (CRMO) Awareness Month
 - b. Military Retiree Appreciation Day
 - c. Domestic Violence Awareness Month
 - d. United Way Months
 - e. Fire Prevention Week

OLD BUSINESS:

Consideration of Previous Meeting Minutes:

2. Minutes from September 8, 2026 Regular Meeting **Action:** Motion (pg. 07)

Second Consideration Ordinances:

3. Second Consideration Ordinance No. 8292 Adopt Standard Traffic Ordinance 53rd Edition **Action:** Roll Call Vote (pg. 13)
4. Second Consideration Ordinance No. 8293 Adopt Uniform Public Offense Code 42nd Edition **Action:** Roll Call Vote (pg. 17)
5. Second Consideration Ordinance No. 8294 Amending Chapter 44 Section 87 No Parking Anytime **Action:** Roll Call Vote (pg. 20)

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 signup sheet will be provided in the commission chambers for anyone wishing to speak.*

Resolutions:

6. Resolution B-2434 Capital Fund Program Grant for Planters II **Action:** Motion (pg. 24)
7. Resolution B-2435 Capital Fund Program 5-Year Action Plan & Capital Fund Annual Statement for Planters II **Action:** Motion (pg. 27)
8. Resolution B-2436 Community Development Block Grant Consolidated Annual Performance & Evaluation Report (CAPER) **Action:** Motion (pg. 45)

Bids, Contracts and Agreements:

9. Consider Final Change Order and Acceptance of Wilson Avenue Reconstruction Project **Action:** Motion (pg. 73)
10. Consider Award of Contract for 4th Street Sidewalk and Curb Repair Project-Seneca to Metropolitan **Action:** Motion (pg. 82)

Consent Agenda:

Claims for September 4, 2026 through September 17, 2026, in the amount of \$1,598,581.11; Net amount for Payroll #18 effective September 4, 2026 in the amount of \$476,584.45 (No Police & Fire Pension). **Action:** Motion

Other:

11. Executive Session – Attorney Client Privilege **Action:** Motion (pg. 84)

Adjournment **Action:** Motion

City of Leavenworth, Kansas



Proclamation

WHEREAS, *Chronic Recurrent Multifocal Osteomyelitis (CRMO), also known as Chronic Nonbacterial Osteomyelitis (CNO), is a rare autoinflammatory bone disease that primarily affects children and adolescents and can cause chronic pain, inflammation, swelling, and other long-term complications; and*

WHEREAS, *CRMO is often difficult to diagnose because it can mimic other conditions and there is no single definitive diagnostic test, resulting in delays in diagnosis and treatment for many individuals; and*

WHEREAS, *increased awareness and education among the public, healthcare providers, schools, and families can promote earlier recognition, improve support for those affected, and encourage continued research into this rare disease; and*

WHEREAS, *the City of Leavenworth recognizes the challenges faced by individuals and families living with CRMO and supports efforts to increase understanding, compassion, education, and awareness of this condition;*

NOW, THEREFORE, *I Nancy D. Bauder, Mayor of the City of Leavenworth, Kansas hereby proclaim the month of October 2026 as:*

Chronic Recurrent Multifocal Osteomyelitis (CRMO) Awareness Month

in the City of Leavenworth and encourage all citizens to learn more about CRMO and join in efforts to increase awareness and understanding of this rare autoinflammatory disease.

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

Nancy D. Bauder, Mayor

ATTEST:

Sarah Bodensteiner, CMC, City Clerk

City of Leavenworth, Kansas



Proclamation

WHEREAS, *Military Retirees have served our country faithfully in times of peace and war; and*

WHEREAS, *Military Retirees have made significant sacrifices in defense of our freedom and liberty; and*

WHEREAS, *a large number of Military Retirees and their families live, work, and play in the Leavenworth community; and*

WHEREAS, *the Fort Leavenworth Garrison will conduct a Retiree Appreciation Day on September 26, 2026.*

NOW, THEREFORE, *I, Nancy D. Bauder, Mayor of the City of Leavenworth, Kansas do hereby join the Fort Leavenworth Garrison in recognizing the contributions, sacrifices, and loyalty of Military Retirees in our community by proclaiming September 26, 2026 as:*

Military Retiree Appreciation Day

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

Nancy D. Bauder, Mayor

ATTEST:

Sarah Bodensteiner, CMC, City Clerk

City of Leavenworth, Kansas



Proclamation

- WHEREAS,** *One in every four women will experience domestic violence during her lifetime with approximately 15.5 million children exposed to domestic violence every year; and*
- WHEREAS,** *when a family member is abused, it can have long-term damaging effects on the victim that also leaves a mark on family, friends, and the community at large; and*
- WHEREAS,** *domestic violence is widespread and is devastating to society as a whole, and the problem crosses all economic, racial, gender, educational, religious, and societal barriers; and*
- WHEREAS,** *the crime of domestic violence violates an individual's privacy, dignity, security, and humanity due to the systematic use of physical, emotional, sexual, psychological, and economic control or abuse; and*
- WHEREAS,** *victims should have help to find the compassion, comfort, and healing they need, with access to medical and legal services, counseling, transitional housing so that they can escape the cycle of abuse and domestic abusers should be punished to the full extent of the law; and*
- WHEREAS,** *we encourage domestic violence victims and their families to seek assistance from the Alliance Against Family Violence Hotline (913-675-7217); and*
- WHEREAS,** *it is important to recognize the compassion and dedication of the individuals who provide services to victims of domestic violence; and*
- WHEREAS,** *the United States President, Congress and other agencies have expressed a commitment to eliminating domestic violence; and we must dedicate ourselves to protect vulnerable members of our society with local programs, state coalitions, national organizations, and other agencies to increase public awareness of domestic violence, and to eliminate it through prevention and education.*

NOW, THEREFORE, *I, Nancy D. Bauder, Mayor of the City of Leavenworth, Kansas hereby proclaim the month of October 2026 as:*

Domestic Violence Awareness Month

and urge all the people of Leavenworth, Kansas to work towards the elimination of domestic violence.

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

Nancy D. Bauder, Mayor

ATTEST:

Sarah Bodensteiner, CMC, City Clerk

City of Leavenworth, Kansas



Proclamation

WHEREAS, *The City of Leavenworth, Kansas hopes that all of its citizens enjoy healthy, productive and meaningful lives; and*

WHEREAS, *The United Way of Leavenworth County advances the common good by creating opportunities for a better life for everyone; and*

WHEREAS, *The United Way of Leavenworth County focuses on education, income and health – which are building blocks for a good quality of life – because we all win when a child succeeds in school, when families are financially stable and when people are in good health; and*

WHEREAS, *It takes every part of the community – individuals, businesses and organizations – to supply the passion, expertise and resources needed to create lasting change for the better and last year Leavenworth citizens and those of Leavenworth County generously contributed their volunteer energies, time and money to the United Way of Leavenworth County, thereby investing in programs and initiatives that improve lives and build stronger communities; and*

WHEREAS, *The United Way of Leavenworth County kicks off its annual campaign during the months of September through December to unite the community and enhance the lives of those living in Leavenworth, Kansas*

NOW, THEREFORE, *I, Nancy D. Bauder, Mayor of the City of Leavenworth, Kansas hereby proclaim the months of September through December as:*

United Way Months

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

Nancy D. Bauder, Mayor

ATTEST:

Sarah Bodensteiner, CMC, City Clerk

City of Leavenworth, Kansas



Proclamation

- WHEREAS,** *the City of Leavenworth is committed to ensuring the safety and security of all those living in and visiting our city; and*
- WHEREAS,** *fire is a serious public safety concern both locally and nationally, and the presence of lithium-ion batteries in many household devices introduces unique fire risks; and*
- WHEREAS,** *most of the electronics used in homes daily – including smartphones, tablets, laptops, power tools, e-bikes, e-scooters, and toys – are powered by lithium-ion batteries, which is misused, damaged, or improperly charged, can overheat, start a fire, or explode; and*
- WHEREAS,** *the National Fire Protection Association* (NFPA*) reports an increase in battery-related fires, underscoring the need for public education on the safe use of lithium-ion batteries and devices; and*
- WHEREAS,** *the way lithium-ion battery devices are charged can make a difference in helping prevent home fires; and*
- WHEREAS,** *safe charging includes using the cord and charger that came with your device or one approved by the manufacturer, charging on a hard, flat surface, watching for warning signs like devices that are very hot or start to swell, unplugging when fully charged and charging larger devices like e-bikes outside and away from exits; and*
- WHEREAS,** *residents are encouraged to understand the safe charging means making smart choices every time they plug in; and*
- WHEREAS,** *Leavenworth first responders remain dedicated to reducing the occurrence of fires through prevention, safety education, and community outreach; and*
- WHEREAS,** *the 2026 Fire Prevention Week™ theme, “Charge into Fire Safety™: Safe Charging Is a Superpower,” serves to remind all residents that safe charging can help reduce the risk of fires in homes and communities.*

NOW, THEREFORE, *I, Nancy D. Bauder, Mayor of the City of Leavenworth, Kansas hereby proclaim October 4-10, 2026 as:*

Fire Prevention Week

and urge all the people of Leavenworth, Kansas to protect their homes and families by heeding the important safety messages of Fire Prevention Week 2026, and urge all residents to learn about and practice safe charging habits.

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

Nancy D. Bauder, Mayor

ATTEST:

Sarah Bodensteiner, CMC, City Clerk



CITY OF LEAVENWORTH
100 N. 5th Street
Leavenworth, Kansas 66048

City Commission Regular Meeting
Commission Chambers
Tuesday, September 8, 2026 6:00 p.m.

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, Joe Wilson and Holly Pittman (via telephone call-in).

Staff members present: City Manager Scott Peterson, Police Chief Patrick Kitchens, Deputy Police Chief Major Dan Nicodemus, Human Resources Director Sari Maple, Public Works Director Brian Faust, Director of Information Technology Marvin Sommerfeld, Municipal Services IT Manager Jack Tucker, Planning & Community Development Director Kim Portillo, Assistant to the City Manager Trevor Cook, 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.

PROCLAMATIONS:

Leavenworth Awareness Walk – Mayor Bauder read the proclamation recognizing and commemorating the significance of the Leavenworth Awareness Walk. The proclamation was accepted by members of the Pi Omicron Lambda Chapter of Alpha Pi Alpha Fraternity, Inc.

Constitution Week – Mayor Bauder read the proclamation proclaiming September 17-23, 2026 as Constitution Week. The proclamation was accepted by Cindy Henry of the Captain Jesse Leavenworth Chapter of the DAR.

OLD BUSINESS:

Consideration of Previous Meeting Minutes:

Commissioner Maxwell moved to accept the minutes from the August 25, 2026 regular meeting. Commissioner Hollister seconded the motion and the motion was unanimously approved. Mayor Bauder declared the motion carried 5-0.

Second Consideration Ordinances:

Second Consideration Ordinance No. 8291 for Text Amendments to the Development Regulations – Planning & Community Development Director Kim Portillo reviewed the Ordinance. There have been no changes since first introduced at the August 25, 2026 regular meeting.

Mayor Bauder called the roll and Ordinance No. 8291 was unanimously approved.

NEW BUSINESS:

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

TerriLois Todd, 300 Walnut St.:

- Discussed property fraud program; fraud is out there
- Discussed self-imposed biometric lien process
- Contact the Register of Deeds Office for more information

Garren Stickelman, 912 N 13th St.:

- Has been involved in the design of various data centers in his career
- It would send a message that we're closed for business if a moratorium is imposed
- Develop requirements and regulations, but don't invoke a moratorium

General Items:

Mayor's Appointments

Mayor Bauder moved to appoint to the Convention & Tourism Committee Shawn Carns and Edna Wagner to terms ending January 31, 2030, and to reappoint to the Leavenworth County Juvenile Corrections Advisory Board Kelly Williams to terms ending September 15, 2029. Commissioner Maxwell seconded the motion and the motion was unanimously approved. Mayor Bauder declared the motion carried 5-0.

Consider Request Regarding Special Assessment for Grass and Weeds for 325 Kiowa Street – City Clerk Sarah Bodensteiner presented for consideration a request from the property owner that the special assessment/nuisance fees be abated and/or reduced on the following property: 325 Kiowa Street. In 2025, City Code Enforcement ordered clean-up/mowing at the property due to a nuisance condition involving tall weeds and/or grass. The City contracts with a 3rd party contractor for Code Enforcement mowings. When a Code Enforcement mowing occurs, the City sends an invoice to the property owner with the cost of the mowing and an administrative fee. Should invoices remain unpaid, the City files a Lien against the property for non-payment of the mowing invoices. Should the invoices remain unpaid still, the City will place a Special Assessment for the unpaid amount(s) on the property. For 325 Kiowa Street, the mowing occurred prior to the current owner's purchase of the property in September 2025, and the current owner was not the property owner at the time the mowing was completed. K.S.A. 12-1617e allows cities to abate nuisances like tall weeds and grass and allows the City to perform the work and assess the costs as a special assessment or lien against the property itself, making it run with the land rather than just the owner. The current property owner is requesting the Commission consider abatement of the \$309.56 Special Assessment amount that was added to the Tax Rolls.

Commissioner Hollister moved to approve the request for full abatement and authorize removal of the entire \$308.56 special assessment from the property's tax roll. Commissioner Maxwell seconded the motion and motion was unanimously approved. Mayor Bauder declared the motion carried 5-0.

Employee Benefit Plan Renewal – Human Resources Director Sari Maple reviewed the recommended employee benefit coverages to be effective December 1, 2026. Staff recommend approval of Blue Cross Blue Shield (BCBS) for medical coverage and renewal with our current providers for dental, Delta Dental, and vision, United HealthCare (UHC), for the new plan year. The city transitioned to Blue Cross Blue Shield for medical coverage for the 2025-2026 benefit year due to significant reduction in premiums. Delta Dental and UHC Vision remained the City's dental and vision providers. During the initial renewal process, the City's benefits broker advised staff to anticipate an approximately 10% increase in BCBS medical premiums, with no significant plan design changes. Following additional negotiations, BCBS offered the City a 5.5% renewal increase under a "no shop" arrangement, meaning the City would accept a negotiated renewal rather than

market the medical plan to other carriers. Delta Dental proposed a 3% premium increase. The dental renewal includes a two-year rate guarantee, with the subsequent 2028 renewal increase capped at 5%. The UHC Vision plan will have no premium increase for the upcoming plan year, which is the final year of the City's current three-year rate guarantee. The only plan design change is to the BCBS Health Savings Account High-Deductible Health Plan. The deductible will be adjusted as necessary to comply with applicable IRS minimum deductible requirements for HAS-qualified high-deductible health plans.

Commissioner Hollister moved to approve the benefit plan as presented, to renew with Blue Cross Blue Shield (BCBS) for medical coverage with a premium increase of 5.5%, renew with United HealthCare (UHC) for vision coverage, and renew with Delta Dental for dental coverage with a premium increase of 3%, for a plan renewal date of December 1, 2026. Commissioner Maxwell seconded the motion and the motion was unanimously approved. Mayor Bauder declared the motion carried 5-0.

Bids, Contracts and Agreements:

Consider Approval to Purchase Mobile Data Terminals for the Police Department – Deputy Police Chief Major Dan Nicodemus presented for approval to purchase nineteen Panasonic Mobile Data Terminals (MDTs) with docking stations and 3-year warranty. In late 2025, the Leavenworth Police Department was notified by KBI that all devices with connection to KCJIS will need to be Windows 11 capable by January 2, 2027. Support, including security updates and patches, would no longer be available for Windows 10 devices. The department reviewed all computers with KCJIS connections and learned that nineteen of our mobile data terminals would be affected by this. These MDTs are not upgradeable to Windows 11 and need to be replaced by the end of 2026. The Department presented the matter to the City Commission during budget discussions and in July, we received directions to proceed with the MDT replacement using CoreCivic Public Safety Funds.

Commissioner Maxwell moved to approve the request to purchase nineteen Panasonic Mobile Data Terminals with docking stations and 3-year warranty from Bizco Technologies in an amount not to exceed \$81,502.21. Commissioner Hollister seconded the motion and the motion was unanimously approved. Mayor Bauder declared the motion carried 5-0.

Consider Renewal of MOU with The Guidance Center for Mental Health Co-Responder – Police Chief Patrick Kitchens presented for consideration the re-authorization of the agreement with The Guidance Center – Leavenworth that established the Mental Health Co-Responder Program. In 2024, the City of Leavenworth and The Guidance Center – Leavenworth entered into an agreement to establish the Mental Health Co-Responder Program. The agreement essentially outlines the city will pay a minimum of \$25,000 to a maximum of \$50,000 annually to The Guidance Center to pay for a portion of salary for the employee who functions in that role. The Guidance Center hired Andrea Kessler and she has been serving in that role ever since. Ms. Kessler works out of the Leavenworth Police Department and is a vital asset to our public safety mission. The program has worked incredibly well, and the Police Department would very much like for the program to continue. The City's portion of this endeavor is funded through the Opioid Settlement Agreement with the Kansas Attorney General.

Commissioner Wilson moved to re-authorize the agreement with The Guidance Center-Leavenworth to establish the Mental Health Co-Responder Program. Commissioner Hollister seconded the motion and the motion was unanimously approved. Mayor Bauder declared the motion carried 5-0.

Consider Approval to Purchase Microsoft 365 Licensing Subscriptions – Municipal Services IT Manager Jack Tucker presented for approval a request to purchase Microsoft 365 Government G5 level licensing subscriptions. Last year, the City Commission approved the purchase of a mixed licensing package consisting of F1, F3, G3 and a limited number of G5 licenses. This purchase allowed us to transition most of our accounts to the cloud and to evaluate our licensing needs. Over the past year, the IT Department has concluded that our current licensing structure does not meet the city's operational and security needs. Frontline F1 and F3 tiers do not include the advanced identity protection, threat detection, and compliance tools available in G5. Because only a fraction of the staff holds G5 licenses, IT cannot apply unified Conditional Access policies or comprehensive Mobile Device Management (MDM) across the entire municipal network, leaving unmanaged devices and unprotected user accounts exposed to nefarious activity. Consolidating all users onto Microsoft 365 Government G5 delivers an enterprise-wide security baseline and resolves operational limitations. Funding for this is in the annual operating budget.

Commissioner Hollister moved to approve the purchase of Microsoft M365 cloud G5 subscription licensing using the Kansas NVP Software contract, executed through CDWG in an amount not to exceed \$111,496.39. Commissioner Maxwell seconded the motion and the motion was unanimously approved. Mayor Bauder declared the motion carried 5-0.

Consider Approval of Pipeline Easement with Southern Star Gas for Centennial Bridge Project – Public Works Director Brian Faust presented for consideration approval of a pipeline easement with Southern Star Central Gas Pipeline, Inc., for the relocation of a gas pipeline associated with the Centennial Bridge Project. The new Centennial Bridge will be located north of the existing structure, KDOT required that utilities be relocated out of the new bridge and road alignment. Southern Star currently has a line north of the existing structure that is in the way of the proposed bridge/road alignment. In order to relocate, Southern Star needs an easement on City of Leavenworth property at the site of the Waterworks Water Treatment Plant. In discussion with the City Attorney, the City can convey the property through a simple easement agreement.

Commissioner Hollister moved to authorize the Mayor to sign the easement agreement with Southern Star Central Gas Pipeline Inc., associated with the relocation required for the new Centennial Bridge. Commissioner Maxwell seconded the motion and the motion was unanimously approved. Mayor Bauder declared the motion carried 5-0.

First Consideration Ordinances:

First Consideration Ordinance to Adopt Standard Traffic Ordinance 53rd Edition – Deputy Police Chief Major Dan Nicodemus presented for consideration the adoption of the 53rd Edition of the Standard Traffic Ordinance as published by the League of Kansas Municipalities with amendments and omissions adopted with previous editions.

There was consensus by the Commission to place the ordinance on first consideration.

First Consideration Ordinance to Adopt Uniform Public Offense Code 42nd Edition – Deputy Police Chief Major Dan Nicodemus presented for consideration the adoption of the Uniform Public Offense Code 42nd

Edition as published by the League of Kansas Municipalities with amendments and omissions adopted with previous editions.

There was consensus by the Commission to place the ordinance on first consideration.

First Consideration Ordinance to Amend Chapter 44 Section 87 No Parking Anytime – Police Chief Patrick Kitchens presented for consideration an amendment to 44-87 No Parking Anytime of the Leavenworth Code of Ordinances. The City of Leavenworth recently completed a significant reconstruction of Wilson Avenue to accommodate increased truck traffic into a commercial area that expanded. Currently the ordinance states *No Parking Anytime (51) Wilson Avenue, on both sides of the street from St. Mary's Street to a point 100 feet north*. The Police Department and the Public Works Department are recommending that No Parking Anytime restriction be extended all the way to Limit Street. The change reflected would be: *No Parking Anytime (51) Wilson Avenue, on both sides of the street from St. Mary's Street to Limit Street*.

There was consensus by the Commission to place the ordinance on first consideration.

First Consideration Ordinance Establishing a Moratorium Related to Data Centers – City Manager Scott Peterson introduced a proposed ordinance related to a moratorium on data centers. At the August 11, 2026 City Commission meeting, the City Commission reached consensus directing staff to prepare a draft moratorium on data center development within the City of Leavenworth. The proposed six-month moratorium is intended as a temporary measure to allow staff time to evaluate and develop appropriate City ordinances and policies addressing the construction and operation of data centers, including considerations related to zoning and land use, impacts on the local electrical grid and City infrastructure, water consumption, noise and air pollution, economic and development incentives, and application of building codes. Staff indicated that six months should provide sufficient time to complete the review and noted that the City Commission may lift the moratorium earlier if related concerns are adequately addressed. Staff also recommends scheduling future study sessions with qualified data center experts to educate and assist the Commission in evaluating future development and policy considerations.

Following discussion, the City Commission did not reach consensus to place the ordinance on first consideration.

Consent Agenda:

Commissioner Wilson moved to approve claims for August 21, 2026 through September 3, 2026, in the amount of \$5,077,461.35; Net amount for Payroll #17 effective August 21, 2026 in the amount of \$467,328.55 (Includes Police & Fire Pension in the amount of \$7,538.40). Commissioner Maxwell seconded the motion and the motion was unanimously approved. Mayor Bauder declared the motion carried 5-0.

Other:

City Manager Scott Peterson:

- Recent storm caused some downed limbs, but crews were out
- New PIO/Grant employee starts soon

Commissioner Hollister:

- Hope everyone enjoyed their long weekend

- 9/11 is upcoming and will participate in the Freedom Walk up on post

Commissioner Wilson:

- Noted how well staff handled a situation at RFCC with a homeless person
- Staff goes to great lengths to help people and it is really appreciated

Commissioner Pittman:

- Attended the home opener of USM football
- Doggy splash is this weekend
- Camp Leavenworth is right around the corner; volunteers are needed
- Thanked staff for cleaning up an encampment under Broadway bridge

Mayor Bauder

- Noted City crews were out and moving limbs out of the way after the recent storm
- Really appreciates staff helping out

Adjournment:

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

Time Meeting Adjourned 7:15 p.m.

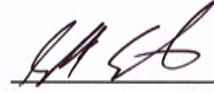
Minutes taken by City Clerk Sarah Bodensteiner, CMC

**POLICY REPORT
SECOND CONSIDERATION ORDINANCE 8292
INCORPORATING BY REFERENCE THE STANDARD TRAFFIC ORDINANCES
FOR KANSAS CITIES 53RD EDITION**

SEPTEMBER 22, 2026



Sarah Bodensteiner, CMC
City Clerk



Scott Peterson
City Manager

BACKGROUND:

At the September 8, 2026 City Commission regular meeting the City Commission reviewed and placed on first consideration:

**AN ORDINANCE AMENDING CHAPTER 44 OF THE CODE OF ORDINANCES
REGULATING TRAFFIC AND VEHICLES WITHIN THE CORPORATE LIMITS OF THE
CITY OF LEAVENWORTH, KANSAS; INCORPORATING BY REFERENCE THE
"STANDARD TRAFFIC ORDINANCES FOR KANSAS CITIES" 53rd EDITION, WITH
CERTAIN OMISSIONS AND CHANGES.**

There have been no changes to the ordinance since first introduced. Ordinance No. 8292 is now presented for second consideration and requires a roll call vote.

ATTACHMENTS:

- Ordinance No. 8292

(Summary Publish in the Leavenworth Times on September 26, 2026)

ORDINANCE NO. 8292

AN ORDINANCE AMENDING CHAPTER 44 OF THE CODE OF ORDINANCES REGULATING TRAFFIC AND VEHICLES WITHIN THE CORPORATE LIMITS OF THE CITY OF LEAVENWORTH, KANSAS; INCORPORATING BY REFERENCE THE "STANDARD TRAFFIC ORDINANCES FOR KANSAS CITIES," 53rd EDITION, WITH CERTAIN OMISSIONS AND CHANGES.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LEAVENWORTH, KANSAS:

Section 1. INCORPORATION BY REFERENCE. That the Code of Ordinances, City of Leavenworth, Kansas, Chapter 44, Traffic and Vehicles, Section 44-1, is hereby deleted in its entirety and amended to read as follows:

Sec. 44-1. Incorporating Standard Traffic Ordinances.

- (a) **Adoption.** There is hereby incorporated by reference for the purpose of regulating traffic within the corporate limits of the City of Leavenworth, Kansas, that certain standard traffic ordinance known as the Standard Traffic Ordinance for Kansas Cities, 53rd Edition, prepared and published in book form by the League of Kansas Municipalities, Topeka, Kansas, save and except such articles, sections, parts, or portions as are hereafter omitted, deleted, modified, or changed.
- (b) **Marked copies on file.** One official copy of said Standard Traffic Ordinance shall be marked or stamped "Official Copy as Adopted by Ordinance No. 8292" with all sections and portions thereof intended to be omitted or changed clearly marked to show any such omission or change and to which shall be attached a copy of Ordinance No. 8292, and filed with the city clerk, to be open to inspection and available to the public at all reasonable business hours. The police department, municipal judge, and all administrative departments of the city charged with enforcement of the ordinance shall be supplied, at the cost of the city, such number of official copies of such Standard Traffic Ordinance similarly marked, as may be deemed expedient.
- (c) **Omissions, changes, additions, and deletions to the standard traffic ordinances for Kansas Cities.**

Article 11. Pedestrians. Section 69(d) relating to pedestrians soliciting is hereby omitted and deleted.

Article 14. Miscellaneous Rules. Section 114.5 relating to Work-Site Utility Vehicles is hereby amended to read as follows:

Sec. 114.5. Unlawful Operation of a Work-Site Utility Vehicle.

- (a) It shall be unlawful for any person to operate a work-site utility vehicle:
 - (1) On any interstate highway, federal highway, or state highway; or

- (2) Within the corporate limits of any city unless authorized by such city.
- (b) Notwithstanding the provisions of subsection (a), work-site utility vehicles may be operated to cross a federal highway or state highway.
- (c) Notwithstanding the provisions of subsection (a)(1), persons engaged in agricultural purposes may operate a work-site utility vehicle on a federal highway or state highway under the following conditions:
 - (1) The operator of the all-terrain vehicle must be a licensed driver and be operating within the restrictions of the operator's license;
 - (2) The federal highway or state highway must have a posted speed limit of 65 miles per hour or less;
 - (3) The operator of the all-terrain vehicle must operate the all-terrain vehicle as near to the right side of the roadway as practicable, except when making or preparing to make a left turn; and
 - (4) The purpose of the trip using the all-terrain vehicle must be for agricultural purposes.
- (d) No work-site utility vehicle shall be operated on any public highway, street, or road between sunset and sunrise unless equipped with lights as required by law for motorcycles. (K.S.A. 8-15,109)
- (e) As provided by subsection (a) (2), it shall be unlawful to operate a worksite utility vehicle except for public safety and city maintenance staff within the corporate limits of the city.

Article 15. Operation of Bicycles, Motorized Bicycles, and Play Vehicles. Section 135.1 is amended to read as follows:

Sec. 135.1. Electric-Assisted Scooters, Traffic Law Application.

- (a) It shall be unlawful for any person to operate an electric-assisted scooter on any interstate highway, federal highway or state highway.
- (b) Notwithstanding the provisions of subsection (a), traffic regulations applicable to bicycles, Sections 127 to 133, inclusive, shall be applicable to electric-assisted scooters.
- (c) The governing body of a city or county may adopt an ordinance or resolution that further restricts or prohibits the operation of electric-assisted scooters on any public highway, street or sidewalk within such city or county.
- (d) Except as otherwise provided in subsection (c), the provisions of subsection (a) shall not prohibit an electric-assisted scooter from crossing a federal or state highway. (K.S.A. 8-15,113)
- (e) As provided in subsection (c), it is unlawful to operate or for the owner to permit the operation of an electric-assisted scooter upon a street, highway, public parking lot, or public parks area.

Section 2. REPEAL. Section 44-1 of Chapter 44, Traffic and Vehicles, of the Code of Ordinances of the City of Leavenworth, Kansas, in existence as of and prior to the adoption of this ordinance and all other ordinances that are in conflict herewith, are hereby repealed.

Section 3. EFFECTIVE DATE. This ordinance shall take effect and be in force from and after its publication in the official city newspaper.

PASSED and APPROVED by the Governing Body on this 22nd day of September 2026.

Nancy D. Bauder, Mayor

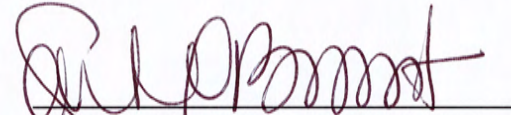
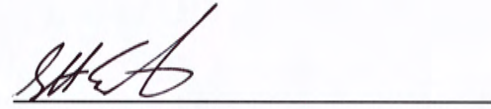
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ATTEST:

Sarah Bodensteiner, CMC, City Clerk

**POLICY REPORT
SECOND CONSIDERATION ORDINANCE 8293
INCORPORATING BY REFERENCE THE UNIFORM PUBLIC OFFENSE CODE
FOR KANSAS CITIES 42ND EDITION**

SEPTEMBER 22, 2026


Sarah Bodensteiner, CMC
City Clerk
Scott Peterson
City Manager

BACKGROUND:

At the September 8, 2026 City Commission regular meeting the City Commission reviewed and placed on first consideration:

**AN ORDINANCE AMENDING CHAPTER 30 OF THE CODE OF ORDINANCES
REGULATING PUBLIC OFFENSES WITHIN THE CORPORATE LIMITS OF THE CITY OF
LEAVENWORTH, KANSAS; INCORPORATING BY REFERENCE THE "UNIFORM
PUBLIC OFFENSE CODE FOR KANSAS CITIES" 42nd EDITION, WITH CERTAIN
OMISSIONS AND CHANGES.**

There have been no changes to the ordinance since first introduced. Ordinance No. 8293 is now presented for second consideration and requires a roll call vote.

ATTACHMENTS:

- Ordinance No. 8293

(Summary Publish in the Leavenworth Times on September 26, 2026)

ORDINANCE NO. 8293

AN ORDINANCE AMENDING CHAPTER 30 OF THE CODE OF ORDINANCES REGULATING PUBLIC OFFENSES WITHIN THE CORPORATE LIMITS OF THE CITY OF LEAVENWORTH, KANSAS; INCORPORATING BY REFERENCE THE "UNIFORM PUBLIC OFFENSE CODE FOR KANSAS CITIES" 42nd EDITION, WITH CERTAIN OMISSIONS AND CHANGES.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LEAVENWORTH, KANSAS:

Section 1. INCORPORATION BY REFERENCE. That the Code of Ordinances, City of Leavenworth, Kansas, Chapter 30, Offenses, Sections 30-1 is hereby deleted in its entirety and amended to read as follows:

Chapter 30. Offenses. Sec. 30-1. Incorporating Uniform Public Offense Code.

- (a) ***Adoption.*** There is hereby incorporated by reference for the purpose of regulating public offenses within the corporate limits of the City of Leavenworth that certain code known as the "Uniform Public Offense Code for Kansas Cities," 42nd Edition, prepared and published in book form by the League of Kansas Municipalities, Topeka, Kansas, save and except such articles, sections, parts, or portions as are hereinafter omitted, deleted, modified, or changed.
- (b) ***Marked Copies on File.*** One official copy of said Uniform Public Offense Code shall be marked or stamped "Official Copy as Adopted by Ordinance No. 8293" with all sections or portions thereof intended to be omitted or changed clearly marked to show any such omission or change and to which shall be attached a copy of Ordinance No. 8293 and filed with the city clerk to be open to inspection and available to the public at all reasonable hours.
- (c) ***Omissions, changes, additions, and deletions to the Uniform Public Offense Code for Kansas Cities.***

Article 3. Offenses Against Persons. Section 3.2.1, Sexual Battery, is hereby declared to be omitted and deleted.

Article 4. Sex Offenses. Section 4.1, Lewd, Lascivious Behavior, is hereby declared to be omitted and deleted.

Article 4. Sex Offenses. Section 4.3, Selling Sexual Relations, is hereby declared to be omitted and deleted.

Article 4. Sex Offenses. Section 4.5, Buying Sexual Relations, is hereby declared to be omitted and deleted.

Article 10. Offenses Against Public Safety. Section 10.6, Air Gun, Air Rifle, Bow and Arrow, Slingshot, BB Gun, or Paintball Gun, is hereby omitted and deleted. (See Section 30-3, Air guns, air rifles, bow and arrows, slingshots and BB guns of the Code of Ordinances, City of Leavenworth, Kansas.)

Article 11. Offenses Against Public Morals. Section 11.15, Permitting a Dangerous Animal to be at Large, is hereby declared to be omitted and deleted. (See Chapter 8, Animals, of the Code of Ordinances, City of Leavenworth, Kansas.)

Section 2. REPEAL. Section 30-1 of Chapter 30, of the Code of Ordinances of the City of Leavenworth, Kansas, in existence as of and prior to the adoption of this ordinance and all other ordinances that are in conflict herewith, are hereby repealed.

Section 3. EFFECTIVE DATE. This ordinance shall take effect and be in force from and after its publication in the official city newspaper.

PASSED and APPROVED by the Governing Body on this 22nd day of September 2026.

Nancy D. Bauder, Mayor

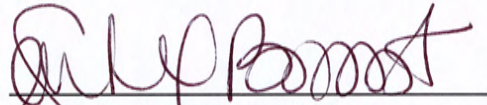
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ATTEST:

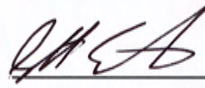
Sarah Bodensteiner, CMC, City Clerk

**POLICY REPORT
SECOND CONSIDERATION ORDINANCE 8294
AMENDING CODE OF ORDINANCES CHAPTER 44, SECTION 87
NO PARKING ANYTIME.**

SEPTEMBER 22, 2026



Sarah Bodensteiner, CMC
City Clerk



Scott Peterson
City Manager

BACKGROUND:

At the September 8, 2026, City Commission regular meeting the City Commission reviewed and placed on first consideration:

**AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF
LEAVENWORTH, KANSAS; CHAPTER 44 TRAFFIC AND VEHICLES, SECTION 44-87
NO PARKING ANYTIME RELATED TO THE EAST SIDE OF HUGHES ROAD BETWEEN
MUNCIE ROAD AND MACDONALD ROAD. PROVIDING SUBSTITUTE PROVISIONS
AND REPEALING THE SECTION AMENDED.**

There have been no changes to the ordinance since first introduced. Ordinance No. 8294 is now presented for second consideration and requires a roll call vote.

ATTACHMENTS:

- Ordinance No. 8294

ORDINANCE NO. 8294

AN ORDINANCE AMENDING THE CODE OF ORDINANCES OF THE CITY OF LEAVENWORTH, KANSAS; CHAPTER 44 TRAFFIC AND VEHICLES, SECTION 44-87 NO PARKING ANYTIME RELATED TO THE EAST SIDE OF HUGHES ROAD BETWEEN MUNCIE ROAD AND MACDONALD ROAD. PROVIDING SUBSTITUTE PROVISIONS AND REPEALING THE SECTION AMENDED.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LEAVENWORTH, KANSAS:

Section 1. That the Code of Ordinance of the City of Leavenworth, Kansas, Chapter 44 Traffic and Vehicles, Section 44-87 No parking any time, is hereby deleted in its entirety and amended to read as follows:

Sec. 44-87. No parking any time.

The parking of automobiles, motor trucks, carriages, wagons and any and all other vehicles is prohibited on the following streets at any time:

- 1) Second Avenue, west side, lying east of block E, Fackler's Addition to the city, from the north side of Linn Street to the south side of Elm Street.
- 2) Second Avenue (originally platted as Sixth Street), west side, from the intersection with Linn to the intersection with Elm.
- 3) Fourth Street, both sides, from the north side of Eisenhower Road to the south side of Metropolitan.
- 4) Fifth Avenue, east side, from a point 70 feet south of the south curblane of Marshall Street to a point 70 feet north of the north curblane of Marshall Street.
- 5) Fifth Avenue, east side, from the south side of Olive Street to the north side of Spruce Street.
- 6) Fifth Avenue, west side, from a point 70 feet north of the north curblane of Marshall Street to a point 97 feet south of the south curblane of Marshall Street.
- 7) Fifth Street, approximately eight feet adjacent to the entrance area at the dog and cat clinic located at 1101 North Fifth Street.
- 8) Sixth Avenue, west side, from James to Prospect.
- 9) Seventh Street, east side, from the south side of Walnut Street to the north side of Olive Street.
- 10) Seventh Street North, both sides, from the north side of Cheyenne Street to the south side of Metropolitan Avenue.

- 11) Seventh Street, west side, from the intersection of Spruce Street to the intersection of Olive.
- 12) Seventh Street West, west side, from the intersection of Seventh and Short to the intersection of West Seventh Street and Oak.
- 13) Seventh Street, from the north curbline to Marshall Street, to a point 30 feet north on West Seventh Street.
- 14) Tenth Avenue, east side, from Pennsylvania to Metropolitan Street.
- 15) Tenth Avenue, both sides, from Pennsylvania to Eisenhower Street.
- 16) Tenth Street, east side, from Pennsylvania to Metropolitan Street.
- 17) 14th Street, on either side, between New Lawrence Road and a point 150 feet south of Independence Court.
- 18) 14th Street, west side, from the south side of Metropolitan Street to the north side of Cheyenne Street.
- 19) 15th Street, south, west side, from the south side of Vilas Street to the north side of Limit Street.
- 20) 20th Street, both sides, from the north side of Spruce Street to the south side of Metropolitan.
- 21) 20th Street Trafficway, both sides, north of Eisenhower to its terminus.
- 22) 21st Street, west side from Choctaw Street to Shawnee Street.
- 23) Columbia, west side, from Charles Street for a distance of 77 feet.
- 24) Commercial Street, south side, from Fourth Street to Commercial Place.
- 25) Dakota Street, north side, from the intersection of 18th Street to the city limits.
- 26) Dakota Street, both sides, from the intersection of Cheyenne curve east to the railroad tracks.
- 27) Evergreen Street, from the west side of Fourth Street right-of-way line to the west line extended of lot 5, Thompson's Subdivision.
- 28) Frontage Street, from St. Mary's Street to Ash Street.
- 29) Hughes Road, east side, from the north side of Muncie Road to the south side of McDonald Road.
- 30) Limit Street, both sides, from Grand Avenue to Fourth Street.
- 31) Limit Street, both sides, from 14th to 15th Streets.
- 32) Limit Street, both sides, from 22nd Street to 16th Street.
- 33) Limit Street, south side, from 4th Street to Wilson Avenue.
- 34) Marion Street, both sides, from Fourth Street to Wilson Avenue.
- 35) New Lawrence Road, west side, from Wildwood to Gatewood.
- 36) Ohio Street, south side, from Grand Street to Klemp Street.
- 37) Oregon Street, from east of South Fourth Street.

- 38) Ottawa Street, south side, from 20th Street to 22nd Street.
- 39) Ottawa Street, north side, from 20th Street to the entrance of the parking lot at Sports Field.
- 40) Pennsylvania Street, north side, from the west side of Fifth Avenue to the east side of Broadway.
- 41) Seneca Street, south side, from Broadway and Third Street, except where authorized by posted signs.
- 42) Seneca Street, on the south side of Seneca Street between Second Street and Third Street.
- 43) Shawnee Street, south side, from Broadway west to 10th Street.
- 44) Shrine Park Road, both sides, from the north side of Eisenhower Road to the south side of Limit Street.
- 45) Spruce Street, both sides, from the west side of 15th Street to the city limits.
- 46) Spruce Street, both sides, from the west side of Third Street to the east side of Fourth Street.
- 47) Spruce Street, south side, from the west side of Fourth Street to the east side of 15th Street, with the exception that no parking shall be allowed from the east corner of lot 29, block 35, Central Subdivision, to the east side of Newman Street.
- 48) State Street and Evergreen Street, both sides, from the west side of the Fourth Street right-of-way line to Evergreen Street and western Evergreen Street to the west line of lot 5, Thompson's Subdivision.
- 49) Terrace Road, east side, between High Street and Sherman Avenue.
- 50) Vilas Street, both sides, from 22nd Street to 16th Street.
- 51) Wilson Avenue, on both sides of the street from St. Mary's Street to Limit Street.

Section 2. REPEAL. Chapter 44 Traffic and Vehicles, Section 44-87 No parking any time of the Code of Ordinances of the City of Leavenworth, Kansas, in existence as of and prior to the adoption of this ordinance, are hereby repealed.

Section 4: EFFECTIVE DATE. This Ordinance shall take effect and be in force from and after its passage, approval and publication in the official city newspaper.

PASSED and APPROVED by the Governing Body on this 22nd day of September 2026.

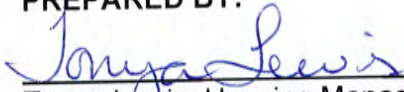
Nancy D. Bauder, Mayor

{Seal}
ATTEST:

Sarah Bodensteiner, CMC, City Clerk

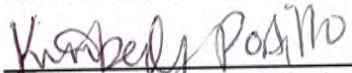
POLICY REPORT
RESOLUTION TO ACCEPT THE 2026 CFP GRANT FOR PLANTERS II
September 23, 2026

PREPARED BY:



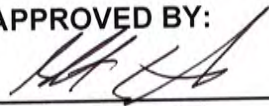
Tonya Lewis, Housing Manager
Leavenworth Housing Authority

REVIEWED BY:



Kimberly Portillo, Executive Director
Director of Planning and Community
Development

APPROVED BY:



Scott Peterson
City Manager

ISSUE:

Consider a resolution accepting the 2026 Capital Fund Program (CFP) grant (Grant# KS01P06850125) for Planters II in the amount of \$214,732.00

RESOLUTION:

The resolution is required by the U.S. Department of Housing and Urban Development (HUD). The CFP grant must be accepted annually by the City Commission.

COMMISSION ACTION:

Motion to adopt the attached resolution accepting the 2026 CFP grant for Planters II.

RESOLUTION NO. B-2434

A RESOLUTION ADOPTING THE 2026 CAPITAL FUND PROGRAM GRANT FOR THE LEAVENWORTH HOUSING AUTHORITY (PLANTERS II), LEAVENWORTH KANSAS.

WHEREAS, the Leavenworth City Commission is the legal Housing Authority for the City of Leavenworth, Kansas; and

WHEREAS, the 2026 Capital Fund Program Grant (Grant # KS01P06850125) in the amount of \$214732.00 is specifically approved as a part of the approval process.

NOW, THEREFORE, BE IT RESOLVED BY THE LEAVENWORTH CITY COMMISSION ACTING AS THE LEAVENWORTH HOUSING AUTHORITY COMMISSION, CITY OF LEAVENWORTH, KANSAS, that the Capital Fund Program Grant has been appropriately adopted by Resolution of the Leavenworth City Commission.

BE IT FURTHER RESOLVED that a copy of the 2026 Capital Fund Program Grant is on file and available for public inspection in the Leavenworth Housing Authority Office, 200 Shawnee Street, Leavenworth, Kansas.

BE IT FURTHER RESOLVED that this Resolution shall be effective from and after its passage as provided by law.

IT IS SO RESOLVED that this Resolution is passed and approved this 22nd day of September, 2026.

Nancy D. Bauder, Mayor

{Seal}

ATTEST:

Sarah Bodensteiner, CMC, City Clerk

2026 Capital Fund

OMB Approval No. 2577-0303
(exp. 10/31/2026)**Capital Fund Program
(CFP) Amendment**
to Consolidated Annual Contributions Contract
Terms and Conditions (HUD-53012)**U.S. Department of Housing
and Urban Development**
Office of Public and Indian Housing

The information collection requirements contained in this document have been approved by the Office of Management and Budget (OMB) under the Paperwork Reduction Act of 1995 (44 U.S.C. 3501-3520) and assigned OMB control number 2577-0303. There is no personal information contained in this application. Information on activities and expenditures of grant funds is public information and is generally available for disclosure. Recipients are responsible for ensuring confidentiality when disclosure is not required. In accordance with the Paperwork Reduction Act, HUD may not conduct or sponsor, and a person is not required to respond to, a collection of information unless the collection displays a currently valid OMB control number.

Whereas, (Public Housing Authority) Leavenworth Housing Authority KS068 (herein called the "PHA")
and the United States of America, Secretary of Housing and Urban Development (herein called "HUD") entered into an Annual Contributions Contract
ACC(s) Number(s) (On File) dated (On File)

Whereas, in accordance with Public Law No: 119-75;

Whereas, HUD has agreed to provide CFP assistance, upon execution of this Amendment, to the PHA in the amount to be specified below for the purpose of assisting the PHA in carrying out capital and management activities at existing public housing projects in order to ensure that such projects continue to be available to serve low-income families. HUD reserves the right to provide additional CFP assistance in this FY to the PHA. When HUD provides additional amounts, it will notify the PHA and those amended grants will be subject to these terms and conditions.

\$ \$214,732.00 for Fiscal Year 2026 to be referred to under the Capital Fund Grant Number KS01P06850126
PHA Tax Identification Number (TIN): On File UEI Number: On File

Whereas, HUD and the PHA are entering into the CFP Amendment Number On File

Now Therefore, the ACC is amended as follows:

1. The ACC(s) is (are) amended to provide CFP assistance in the amount specified above for capital and management activities of PHA projects. This CFP Amendment is a part of the ACC.

2. The PHA must carry out all capital and management activities in accordance with the United States Housing Act of 1937 (the Act), 24 CFR Part 905 (the Capital Fund Final rule) as well as other applicable HUD requirements, except that the limitation in section 9(g)(1) of the Act is increased such that the amount of CFP assistance provided for under this CFP amendment only, the PHA may use no more than 25 percent for activities that are eligible under section 9(e) of the Act only if the PHA's HUD-approved Five Year Action Plan provides for such use; however, if the PHA owns or operates less than 250 public housing dwelling units, such PHA may continue to use the full flexibility in accordance with section 9(g)(2) of the Act.

3. The PHA has a HUD-approved Capital Fund Five Year Action Plan and has complied with the requirements for reporting on open grants through the Performance and Evaluation Report. The PHA must comply with 24 CFR 905.300 of the Capital Fund Final rule regarding amendment of the Five Year Action Plan where the PHA proposes a Significant Amendment to the Capital Fund Five Year Action Plan.

4. For cases where HUD has approved a Capital Fund Financing Amendment to the ACC, HUD will deduct the payment for amortization scheduled payments from the grant immediately on the effective date of this CFP Amendment. The payment of CFP funds due per the amortization schedule will be made directly to a designated trustee within 3 days of the due date. Subject to the provisions of the ACC(s) and paragraph 3, and to assist in capital and management activities, HUD agrees to disburse to the PHA or the designated trustee from time to time as needed up to the amount of the funding assistance specified herein.

5. Unless otherwise provided, the 24 month time period in which the PHA must obligate this CFP assistance pursuant to section 9(j)(1) of the Act and 48 month time period in which the PHA must expend this CFP assistance pursuant to section 9(j)(5) of the Act starts with the effective date of this CFP amendment (the date on which CFP assistance becomes available to the PHA for obligation). Any additional CFP assistance this FY will start with the same effective date.

6. The PHA shall continue to operate each public housing project as low-income housing in compliance with the ACC(s), as amended, the Act and all HUD regulations for a period of twenty years after the last disbursement of CFP assistance for modernization activities for each public housing project or portion thereof and for a period of forty years after the last distribution of CFP assistance for development activities for each public housing project and for a period of ten years following the last payment of assistance from the Operating Fund to each public housing project. Provided further that, no disposition of any project covered by this amendment shall occur unless approved by HUD.

7. The PHA will accept all CFP assistance provided for this FY. If the PHA does not comply with any of its obligations under this CFP Amendment and does not have its Annual PHA Plan approved within the period specified by HUD, HUD shall impose such penalties or take such remedial action as provided by law. HUD may direct the PHA to terminate all work described in the Capital Fund Annual Statement of the Annual PHA Plan. In such case, the PHA shall only incur additional costs with HUD approval.

8. Implementation or use of funding assistance provided under this CFP Amendment is subject to the attached corrective action order(s).
(mark one): Yes ☐ No ☒

9. The PHA is required to report in the format and frequency established by HUD on all open Capital Fund grants awarded, including information on the installation of energy conservation measures.

10. If CFP assistance is provided for activities authorized pursuant to agreements between HUD and the PHA under the Rental Assistance Demonstration Program, the PHA shall follow such applicable statutory authorities and all applicable HUD regulations and requirements. For total conversion of public housing projects, no disposition or conversion of any public housing project covered by these terms and conditions shall occur unless approved by HUD. For partial conversion, the PHA shall continue to operate each non-converted public housing project as low-income housing in accordance with paragraph 7.

11. CFP assistance provided as an Emergency grant or a Safety and Security grant shall be subject to a 12 month obligation and 24 month expenditure timeperiod. CFP assistance provided as a Natural Disaster grant shall be subject to a 24 month obligation and 48 month expenditure time period. The start date shall be the date on which such funding becomes available to the PHA for obligation. The PHA must have a recorded and effective Declaration(s) of Trust on all property funded with Capital Fund grants (all types) or HUD will exercise all available remedies including recapture of grant funding.

12. Waste, Fraud, Abuse, and Whistleblower Protections. Any person who becomes aware of the existence or apparent existence of fraud, waste or abuse of any HUD award must report such incidents to both the HUD official responsible for the award and to HUD's Office of Inspector General (OIG). HUD OIG is available to receive allegations of fraud, waste, and abuse related to HUD programs via its hotline number (1-800-347-3735) and its online hotline form. You must comply with 41 U.S.C. § 4712, which includes informing your employees in writing of their rights and remedies, in the predominant native language of the workforce. Under 41 U.S.C. § 4712, employees of a government contractor, subcontractor, grantee, and subgrantee—as well as a personal services contractor—who make a protected disclosure about a Federal grant or contract cannot be discharged, demoted, or otherwise discriminated against as long as they reasonably believe the information they disclose is evidence of:

1. Gross mismanagement of a Federal contract or grant;
2. Waste of Federal funds;
3. Abuse of authority relating to a Federal contract or grant;
4. Substantial and specific danger to public health and safety; or
5. Violations of law, rule, or regulation related to a Federal contract or grant.

13. This grant may be subject to the requirements of the Build America Buy, America Act (BABA) which was enacted on November 15, 2021, as part of the Infrastructure Investment and Jobs Act (Public Law 117-58), unless waived by the Department: refer to HUD's BABA webpage for further information (https://www.hud.gov/program_offices/general_counsel/build_america_buy_america)

14. This grant is subject to Executive Order 14218, Ending Taxpayer Subsidization of Open Borders and applicable law. HUD will take steps to ensure that Federal resources are not used to support "sanctuary" policies of State and local jurisdictions that actively prevent federal authorities from deporting illegal aliens.

The parties have executed this CFP Amendment, and it will be effective on the date HUD signs below.

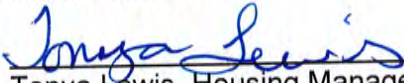
U.S. Dept of HUD By <u>/s/</u> Date: <u>4/1/2026</u> <u>Marianne Nazzaro</u> Title: Deputy Assistant Secretary Office Public Housing Invest.	PHA (Executive Director or authorized agent) By <u>[Signature]</u> Date: <u>7/24/2026</u> Title: <u>Executive Director</u>
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Previous versions obsolete

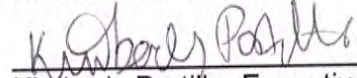
form HUD-53012 OMB Approval No. 2577-0303 (exp. 10/31/2026)

**POLICY REPORT
RESOLUTION SUBMITTING 2026-2030 CAPITAL FUND PROGRAM FIVE-YEAR
ACTION PLAN AND THE CAPITAL FUND ANNUAL STATEMENT/PERFORMANCE
AND EVALUATION REPORT
September 23, 2026**

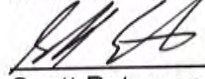
PREPARED BY:


Tonya Lewis, Housing Manager
Leavenworth Housing Authority

REVIEWED BY:


Kimberly Portillo, Executive Director
Director of Planning and Community
Development

APPROVED BY:


Scott Peterson
City Manager

ISSUE:

Consider a resolution adopting and submitting the 2026-2030 Capital Fund Program Five-Year Action Plan and the Capital Fund Program Annual Statement/Performance and Evaluation Report for the Leavenworth Housing Authority to the U.S. Department of Housing & Urban Development for the operation of Planters II and Section 8.

PLAN:

The 2026-2030 Capital Fund Program Five-Year Action Plan and the Capital Fund Program Annual Statement/Performance and Evaluation Report will be electronically submitted to the U.S. Department of HUD. A paper copy of the CFP Annual Statement/Performance and Evaluation Report and the 2026-2030 Capital Fund Program Five-Year Action Plan are available at the Leavenworth Housing Authority office.

The plan is standard HUD format. It makes no changes to the operation of either Planters II or the Section 8 (Housing Choice Voucher) programs. Plan approval and submission to the U.S. Department of Housing & Urban Development is required annually. We currently enjoy a favorable status for both programs.

COMMISSION ACTION:

Motion to approve the plan (by adoption of resolution) and authorize its submission to HUD.

RESOLUTION NO. B-2435

A RESOLUTION ADOPTING THE LEAVENWORTH HOUSING AUTHORITY, (PLANTERS II) 2026-2030 CAPITAL FUND PROGRAM FIVE-YEAR ACTION PLAN AND THE CAPITAL FUND PROGRAM ANNUAL STATEMENT/PERFORMANCE AND EVALUATION REPORT, LEAVENWORTH KANSAS.

WHEREAS, the Leavenworth City Commission is the legal Housing Authority for the City of Leavenworth, Kansas; and

WHEREAS, the Leavenworth Housing Authority has prepared the 2026-2030 Capital Fund Program Five-Year Action Plan and the Capital Fund Program Annual Statement/Performance and Evaluation Report, including all attachments and certifications.

NOW, THEREFORE, BE IT RESOLVED BY THE LEAVENWORTH CITY COMMISSION ACTING AS THE LEAVENWORTH HOUSING AUTHORITY COMMISSION, CITY OF LEAVENWORTH, KANSAS, that the Leavenworth Housing Authority 2026-2030 Capital Fund Program Five-Year Action Plan and the Capital Fund Program Annual Statement/Performance and Evaluation Report, including all attachments and certifications are hereby approved and authorized for submission to the U.S. Department of Housing & Urban Development.

BE IT FURTHER RESOLVED that the policies and procedures identified in the plan have been appropriately adopted by Resolution of the Leavenworth City Commission and that a copy of the adopted plan and report is on file and available for public inspection in the Leavenworth Housing Authority Office, 200 Shawnee Street, Leavenworth, Kansas.

BE IT FURTHER RESOLVED that this Resolution shall be effective from and after its passage as provided by law.

IT IS SO RESOLVED that this Resolution is passed and approved this 22nd day of September 2026.

Nancy D. Bauder, Mayor

{Seal}

ATTEST:

Sarah Bodensteiner, CMC, City Clerk

Part I: Summary					
PHA Name: Leavenworth Housing Authority		Grant Type and Number Capital Fund Program Grant No. KS01P06850126 Replacement Housing Factor Grant No. Date of CFFP:		FFY of Grant: FFY of Grant Approval:	
Type of Grant ☒ Original Annual Statement ☐ Reserve for Disasters/Emergencies ☐ Revised Annual Statement (Revision No:) ☐ Performance and Evaluation Report for Period Ending: ☐ Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ⁽¹⁾	
		Original	Revised ⁽²⁾	Obligated	Expended
1	Total non-CFP Funds				
2	1406 Operations				
3	1408 Management Improvement				
4	1410 Administration				
5	1480 General Capital Activity	\$214,732.00			
6	1492 MovingToWorkDemonstration				
7	1501 Collater Exp / Debt Svc				
8	1503 RAD-CFP				
9	1504 Rad Investment Activity				
10	1505 RAD-CPT				
11	1509 Preparing for, Preventing and Responding to Coronavirus (1509)				

(1) To be completed for the Performance and Evaluation Report

(2) To be completed for the Performance and Evaluation Report or a Revised Annual Statement

(3) PHAs with under 250 units in management may use 100% of CFP Grants for operations

(4) RHF funds shall be include here

Part I: Summary					
PHA Name: Leavenworth Housing Authority		Grant Type and Number Capital Fund Program Grant No. KS01P06850126 Replacement Housing Factor Grant No. Date of CFFP:		FFY of Grant: FFY of Grant Approval:	
Type of Grant					
☒ Original Annual Statement ☐ Reserve for Disasters/Emergencies ☐ Revised Annual Statement (Revision No:)					
☐ Performance and Evaluation Report for Period Ending: ☐ Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ⁽¹⁾	
		Original	Revised ⁽²⁾	Obligated	Expended
12	9000 Debt Reserves				
13	9001 Bond Debt Obligation				
14	9002 Loan Debt Obligation				
15	RESERVED				
16	RESERVED				
17	RESERVED				
18a	RESERVED				
18ba	RESERVED				
19	RESERVED				
20	RESERVED				
21	Amount of Annual Grant: (sum of lines 2-20)	\$214,732.00			

(1) To be completed for the Performance and Evaluation Report

(2) To be completed for the Performance and Evaluation Report or a Revised Annual Statement

(3) PHAs with under 250 units in management may use 100% of CFP Grants for operations

(4) RHF funds shall be include here

Part I: Summary					
PHA Name: Leavenworth Housing Authority		Grant Type and Number Capital Fund Program Grant No. KS01P06850126 Replacement Housing Factor Grant No. Date of CFFP:		FFY of Grant: FFY of Grant Approval:	
Type of Grant ☒ Original Annual Statement ☐ Reserve for Disasters/Emergencies ☐ Revised Annual Statement (Revision No:) ☐ Performance and Evaluation Report for Period Ending: ☐ Final Performance and Evaluation Report					
Line	Summary by Development Account	Total Estimated Cost		Total Actual Cost ⁽¹⁾	
		Original	Revised ⁽²⁾	Obligated	Expended
22	Amount of line 21 Related to LBP Activities				
23	Amount of line 21 Related to Section 504 Activities				
24	Amount of line 21 Related to Security - Soft Costs				
25	Amount of line 21 Related to Security - Hard Costs				
26	Amount of line 21 Related to Energy Conservation Measures				

Signature of Executive Director /S/ MGPQ71	Date 08/26/2026	Signature of Public Housing Director	Date
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- (1) To be completed for the Performance and Evaluation Report
 (2) To be completed for the Performance and Evaluation Report or a Revised Annual Statement
 (3) PHAs with under 250 units in management may use 100% of CFP Grants for operations
 (4) RHF funds shall be include here

Part II: Supporting Pages								
PHA Name: Leavenworth Housing Authority		Grant Type and Number Capital Fund Program Grant No. KS01P06850126 Replacement Housing Factor Grant No. CFFP(Yes/No):				Federal FFY of Grant:		
Development Number Name/PHA-Wide Activities	General Description of Major Work Categories	Development Account No.	Quantity	Total Estimated Cost		Total Actual Cost ⁽²⁾		Status of Work
				Original	Revised ⁽¹⁾	Funds Obligated	Funds Expended	
KS068000001 - PLANTERS II	Parking Lot Entry/Exit (Non-Dwelling Exterior (1480)) Description : Demolish parking lot entry/exit	1480		\$209,732.00				
KS068000001 - PLANTERS II	Operations (Non-Dwelling Exterior (1480)) Description : Operations	1480		\$5,000.00				
	Total:			\$214,732.00				

(1) To be completed for the Performance and Evaluation Report or a Revised Annual Statement

(2) To be completed for the Performance and Evaluation Report

Part III: Implementation Schedule for Capital Fund Financing Program					
PHA Name: Leaveaworth Housing Authority					Federal FFY of Grant:
Development Number Name/PHA-Wide Activities	All Fund Obligated (Quarter Ending Date)		All Funds Expended (Quarter Ending Date)		Reasons for Revised Target Dates ⁽¹⁾
	Original Obligation End Date	Actual Obligation End Date	Original Expenditure End Date	Actual Expenditure End Date	

(1) Obligation and expenditure end dated can only be revised with HUD approval pursuant to Section 9j of the U.S. Housing Act of 1937, as amended.

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
2577-0274
02/28/2022

Status: Approved

Approval Date: 08/26/2026

Approved By: COPELAND, STACY

Part I: Summary						
PHA Name : Leavenworth Housing Authority		Locality (City/County & State)				
PHA Number: KS068		☐ Original 5-Year Plan ☒ Revised 5-Year Plan (Revision No:)				
A.	Development Number and Name	Work Statement for Year 1 2026	Work Statement for Year 2 2027	Work Statement for Year 3 2028	Work Statement for Year 4 2029	Work Statement for Year 5 2030
	PLANTERS II (KS068000001)	\$214,732.00	\$214,732.00	\$214,732.00	\$214,732.00	\$214,732.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
2577-0274
02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 1 2026				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	PLANTERS II (KS068000001)			\$214,732.00
ID0000024	Parking Lot Entry/Exit (Non-Dwelling Exterior (1480)-Other)	Demolish parking lot entry/exit		\$209,732.00
ID0000030	Operations(Operations (1406))	Operations		\$5,000.00
	Subtotal of Estimated Cost			\$214,732.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
2577-0274
02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 2 2027				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	PLANTERS II (KS068000001)			\$214,732.00
ID0000026	Wrap Plumbing Pipes Project(Non-Dwelling Interior (1480)-Other,Dwelling Unit-Interior (1480)-Other)	Wrap Chiller pipes on 5th floor North Wing and 7th floor North Wing.		\$209,732.00
ID0000031	Operations(Operations (1406))	Operations		\$5,000.00
	Subtotal of Estimated Cost			\$214,732.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
2577-0274
02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 3 2028				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	PLANTERS II (KS068000001)			\$214,732.00
ID0000027	Replace Trash Chute Doors Project(Non-Dwelling Interior (1480)-Administrative Building,Dwelling Unit-Interior (1480)-Other,Non-Dwelling Interior (1480)-Common Area Bathrooms,Non-Dwelling Interior (1480)-Common Area Finishes,Non-Dwelling Interior (1480)-Common Area Flooring,Non-Dwelling Interior (1480)-Common Area Kitchens)	Replace the Trash Chute Doors on all floors 2-10.		\$209,732.00
ID0000032	Operations(Operations (1406))	Operations		\$5,000.00
	Subtotal of Estimated Cost			\$214,732.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
2577-0274
02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 4 2029				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	PLANTERS II (KS068000001)			\$214,732.00
ID0000325	Kitchen Renovations Phase I(Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets)	Renovate kitchens in all apartments		\$204,732.00
ID0000333	Operations(Operations (1406))	Operations		\$10,000.00
	Subtotal of Estimated Cost			\$214,732.00

Capital Fund Program - Five-Year Action Plan

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
2577-0274
02/28/2022

Part II: Supporting Pages - Physical Needs Work Statements (s)				
Work Statement for Year 5 2030				
Identifier	Development Number/Name	General Description of Major Work Categories	Quantity	Estimated Cost
	PLANTERS II (KS068000001)			\$214,732.00
ID000C028	Kitchen Renovations Phase 2(Dwelling Unit-Interior (1480)-Kitchen Cabinets,Dwelling Unit-Interior (1480)-Kitchen Sinks and Faucets)	Renovate kitchens in all apartments		\$204,732.00
ID000C029	Operations(Operations (1406))	Operations		\$10,000.00
	Subtotal of Estimated Cost			\$214,732.00

Certification of Payments to Influence Federal Transactions

U.S. Department of Housing
and Urban Development
Office of Public and Indian Housing

Public reporting burden for this information collection is estimated to average 30 minutes, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. The information requested is required to obtain a benefit. This form is used to ensure federal funds are not used to influence members of Congress. There are no assurances of confidentiality. HUD may not conduct or sponsor, and an applicant is not required to respond to a collection of information unless it displays a currently valid OMB control number. Comments regarding the accuracy of this burden estimate and any suggestions for reducing this burden can be sent to the Reports Management Officer, Office of Policy Development and Research, REE, Department of Housing and Urban Development, 451 7th St SW, Room 4176, Washington, DC 20410-5000. When providing comments, please refer to OMB Approval No. 2577-0157.

Applicant Name

Leavenworth Housing Authority

Program/Activity Receiving Federal Grant Funding

2026 CFP Planters II - City of Leavenworth

The undersigned certifies, to the best of his or her knowledge and belief, that:

(1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, Disclosure Form to Report Lobbying, in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all sub recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

I hereby certify that all the information stated herein, as well as any information provided in the accompaniment herewith, is true and accurate.
Warning: HUD will prosecute false claims and statements. Conviction may result in criminal and/or civil penalties. (18 U.S.C. 1001, 1010, 1012; 31 U.S.C. 3729, 3802)

Name of Authorized Official

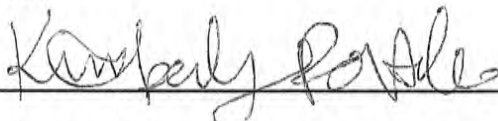
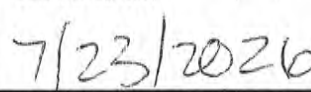
Kimberly Portillo

Title

Executive Director

Signature

Date (mm/dd/yyyy)

Civil Rights Certification (Qualified PHAs)

U.S. Department of Housing and Urban Development
Office of Public and Indian Housing
OMB Approval No. 2577-0226
Expires: 09/30/2027

Civil Rights Certification

Annual Certification and Board Resolution

Acting on behalf of the Board of Commissioners of the Public Housing Agency (PHA) listed below, as its Chairperson or other authorized PHA official if there is no Board of Commissioners, I approve the submission of the 5-Year PHA Plan, hereinafter referred to as "the Plan," of which this document is a part, and make the following certification and agreements with the Department of Housing and Urban Development (HUD) for the fiscal year beginning January 1, 2026, in which the PHA receives assistance under 42 U.S.C. 1437f and/or 1437g in connection with the submission of the Plan and implementation thereof:

The PHA certifies that it will carry out the public housing program of the agency in conformity with Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d-2000d-4), the Fair Housing Act (42 U.S.C. 3601-19), Section 504 of the Rehabilitation Act of 1973 (29 U.S.C. 794), Title II of the Americans with Disabilities Act (42 U.S.C. 12101 *et seq.*), the Violence Against Women Act (34 U.S.C. § 12291 *et seq.*), and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of all HUD programs. In addition, if it administers a Housing Choice Voucher Program, the PHA certifies that it will administer the program in conformity with Title VI of the Civil Rights Act of 1964, the Fair Housing Act, Section 504 of the Rehabilitation Act of 1973, Title II of the Americans with Disabilities Act, the Violence Against Women Act, and other applicable civil rights requirements, and that it will affirmatively further fair housing in the administration of all HUD programs. The PHA will affirmatively further fair housing in compliance with the Fair Housing Act, 24 CFR § 5.150 *et seq.*, 24 CFR § 903.7(o), and 24 CFR § 903.15, which means that it will take meaningful actions, in addition to combating discrimination, that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics. Specifically, affirmatively furthering fair housing means taking meaningful actions that, taken together, address significant disparities in housing needs and in access to opportunity, replacing segregated living patterns with truly integrated and balanced living patterns, transforming racially or ethnically concentrated areas of poverty into areas of opportunity, and fostering and maintaining compliance with civil rights and fair housing laws (24 CFR § 5.151). Pursuant to 24 CFR § 903.15(c)(2), a PHA's policies are designed to reduce the concentration of tenants and other assisted persons by race, national origin, and disability. PHA policies include affirmative steps stated in 24 CFR § 903.15(c)(2)(i) and 24 CFR § 903.15(c)(2)(ii). Furthermore, under 24 CFR § 903.7(o), a PHA must submit a civil rights certification with its Annual and 5-year PHA Plans, except for qualified PHAs who submit the Form HUD-50077-CR as a standalone document. The PHA certifies that it will take no action that is materially inconsistent with its obligation to affirmatively further fair housing.

Leavenworth Housing Authority

PHA Name

KS068

PHA Number/HA Code

I/We, the undersigned, certify under penalty of perjury that the information provided above is true and correct. WARNING: Anyone who knowingly submits a false claim or makes a false statement is subject to criminal and/or civil penalties, including confinement for up to 5 years, fines, and civil and administrative penalties. (18 U.S.C. §§ 287, 1001, 1010, 1012, 1014; 31 U.S.C. § 3729, 3802)

Name of Executive Director:

Kimberly Portillo

Name of Board Chairperson:

Nancy Bauder

Signature:

Kimberly Portillo

Date:

7-23-26

Signature:

Nancy Bauder

Date:

7-28-26

The information is collected to ensure that PHAs carry out applicable civil rights requirements.

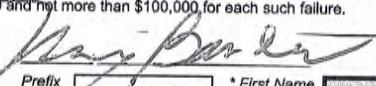
Public reporting burden for this information collection is estimated to average 0.16 hours per response, including the time for reviewing instructions, searching existing data sources, gathering, and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions to reduce this burden, to the Reports Management Officer, REE, Department of Housing and Urban Development, 451 7th Street, SW, Room 4176, Washington, DC 20410-5000. When providing comments, please refer to OMB Approval No. 2577-0226. HUD may not collect this information, and respondents are not required to complete this form, unless it displays a currently valid OMB Control Number.

Privacy Notice. The United States Department of Housing and Urban Development is authorized to collect the information requested in this form by virtue of Title 12, U.S. Code, Section 1701 *et seq.*, and regulations promulgated thereunder at Title 12, Code of Federal Regulations. Responses to the collection of information are required to obtain a benefit or to retain a benefit. The information requested does not lend itself to confidentiality.

DISCLOSURE OF LOBBYING ACTIVITIES

Complete this form to disclose lobbying activities pursuant to 31 U.S.C.1352

OMB Number: 4040-0013
Expiration Date: 02/28/2025

1. * Type of Federal Action: ☐ a. contract ☒ b. grant ☐ c. cooperative agreement ☐ d. loan ☐ e. loan guarantee ☐ f. loan insurance	2. * Status of Federal Action: ☐ a. bid/offer/application ☒ b. initial award ☐ c. post-award	3. * Report Type: ☒ a. initial filing ☐ b. material change
4. Name and Address of Reporting Entity: ☒ Prime ☐ SubAwardee * Name: Leavenworth Housing Authority * Street 1: 200 Shawnee Street Street 2: _____ * City: Leavenworth State: Kansas Zip: 66048 Congressional District, if known: _____		
5. If Reporting Entity in No.4 is Subawardee, Enter Name and Address of Prime: 		
6. * Federal Department/Agency: KS068	7. * Federal Program Name/Description: Leavenworth Housing Authority CFDA Number, if applicable: _____	
8. Federal Action Number, if known: _____	9. Award Amount, if known: \$ 210,487.00	
10. a. Name and Address of Lobbying Registrant: Prefix: _____ * First Name: N/A Middle Name: _____ * Last Name: N/A Suffix: _____ * Street 1: _____ Street 2: _____ * City: _____ State: _____ Zip: _____		
b. Individual Performing Services (including address if different from No. 10a) Prefix: _____ * First Name: N/A Middle Name: _____ * Last Name: N/A Suffix: _____ * Street 1: _____ Street 2: _____ * City: _____ State: _____ Zip: _____		
11. Information requested through this form is authorized by title 31 U.S.C. section 1352. This disclosure of lobbying activities is a material representation of fact upon which reliance was placed by the tier above when the transaction was made or entered into. This disclosure is required pursuant to 31 U.S.C. 1352. This information will be reported to the Congress semi-annually and will be available for public inspection. Any person who fails to file the required disclosure shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure. * Signature:  * Name: Prefix: _____ * First Name: Nancy Middle Name: _____ * Last Name: Bauder Suffix: _____ Title: Mayor Telephone No.: 913-675-7166 Date: 7-28-26		
Federal Use Only:		Authorized for Local Reproduction Standard Form - LLL (Rev. 7-97)

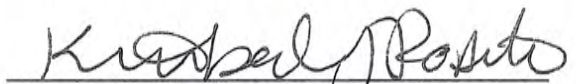


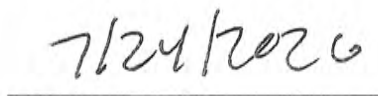
The Leavenworth Housing Authority conducted a public hearing pursuant to 24 CFR Part 905 reference to the 2026 Capital Fund Program grant on Monday, August 03, 2026 at 9:00 a.m.

All documents pertaining to the 2026 Capital Fund Program grant were available for public viewing.

The Public Hearing was held to answer questions pertaining to the 2026 CFP grant and to accept comments.

There were no questions for public comments.


Kimberly Portillo, Executive Director


Date



Criteria for Significant Amendment or Modification to the CFP 5-Year Action Plan

The following additions to the CFP 5-Year Action Plan shall constitute a significant amendment or modification: Demolition, disposition, homeownership, Capital Fund financing, conventional development, or mixed-finance development.

Kimberly Portillo

Name of Executive Director

Kimberly Portillo

Signature of Executive Director

2-24-2026

Date

POLICY REPORT

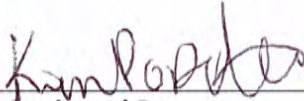
2025 Consolidated Annual Performance and Evaluation Report (CAPER)

September 22, 2025



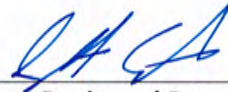
Prepared By:

Bradley Brandon
Community Development
Coordinator



Reviewed By:

Kim Portillo
Director of Planning
& Community Development



Reviewed By:

Scott Peterson
City Manager

DISCUSSION

Each year HUD requires a Consolidated Annual Performance and Evaluation Report (CAPER) to narrate the accomplishments of the previous program year, reflect the implementation of the Consolidated Plan, and acknowledge leveraging of Community Development Block Grant (CDBG) funds and Emergency Solutions Grant (ESG) funds received. The CAPER illustrates compliance with national objectives set by Congress for use of CDBG and ESG funds. The 2025-26 grant year (7-1-25 to 6-30-26) was the 4th year of the 2022-26 Consolidated Plan.

CDBG funds are an entitlement award from HUD to our City. As a brief summary of the 2025-26 program year, CDBG funds provided 11 owner occupied homeowners with minor home repair assistance and 3 home buyers with financial assistance to purchase their home in our City. The City did not utilized CDBG funding for removal of slum or blight for this reporting period. Neighborhood Stabilization was accomplished with CDBG funds for sidewalk repair and ADA compliant ramp replacement on the 200 and 300 blocks of Pottawatomie St. CDBG funds also provided rent or utility reimbursement to 5 public service agencies for the physical locations of their agencies in our City. The agencies served 5,888 low and moderate income individuals of disadvantaged families, mental health needs, and/or efforts to fight homelessness throughout the duration of their CDBG fund usage.

Kansas Housing Resource Corporation awards ESG funding to the City through an application process including qualified public service agencies. The City administered and subawarded ESG funds to one qualified public service agencies that provided homelessness prevention, rapid rehousing, and emergency shelter needs.

The CAPER was presented to the Community Development Advisory Board and held a public hearing on September 14, 2026 for approval or disapproval before presentation to the City Commission. No public comments were received. The Community Development Advisory Board voted for approval of the CAPER to be presented to City Commission. The 2025 CAPER can be viewed on the City's website.

RECOMMENDED ACTION

Motion to consider and approve the resolution approving the 2025 CAPER for submittal to the Department of Housing and Urban Development.

RESOLUTION NO. B-2436

**CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION
REPORT (CAPER)**

**BE IT RESOLVED BY THE MAYOR AND CITY COMMISSION,
LEAVENWORTH, KANSAS,** as follows:

Section 1. The Consolidated Annual Performance and Evaluation Report (CAPER) for the period July 1, 2025, through June 30, 2026, is approved and shall be submitted to the US Department of Housing & Urban Development (HUD).

Section 2. The report shows completion of projects or contractual obligations of all funds available to the City through the Community Development Block Grant program for the report year as well as those projects completed during the year from prior program authorizations.

Section 3. The Community Development Advisory Board (CDAB) advertised a public hearing on August 1, 2026 and held the hearing on September 14, 2026, to provide opportunity for public response to the report. Written testimony for entry into the record was accepted until September 14, 2026. The report was published and available prior to the hearing date.

Section 4. The CDAB recommends the City Commission approve the report and submit to HUD.

Section 5. This resolution shall take effect and be effective from and after its passage as provided by law.

Passed and approved this 22nd day of September 2026.

Nancy D. Bauder, Mayor

{Seal}

ATTEST:

Sarah Bodensteiner, CMC
City Clerk

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

2025 Program Year Overview

The 2025 CDBG program year was the first full year under the City's current community development staff. Staff focused on stabilizing program administration and returned the program to HUD timeliness standards while completing both large-scale improvements and homeowner level activities aligned with City goals.

Home Repair Program

The Home Repair Program remained the City's most impactful CDBG activity for low and moderate income homeowners. The program exceeded its goal of assisting 11 households by completing repairs for 13 households, utilizing funds from all years of the Consolidated Plan to restore timeliness. The program continues to support housing stability and prevent displacement due to unaffordable maintenance needs.

Homeownership Assistance Program

The Homeownership Assistance Program supports first-time buyers and residents who have not owned a home within five years. Market conditions—including limited inventory, high prices, and elevated interest rates restricted outcomes. Three households purchased homes within City limits, below the goal of five. Despite this, interest and approved applicants indicate strong demand and potential for improved results in 2026.

Public Service Agencies (PSA)

The City allocated \$55,359 in CDBG Public Service funds to five agencies: Catholic Charities of Northeast Kansas, Alliance Against Family Violence, Leavenworth Interfaith Community of Hope, Leavenworth Mission, and First Judicial District CASA. These agencies provided emergency shelter, food assistance, violence intervention, homelessness support, and child advocacy services. A total of 5,809 residents were served, an increase from 5,241 in 2024, though below the projected 7,000. These partnerships remain central to supporting vulnerable residents.

CAPER

1

Neighborhood Stabilization

Two Neighborhood Stabilization activities were planned: dangerous structure removal and sidewalk improvements. No demolitions occurred during the program year; however, significant progress was made on the sidewalk project.

The City invested \$63,213 to replace sidewalks and install ADA-compliant ramps along the north side of the 200–300 blocks of Pottawatomie Street, located in the City’s Opportunity Zone. The project aligns with the 2005 Sidewalk Upgrade Management Plan and supports City Commission goals to improve walkability, safety, and connectivity for an underserved neighborhood.

Work was limited to easements, rights-of-way, and City-owned property, consistent with CDBG regulations and the 2022–2026 Consolidated Plan. Several blighted properties are under review, and the City anticipates using most Dangerous Structures funds in the next program year.

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee’s program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Home Ownership Assistance Program	Affordable Housing	CDBG: \$	Direct Financial Assistance to Homebuyers	Households Assisted	25	15	60.00%	5	3	60.00%
Home Repair	Affordable Housing Non-Homeless Special Needs	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	55	50	90.91%	11	13	118.18%

Neighborhood Stabilization	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0		100	100	100.00%
Neighborhood Stabilization	Non-Housing Community Development	CDBG: \$	Buildings Demolished	Buildings	20	0	0.00%	1	0	0.00%
Program Administration	Administration	CDBG: \$	Other	Other	1	1	100.00%	1	0	0.00%
Public Services Agencies	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	35000	18889	53.97%	7000	3109	44.41%
Public Services Agencies	Non-Housing Community Development	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	0	815		0	126	
Public Services Agencies	Non-Housing Community Development	CDBG: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	753		0	102	

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction's use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

Objectives and Priority Activities

The 2025 Annual Action Plan and the 2022–2026 Consolidated Plan do not designate any single CDBG activity as the highest priority. However,

the funding allocations outlined in the 2024 Annual Action Plan directly reflect the needs identified in the Consolidated Plan. These include:

- **Affordable housing**
- **Public services**
- **Homelessness support**
- **Fair housing initiatives**

In addition to local needs, the City continues to align its priorities with the **Regional Affirmative Fair Housing Plan** developed in 2016. This broader framework helps guide equitable housing strategies and reinforces the City's commitment to inclusive development.

Community Development Advisory Board (CDAB)

The City's **Community Development Advisory Board (CDAB)** plays a central role in shaping and reviewing CDBG-funded activities. The board consists of **seven members**, all active participants in the Leavenworth community. Their responsibilities include:

- Reviewing and discussing the **Annual Action Plan, Consolidated Plan**, and any **substantial amendments**
- Making formal **recommendations** and **voting** on plan submissions
- Approving changes to program processes, such as those for the **Homeownership Program (HOP)** and **Home Repair Program (HRP)**

CDAB is consulted when the Community Development Coordinator identifies a need for program review. This may be prompted by changes in funding levels, updated assessments, or shifts in supply and demand. Their input ensures that program adjustments remain responsive to community needs.

CDAB also directly reviews **Public Service Agency (PSA)** applications each year. Members evaluate proposals and vote on funding allocations to ensure that CDBG resources are directed toward agencies that effectively serve **low- to moderate-income residents**.

Commitment to CDBG Objectives

All CDBG-funded activities are designed to benefit **low- to moderate-income individuals and families**, in alignment with HUD's national objectives. Whether through housing assistance, public services, or infrastructure improvements, the City remains focused on addressing the

most pressing needs of its residents.

The collaborative process between City staff, CDAB, and the broader community ensures that CDBG funds are used strategically and equitably. This approach strengthens transparency, accountability, and long-term impact.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	3,506
Black or African American	1,570
Asian	22
American Indian or American Native	34
Native Hawaiian or Other Pacific Islander	11
Total	5,143
Hispanic	162
Not Hispanic	4,981

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

The demographics of the families assisted through the CDBG program closely reflect the overall racial and ethnic composition of the City of Leavenworth. Based on current estimates, the city's population is approximately **75% White** and **20% Black, African American, or individuals identifying as two or more races**.

Among those assisted by the CDBG program:

- **60%** identified as White
- **40%** identified as Black, African American, or two or more races

These figures demonstrate that assistance was provided in a manner consistent with the city's demographic makeup. At no point was any individual denied assistance based on race, gender, ethnicity, or any other protected or immutable characteristic. The program remains committed to equitable access and service delivery.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	715,844	

Table 3 - Resources Made Available

Narrative

The City is an entitlement city for CDBG funds, but is not an entitlement city for ESG funds. ESG funds are received through an application process with Kansas Housing Resource Corporation annually and then subawarded to qualified applying agencies, while the City administers the grant. Leavenworth Interfaith Community of Hope were the City's sub-awardee for the 2025 Program Year. The narrative below and the above chart detail the 2025 program year activities.

CDBG

The City's 2025 CDBG entitlement grant was \$369,06000. During the program year, the City expended a total of \$434,245.15, reflecting both current-year activities and expenditures necessary to address prior-year shortfalls identified in the Consolidated Plan.

ESG

ESG funds were utilized for Rapid Rehousing, Homeless Prevention, HMIS, Emergency Shelter, and Administration for a total award to the City, from Kansas Housing Resource Corporation (KHRC), in the amount of \$61,622.00 for KHRC's 2025 award.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
City of Leavenworth	100	100	Entire City of Leavenworth for low mod population
City of Leavenworth			

Table 4 – Identify the geographic distribution and location of investments

Narrative

Programs and activities described benefited low and moderate income citizens and neighborhoods in the City of Leavenworth. While the City does not have target areas, a sidewalk infrastructure project was

completed in the City due to its location being in the Opportunity Zone.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

During the 2025 program year, federal CDBG funds were effectively leveraged with additional public, private, and local resources to maximize impact and address priority needs identified in the Consolidated Plan.

Public Service Agencies (PSAs) receiving CDBG support also utilized other funding sources, including private grants and donations, to expand their services. Volunteer hours and donated food were documented and submitted to the **Kansas Housing Resources Corporation (KHRC)** to meet matching requirements for **Emergency Solutions Grant (ESG)** funds, ensuring every dollar of federal support was matched with local contributions.

The **Leavenworth Housing Authority (LHA)**, a division of the City's Planning and Community Development Department, played a key role in leveraging housing resources. LHA operates **Planters II**, a 105-unit high-rise for elderly and medically-certified disabled residents. It also administers **220 Housing Choice vouchers** that were actively funded and issued due to federal budget constraints. Additionally, in partnership with the **Veterans Administration**, LHA managed **145 Veterans Supportive Housing (VASH) certificates** during the program year, providing stable housing for veterans in need.

The City also leveraged internal resources to support housing and infrastructure goals. The **Code Enforcement Division** assisted in identifying dangerous structures and pursued legal action when necessary to facilitate safe demolition. The City employs a **full-time Rental Property Coordinator** to mediate issues between landlords and tenants, helping maintain housing quality and compliance.

For infrastructure improvements, the **Public Works Department** provided substantial in-kind support for the CDBG-funded sidewalk and ADA ramp replacement project on **the north side of the 200 and 300 blocks of Pottawatomie St.** Public Works contributed planning, engineering, and inspection services, significantly reducing project costs and ensuring technical quality.

No publicly owned land was transferred or repurposed during the program year, but City-owned rights-of-way were utilized for infrastructure upgrades, consistent with CDBG guidelines and the goals outlined in the 2022–2026 Consolidated Plan.

These combined efforts demonstrate the City's commitment to maximizing federal investments through strategic partnerships, internal coordination, and community engagement.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	16	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total	16	0

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	11	0
Number of households supported through Acquisition of Existing Units	5	0
Total	16	0

Table 6 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

The City of Leavenworth established a total of **16 goals** for the 2025 program year and achieved measurable outcomes for all 16, demonstrating overall alignment between planned objectives and completed activities.

One area where the City faced challenges was in promoting **homeownership**. The goal was to assist **5 households**, but only **3** were able to find a home in the city of Leavenworth and use the

program. Although interest in the program increased compared to 2024, several barriers limited successful completions. These included **rising housing costs, limited available inventory, and difficulty securing eligible properties** within the required geographic boundaries. These factors contributed to the gap between the goal and the final outcome.

In contrast, the **Home Repair Program** significantly outperformed expectations. With a goal of **11 households assisted**, the program ultimately served **13 households**, demonstrating strong demand and effective outreach. This success suggests that homeowners were more inclined to pursue repairs and maintenance over new home purchases, possibly due to economic uncertainty or a desire to preserve existing housing stock.

Overall, while most goals were met or exceeded, the disparity between homeownership and home repair outcomes highlights the need for continued evaluation of program accessibility, community engagement strategies, and market conditions. Adjustments may be necessary in future years to better align goals with realistic opportunities and resident needs.

Discuss how these outcomes will impact future annual action plans.

The outcomes from the 2025 program year will directly inform the development of future Annual Action Plans. The success of the **Home Repair Program**, which exceeded its goal by assisting 13 households, reinforces its position as the backbone of the City's CDBG strategy. This program continues to deliver meaningful improvements in housing stability and quality of life for low- and moderate-income residents.

In contrast the Home Ownership Program has consistently proved to have shortfalls and needs to be recalibrated. The current award amounts for the program **\$5,000 for moderate-income households** and **\$8,000 for low-income households**. These funding levels were established years ago and do not reflect current economic realities, including rising **interest rates, inflation, and property values**.

To ensure the program remains effective and responsive, a proposal will be brought before the **Community Development Advisory Board (CDAB)** to consider **raising the maximum award amounts**. Increasing these limits would allow more families to find a permanent home and have a greater stake in their community.

Overall, the 2025 outcomes highlight the importance of adapting program design to meet evolving community needs. By aligning funding levels with current economic conditions and reinforcing successful initiatives, future Annual Action Plans can more effectively support housing stability and equity in Leavenworth.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	5,058	0
Low-income	631	0
Moderate-income	146	0
Total	5,835	0

Table 7 – Number of Households Served

Narrative Information

During the program year, CDBG-funded activities that require income verification served a total of 5,835 households. These activities include the City's income-qualified housing programs and public service activities where eligibility is determined by household income and family size. Of the households served, 5,058 were extremely low-income, 631 were low-income, and 146 were moderate-income. This distribution reflects the continued demand for assistance among households with the greatest economic need and demonstrates that CDBG resources were directed primarily toward residents experiencing the highest levels of housing and financial vulnerability.

Not included in the numbers above, but relevant to the performance evaluation is that the CASA program served 70 households whose incomes exceeded HUD's low and moderate income thresholds. Because CASA services are not restricted by income eligibility, these households were fully eligible to receive assistance regardless of income level. As a result, the program's beneficiary count includes families across all income ranges, including those above the low and moderate income limits.

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Leavenworth Interfaith Community of Hope (LICOH), Catholic Charities of Northeast Kansas (CCNEKS), and other local agencies collaborate regularly and coordinate annual efforts for the Point-In-Time (PIT) Count, a federally mandated count of sheltered and unsheltered individuals experiencing homelessness each January.

City staff actively participates in monthly Kansas Balance of State Continuum of Care meetings to stay informed on regional homelessness challenges and strengthen partnerships that support local service providers.

Emergency shelters include:

- LICOH – Night shelter and day services with wraparound support, including daily free lunches.
- Alliance Against Family Violence (AAFV) – Shelter for survivors of domestic violence, sexual assault, human trafficking, and stalking, with a focus on safety planning and outreach.
- Salvation Army – Offers shelter relief through Emergency Disaster Services and is expanding its Pathway of Hope program to break cycles of generational poverty.

Support services include:

- CCNEKS, LICOH, and Salvation Army – Rent and utility assistance, financial literacy classes, and case management for those at risk of or experiencing homelessness.
- The Guidance Center, Saint Vincent Clinic, and the VA – Mental health and medical care.
- Local churches – Weekly rotating meals for individuals and families in need.
- Welcome Central – A one-stop hub for accessing services and navigating assistance systems.

Outreach efforts include social media, printed materials, and strategic flyer placement in public spaces. Agencies also work to improve shelter accessibility and connect elderly individuals to specialized resources like the Council on Aging and the Kansas Department for Aging and Disability Services.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City made measurable progress in addressing emergency shelter and transitional housing needs during the 2025–2026 program year through coordinated partnerships, ESG-funded activities, and expanded service capacity among local agencies. These efforts helped stabilize individuals experiencing

homelessness and improved access to safe, temporary housing options.

Emergency Shelter Capacity & Services

- LICOH continued to operate the community's primary emergency shelter, offering day services and overnight accommodations for up to 36 individuals. Same-day homeless assessments and coordination with statewide programs reduced time spent unsheltered.
- AAFV maintained a 23-bed domestic violence shelter (expandable to 25) and partnered with a local hotel to provide overflow emergency housing when capacity was exceeded.
- Welcome Central served as a centralized access point for individuals seeking shelter, food, clothing, and referrals, improving navigation of available services.

Transitional Housing & Supportive Programs

- The presence of the VA Medical Center continued to support veterans through Domiciliary, Safe Haven, and VASH programs, all of which provide transitional housing and case management.
- The Grossman Center and Kansas Department of Corrections offered transitional housing and reentry support for individuals exiting incarceration, reducing homelessness risk among ex-offenders.
- Leavenworth Attainable Housing (LAH) expanded local transitional and supportive housing options by operating 19 units for low-income households, offering no-deposit leases, weekly in-home support, financial education, and healthcare navigation.

ESG-Funded Activities

Through ESG funds subawarded to LICOH, the City supported:

- Rapid Rehousing
- Homeless Prevention
- HMIS participation
- Shelter operations and case management

These activities directly addressed barriers to stable housing by helping residents exit homelessness quickly and maintain long-term housing stability.

Overall Progress

The City made meaningful progress in expanding emergency shelter access, strengthening transitional housing pathways, and improving coordination among service providers. While demand continues to exceed available resources—particularly for transitional housing—the combined efforts of ESG-funded programs, local shelters, veteran services, and reentry programs helped reduce time spent unsheltered and improved outcomes for households experiencing homelessness.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

Leavenworth County is part of the Kansas City, MO–KS HUD Metro Area. Rental costs remain elevated due to regional market pressures and housing allowances for soldiers at Ft. Leavenworth, making units unaffordable for low-income residents, SSI recipients, and individuals relying on disability or VA benefits. Limited transitional housing and high deposits continue to restrict access to stable housing.

Key Community Resources

- LICOH – Day services and emergency shelter for up to 36 individuals; conducts same-day homeless assessments.
- Welcome Central – Central access point for low-income and homeless residents.
- Salvation Army – Long-term case management (Pathway of Hope) and emergency assistance.
- CCNEKS – Food pantry, financial literacy, Rapid Rehousing, and Homeless Prevention (ESG).
- The Guidance Center – Mental health care, detox, discharge planning, and housing navigation.
- AAFV – 23 bed shelter (expandable to 25) with hotel overflow and survivor aftercare.

City Supported Activities

The City supports homelessness prevention through CDBG Public Service funding and ESG subawards. CCNEKS, Salvation Army, and Welcome Central provide rent and utility assistance, while CCNEKS administers Rapid Rehousing and Homeless Prevention.

Leavenworth Public Schools provide free meals to all students, with most qualifying for reduced fees, reducing financial strain on low income families.

Veterans & Reentry Services

The VA Medical Center's presence results in many veterans remaining in Leavenworth post discharge. Programs such as Domiciliary, Safe Haven, and VASH offer transitional housing and supportive services.

Exoffenders face significant housing barriers. The Grossman Center and Kansas Department of Corrections provide reentry support and transitional housing to reduce homelessness risk.

Healthcare & Supportive Services

St. Vincent Clinic screens patients for social needs and connects them to resources including Council on

Aging, Medicaid, and Ryan White HIV services. Case managers assist with barriers related to disability, elder abuse, and transportation.

Collaborative Efforts

Through Continuum of Care coordination, agencies provide case management, food, clothing, and financial assistance. LICOH hosts weekly meetings with The Guidance Center, which now provides on site mental health intakes, employment support, and housing navigation.

Affordable Housing Development

Leavenworth Attainable Housing (LAH) has acquired 19 units serving low income households. Tenants pay one third of income with no deposit and receive weekly inhome support, financial education, and healthcare navigation. LAH is planning a multiunit complex and partnering with DePaul USA to expand affordable housing options.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The City partners with public service agencies to support children, veterans, and families experiencing homelessness. Through Continuum of Care coordination, agencies like LICOH and CCNEKS provide case management, food, clothing, and financial assistance. LICOH hosts weekly meetings with The Guidance Center, which now has on-site case managers offering mental health intakes, employment support, and housing navigation.

Leavenworth Attainable Housing (LAH), now in its third year, has acquired 19 units serving low-income individuals and families. Tenants pay one-third of their income with no deposit and receive weekly in-home support, financial education, and healthcare navigation. LAH is planning a multi-unit complex and has partnered with DePaul USA to expand housing stock.

Alliance Against Family Violence (AAFV) provides shelter and case management, ensuring residents have essential items when transitioning to permanent housing. Aftercare services help maintain housing stability.

Salvation Army, CCNEKS, and Leavenworth Mission offer food, clothing, rent, and utility assistance. CCNEKS also provides Rapid Rehousing, Homeless Prevention, and workforce support through ESG funding.

Welcome Central, housed within LICOH, serves as a central hub for accessing services. LICOH conducts same-day homeless assessments and coordinates with statewide programs to reduce time spent unhoused.

Veterans discharged from the VA Medical Center may access transitional housing through the Domiciliary, Safe Haven, or VASH programs.

Leavenworth Public Schools provide free meals to all students, with most qualifying for reduced fees on school-related expenses

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The Leavenworth Housing Authority (LHA), a division of the Planning and Community Development Department, serves as the city's designated public housing agency. While LHA operates independently in budget, personnel, and policy decisions, final authority rests with the City Commission.

LHA manages Planters II, a 105-unit high-rise for elderly and medically-certified disabled residents. In recent years, LHA has undertaken significant upgrades:

- In 2020, replaced all water and sewer lines in the building.
- Previously updated apartment interiors by replacing bedroom, bathroom, and linen closet doors.
- In 2025, continued common area improvements by painting and installing new flooring in hallways, lobbies, and laundry rooms on floors 2–10.
- Completed one phase of the Chiller System Replacement project, with plans to replace the remaining system in the upcoming program year.

LHA is authorized for 339 Housing Choice Vouchers, but due to reduced funding, only 220 vouchers are currently in use. These allow participants to rent from market-rate landlords. Additionally, in partnership with the Veterans Administration, LHA administered 145 Veterans Supportive Housing (VASH) certificates during the 2024 program year.

Actions taken to encourage public housing residents to become more involved in management and participate in homeownership

The City's **CDBG-funded Homeownership Program** materials are widely distributed throughout the community. However, most residents of **Planters II**—being elderly and/or disabled with limited incomes—rarely pursue housing outside of the facility.

While LHA does not conduct formal homeownership presentations, staff refer interested individuals to the **Community Development Coordinator**, who provides information on **HUD-approved credit counseling programs** tailored to prospective homeowners.

Planters II is considered **sustainable housing**, and staff work diligently to accommodate the individual needs of residents. The **Section 8 Manager** and **Planters II Housing Manager** bring a combined **36 years of experience** with LHA, fostering strong relationships with residents. These connections create a supportive environment that can positively influence residents seeking change or exploring new housing opportunities.

Actions taken to provide assistance to troubled PHAs

The Leavenworth PHA is not categorized as "troubled." The City operates a housing authority rated as a high performer.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)

The City has not identified any public policies—including land use controls, tax policies, zoning ordinances, building codes, fees, growth limitations, or investment-related regulations—that currently serve as barriers to affordable housing or residential investment. To further support affordable housing development, the Planning Department is actively exploring new strategies, including:

- Allowing Accessory Dwelling Units (ADUs) and tiny homes to diversify housing options and increase affordability.
- Implementing a Reinvestment Housing Incentive District (RHID) to help finance infrastructure improvements that support new residential development.
- Initiating a Housing Needs Analysis, currently in the bidding phase, to better understand local housing gaps and guide future policy decisions.

These efforts reflect the City's proactive approach to ensuring that public policies continue to support affordable and inclusive housing opportunities.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

The City of Leavenworth continues to take proactive steps to reduce barriers and improve access to services for underserved populations:

- **Connectivity & Access** A study grant from the Mid-America Regional Council, effective in 2025, will support an evaluation of pedestrian and street connectivity between downtown and Fort Leavenworth. The study aims to enhance safety, mobility, and economic access.
- **Mental Health Crisis Response** In 2024, the City introduced a Mental Health Co-Responder, a licensed social worker from the Guidance Center embedded within the Leavenworth Police Department. This role assists officers during crisis calls and connects individuals to appropriate care. The Mobile Crisis Response Team (MCRT) also provides 24/7 behavioral health services, focusing on stabilization, trauma reduction, and diversion from the criminal justice system.
- **Housing Program Accessibility** The Community Development Coordinator ensures broad access to Home Ownership Program (HOP) and Home Repair Program (HRP) applications via the City website, email, mail, and in-person pickup. Applicants who face loan approval challenges are referred to HUD-sponsored financial counseling.
- **Public Outreach** The Public Information Officer (PIO) promotes housing programs through the City's website, social media, local television, and the quarterly First City Connection magazine, mailed to all residents. These efforts consistently generate public interest and inquiries.

- **Real Estate & Lending Partnerships** The City maintains ongoing communication with local realtors and lenders to share updates on HUD income limits and purchase price thresholds. This engagement helps generate applicants despite market affordability challenges.
- **Contractor Recruitment** Recruiting qualified contractors for HRP remains a challenge. The City uses cold calls and open bid requests to expand its contractor pool, though responses fluctuate seasonally.
- **Transportation Access** The Ride LV Micro Transit program, operated by the Guidance Center and funded through state and local grants, improves transportation access for low- and moderate-income residents—supporting employment, healthcare, and essential services.

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

The City of Leavenworth addresses lead-based paint hazards primarily through its Home Repair Program (HRP) and Home Ownership Program (HOP). Given the age of the housing stock in the area, the HRP operates under presumed lead protocols, as most applicants reside in homes built before 1978. Each repair activity is individually assessed for lead-based paint risks, and contractors funded through CDBG are required to follow lead-safe work practices. When repairs are conducted in homes built before 1978 homeowners are provided with the Kansas Department of Health and Environment's Renovate Right pamphlet.

HOP applicants purchasing homes built before 1978 receive the same pamphlet to educate them on safe renovation, repair, and painting practices. Before any CDBG funds can be used for home purchase assistance, the property must pass a Housing Quality Standards (HQS) inspection. Homes with peeling paint will not pass HQS and must be abated prior to funding approval.

To further support public awareness, educational materials on lead-based paint safety are available at the Leavenworth Public Library and the Leavenworth County Health Department, including information on safe practices and lead testing.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

Community job seeking programs and financial planning programs are offered throughout the City by the Leavenworth County Workforce Center, the Leavenworth Public Library, advertised job fairs, and multiple public service agencies to offer poverty-level families a way out of poverty. Veterans Affairs provide these services for veterans, as well. Together, these organizations offer wrap around services for housing, employment, job education and placement services, health, mental health, and substance abuse. Public Service Agencies report substance abuse and mental health needs are often addressed by case managers to correlate with financial needs and is part of their wrap around services provided for success.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

The City of Leavenworth continues to strengthen its institutional structure to effectively implement CDBG-funded programs. Coordination between departments such as Planning, Public Works, and Community Development has been enhanced through regular interdepartmental meetings and a shared data system.

Staff receive ongoing training in HUD regulations, grant management, and fair housing practices to ensure compliance and improve service delivery. The City also maintains active partnerships with local nonprofits, the Leavenworth County Health Department, and housing providers to align resources and address community needs. These efforts help streamline program administration, improve outreach, and ensure that services are delivered efficiently

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The City of Leavenworth has taken a multifaceted approach to addressing impediments to fair housing, to improve accessibility and outreach, the City updated its website to be Google Translate compatible and added closed-captioned recordings of commission and board meetings to its YouTube channel. The site also features fair housing resources, including complaint procedures, a designated fair housing contact, and a direct link to HUD. “I Speak” cards were distributed across departments to help identify language needs during unscheduled interactions, and Municipal Courts maintain their own translation and sign language services.

The City met a long-standing fair housing goal by launching Ride LV, a local transit system offering \$2 rides within city limits, administered by The Guidance Center. Additionally, the Rental Property Coordinator continues to play a vital role in landlord-tenant relations through the Tenant Issue Resolution Program, which benefits many low- to moderate-income residents. This program is actively promoted via the City’s website, social media, and quarterly mailings. Together, these actions reflect Leavenworth’s commitment to reducing barriers to fair housing and ensuring equal access to housing resources for all residents.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

The City continued implementing actions identified in its Analysis of Impediments to Fair Housing Choice by expanding outreach, increasing access to housing resources, and supporting programs that reduce barriers for low-income and vulnerable residents. Through CDBG Public Service funding the City partnered with agencies such as LICOH, CCNEKS and AAFV to provide rent and utility assistance, Rapid Rehousing, Homeless Prevention, emergency shelter, and case management—directly addressing impediments related to cost burden, homelessness, and limited housing access.

The City also advanced Neighborhood Stabilization efforts by improving sidewalk connectivity in underserved areas and preparing for dangerous structure removal, supporting safer and more accessible

neighborhoods. The Home Repair Program and Homeownership Assistance Program further addressed impediments by improving housing quality and expanding pathways to ownership for low- and moderate-income households.

Collectively, these actions reduced barriers associated with affordability, inadequate housing conditions, limited mobility access, and lack of transitional housing, and strengthened the City's capacity to support fair housing choice across Leavenworth.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The City of Leavenworth maintains a structured and proactive approach to monitoring activities carried out under its Consolidated Plan to ensure long-term compliance with CDBG and ESG program requirements. The Community Development Coordinator conducts at least one on-site monitoring visit annually for each public service agency receiving CDBG funds, with all sites visited and inspected during the current program year. Contractors paid with CDBG funds are verified through SAM.gov to confirm active UEI registration and ensure they are not disbarred from receiving federal funds, particularly for projects under \$25,000. All contractors must carry valid liability insurance and adhere to Affirmative Action policies.

For the 2025 Program Year, the infrastructure project on the 200 and 300 blocks of Pottawatomie St was publicly posted in the local newspaper, and work began in the spring of 2026. During this time, the City initiated a review and development of Written Standards and Standard Operating Procedures to strengthen long-term compliance and monitoring across all CDBG and ESG activities. These documents are updated regularly throughout the program year.

Programs such as the Home Repair Program, Home Ownership Program, and Neighborhood Stabilization are monitored directly by the Community Development Coordinator using detailed checklists to verify documentation and task completion. These checklists are continuously refined to improve compliance and operational efficiency. The City has prioritized electronic file management to facilitate HUD audits and streamline recordkeeping.

To support comprehensive planning and regulatory compliance, the City maintains an updated Citizens Participation Plan (May 2020), a Programmatic Agreement with the Kansas State Historic Preservation Office (July 2022), and a Davis-Bacon Handbook (2017). These resources are referenced as needed and supplemented by regular communication with the City's HUD CPD Representative. Minority business outreach is embedded in procurement practices through public postings and inclusive contractor engagement.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

Citizen Participation

The City of Leavenworth's Citizen Participation Plan encourages resident involvement in the development of the Assessment of Fair Housing, Consolidated Plan, Annual Action Plans, substantial amendments, and Performance Reports.

During the program year, *The Leavenworth Times* reduced its publication schedule, requiring the City to publish notices earlier than usual to ensure full compliance with the 30-day public comment period.

2026 Annual Action Plan

Two public hearing notices were published in *The Leavenworth Times*. The City conducted two public hearings:

- February 9, 2026 – Initial hearing to gather input on unmet community needs and priorities for the 2026 Annual Action Plan.
- March 6, 2026 – The draft Annual Action Plan was released for public review.
- April 13, 2026 – Final hearing, following notice published March 14, 2026, to receive comments on the final draft.

2026 CAPER

A public notice was published on August 2, 2026, announcing that the CAPER would be available beginning August 14, 2026.

Document Access

Both the Annual Action Plan and CAPER were available:

- Community Development Department upon request
- City website
- Leavenworth Public Library

Public Comment

Public comments were accepted for 37 days, either in writing to the Community Development Department or during the public hearing held on September 8, 2026.

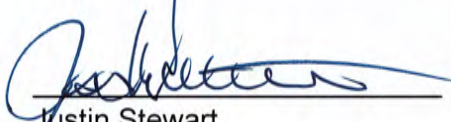
CR-45 - CDBG 91.520(c)

**CONSIDER APPROVAL OF THE FINAL CONTRACT CHANGE ORDER
AND ACCEPTANCE OF THE RECONSTRUCTION OF
WILSON AVE.**

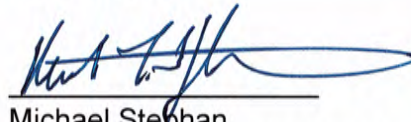
Project 2023-001

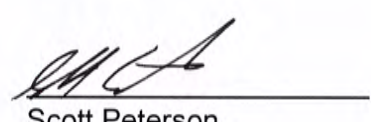
September 22, 2026

Prepared by:


Justin Stewart,
Project Manager

Reviewed by:


Michael Stephan,
Deputy Public Works Director


Scott Peterson,
City Manager

ISSUE:

Consider approval of the Final Contract Change Order and acceptance of the construction for the Wilson Avenue Reconstruction Project.

BACKGROUND:

The Wilson Avenue Reconstruction Project included the reconstruction of the roadway from Limit Street south to just north of Ash Street. The project relocated the existing watermain and reconstructed Wilson Avenue to include curb/gutter, an enclosed stormwater system and sidewalk on the west side. The relocation of the waterline was a 50/50 cost share with Leavenworth Waterworks.

On December 9, 2025, the City Commission approved the reconstruction contract with Linaweaver Construction, Inc.

Construction began on March 2nd, 2026 and the project was completed on August 27th, 2026.

BUDGET IMPACT:

The budget estimate for the project was \$2M. The contract award was for:

Base Bid: \$1,225,113.70

The final change order accounts for the addition of a 2" water service line to Zephyr Products, cement treated subgrade to address subgrade issues and an inlet lid modification.

2" water service line:	\$	8,500.00	
Cement treated subgrade:	\$	48,769.50	(unsuitable subgrade discovered during construction)
Inlet lid modification:	\$	2,500.00	
Final Change Order	\$	55,309.50	
Final Project Cost:	\$	1,280,423.20	

POLICY:

The City Commission reviews change orders and usually makes a formal acceptance of construction projects of this type and magnitude. Once a project is accepted, the City issues a Notice of Acceptance that starts the 2-year warranty period.



Before



After

RECOMMENDATION:

Staff recommends that the City Commission approve the Final Change Order for the Wilson Avenue Reconstruction Project in the amount of \$ 55,309.50 and grant acceptance of the project.

ATTACHMENT:

- Final Pay Application



LINAWEAVER
CONSTRUCTION, INC.

719 E Gilman Rd
Lansing, KS
913-351-3474
www.linaweaver.com

CHANGE ORDER- UPSIZE ZEPHYR WATER TO 2"

Project WILSON AVE Revision 1
Plan Date _____ Date 3/29/2026

Item	Description	Quantity	Unit	Unit Price	Total
1	2" SERVICE LINE	1	EA	\$ 8,500.00	\$ 8,500.00
2	DEDUCT 1" SERVICE LINE	1	EA	\$ (5,000.00)	\$ (5,000.00)
TOTAL AMOUNT				\$	3,500.00

Exclusions:

Tax Exempt - **Yes**

Prevailing Wage - **No**

Prices are good for 30 days.

Marcus Linaweaver		3/29/2026
PREPARED BY	SIGNATURE	DATE
<i>Justin M Stewart</i>	<i>Justin M Stewart</i>	04-06-26
ACCEPTED BY	SIGNATURE	DATE



LINAWEAVER
CONSTRUCTION, INC.

719 E Gilman Rd
Lansing, KS
913-351-3474
www.linaweaver.com

CEMENT TREAT SUBGRADE 12"

Project WILSON AVE Revision 1
Plan Date _____ Date 5/13/2026

Item	Description	Quantity	Unit	Unit Price	Total
1	12" DEPTH CEMENT TREAT @ 5%	5002	SY	\$ 9.75	\$ 48,769.50
TOTAL AMOUNT				\$	48,769.50

Exclusions:

Tax Exempt - **Yes**

Prevailing Wage - **No**

Prices are good for 30 days.

Marcus Linaweaver 5/13/2026
PREPARED BY _____ SIGNATURE _____ DATE

Justin M Stewart 5/20/26
ACCEPTED BY _____ SIGNATURE _____ DATE

7 Additional Days added to Contract.
Revised end date: August 6, 2026

Change Request Form

Sponsor Name	City of Leavenworth	Change #	2
Project Name	Wilson Ave. Reconstruction	Date Submitted	5/13/2026
Requested By	City Of Leavenworth	Date Reply Due	5/20/2026

Description of Change:

12" depth Cement Treated Subgrade

Justification: Poor subgrade conditions discovered while grading for proposed roadway.

Effect on Schedule, Deliverables, and Project Cost				
No.	Deliverable Item	Revised End Date	Net Change, Approximate Increase or Decrease	Net Change, Approximate Increase or Decrease
1	12" Depth Cement treated Subgrade.	August 6, 2026	7 Days, installation and cure	\$48,769.50
2				
	Totals	NA	7 Days	\$48,769.50
	Revised Project End Date			August 6, 2026

Contractor Representative Approval:

Signature

Title

Date

Project Manager Approval:

Signature

Title Project Manager

Date 5.20.26

Comments: Approved by Scott Peterson on 05-20-26



LINAWEAVER
CONSTRUCTION, INC.

719 E Gilman Rd
Lansing, KS
913-351-3474
www.linaweaver.com

CHANGER ORDER- POUR INLET TOP 3-5 TO MATCH GRADE

Project WILSON AVE Revision 1
Plan Date _____ Date 5/22/2026

Item	Description	Quantity	Unit	Unit Price	Total
1	TAKE ORIGANAL LID TO SERVICE CENTER	1	LS	\$ 500.00	\$ 500.00
2	POUR NEW 4X4 INLET TOP	1	LS	\$ 2,000.00	\$ 2,000.00
TOTAL AMOUNT				\$	2,500.00

Exclusions:

Tax Exempt - **Yes**

Prevailing Wage - **No**

Prices are good for 30 days.

Marcus Linaweaver		5/22/2026
PREPARED BY	SIGNATURE	DATE
Justin Stewart. Project Manager	<i>Justin M Stewart</i>	5/27/26
ACCEPTED BY	SIGNATURE	DATE

To(OWNER): CITY OF LEAVENWORTH
100 NORTH 5TH
LEAVENWORTH, KS 66048

Project: WILSON AVENUE IMPROVEMENTS
WILSON AVENUE
LEAVENWORTH, KS 66048

Application No: 7
Invoice No: 1751
Invoice Date: 9/4/2026
Period To: 9/4/2026
Project No: 2023-001
Contract Date: 12/9/2025

Page 1

From: LINAWEAVER CONSTRUCTION, INC.
719 EAST GILMAN ROAD
LANSING, KS 66043
(913) 351-3474

Via(Architect/
Engineer) WILSON & COMPANY
800 EAST 101ST TERRANCE
KCMO 64131

For:

No.	Description	Total Quantity	Unit	Cost	Total Cost	Completed Units	Current Value	Prior Value	Due This Request
1	Mobilization	1	LS	60,000.00	60,000.00	1	60,000.00	60,000.00	0.00
2	Contractor Furnished Staking	1	LS	17,500.00	17,500.00	1	17,500.00	17,500.00	0.00
3	Clearing and Grubbing	1	LS	22,500.00	22,500.00	1	22,500.00	22,500.00	0.00
4	Demolition (ie. Roadway, Storm Sewer)	1	LS	50,000.00	50,000.00	1	50,000.00	50,000.00	0.00
5	Embankment	534	CY	10.00	5,340.00	534	5,340.00	5,340.00	0.00
6	Unclassified Excavation	3,494	CY	20.00	69,880.00	3,494	69,880.00	69,880.00	0.00
7	Curb Inlet (4'x4')	11	EA	6,500.00	71,500.00	11	71,500.00	71,500.00	0.00
8	Curb Inlet (8'x4')	2	EA	11,000.00	22,000.00	2	22,000.00	22,000.00	0.00
9	Area Inlet (8'x4')	2	EA	11,000.00	22,000.00	2	22,000.00	22,000.00	0.00
10	Junction Box (8'x4')	1	EA	9,000.00	9,000.00	1	9,000.00	9,000.00	0.00
11	Storm Sewer Pipe (15" RCP)	546	LF	85.00	46,410.00	546	46,410.00	46,410.00	0.00
12	Storm Sewer Pipe (18" RCP)	468	LF	90.00	42,120.00	468	42,120.00	42,120.00	0.00
13	Storm Sewer Pipe (24" RCP)	72	LF	110.00	7,920.00	72	7,920.00	7,920.00	0.00
14	Storm Sewer Pipe (42" RCP)	64	LF	200.00	12,800.00	64	12,800.00	12,800.00	0.00
15	Storm Sewer Pipe (38"x60" ELL RCP)	75	LF	450.00	33,750.00	75	33,750.00	33,750.00	0.00
16	Flared End Section (42" RCP)	1	EA	3,500.00	3,500.00	1	3,500.00	3,500.00	0.00
17	Flared End Section (60" Equiv RCP)	1	EA	8,500.00	8,500.00	1	8,500.00	8,500.00	0.00
18	Curb Flume	1	EA	1,200.00	1,200.00	1	1,200.00	1,200.00	0.00
19	Connect to Exist Manhole	1	EA	3,500.00	3,500.00	1	3,500.00	3,500.00	0.00
20	Rock Riprap (D50=12", T=24")	37	SY	125.00	4,625.00	37	4,625.00	4,625.00	0.00
21	Granular Filter (T=6")	37	SY	125.00	4,625.00	37	4,625.00	4,625.00	0.00
22	Asphaltic Cement Conc., Surface (KDOT SR-12.5A Superpave) (2	3,487	SY	10.00	34,870.00	3,487	34,870.00	34,870.00	0.00
23	Asphaltic Cement Conc., Base (6")	3,487	SY	26.00	90,662.00	3,487	90,662.00	90,662.00	0.00
24	Conc. Pavement (KCMMB-4K) (8")	567	SY	125.00	70,875.00	567	70,875.00	70,875.00	0.00
25	Granular Subbase (AB-3 Compacted) (6")	5,002	SY	12.00	60,024.00	5,002	60,024.00	60,024.00	0.00
26	Type B (MR-95) Compaction (6")	5,166	SY	2.50	12,915.00	5,166	12,915.00	12,915.00	0.00
27	Type CG-1 Curb	2,703	LF	23.00	62,169.00	2,703	62,169.00	62,169.00	0.00
28	Type CG-1 Driveway Curb	240	LF	23.00	5,520.00	240	5,520.00	5,520.00	0.00
29	Conc. Commercial Driveway (8")	2,928	SF	10.00	29,280.00	2,928	29,280.00	29,280.00	0.00
30	Conc. Driveway (6")	395	SF	12.00	4,740.00	395	4,740.00	4,740.00	0.00
31	Gravel Driveway (6")	668	SF	1.50	1,002.00	668	1,002.00	1,002.00	0.00
32	Conc. Casing	0	LF	175.00	0.00	0	0.00	0.00	0.00

To(OWNER): CITY OF LEAVENWORTH
100 NORTH 5TH
LEAVENWORTH, KS 66048

Project: WILSON AVENUE IMPROVEMENTS
WILSON AVENUE
LEAVENWORTH, KS 66048

Application No: 7
Invoice No: 1751
Invoice Date: 9/4/2026
Period To: 9/4/2026
Project No: 2023-001
Contract Date: 12/9/2025

Page 2

From: LINAWEAVER CONSTRUCTION, INC.
719 EAST GILMAN ROAD
LANSING, KS 66043
(913) 351-3474

Via(Architect/ Engineer): WILSON & COMPANY
800 EAST 101ST TERRANCE
KCMO 64131

For:

No.	Description	Total Quantity	Unit	Total Cost	Completed Units	Current Value	Prior Value	Due This Request
33	Double 4" Solid Yellow Line	1,436	LF	2.20 3,159.20	1,436	3,159.20	0.00	3,159.20
34	12" Solid White Stop Bar	24	LF	20.00 480.00	24	480.00	0.00	480.00
35	Conc. Sidewalk (4")	6,115	SF	6.50 39,747.50	6,115	39,747.50	39,747.50	0.00
36	ADA Curb Ramp	1	EA	1,500.00 1,500.00	1	1,500.00	1,500.00	0.00
37	ADA Detectable Warning	1	EA	250.00 250.00	1	250.00	250.00	0.00
38	4" HDPE Waterline w/ Excavation & Backfill	79	LF	75.00 5,925.00	79	5,925.00	5,925.00	0.00
39	6" HDPE Waterline w/ Excavation & Backfill	124	LF	75.00 9,300.00	124	9,300.00	9,300.00	0.00
40	8" HDPE Waterline w/ Excavation & Backfill	664	LF	80.00 53,120.00	664	53,120.00	53,120.00	0.00
41	12" HDPE Waterline w/ Excavation & Backfill	712	LF	100.00 71,200.00	712	71,200.00	71,200.00	0.00
42	4"x22.5° Bend w/ Backing Block	0	EA	850.00 0.00	0	0.00	0.00	0.00
43	6"x45° Bend w/ Backing Block	2	EA	1,000.00 2,000.00	2	2,000.00	2,000.00	0.00
44	12"x45° Bend w/ Backing Block	2	EA	2,500.00 5,000.00	2	5,000.00	5,000.00	0.00
45	6"x4" Reducer	1	EA	1,000.00 1,000.00	1	1,000.00	1,000.00	0.00
46	8"x6" Reducer	1	EA	1,000.00 1,000.00	1	1,000.00	1,000.00	0.00
47	12"x8" Reducer	1	EA	1,500.00 1,500.00	1	1,500.00	1,500.00	0.00
48	8"x6" Tee	2	EA	1,500.00 3,000.00	2	3,000.00	3,000.00	0.00
49	12"x8" Tee	1	EA	2,000.00 2,000.00	1	2,000.00	2,000.00	0.00
50	6" Cap	0	EA	500.00 0.00	0	0.00	0.00	0.00
51	12" Cap	1	EA	850.00 850.00	1	850.00	850.00	0.00
52	4" Gate Valve	1	EA	2,000.00 2,000.00	1	2,000.00	2,000.00	0.00
53	6" Gate Valve	2	EA	2,500.00 5,000.00	2	5,000.00	5,000.00	0.00
54	8" Gate Valve	2	EA	3,500.00 7,000.00	2	7,000.00	7,000.00	0.00
55	12" Gate Valve	5	EA	6,000.00 30,000.00	5	30,000.00	30,000.00	0.00
56	8" Solid Sleeve	1	EA	1,000.00 1,000.00	1	1,000.00	1,000.00	0.00
57	1" Copper Service Line	1	EA	5,000.00 5,000.00	1	5,000.00	5,000.00	0.00
58	1 1/2" Copper Service Line	1	EA	5,000.00 5,000.00	1	5,000.00	5,000.00	0.00
59	Fire Hydrant Assembly	3	EA	12,500.00 37,500.00	3	37,500.00	37,500.00	0.00
60	Remove and Reset Chainlink Fence	24	LF	85.00 2,040.00	24	2,040.00	0.00	2,040.00
61	Remove and Reset Metal Fence	150	LF	85.00 12,750.00	150	12,750.00	6,375.00	6,375.00
62	Rock Ditch Check	2	EA	850.00 1,700.00	2	1,700.00	1,700.00	0.00
63	Silt Fence	1,316	LF	2.50 3,290.00	1,316	3,290.00	3,290.00	0.00

To(OWNER): CITY OF LEAVENWORTH
100 NORTH 5TH
LEAVENWORTH, KS 66048

Project: WILSON AVENUE IMPROVEMENTS
WILSON AVENUE
LEAVENWORTH, KS 66048

Application No: 7
Invoice No: 1751
Invoice Date: 9/4/2026
Period To: 9/4/2026
Project No: 2023-001
Contract Date: 12/9/2025

Page 3

From: LINAWEAVER CONSTRUCTION, INC.
719 EAST GILMAN ROAD
LANSING, KS 66043
(913) 351-3474

Via(Architect/ Engineer): WILSON & COMPANY
800 EAST 101ST TERRANCE
KCMO 64131

For:

No.	Description	Total Quantity	Unit	Unit Cost	Total Cost	Completed Units	Current Value	Prior Value	Due This Request
64	Hydroseed	1	AC	5,000.00	5,000.00	1	5,000.00	1,500.00	3,500.00
65	Area Inlet Protection	2	EA	85.00	170.00	2	170.00	170.00	0.00
66	Curb Inlet Protection	17	EA	85.00	1,445.00	17	1,445.00	1,445.00	0.00
67	Construction Entrance	1	EA	2,500.00	2,500.00	1	2,500.00	2,500.00	0.00
68	Traffic Control	1	LS	7,500.00	7,500.00	1	7,500.00	7,500.00	0.00
CO1	2" SERVICE LINE	1	EA	8,500.00	8,500.00	1	8,500.00	8,500.00	0.00
CO2	12" CTB	5,002	SY	9.75	48,769.50	5,002	48,769.50	48,769.50	0.00
CO3	INLET TOP 3-5 TO MATCH GRADE	1	LS	2,500.00	2,500.00	1	2,500.00	0.00	2,500.00
					1,280,423.20		1,280,423.20	1,262,369.00	18,054.20

Original Contract sum.....	1,225,113.70
Change Orders.....	55,309.50
Contract sum.....	1,280,423.20
Completed to date.....	1,280,423.20
Retainage.....	0.00
Total earned less retainage.....	1,280,423.20
Previous billings.....	1,136,132.10
Current payment due.....	144,291.10
Sales tax.....	0.00
Total due.....	144,291.10

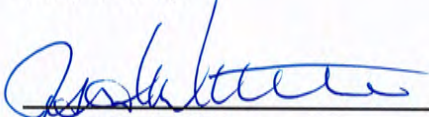
POLICY REPORT PWD NO. 26-34

**CONCRETE CURB AND SIDEWALK REPAIRS ON 4TH
SENECA TO METROPOLITAN**

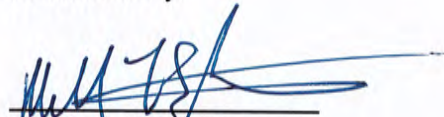
Project 2025-007

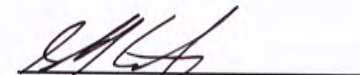
September 22, 2026

Prepared by:


Justin Stewart,
Project Manager

Reviewed by:


Michael Stephan,
Deputy Public Works Director


Scott Peterson,
City Manager

ISSUE:

Consider bids received and possible award of concrete curb and sidewalk repairs on 4th Street between Seneca and Metropolitan.

BACKGROUND:

The city received a grant through KDOT for the City Connecting Link Improvement Program (CCLIP). This grant is for 2027 and involves a mill/overlay of 4th Street (US73/K-7) between Seneca and Metropolitan. The CCLIP is only for a mill/overlay while curb & sidewalk is a non-participating item. As there are additional requirements if the concrete work is included in the KDOT project, staff felt it appropriate to bid the concrete work separate from the KDOT project.

The project plans were prepared by Affinis and the project was advertised for bid in the Leavenworth Times and Euna Procurement. Bids were opened on September 16, 2026. Bid results are shown below and in the attached bid tabulation.

Company	City	Total Bid
Max Paving	Blue Springs, MO	\$249,997.71
Kansas Heavy Construction	Tonganoxie, KS	\$280,289.00
Tenoch Construction	Kansas City, KS	\$285,145.25
Baker Construction	Leavenworth, KS	\$295,900.00
Linaweaver Construction	Lansing, KS	\$318,509.00
Julius Kaaz Construction	Leavenworth, KS	\$374,000.00
Freeman Concrete Construction	Lenexa, KS	\$419,664.00
LEXECO	Leavenworth, KS	\$675,964.95
Engineering Estimate		\$342,365.00

Max Paving was the low bidder and has never held a contract with the City. The referenced work was completed within the required timeframe and specifications. All references contacted were amiable to hire the above referenced contractor again.

Work is expected to begin as soon as possible and be completed prior to winter shutdown. 4th Street will remain open during construction, however there will be localized lane closures.

BUDGET IMPACT:

The 2026 budget included \$2.205M for our Pavement Management Program (PMP). Funds not spent on the mill/overlay, micro-surfacing and concrete intersection reconstruction portions will be utilized for this project.

<u>2026 PMP Projects</u>	<u>Cost</u>
Micro-surfacing:	\$ 465,000 (Vance Brothers)
Mill/Overlay:	\$1,180,000 (Little Joe's Asphalt)
Concrete Intersections:	\$ 218,000 (Linaweaver)
Total:	\$1,863,000
2026 Remaining Funds:	\$ 342,000 (+/-)

POLICY:

From the City's Purchasing Policy: 'Bids will be awarded to the lowest qualified bidder, taking into consideration conformity with the specifications, terms of delivery, and other conditions imposed in the bid request.'

The qualified low bid from Max Paving was under the Engineer's Estimate and the contractor is qualified for this work.

RECOMMENDATION:

Staff recommends that the City Commission authorize the mayor to sign a Construction Services Contract for Concrete Curb and Sidewalk Repairs on 4th Between Seneca and Metropolitan with Max Paving in the amount of \$249,997.71 with an additional 10% contingency (approximately \$25,000) to cover issues that arise in the field.

**EXECUTIVE SESSION
CONSULTATION WITH THE CITY ATTORNEY ON A DEVELOPMENT
MATTER THAT WOULD BE DEEMED PRIVILEGED IN THE
ATTORNEY-CLIENT RELATIONSHIP**

SEPTEMBER 22, 2026

CITY COMMISSION ACTION:

Motion:

Move the City Commission recess into executive session for _____ minutes for the purpose of discussing *a development matter in consultation with an attorney which would be deemed privileged in the attorney-client relationship, pursuant to K.S.A. 75-4319 (b)(2)*. The City Commission, City Manager, City Attorney, City Bound Counsel and City Financial Advisor will be present. The open meeting will resume in the City Commission Chambers at _____p.m.