



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

CITY COMMISSION REGULAR MEETING
COMMISSION CHAMBERS
TUESDAY, AUGUST 11, 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. National Association of Buffalo Soldiers and Troopers Motorcycle Club Ft. Leavenworth Chapter Recognition (pg. 02)

OLD BUSINESS:

Consideration of Previous Meeting Minutes:

2. Minutes from July 28, 2026 Regular Meeting **Action:** Motion (pg. 03)

Second Consideration Ordinances:

3. Second Consideration Ordinance No. 8287 Approval to Levy Special Assessments for Nuisance Abatement Costs
Action: Roll Call Vote (pg. 08)

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.*

General Items:

4. Mayor's Appointments **Action:** Motion (pg. 16)

Resolutions:

5. Resolution B-2428 Camp Leavenworth Special Event Street Closure for Possession & Consumption of Alcohol
Action: Motion (pg. 17)

First Consideration Ordinances:

6. First Consideration Ordinances for Adopting Rules and Regulations for the Removal of Members of the City of Leavenworth Advisory Boards
Action: Consensus (pg. 20)

Staff Report:

7. Traveling Vietnam Wall **Action:** None (pg. 38)

Consent Agenda:

Claims for July 24, 2026 through August 6, 2026, in the amount of \$1,458,437.82; Net amount for Payroll #15 effective July 24, 2026 in the amount of \$481,476.91 (Includes Police & Fire Pension in the amount of \$7,966.80). **Action:** Motion

Other:

8. Executive Session – Attorney Client Privilege **Action:** Motion (pg. 42)

Adjournment

Action: Motion

City of Leavenworth, Kansas



Proclamation

- WHEREAS** *the National Association of Buffalo Soldiers and Troopers Motorcycle Club, Fort Leavenworth Chapter, chartered on June 22, 2016, was established to preserve and educate the public about the rich history and enduring legacy of the Buffalo Soldiers while serving the citizens of Leavenworth and the State of Kansas through volunteerism, leadership, and civic engagement; and*
- WHEREAS** *during the past ten years, the Fort Leavenworth Chapter has demonstrated an unwavering commitment to community service by contributing tens of thousands of dollars and countless volunteer hours to charitable causes, including providing Thanksgiving meals and Christmas gifts for families in need, supporting Toys for Tots, organizing food drives, and donating food and water at community events; and*
- WHEREAS** *the Chapter has made a lasting investment in education and youth by awarding annual scholarships to graduating high school seniors pursuing vocational training and higher education, paying off delinquent lunch account balances for students, and encouraging opportunity and success for future generations; and*
- WHEREAS** *the Fort Leavenworth Chapter has strengthened the cultural, civic, and historical fabric of our community through its support of the Richard Allen Cultural Center, including helping fund the unveiling of the Cathy Williams Statue, participating in Juneteenth celebrations, and numerous other events that promote unity, fellowship, and community pride; and*
- WHEREAS** *the members of the Fort Leavenworth Chapter exemplify the highest ideals of service by supporting veterans through partnerships with the Leavenworth VA Domiciliary, participating in Memorial Day observances, Veterans Day parades, wreath-laying ceremonies, and providing motorcade escorts for funerals, ceremonies, and special events throughout Leavenworth and the State of Kansas; and*
- WHEREAS** *the City of Leavenworth proudly recognizes the Fort Leavenworth Chapter's decade of outstanding service and congratulates its members as they celebrate their 10th Anniversary of Service and host their 10th Anniversary Celebration Motorcycle Ride and Day Party on September 18–19, 2026, at Ray Miller Park, honoring ten years of fellowship, leadership, and dedication to the community.*
- NOW, THEREFORE, I,** *Nancy D. Bauder, Mayor of the City of Leavenworth, Kansas, do hereby proclaim our sincere appreciation and recognition of the:*

National Association of Buffalo Soldiers and Troopers Motorcycle Club Fort Leavenworth Chapter

for their exceptional dedication to preserving history, serving veterans, supporting education, strengthening families, and improving the quality of life throughout our community. The City extends its heartfelt gratitude for the Chapter's many contributions over the past decade, congratulates its members on this milestone anniversary, and encourages all citizens to recognize and celebrate their outstanding service.

IN WITNESS WHEREOF, *I set my hand and have affixed the Great Seal of the City of Leavenworth, Kansas this eleventh day of August 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, July 28, 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, Holly Pittman and Joe Wilson.

Staff members present: City Manager Scott Peterson, Assistant City Manager Penny Holler, Finance Director Andrew See, Director of Information Technology Marvin Sommerfeld, Municipal Services IT Manager Jack Tucker, Director of Public Works Brian Faust, 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 Farmers Market Week - Mayor Bauder read the proclamation recognizing August 2-8, 2026 as Leavenworth Farmers Market Week. The proclamation was accepted by Joe Schwinn of the Leavenworth Farmers Market.

OLD BUSINESS:

Consideration of Previous Meeting Minutes:

Commissioner Maxwell moved to accept the minutes from the July 14, 2026, regular meeting. Commissioner Hollister seconded the motion and the motion was unanimously approved. Mayor Bauder declared the motion carried 5-0.

NEW BUSINESS:

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

Jon Kesler, 1367 Sherman Ave.:

- Noted that after listening to the budget discussions, he wanted to know what is the strategy for growth
- Acknowledged that it is encouraging to see long-term thinking and would like to see long-term thinking as it relates economic growth
- Would like to see a strategy to increase sales tax base, and decrease burden on property tax base

General Items:

Presentation of the 2025 Audit – Finance Director Andrew See introduced Warren Herrick, CPA from Hood and Associates CPAs, PC. Mr. Herrick presented the 2025 Audit to the City Commission.

- Scope of the audit: annual comprehensive financial report and single audit
- No findings as far as compliance goes

- Conduct audit in accordance with Generally Accepted Auditing Standards, Government Auditing Standards and Uniform Guidance
- Plan and perform audit to obtain reasonable assurance that the basic financial statements are free of material misstatement
- Report on internal controls over financial reporting and compliance with laws and regulations
- Reviewed Auditing Standards Board of the American Institute of Certified Public Accountants (AICPA) information:
 - Illegal acts – None came to our attention as a result of performing our audit procedures
 - No difficulties or disagreements with management
 - Cooperation – Full access to books and records
- Financial and Compliance Audit addresses 3 basic questions: are the financial statements free of material misstatements, are internal controls over financial reporting adequately designed and operating effectively, and finally, did the City of Leavenworth comply with the finance-related laws and regulations
- Discussed best practices (cybersecurity and future accounting pronouncements) and possible improvements in internal control noted in the conduct of the audit

Resolutions:

Resolution B-2427 Kansas Municipal Investment Pool User Update – Finance Director Andrew See presented a request for authorization to update the users in the State of Kansas Municipal Investment Pool. Given staff changes in the Finance Department, an update to the KMIP authorized users is needed. The City has utilized the Municipal Investment Pool since 2024 to hold funds temporarily to earn interest for shorter durations than would be used for a CD.

Commissioner Hollister moved to adopt Resolution B-2427 updating the authorized users in the Kansas Municipal Investment Pool, as presented. Commissioner Maxwell seconded the motion and the motion was unanimously approved. Mayor Bauder declared the motion carried 5-0.

Bids, Contracts and Agreements:

Consider Award of Bid for Firewall Replacement Project – Director of Information Technology Marvin Sommerfeld and Municipal Services IT Manager Jack Tucker presented for consideration approval of the replacement of the City's firewall infrastructure to maintain a secure resilient and supported network environment. The project includes replacing the existing firewalls at both primary data center locations with a modern, high-availability solution that will protect critical City operations, public safety systems, and information technology resources from evolving cybersecurity threats. The current firewall infrastructure will reach end of life and end of support in October 2026. Modern firewall platforms provide significantly enhanced cybersecurity capabilities, improved performance, high-availability operation and better visibility into network activity. The replacement will strengthen the City's cybersecurity posture while supporting current operational requirements and future technology initiatives. Funding for this project is included in the 2026 Capital Improvement Program and has been appropriated within the Information Technology capital budget. No additional budget appropriation is required to complete this project.

Commissioner Hollister moved to approve the bid and purchase, implementation, and initial five-year licensing and one-year managed services of four (4) Fortinet Firewalls with Riverside Technologies, Inc. (RTI)

in an amount not to exceed \$105,279.44. Commissioner Maxwell seconded the motion and the motion was unanimously approved. Mayor Bauder declared the motion carried 5-0.

Consider Award of Bid for Commission Room A/V Upgrade Project - Director of Information Technology Marvin Sommerfeld and Municipal Services IT Manager Jack Tucker presented for consideration approval of the selection of a vendor for the Commission Room Audio/Visual Upgrade Project. The current Audio/Visual system for recording and broadcasting City Commission meetings is the result of an assortment of equipment and software purchased individually over many years, rather than designed to coordinate as a system. The result is a complex and outdated recording process that lacks the functionality to support modern meeting needs, including virtual participation. In recent years, the system has suffered at times from recording outages due to equipment failure and software difficulties that have limited timely broadcasting meetings. There have also been concerns about sound issues inside and outside the Chamber. The 2026 Capital Improvement Plan included \$110,000 to bring much needed improvements to the current Audio/Visual system. A Request for Proposals were solicited and five responses were received. Staff reviewed design information and cost estimates and determined that Visionlink AV was the best qualified, provided the best price within available funding, and provided a solid plan for continuing A/V needs while setting up the new system. Their design will improve audio, support hybrid meetings, simplify system operation and enhance meeting live-streaming and recording capabilities.

Commissioner Maxwell moved to approve the bid for the Commission Room Audio/Visual Upgrade Project with Visionlink AV in an amount not to exceed \$59,939.43. Commissioner Hollister seconded the motion and the motion was unanimously approved. Mayor Bauder declared the motion carried 5-0.

Consider Award of Design Services Contract for Stormwater Projects – Director of Public Works Brian Faust presented for consideration award of a design services contract for three (3) stormwater improvements projects. The plan is to get these projects “shovel-ready” for when funds are available to put out for bid. Engineering staff reviewed the large list of stormwater projects. Some projects can be sent out to bid with City staff creating plan sheets; however, more complex projects need an engineer to design for proper pipe sizing, headwalls, bank stabilization or surveying. This single design contract will consist of developing three individual bid packages for the projects so the city can bid at different times. Project locations are: 1213 Kickapoo Street stormwater repair, 6th Avenue & Walnut Street stormwater repair, and 12th Street (Dakota to Pawnee) drainage project. The City generally uses the Qualifications Base Selections process to select engineers for project design. The City posted a Request for Qualifications for design consultants for on-call engineering earlier in 2025 for a 2-year timeframe. BG Consultants developed a detailed project scope of services along with an engineering fee for the work. Funding is available in the Stormwater Fund.

Commissioner Maxwell moved to authorize the Mayor to sign a Design Services Contract for the three (3) Stormwater Improvement Projects with BG Consultants, Inc., in an amount not to exceed \$60,000.00. Commissioner Wilson seconded the motion and the motion was unanimously approved. Mayor Bauder declared the motion carried 5-0.

Consider Issuance of Certificate of Substantial Completion for Fire Station 3 Project – Director of Public Works Brian Faust presented for consideration approval of a Certificate of Substantial Completion with Julius Kaaz Construction Company for the Fire Station No. 3 Building. The City previously identified a critical need to reconstruct Fire Station No. 3. The City solicited qualifications from design-build teams that were

interested in the project. In July 2023, the City Commission approved an agreement for the initial design of the project. In September 2024, the City Commission approved an amendment to the contract for construction of the building. The construction of the building was substantially complete on June 18, 2026, with a few punch list items left; 3 of the 5 punch list items have already been completed. The ribbon cutting for the building was held on July 20, 2026.

Commissioner Maxwell moved to approve the Certificate of Substantial Completion with Julius Kaaz Construction for Fire Station No. 3 effective June 18, 2026, including the list of items to be completed and to authorize the Public Works Director to sign the certificate. Commissioner Hollister seconded the motion and the motion was unanimously approved. Mayor Bauder declared the motion carried 5-0.

Commissioner Maxwell stated he needed to recuse himself from the next item and took a seat in the audience.

Consider Approval of Final Change Order and Acceptance of Concrete Intersection Reconstruction Projects – Director of Public Works Brian Faust presented for consideration approval of the final change order and acceptance of the construction for the 2026 Concrete Intersection Reconstruction Projects. The 2026 Pavement Management Program included the reconstruction of two concrete intersections: 18th and Ottawa and 20th and Dakota. The City Commission approved the reconstruction contract with Linaweaver Construction, Inc. Construction began on the intersection of 18th and Ottawa on June 8th and the intersection was reopened on June 26th. The 20th and Dakota intersection was closed on June 29th and was reopened on July 16th. The final change order accounts for the addition of an electronic message board warning of the closure of 20th and Dakota and the incentives for opening both intersections within the 21-day window. The City Commission reviews change orders and will make 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.

Commissioner Hollister moved to approve the Final Change Order for the 2026 Concrete Intersection Reconstruction Project in the amount of \$22,250.00, and grant acceptance of the project. Commissioner Pittman seconded the motion and the motion was unanimously approved. Mayor Bauder declared the motion carried 4-0.

Commissioner Maxwell returned to the dais and rejoined the meeting.

First Consideration Ordinances:

First Consideration Ordinance to Levy Special Assessments for Nuisance Abatement Costs – City Clerk Sarah Bodensteiner presented for first consideration an ordinance to levy special assessments for unpaid nuisance abatement costs. The City Code provides the tools for the City to abate nuisances such as mowing, tree removal, lot cleanup, and allows for the addition of administrative charges. The City Code also provides for the assessment of the City's costs of abatement. Property owners are invoiced for the costs incurred to abate the nuisance and are given 30 days to make payment. In many cases, properties have required multiple abatements. Staff is seeking consensus to place a special assessment ordinance on first consideration in order to recover the City's costs.

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

Consent Agenda:

Commissioner Wilson moved to approve claims for July 10, 2026 through July 23, 2026, in the amount of \$1,296,321.41; Net amount for Payroll #14 effective July 10, 2026 in the amount of \$519,748.25 (No Police & Fire Pension). Commissioner Hollister seconded the motion and the motion was unanimously approved. Mayor Bauder declared the motion carried 5-0.

Other:

City Commissioner Scott Peterson:

- Noted Waterworks Superintendent has invited commissioners to tour the water facilities

Commissioner Maxwell:

- Thanked the city for opening the community center as a cooling center during the heatwave

Commissioner Hollister:

- Noted the Employee Preparation Group work and discussions are going well

Commissioner Pittman:

- Main Street held their concert on Saturday and Commissioner Hollister helped out and it was nice to see people out and volunteering

Mayor Bauder:

- Thanked everyone who helped her attend events while she was unable to drive
- Wonderful to live in a community where people help each other

Executive Session – Security Measures that Protect a Public Body or Agency – Commissioner Hollister moved the City Commission recess into executive session for a period of 20 minutes for the purpose of discussing security measures pursuant to the *discussion of matters relating to security measures that protect a public body or agency, public building or facility or the information system of a public body or agency* exception per K.S.A. 75-4319 (b)(12)(C). The City Commission, City Manager, City Attorney, Director of Information Technology and Municipal Services IT Manager will be present. The open meeting will resume in the City Commission Chambers at 7:10 p.m. Commissioner Maxwell seconded the motion and the motion was approved. Mayor Bauder declared the motion carried 5-0.

The City Commission returned to open session at 7:10 p.m. Commissioner Pittman did not return to open session.

Adjournment:

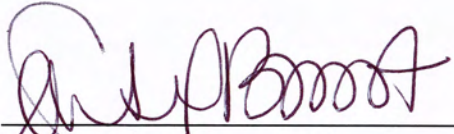
Commissioner Maxwell moved to adjourn the meeting. Commissioner Hollister seconded the motion and the motion was unanimously approved and the meeting was adjourned.

Time Meeting Adjourned 7:11 p.m.

Minutes taken by City Clerk Sarah Bodensteiner, CMC

**POLICY REPORT
SECOND CONSIDERATION ORDINANCE 8287
AN ORDINANCE TO LEVY SPECIAL ASSESSMENT FOR
NUISANCE ABATEMENT COSTS AND FEES**

AUGUST 11, 2026



Sarah Bodensteiner, CMC
City Clerk



Scott Peterson
City Manager

BACKGROUND:

At the July 28, 2026 City Commission regular meeting the City Commission reviewed and placed on first consideration:

AN ORDINANCE LEVYING AND ASSESSING SPECIAL ASSESSMENTS FOR CERTAIN LOTS, PIECES AND TRACTS OF LAND IN THE CITY OF LEAVENWORTH, LEAVENWORTH COUNTY, KANSAS, FOR THE PURPOSE OF PAYING THE COSTS OF ABATEMENT OF NUISANCES AND PRESCRIBING FOR PAYMENT AND COLLECTION OF SAID ASSESSMENTS.

There have been no changes since first consideration, and Ordinance No. 8287 is now presented for second consideration and requires a roll call vote.

Payments will continue to be accepted by the City Clerk's office until submitted to the County Clerk and notified by the County Clerk that no more payments can be accepted by the City.

ATTACHMENTS:

- Ordinance No. 8287

(Published in the Leavenworth Times on August 15, 2026)

ORDINANCE NO. 8287

AN ORDINANCE LEVYING AND ASSESSING SPECIAL ASSESSMENTS FOR CERTAIN LOTS, PIECES AND TRACTS OF LAND IN THE CITY OF LEAVENWORTH, LEAVENWORTH COUNTY, KANSAS, FOR THE PURPOSE OF PAYING THE COSTS OF ABATEMENT OF NUISANCES AND PRESCRIBING FOR PAYMENT AND COLLECTION OF SAID ASSESSMENTS.

WHEREAS, by due and legal proceedings heretofore carried into effect by the City of Leavenworth, Kansas, certain nuisances have been abated; and

WHEREAS, several lots pieces, parcels and tracts of land hereinafter set forth are legally liable to pay the costs or proportionate costs hereof as provided by the Code of the City of Leavenworth, Kansas; and

WHEREAS, the cost of such abatement has been ascertained as provided by law and fixed and distributed and apportioned as in this ordinance set forth.

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

Section 1. That for the purpose of paying the costs of abatement of nuisances in the City of Leavenworth, Kansas, there shall be and hereby is apportioned to be levied and assessed on and against several lots, pieces, parcels and tracts of land liable; therefore, special assessments hereinafter set out in such amounts, as are set out as follows:

ATTACHED GRASS AND WEEDS NUISANCE ASSESSMENTS – EXHIBIT A

Section 2. Such amounts so levied and assessed are set forth in Section 1 of this ordinance, shall be due and payable from and after publication of this ordinance, and the City Clerk shall certify same to the County Clerk for collection as other special assessments are collected and such amounts so certified shall be placed on the tax rolls and collected as special assessments.

Section 3. 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 11th day of August, 2026.

Nancy D. Bauder, Mayor

{SEAL}

ATTEST:

Sarah Bodensteiner CMC, City Clerk

CITY OF LEAVENWORTH, KANSAS

Tax Assessments
7/1/2025 thru 6/30/2026

EXHIBIT A

Owner	Address	Legal Desc	Parcel Id	Balance
COPPER TOP LLC	603 13TH TER	OTTAWA SUBDIVISION, BLOCK 2, Lot 1, (SCALED)	0782704004034000	\$248.96
CAIN, HARRY A & KELLY R	1015 22ND CT	WOODSIDE SUBDIVISION, BLOCK 1, Lot 3	0783403001026000	\$340.02
COX, COLINDA	1809 4TH AVE	REES' DONIPHANÞTON'S, BLOCK 15, Lot 8	1010102020005000	\$1,267.54
GREEN, JENNIFER K	1430 9TH AVE	INSLEY & SHIRE'S SUB, BLOCK 5, Lot 9 - 10	0773504030018000	\$230.88
BRYANT, MATTHEW	1504 CASEY CT APART B	SCANLON SUBDIVISION, S34, T08, R22E, PT LT 6 BEG NE COR, S157.19', SWLY18.4', NELY88.1', NWLY82.92', E77' TO POB	0783401024034000	\$1,267.00
FAN, CHENYING	1408 CHEROKEE ST	CENTRAL SUBDIVISION, S34, T08, R21E, BLOCK 53, LTS 36-38 & E3.5' LT 35, ALSO VAC ALLEY ADJ, CENTRAL SUB	0783401009005030	\$397.04
FAN, CHENYING	1412 CHEROKEE ST	CENTRAL SUBDIVISION, S34, T08, R21E, BLOCK 53, LTS 33-34 & E14.5' LT 32 & W24.5' LT 35, ALSO VAC ALLEY ADJ, CENTRAL SUB	0783401009005020	\$228.59
MEYERS, LISA	729 CHESTNUT ST	LATTA'S ADDITION, BLOCK 27, Lot 3	0773501030002000	\$400.00
KOCH, HENRY S	1001 DAKOTA ST	HANNON'S ADDITION, S26, T08, R22E, BLOCK 1, Lot 1 - 6	0772603102001000	\$579.46
NELSON, GARY A & TONIA L	1306 DAKOTA ST	MORRIS METRO SUB BL 1-4, S26, T08, R22E, BLOCK 2, Lot 21 - 22	0772602016005000	\$1,229.32
ALLRED, VANCE M	718 DAKOTA ST	DAY & MACAULAY'S SUB, BLOCK 102, Lot 9	0772601409016000	\$171.24
RIGHT AT HOME RENTALS LLC	500 ELM ST	FACKLERS ADDITION, BLOCK 28, Lot 13 - 16	0773603026009000	\$6,300.00
HAYNES, LINDEN	2302 GIRARD AVE	NEELY'S FOREST ADDITION, S02, T09, R22E, BLOCK 3, PT LTS 17 & 18 & VAC ALLEY BEG AT NE COR LT 17, S102.5', W210'(S), N20'(S), NELY90'(S), E180'(S) TO POB (SCALED)	1010204006014000	\$494.04
GIES, ROBERT & BELMAN, MARIA TORRES	2605 GIRARD AVE	NEELY'S FOREST ADDITION, BLOCK 7, Lot 2	1010204013005000	\$352.84
NEGRETTE, RYAN	1314 GRAND AVE	STILLING'S BLKS 12-17, BLOCK 13, Lot 38	0773503022010000	\$208.80
CARROLL, MARISSA A	1425 GRAND AVE	STILLING'S BLKS 12-17, BLOCK 17, LT 20 LESS N2' & N1/2 LT 21	0773503029009000	\$1,062.52
KURTZ, KELSEY	609 GRAND AVE	CENTRAL SUBDIVISION, BLOCK 23, S55' OF W134' BLK 23	0773502032004000	\$300.00
OLIVER, TROY	1425 HIGH ST	STILLINGS 2ND SUB, BLOCK 6, Lot 11 - 13	0783401024006000	\$535.56
CHAPMAN FAMILY LIVING TRUST	1304 HOLMAN ST	HOLMAN'S SUBDIVISION, S02, T09, R22E, BLOCK 4, Lot 5	1010203007011000	\$415.68
BARLOW, RONALD DEWAINE JR	1026 IRONMOULDERS ST	STILLING'S BLKS 7-11, BLOCK 9, Lot 31 - 33	0773503011009000	\$285.62
ANDREWS EQUITY LLC	1500 JACKSON CT	WOODLAWN SUBDIVISION, BLOCK 1, Lot 19	1010202004049000	\$435.76

CITY OF LEAVENWORTH, KANSAS

Tax Assessments
7/1/2025 thru 6/30/2026

EXHIBIT A

LMRK OWNER 1 LLC	1002 KICKAPOO ST	EWING, ROELOFSON & CO., S26, T08, R22E, BLOCK 6, W44' OF E80'LTS 1 & 2	0772603103015000	\$451.20
OLSON, GENTRY	325 KIOWA ST	LEAVENWORTH, PLT ORIG, S25, T08, R22E, BLOCK 37, Lot 19 - 20	0772502020006000	\$309.56
HARRIS, JONATHAN RYAN	404 LIMIT ST	HALSEY HEIGHTS, BLOCK 6, Lot 12 - 15	1010104016011000	\$349.08
DODGE, CHARLES K & JESSIANNA C	636 LIMIT ST	S01, T09, R22E, ACRES 2.2, PT SW1/4 SW1/4 BEG N R/W LI LIMIT ST 170' E SW COR SW1/4 SW1/4, E223', N360'(S) TO SLY AT&SF R RR/W, NWLY ALG AT&SF RR R/W W 140'(S), W100'(S), S432 TO POB & ABAN RR ROW ADJ (SCALED)	1010103017005000	\$1,990.00
C & C REAL ESTATE HOLDING CO LLC	50 LOGAN AVE	SOUTHSIDE PARK SUB, BLOCK 33, Lot 12	1010104013009000	\$223.82
NEGRETTE, RYAN	407 MAPLE ST	FACKLERS ADDITION, S36, T08, R22E, BLOCK 21, LTS 3 & 4 & NLY1/2 VAC ALLEY & PORTION MAPLE ST ADJ; BEG NW COR LT 4, NE45', NW15', NE45', SE165', SW90', NW150' TO POB	0773603036003000	\$379.90
BELL, WANDA ARLENE & BAILEY, KYLEA HOPE	411 MAPLE ST	FACKLERS ADDITION, BLOCK 21, LT 5 & NLY1/2 VAC ALLEY ADJ	0773603036004000	\$389.32
FOSKETT, JAYME	512 MAPLE ST	FACKLERS ADDITION, BLOCK 30, Lot 11 - 12	0773603033010000	\$351.96
DICE, NICHOLAS	504 MIAMI ST	LEAVENWORTH, PLT ORIG, S25, T08, R22E, BLOCK 67, W19'LT 3	0772503302002000	\$1,393.10
ASIX LLC	1605 MICHAEL ST	AMRON ACRES, Lot 20	0782704017002000	\$221.26
EDGAR, MIA I & HARIAN, MAX	618 N 11TH ST	EWING, ROELOFSON & CO., BLOCK 5, LTS 20 - 21 & N1/2 LOT 22	0772603106007000	\$274.62
FESTA, RICHARD	431 N 12TH ST	CENTRAL SUBDIVISION, S26, T08, R22E, BLOCK 88, TR BLK 88 CENTRAL SUB; BEG INTER POTTAWATOMIE ST & 12TH ST; S27', W115', NWLY37.3', E143' TO POB & ABAN RR ROW ADJ	0772603016001000	\$212.40
COLVIN, DAVID LEE	802 N 12TH ST	RAFTER'S RPLT BL7&8 HANNON'S, BLOCK 8, Lot 8	0772603001011000	\$208.24
BROOM, KELLIE K (DEC'D)	1009 N 13TH ST	MORRIS METRO SUB BL 1-4, S26, T08, R22E, BLOCK 3, Lot 5 - 6	0772602007001000	\$349.26
KOCH, HENRY S	500 N 13TH ST	HERRIG'S REPLAT, S26, T08, R22E, BLOCK 89, PT HERRIG'S SUB; BEG NE COR INTER POTTAWATOMIE ST & 13TH ST, N194', SE280'(S), W204' TO POB & ABAN RR ROW ADJ (SCALED)	0772603012001000	\$2,326.62
JONES-RICE, KATHRYN SUE (DEC'D)	501 N 13TH ST	CENTRAL SUBDIVISION, BLOCK 80, E210'(S) BLK 80 (SCALED)	0772603011005000	\$1,925.00
ESPI PROPERTIES LLC	817 N 16TH ST	GIST SURVEY, S27, T08, R22E, PT GIST SURVEY IN NE1/4; BEG INTER DAKOTA ST & 16TH ST; S100', W115', N100', E115' TO POB	0782701013001000	\$1,234.56
TONI, ANTHONY L & EVA A	336 N 20TH TER	BUSHMAN SUB, BLOCK 1, Lot 11	0782703003028000	\$395.18

CITY OF LEAVENWORTH, KANSAS

Tax Assessments
7/1/2025 thru 6/30/2026

EXHIBIT A

BROWN, CRYSTAL	408 N 5TH ST	LEAVENWORTH,PLT ORIG, S25, T08, R22E, BLOCK 53, N1/2 LTS 15&16	0772503211011000	\$160.36
BAIDWAN, BALJIT	611 N 8TH ST	EWING, ROELOFSON & CO., BLOCK 13, LTS 5 & 6 & S28.5'LT 7	0772604208025000	\$316.86
MACK, TRINITY D	780 OHIO ST	INSLEY & SHIRE'S SUB, BLOCK 4, E47' LTS 1&2	0773504029014000	\$145.36
ABDULLAH, ZAINAB	1013 OLIVE ST	CENTRAL SUBDIVISION, BLOCK 21, E75'OF W136'OF N150'BLK 21	0773502042004000	\$326.92
FEDERAL HOME LOAN MORTGAGE CORPORATION	1208 OLIVE ST	MAPLEWOOD ADD SUB, BLOCK 1, W10'LT 6 & ALL LT 7	0773502037016000	\$230.98
ELLIOTT, TERRY D (DEC'D)	225 OLIVE ST	CLARK & REES ADDITION, BLOCK 8, Lot 6	0773602046004000	\$374.52
MIDAV MANAGEMENT LLC	403 OLIVE ST	CLARK & REES ADDITION, BLOCK 20, Lot 2	0773602044002000	\$628.54
GOINGS, JUDITH I & MICHAEL	1005 OSAGE ST	EWING, ROELOFSON & CO., BLOCK 2, Lot 10 - 12	0772603403002000	\$2,975.50
MIDAV MANAGEMENT LLC	1017 OSAGE ST	EWING, ROELOFSON & CO., BLOCK 2, LT 15 & E10'LT 16	0772603403004000	\$948.00
WEISINGER, CHARLES JR & EUGENA	1126 OSAGE ST	EWING, ROELOFSON & CO., BLOCK 8, Lot 30 - 31	0772603015011000	\$245.14
STANDARD, ANDREA L & CLARK, K C JR	200 OSAGE ST	LEAVENWORTH,PLT ORIG, S25, T08, R22E, BLOCK 27, Lot 1 - 2	0772503106022000	\$369.82
TRISHA P HOMES LLC	201 OSAGE ST	LEAVENWORTH,PLT ORIG, S25, T08, R22E, BLOCK 26, Lot 32	0772503107001000	\$1,681.62
NELSON, DAVID WILLIAM	231 OSAGE ST	LEAVENWORTH,PLT ORIG, S25, T08, R22E, BLOCK 26, Lot 17	0772503107013000	\$160.78
ALTON, TRISHA	319 OSAGE ST	LEAVENWORTH,PLT ORIG, S25, T08, R22E, BLOCK 41, Lot 23	0772503213006000	\$161.62
LEAL, FERNANDO	323 OSAGE ST	LEAVENWORTH,PLT ORIG, S25, T08, R22E, BLOCK 41, Lot 21	0772503213008000	\$558.70
RANDOLPH, EDWARD C	620 OSAGE ST	LEAVENWORTH,PLT ORIG, BLOCK 79, Lot 12 - 13	0772604109008000	\$2,076.32
LEWIS, EUGENE C	922 OSAGE ST	MIX'S SUBDIVISION, BLOCK 2, Lot 11	0772604303008000	\$994.04
BARR, TYLER A	934 OSAGE ST	MIX'S SUBDIVISION, BLOCK 2, Lot 17	0772603401006000	\$172.90
BOLLIN, SHELLIE L	1626 OTTAWA ST	GIST SURVEY, S27, T08, R22E, PT GIST SURVEY IN SE1/4; BEG INTER OF E LI 17TH ST & N LI OTTAWA ST,N150', E125.44', S150', W125.1' TO POB	0782704004016000	\$291.98
HEGWALD, DAVID J & CRONIN, MARY	1910 OTTAWA ST	S27, T08, R22E, PT NE1/4SW1/4;BEG 401'E INTER N LI OTTAWA ST & E LI 20TH ST, N200',E90',S200',W90' TO POB	0782703001032000	\$466.36
ABELS PAINTING INC; SMART PROPERTY SERVI	426 OTTAWA ST	LEAVENWORTH,PLT ORIG, S25, T08, R22E, BLOCK 55, Lot 14	0772503205010000	\$150.00
KAMARA, FODAY & HARSAMIT	812 OTTAWA ST	COCHRAN & MULLIGAN'S SUB, BLOCK 13, LT 28 & E1/2 LT 29 IN C & M SUB & LT 38 IN E,R & CO SUB (SCALED)	0772604208020000	\$183.36

CITY OF LEAVENWORTH, KANSAS

Tax Assessments
7/1/2025 thru 6/30/2026

EXHIBIT A

TRISHA P HOMES LLC	934 OTTAWA ST	COCHRAN & MULLIGAN'S SUB, BLOCK 14, LT 39 COCHRAN & MULLIGAN'S SUB & LT 29 EWING, ROELOFSON & CO SUB (SCALED)	0772603105008000	\$1,869.44
KLEIN, CHRISTOPHER	1656 PAWNEE ST	BESETTE SUBDIVISION, BLOCK 2, Lot 1	0782701003022000	\$375.00
RAMOS, VALERIE J	501 PAWNEE ST	LEAVENWORTH, PLT ORIG, S25, T08, R22E, BLOCK 61, Lot 30 - 32	0772502011001000	\$191.94
BEHNCKE, ROBERT H & REBECCA Z &	506 PAWNEE ST	LEAVENWORTH, PLT ORIG, BLOCK 60, Lot 4	0772601406019000	\$310.08
JEFFRIES, RICHARD L	525 PAWNEE ST	LEAVENWORTH, PLT ORIG, BLOCK 61, Lot 19 - 22	0772601407004000	\$2,560.64
JEFFRIES, RICHARD L	529 PAWNEE ST	LEAVENWORTH, PLT ORIG, BLOCK 61, Lot 17 - 18	0772601407005000	\$2,077.10
DWYER, ALLEN	733 PAWNEE ST	DAY & MACAULAY'S SUB, BLOCK 102, Lot 30	0772601409007000	\$1,457.18
NEGRETTE, RYAN	1028 POTTAWATOMIE ST	EWING, ROELOFSON & CO., BLOCK 4, LT 29 & W18' LT 30	0772603107012000	\$1,203.64
ALTON, TRISHA	1117 POTTAWATOMIE ST	EWING, ROELOFSON & CO., BLOCK 8, Lot 12	0772603015003000	\$497.84
NEGRETTE, RYAN	317 POTTAWATOMIE ST	LEAVENWORTH, PLT ORIG, S25, T08, R22E, BLOCK 40, E1/2 LT 25 & ALL LT 26	0772503212005000	\$189.88
CLAYTON, PHILIP & ROZANN	334 POTTAWATOMIE ST	LEAVENWORTH, PLT ORIG, S25, T08, R22E, BLOCK 39, Lot 13 - 14	0772503207011000	\$221.24
A AND Z HOME RENOVATIONS 1 LLC	531 POTTAWATOMIE ST	LEAVENWORTH, PLT ORIG, S25, T08, R22E, BLOCK 66, LT 17 & W12' LT 18	0772503210008000	\$195.14
BAILEY, MARIA	741 POTTAWATOMIE ST	WESTERN ADDITION, BLOCK 91, Lot 48 - 50	0772604110010000	\$3,063.70
AILIN, ARI RYAN	801 POTTAWATOMIE ST	COCHRAN & MULLIGAN'S SUB, S26, T08, R22E, BLOCK 22, Lot 21 - 22	0772604302001000	\$370.98
LIS, KEVIN C & PATRICIA A	1514 QUINCY ST	FOOTE'S SUBDIVISION, S34, T08, R21E, ACRES 3.68, BEG SE COR LT 3; THENCE N494', SWLY330', S475', E TO POB	0783404003012000	\$350.00
GANT, RONALD	1800 ROSE ST	RIVERVIEW SUBDIVISION, S01, T09, R22E, BLOCK 3, Lot 23 - 24	1010102013013000	\$240.42
WESLEY, MONTARIAL A & LAKISHA	213 S 10TH ST	CENTRAL SUBDIVISION, BLOCK 15, Lot 26	0773502010005000	\$909.16
SHEEDS, ARTHUR BARTHOLOMEW & SHEEDS, PAT	401 S 10TH ST	CENTRAL SUBDIVISION, BLOCK 16, Lot 41 - 44	0773502011004000	\$1,335.32
SECRETARY OF VETERAN'S AFFAIRS	108 S 11TH ST	CENTRAL SUBDIVISION, BLOCK 28, N8'LT 3 & ALL LTS 4 & 5	0773502003011000	\$1,977.36
SMITH, GARY M & PERRY, EDDIE L	313 S 11TH ST	HULSECUTTERS SUBDIVISION, S35, T08, R22E, BLOCK TE, N17'LT 13 & ALL LT 14	0773502013003000	\$224.74
CARRILLO, SAUL & NIEVES, DEISHA G	2808 S 16TH ST	BRIARWOOD SUBDIVISION, Lot 5	1020304015030000	\$246.62

CITY OF LEAVENWORTH, KANSAS

Tax Assessments
7/1/2025 thru 6/30/2026

EXHIBIT A

JENNINGS, ANGELA	815 S 16TH ST	GIST SURVEY, S34, T08, R22E, ACRES 5.11, PT SW1/4 SE1/4 SE1/4 BEG AT INTER 16TH & SPRUCE, N555.75', E425', S555.75', W425' TO POB	0783401024012000	\$250.00
GLC INVESTMENTS LLC	102 S 18TH ST	BURNELL REPLAT, Lot 1	0783402001001000	\$273.22
JEFFRIES, RICHARD L	2705 S 2ND ST	SOUTHSIDE PARK SUB, S01, T09, R22E, BLOCK 32, S1/2 LTS 1 & 2	1010104014003020	\$972.44
VANDERSLICE, NATHAN D & PENNY N	1700 S 5TH ST	STILLE'S 2ND SUB, NEW ADD, BLOCK 1, LT 33 & N1/2 LT 32	1010102011001000	\$364.24
YSTUETA, WILLIAM F JR & YSTUETA, LINDA	665 SANTA FE ST	GREENAMYRE'S ADD, BLOCK 5, Lot 3	1010103016038000	\$366.38
TRAPP, NICOLE	800 SANTA FE ST	NEELY'S FOREST ADDITION, BLOCK 6, S23' LT 25 & ALL LT 26 & E1/2 VAC ALLEY ADJ	1010204007012000	\$1,726.04
STAFFORD, DORAL & GERALDINE	1908 SENECA ST	WHISPERING PINES (REVISED), Lot 9	0782703008021000	\$366.90
GIRMA, MERON	1720 SHAWNEE ST	GIST SURVEY, PT GIST SURVEY IN SE1/4; BEG 231'E & 30'N SW COR SE1/4, N110', E100', S110', W100' TO POB	0782704018011000	\$437.74
PIPATNAWIN, PANITA	2016 SHAWNEE ST	S27, T08, R22E, PT SW1/4 SW1/4; BEG SE COR LT 10 BLK 1, N165', E100', S165', W100', TO POB	0782703010004000	\$441.00
MC QUEEN, SERENA M	75 SHERIDAN ST	SOUTHSIDE PARK SUB, BLOCK 28, Lot 1	1010104012005010	\$449.58
JEFFRIES, RICHARD L	910 SHERMAN AVE	CENTRAL SUBDIVISION, S35, T08, R22E, BLOCK 16, Lot 16 - 17, (SCALED)	0773501015006000	\$271.48
MESTA TEL AVIV LLC & ROSSINI ARIA LLC	700 SILVER LEAF ST	SHRINE PARK PUD, S11, T09, R22E, Lot 5	1011101004040050	\$590.00
MEYERS, LISA	651 SOUTH ST	REES' DONIPHANÞTON'S, BLOCK 14, LT 1 & VAC ALLEY ADJ	1010102019001000	\$2,659.70
MEYERS, LISA	653 SOUTH ST	REES' DONIPHANÞTON'S, BLOCK 14, LT2 & VAC ALLEY ADJ	1010102019001010	\$2,549.50
BAF ASSETS 3 LLC	2924 SPRING GARDEN RD	SOUTHWINDS SUB, Lot 6	1011101004009060	\$475.00
JONES, SCOTT R	1157 SPRUCE ST	NORTON, WILLIAMS&THOMAS ADD, BLOCK 1, Lot 11	0773503003007000	\$251.22
WHITE, MARK	1221 SPRUCE ST	NORTON, WILLIAMS&THOMAS ADD, BLOCK 2, W7.1' LT 18 & ALL LT 19	0773503004005000	\$236.98
TURNER, TRACY J & JEFFREY L	1331 SPRUCE ST	SCHEER'S SUBDIVISION, CORR., BLOCK 1, Lot 2	0783404001002000	\$1,147.84
SPEARS, CLAYTON R JR & FRED A	1333 SPRUCE ST	SCHEER'S SUBDIVISION, CORR., BLOCK 1, Lot 3	0783404001003000	\$195.54
STEIN, NATALIE RAE & SUSAN A	1336 SPRUCE ST	STILLINGS 2ND SUB, BLOCK 12, Lot 6	0783401026004000	\$1,578.30
ADAMS, PORSCHA	1027 TAMARISK DR	WOODS ON MUNCIE, S11, T09, R22E, BLOCK 2, Lot 6	1011103003006000	\$1,037.32
JESMORE, JEFFREY H	1105 TAMARISK DR	WOODS ON MUNCIE, S11, T09, R22E, BLOCK 2, Lot 4	1011103003004000	\$170.89

CITY OF LEAVENWORTH, KANSAS**Tax Assessments**
7/1/2025 thru 6/30/2026**EXHIBIT A**

MC LILLY, BRIANA & MC LILLY, CARMEN G	720 THORNTON ST	BONNIE LEE ADDITION, BLOCK 1, Lot 7 - 8	1010201024014000	\$212.70
KNIGHT, DEVON J & BREONA K	763 THORNTON ST	BONNIE LEE ADDITION, BLOCK 5, LTS 5-15 & LTS 20-27 & VAC MARION ST ADJ & VAC ALLEY ADJ & ABAN RR ROW ADJ (SCALED)	1010204001006000	\$500.00
ROOD, THOMAS F	411 VINE ST	FACKLERS ADDITION, BLOCK 24, Lot 3	0773603027003000	\$225.08
MORCHY, ALEGRA	514 WALNUT ST	CLARK & REES ADDITION, BLOCK 25, E5' LT 12 & ALL LT 13 & W30'LT 14	0773602021009000	\$2,175.00
PONTON, AMARA PACKWOOD & PONTON, DARLENE	1203 WESTERN ST	HECKMAN-JOHNSON SUB, BLOCK 1, Lot 7	0783404005002000	\$415.28

Total \$83,562.42

MAYOR'S APPOINTMENTS

AUGUST 11, 2026

Mayor Bauder

"Move to

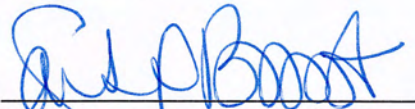
*Reappoint to the **Community Development Advisory Board** Brian Keeley, Sister Paula-Rose Jauernig and Mike Seufert to terms ending August 31, 2029;*

Requires a second and vote by the Governing Body.

**POLICY REPORT
CAMP LEAVENWORTH FESTIVAL
SEPTEMBER 18-19, 2026
CONSIDER ADOPTION AND APPROVAL OF RESOLUTION B-2428 – ALCOHOLIC LIQUOR**

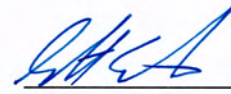
AUGUST 11, 2026

Prepared by:



Sarah Bodensteiner, CMC
City Clerk

Reviewed by:



Scott Peterson
City Manager

ISSUES:

Consider approval of Resolution B-2428 approving a Special Event known as Camp Leavenworth Festival 2026 closing streets to motor vehicle traffic and allowing for the possession and consumption of alcoholic liquor.

The following streets will be closed during the hours of the festival per the resolution.

- Cherokee Street between 2nd Street and S. Esplanade Street
- Choctaw Street between 2nd Street and S. Esplanade Street
- A portion of 2nd Street between Delaware St. and Cherokee St.
- S. Esplanade Street from Delaware Street south to 3 Mile Creek

These streets may be closed during additional times as deemed necessary by the Police Chief to allow for setup and breakdown.

The city is working with local vendors to provide and sell alcohol. The “alcohol friendly” area will be clearly marked within the boundaries of the festival.

ACTIONS:

Adopting and approving Resolution B-2428 as presented.

ATTACHMENTS:

Resolution B-2428

RESOLUTION B-2428

A RESOLUTION APPROVING A SPECIAL EVENT KNOWN AS CAMP LEAVENWORTH FESTIVAL 2026 SPONSORED BY THE CITY OF LEAVENWORTH AND PROMOTED BY O'NEILL EVENTS AND MARKETING.

WHEREAS, the City of Leavenworth, Kansas (the "City") is approving a Special Event sponsored by the City known as Camp Leavenworth Festival 2026; and

WHEREAS, the City of Leavenworth has contracted with O'Neill Events & Marketing as the Festival Event Management.

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

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

Section 2. Having considered the request to allow the possession and consumption of alcoholic liquor, the governing body hereby approves the event to be held beginning at 5:00 p.m. on Friday, September 18, 2026 through 10:00 p.m. on Saturday, September 19, 2026, (excluding possession and consumption during the hours of 2:00 a.m. to 9:00 a.m.), provided the City of Leavenworth and alcohol vendors participating at the Camp Leavneworth Festival comply with all state laws and ordinances regulating alcoholic liquor.

Section 3. A portion or all of the following streets shall be closed to motor vehicle traffic during the dates and times identified in section 2:

- Cherokee Street between 2nd Street and Esplanade Street
- Choctaw Street between 2nd Street and Esplanade Street
- A portion of 2nd Street between Delaware Street and Cherokee Street
- S. Esplanade Street from Delaware Street south to 3 Mile Creek

Pursuant to K.S.A. 41-719, the sponsor shall ensure that the area in which alcoholic liquor is possessed or consumed is clearly marked by signs, a posted map or other means ("Designated Barricaded Area").

Section 4. Event attendees may purchase, possess and consume alcoholic beverages within the Designated Barricaded Area. Pursuant to K.S.A 41-719 no alcoholic liquor may be removed

from the Designated Barricaded Area or consumed inside vehicles while on public streets or alleys at the event.

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

ADOPTED AND APPROVED by the Governing Body on this 11th day of August 2026.

(SEAL)

Nancy D. Bauder, Mayor

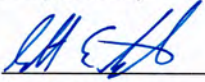
ATTEST:

Sarah Bodensteiner, CMC, City Clerk

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

August 11, 2026

Prepared by:



Scott Peterson
City Manager

Subject:

MAY 26, 2026 ORIGINAL- The City organizes several different volunteer advisory boards and commissions, including but not limited to those set forth in Chapter 2, Article IV of the City Code. The process for appointment and removal of members of several of these types of advisory boards are established in City Code, but not all. As to these, members may be removed based on failure to attend a certain number of meetings.

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

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

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

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

AUGUST 11, 2026 UPDATE- Back in May of 2026, staff brought to you a proposal for filling a gap in the City's ordinances; the City's laws did not have an official process by which members of volunteer boards and committees could be removed for any reason. The City Commission adopted a resolution as a stop-gap measure in case the need arose to remove any member of a board or commission, although no such need has presented itself. In the meantime, staff has worked to prepare a permanent ordinance that will allow the Commission to remove a member of a board or commission. The process allows for any commissioner to nominate the removal of any member of a board or commission, but the final vote removing said member requires a minimum of four city commissioners voting in the affirmative.

Staff has prepared three ordinances to address the need for a process to remove members of any volunteer board or commission:

1. Ordinance for removal of advisory board members on any of the city's various advisory boards.
2. Ordinance for removal of Planning Commission members.
3. Ordinance for removal of Board of Zoning Appeals members.

The City Commission will need to vote on each of these three ordinances separately, but they all provide the same method of removal for all volunteer and advisory boards and commissions.

Attachment – Ordinance No. XXXX
Ordinance No. XXXX
Ordinance No. XXXX

ORDINANCE NO. XXXX

AN ORDINANCE AMENDING ARTICLE IV (BOARDS, COMMISSIONS, COMMITTEES AND SIMILAR BODIES) OF CHAPTER 2 (ADMINISTRATION) OF THE LEAVENWORTH CODE OF ORDINANCES REGARDING THE ESTABLISHMENT OF CERTAIN BOARDS, COMMISSIONS, COMMITTEES, AND SIMILAR BODIES, AND PROCESSES FOR APPOINTMENT OF MEMBERS THERETO AND REMOVAL OF MEMBERS THEREFROM.

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF LEAVENWORTH, KANSAS:

Section 1. Article IV (Boards, Commissions, Committees and Similar Bodies) of Chapter 2 (Administration) of the Leavenworth Code of Ordinances, consisting of Sections 2-149 through 2-326, inclusive, is hereby deleted in its entirety and amended to read as follows:

ARTICLE IV. BOARDS, COMMISSIONS, COMMITTEES AND SUBORDINATE OR SIMILAR BODIES

DIVISION 1. GENERALLY

Sec. 2-149. Appointments to boards, commissions, committees, and subordinate or similar bodies.

(a) Subject to the provisions of K.S.A. 12-16,128, as amended, members of boards, commissions, committees, and other subordinate or similar bodies of the city may be appointed by the mayor with the consent of the city commission; provided, that if any other statute, ordinance, or resolution establishes an appointment procedure for such members that conflicts with the provisions of this section, then to the extent of such conflict, appointments shall be made pursuant to such different procedures.

(b) Subject to the provisions of K.S.A. 12-16,128, as amended, to the extent the city is afforded or entitled to appoint members or liaisons to any board, commission, committee, or other similar body that is not a subordinate body of the city, including but not limited to not-for-profit corporations, unincorporated associations, joint agencies, and similar organizations, members of or liaisons to such bodies may be appointed by the mayor with the consent of the city commission; provided, that if any other statute, ordinance, or resolution, or any bylaws, agreements, or organizational documents of such bodies to which the city has expressly agreed, establishes an appointment procedure for such members or liaisons that conflicts with the provisions of this section, then to the extent of such conflict, appointments shall be made pursuant to such different procedures.

(c) To the extent permitted by applicable law or resolution, or by any bylaws, agreements, or organizational documents of a board, commission, committee, or other similar body to which the city has expressly agreed, the city commission may, by resolution or other appropriate action, delegate appointments of members of such body to the city manager.

Sec. 2-150. Removal of members of boards, commissions, committees, and subordinate or similar bodies.

(a) Except to the extent provided under applicable law, all members of boards, commissions, committees, and other subordinate or similar bodies appointed in accordance with the provisions of Sec. 2-149, or previously appointed in accordance with other ordinances or procedures of the city and now appointed pursuant to Sec. 2-149, and including those with a fixed term of office, serve at the pleasure of the city commission, have no property interests in their appointments, and do not (by virtue of their appointments) hold offices of trust or profit for purposes of ouster proceedings under K.S.A. 60-1205, as amended.

(b) Persons appointed to any board, commission, committee, or other subordinate or similar body in accordance with the provisions of Sec. 2-149, or previously appointed in accordance with other ordinances or procedures of the city and now appointed pursuant to Sec. 2-149, may be removed at any time upon motion properly made and with the approval of not less than four (4) members of the city commission; provided, that if any other statute, ordinance, or resolution, or any bylaws, agreements, or organizational documents of such body to which the city has expressly agreed, establishes a different removal procedure for such members that conflicts with the provisions of this section, then to the extent of such conflict, removals shall be made pursuant to such different procedures. The mayor may accept resignations from members of boards, commissions, committees, and subordinate or similar bodies of the city.

(b) To the extent permitted by applicable law or resolution, or by any bylaws, agreements, or organizational documents of a board, commission, committee, or other similar body to which the city has expressly agreed, the city commission may, by resolution or other appropriate action, delegate removal of members of such body to the city manager.

Sec. 2-151. Policy for declaring vacancy on boards, commissions, committees, and subordinate or similar bodies.

(a) In addition to any removal procedures as provided in this article, should any member of any board, commission, committee, or other subordinate or similar body appointed in accordance with the provisions of Sec. 2-149, or previously appointed in accordance with other ordinances or procedures of the city and now appointed pursuant to Sec. 2-149, fail to attend three (3) regular meetings of such body within any one calendar year, then with or without removing such member, the city commission may declare a vacancy in the appointed position and proceed to appoint a successor for the remaining term of the vacant position.

(b) In case of a vacancy in the membership of any board, commission, committee, or other subordinate or similar body appointed in accordance with the provisions of Sec. 2-149, or previously appointed in accordance with other ordinances or procedures of the city and now appointed pursuant to Sec. 2-149, by reason of resignation, death, removal, disqualification, or for any other reason, such vacancy shall be filled for the remainder of the unexpired term in accordance with the provisions of Sec. 2-149.

Secs. 2-152—2-168. Reserved.

DIVISION 2. AIRPORT ADVISORY BOARD

Sec. 2-169. Airport advisory board; establishment; purpose.

The city has created and established a subordinate board of the city known as the airport advisory board to make reports and recommendations to the city commission relating to the efficient and effective operation of the airfield. The purpose and duties of the airport advisory board shall be as follows

- (1) To make recommendations to the city commission regarding airport facility maintenance.
- (2) To make recommendations regarding airport operations.
- (3) To make recommendations regarding capital improvement needs, including, but not limited to, facilities such as the apron, fuel, facilities, hangers, office space and maintenance facilities.
- (4) To make recommendations pertaining to signage.
- (5) To review any operator contracts and services being provided and make recommendations pertaining to current and future contracts.
- (6) To explore the possibility of Federal Aviation Administration funding assistance for airport improvements.

Sec. 2-170. Composition; terms; appointment; removal.

(a) The airport advisory board, as previously established, consists of and shall consist of the following:

- (1) one (1) member who shall be recommended by the installation commander at Fort Leavenworth and who shall serve as a non-voting liaison from the fort; and
- (2) seven (7) members who shall be voting members, who shall be residents of the city.

(b) The one (1) non-voting liaison member of the airport advisory board shall serve for a term of one (1) year, and such liaison's successor is appointed and qualified; provided, that as to liaison, membership on the airport advisory board shall be conditioned upon such member being and remaining as the school installation commander's recommended member. The seven (7) voting members of the airport advisory board shall serve terms of three (3) years each, staggered as previously established by the city, and until their successors are appointed and qualified. Appointments shall be made, and removals may be made, as provided in Division I of this article, as amended; provided, that members of the airport advisory board in place as of the effective date of this section shall be deemed as having been appointed through the remainder of their respective unexpired terms.

(c) Any vacancies in the membership of the airport advisory board will be filled by the appointment of a member for the unexpired term of such member whose position shall be vacant. It is not the intent of this section to limit the number of terms a member may serve.

Sec. 2-171. Organization; meetings, compensation.

The airport advisory board shall meet as needed at a time and place which is mutually agreeable to the members. To the extent required by law, all meetings of the airport advisory board shall be open to the public. The airport advisory board shall annually elect one of its members to act as chairperson. Special meetings of the airport advisory board may be called at any time by the chairperson, the mayor, or the city manager. The airport advisory board may adopt rules and bylaws for its meetings not inconsistent with the provisions of this article, as amended, or any resolutions or policies established by the city. The members of the airport advisory board shall serve without pay or compensation. The city manager and public works director, or their respective designee(s), shall be support-staff to the airport advisory board.

Secs. 2-172—2-203. Reserved.

DIVISION 3. SISTER CITY ADVISORY BOARD

Sec. 2-204. Sister city advisory board; establishment; purpose.

The city has created and established a subordinate board of the city, known as the sister city advisory board, to make reports and recommendations to the city commission relating on matters relating to the city's implementation of sister city programs. The purpose and duties of the sister city advisory board shall be as follows:

- (1) To seek, support, coordinate, foster and develop sister city programs both cultural and governmental in nature. Cultural considerations may include, but not be limited to, charitable, educational, literary and historical exchanges. Governmental considerations may include, but not be limited to, economic development, scientific, and ceremonial exchanges;
- (2) To appoint such project subcommittees, as needed, to fulfill the obligations of the sister city advisory board, or any other such group, to facilitate the objectives of the sister city advisory board.
- (3) To establish a friends organization for each sister city. The chairperson of each friends organization, or such chairperson's designee, shall submit a report of the chairperson's activities to the sister city advisory board at each regular meeting; and
- (3) To raise and receive, on behalf of the city and to the account of the city, money and accept, on behalf of the city and to the account of the city, any gift or donation to the sister city exchange program, and to administer the same.

Sec. 2-205. Composition; terms; appointment; removal.

(a) The sister city advisory board, as previously established, consists of and shall consist of eleven (11) members, as follows:

- (1) Four (4) members will be standing positions with one (1) member from each of the following organizations, communities,

professions, or industries: (A) the Leavenworth County Development Corporation, Leavenworth County Port Authority, or the economic development industry; (B) the Leavenworth Convention and Visitors Bureau; (C) the education community or profession (schools, school districts, higher education); and (D) the Fort Leavenworth community;

- (2) The remaining seven (7) members shall be at-large members of the sister city advisory board, who shall be residents of the city.

(b) The members of the sister city advisory board shall serve terms of three (3) years each, staggered as previously established by the city, and until their successors are appointed and qualified; provided, that as to the four (4) standing position members, membership on the sister city advisory board shall be conditioned upon such member being and remaining a board member, officer, or employee of the applicable organizations described in subsection (a) above, or otherwise part of the community, profession, or industry described in subsection (a) above from which such person was appointed. Appointments shall be made, and removals may be made, as provided in Division I of this article, as amended; provided, that members of the sister city advisory board in place as of the effective date of this section shall be deemed as having been appointed through the remainder of their respective unexpired terms.

(c) Any vacancies in the membership of the sister city advisory board will be filled by the appointment of a member for the unexpired term of such member whose position shall be vacant. It is not the intent of this section to limit the number of terms a member may serve.

Sec. 2-206. Organization; meetings, compensation.

The sister city advisory board shall meet as needed at a time and place which is mutually agreeable to the members. To the extent required by law, all meetings of the sister city advisory board shall be open to the public. The sister city advisory board shall annually elect one of its members to act as chairperson. Special meetings of the sister city advisory board may be called at any time by the chairperson, the mayor, or the city manager. The sister city advisory board may adopt rules and bylaws for its meetings not inconsistent with the provisions of this article, as amended, or any resolutions or policies established by the city. The members of the sister city advisory board shall serve without pay or compensation. The city manager, or the city manager's designee(s), shall be support-staff to the sister city advisory board.

Secs. 2-207—2-235. Reserved.

DIVISION 4. YOUTH ADVISORY COMMISSION

Sec. 2-236. Youth advisory commission; establishment; purpose.

The city has created and established a subordinate commission of the city, known as the youth advisory commission, which shall be an advisory body to the city commission on matters involving youth. The purpose and duties of the youth advisory commission shall be as follows:

- (1) Serve as a liaison between the city commission and the youth of the community on issues affecting youth;
- (2) Encourage the positive growth and development of youth;
- (3) Serve as a vehicle to familiarize youth with the city government;
- (4) Assist in minimizing community problems relating to youth;
- (5) Give advice and assistance on matters concerning the needs of youth;
- (6) With the direction and approval of the city manager or their designee, the youth advisory commission may develop and maintain bylaws, rules, and procedures consistent with the provisions of this division for the conduct of the youth advisory commission's activities;
- (7) The city commission or city manager will assign, and prioritize as necessary, projects for discussion and reporting. The youth advisory commission may generate its own discussion projects. The city commission will use the youth advisory commission as an advisory voice of youth on various items concerning youth in the city.

Sec. 2-237. Composition; term; appointment; removal.

The youth advisory commission shall be comprised of a maximum of ten (10) members, as determined or appointed from time to time by the city commission, all of whom shall live in the city and be between ages 14 and 19 years. Youth advisory commission members will be selected via an open application process. The applications shall be submitted to the city manager's office. Each member of the youth advisory commission shall serve terms of one (1) year each, or until age limitation is achieved or until such member shall no longer live in the city, whichever is earlier. Appointments shall be made, and removals may be made, as provided in Division I of this article, as amended; provided, that members of the youth advisory commission in place as of the effective date of this section shall be deemed as having been appointed through the remainder of their respective unexpired terms.

Sec. 2-238 Organization; meetings, compensation.

The youth advisory commission shall meet as needed at a time and place which is mutually agreeable to the members, but not less than monthly. To the extent required by law, all meetings of the youth advisory commission shall be open to the public. Special meetings of the youth advisory commission may be called at any time by the mayor or the city manager. The youth advisory commission may organize itself by or with such officers or committees as it deems appropriate. The youth advisory commission may adopt rules and bylaws for its meetings not inconsistent with the provisions of this article, as amended, or any resolutions or policies established by the city. The members of the youth advisory commission shall serve without pay or compensation. The city manager or the city manager's designee(s) shall be support-staff to the youth advisory commission.

Sec. 2-239—2-260. Reserved.

DIVISION 5. DEER MANAGEMENT ADVISORY COMMITTEE

Sec. 2-261. Deer management advisory committee; establishment; purpose.

The city has created and established a subordinate committee of the city, known as the deer management advisory committee, to make reports and recommendations to the

city commission on all matters relating to the efficient and effective operation of the deer management program. The purpose and duties of the deer management advisory committee shall be as follows:

- (1) To make recommendations to the city commission regarding changes needed to the deer management program or any ordinances, resolutions, or policies related thereto. Specifically, the deer management advisory committee shall advise the city commission on recommended penalties to impose for various infractions of the deer management program or ordinances by hunters.
- (2) To perform an analysis at the end of each archery season and make a report concerning the successes, costs and corrections needed for the following season.
- (3) Advise city staff on preparation for each new season and provide advice and assistance during deer hunter testing, training, and qualification.

Sec. 2-262 Composition; terms; appointment; removal.

(a) The deer management advisory committee, as previously established, consists of and shall consist of seven (7) members, who shall be residents of the city. Members of the deer management advisory committee shall serve terms of three (3) years each, staggered as previously established by the city, and until their successors are appointed and qualified. Appointments shall be made, and removals may be made, as provided in Division I of this article, as amended; provided, that members of the deer management advisory committee in place as of the effective date of this section shall be deemed as having been appointed through the remainder of their respective unexpired terms.

(b) Any vacancies in the membership of the deer management advisory committee will be filled by the appointment of a member for the unexpired term of such member whose position shall be vacant. It is not the intent of this section to limit the number of terms a member may serve.

Sec. 2-263. Organization; meetings, compensation.

The deer management advisory committee shall meet as needed at a time and place which is mutually agreeable to the members, but not less than quarterly. To the extent required by law, all meetings of the deer management advisory committee shall be open to the public. The deer management advisory committee shall annually elect one of its members to act as chairperson. Special meetings of the deer management advisory committee may be called at any time by the chairperson, the mayor, or the city manager. The deer management advisory committee may adopt rules and bylaws for its meetings not inconsistent with the provisions of this article, as amended, or any resolutions or policies established by the city. The members of the deer management advisory committee shall serve without pay or compensation. The city manager, chief of police, and the animal control department, or their respective designee(s), shall be support-staff to the deer management advisory committee.

Secs. 2-264—2-297. Reserved.

DIVISION 6. SIDEWALK ADVISORY BOARD

Sec. 2-298. Sidewalk advisory board; establishment; purpose.

The city has created and established a subordinate board of the city, known as the sidewalk advisory board, to make reports and recommendations to the city commission on all matters relating to the location, construction, and maintenance of sidewalks throughout the city. The sidewalk advisory board shall annually provide recommendations to the city commission for a sidewalk work plan and a report on sidewalk advisory board activities.

Sec. 2-299 Composition; terms; appointment; removal.

(a) The sidewalk advisory board, as previously established, consists of and shall consist of seven (7) members, who shall be residents of the city; provided, that at least one (1) member shall have experience as a general contractor, one (1) member shall have experience as a civil engineer or architect, and one (1) member shall be a representative of Unified School District No. 453, who shall have been recommended by the school district.

(b) The members of the sidewalk advisory board shall serve terms of three (3) years each, staggered as previously established by the city, and until their successors are appointed and qualified; provided, that as to the representative of Unified School District No. 453, membership on the sidewalk advisory board shall be conditioned upon such member being and remaining a board member, officer, or employee of the school district and continuing as the school district's recommended member. Appointments shall be made, and removals may be made, as provided in Division I of this article, as amended; provided, that members of the sidewalk advisory board in place as of the effective date of this section shall be deemed as having been appointed through the remainder of their respective unexpired terms.

(c) Any vacancies in the membership of the sidewalk advisory board will be filled by the appointment of a member for the unexpired term of such member whose position shall be vacant. It is not the intent of this section to limit the number of terms a member may serve.

Sec. 2-300. Organization; meetings, compensation.

The sidewalk advisory board shall meet as needed at a time and place which is mutually agreeable to the members, but not less than quarterly. To the extent required by law, all meetings of the sidewalk advisory board shall be open to the public. The sidewalk advisory board shall annually elect one of its members to act as chairperson. Special meetings of the sidewalk advisory board may be called at any time by the chairperson, the mayor, or the city manager. The sidewalk advisory board may adopt rules and bylaws for its meetings not inconsistent with the provisions of this article, as amended, or any resolutions or policies established by the city. The members of the sidewalk advisory board shall serve without pay or compensation. The city manager and public works director, or their respective designee(s), shall be support-staff to the sidewalk advisory board.

Secs. 2-301—2-326. Reserved.

Section 2. Article IV (Boards, Commissions, Committees and Similar Bodies) of Chapter 2 (Administration) of the Leavenworth Code of Ordinances, consisting of Sections 2-149 through 2-326, inclusive, in existence as of and prior to the adoption of this ordinance, is hereby repealed.

Section 3. Resolution No. B-2423 (2026) is hereby repealed.

Section 4. This ordinance shall take effect and be in force from and after its publication in the official city newspaper as provided by law.

PASSED by the City Commission on the ____ day of _____, 2026.

Nancy Bauder, Mayor

{SEAL}

ATTEST:

Sarah Bodensteiner, CMC, City Clerk

ORDINANCE NO. XXXX

AN ORDINANCE AMENDING SECTION 11.01 (CREATION) OF ARTICLE 11 (BOARD OF ZONING APPEALS) OF APPENDIX A (DEVELOPMENT REGULATIONS) OF THE LEAVENWORTH CODE OF ORDINANCES REGARDING THE ESTABLISHMENT OF A BOARD OF ZONING APPEALS AND PROCESSES FOR APPOINTMENT OF MEMBERS THERETO AND REMOVAL OF MEMBERS THEREFROM.

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF LEAVENWORTH, KANSAS:

Section 1. Section 11.01 (Creation) of Article II (Board of Zoning Appeals) of Appendix A (Development Regulations) of the Leavenworth Code of Ordinances is hereby deleted in its entirety and amended to read as follows:

Sec. 11.01. Creation.

(a) Pursuant to K.S.A. 12-759, as amended, the city has created and established a subordinate board of the city known as the board of zoning appeals. The purpose and duties of the board of zoning appeals shall be as set forth in applicable law, including but not limited to K.S.A. 12-741 *et seq.*, as amended, and elsewhere in this code or development regulations.

(b) The board of zoning appeals, as previously established, consists of and shall consist of five (5) members, who shall be residents of the city. The members of the board of zoning appeals shall serve terms of three (3) years each, staggered as previously established by the city, and until their successors are appointed and qualified. Appointments shall be made, and removals may be made, as provided in Division I of Article IV of Chapter 2 of the city code, as amended; provided, that members of the board of zoning appeals in place as of the effective date of this section shall be deemed as having been appointed through the remainder of their respective unexpired terms. Members of the board of zoning appeals shall serve without pay or compensation.

(c) Any vacancies in the membership of the board of zoning appeals will be filled by the appointment of a member for the unexpired term of such member whose position shall be vacant. It is not the intent of this section to limit the number of terms a member may serve.

Section 2. Section 11.01 of the Development Regulations of the Leavenworth Code of Ordinances, in existence as of and prior to the adoption of this ordinance, is hereby repealed.

Section 3. This ordinance shall take effect and be in force from and after its publication in the official city newspaper as provided by law.

PASSED by the City Commission on the ____ day of _____, 2026.

Nancy Bauder, Mayor

{SEAL}

ATTEST:

Sarah Bodensteiner, CMC, City Clerk

ORDINANCE NO. XXXX

AN ORDINANCE AMENDING CHAPTER 36 (PLANNING AND COMMUNITY DEVELOPMENT), INCLUDING SECTIONS 36-1 THROUGH 36-25, INCLUSIVE, OF THE LEAVENWORTH CODE OF ORDINANCES REGARDING THE ESTABLISHMENT OF THE COMMUNITY DEVELOPMENT ADVISORY BOARD AND THE PLANNING COMMISSION.

BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF LEAVENWORTH, KANSAS:

Section 1. Chapter 36 (Planning and Community Development) of the Leavenworth Code of Ordinances, consisting of Sections 36-1 through 36-25, inclusive, is hereby deleted in its entirety and amended to read as follows:

CHAPTER 36—PLANNING AND COMMUNITY DEVELOPMENT

ARTICLE I. IN GENERAL

Sec. 36-1. Community development advisory board.

- (a) *Establishment; purpose.* The city has created and established a subordinate board of the city, known as the community development advisory board. The city commission may refer proposals and propositions to the community development advisory board for recommendations, and the community development advisory board shall make reports and recommendations to the city commission on all matters referred to it. Such reports shall be made within times fixed by the city commission.
- (b) *Composition; terms; appointment; removal.* The community development advisory board, as previously established, consists of and shall consist of seven (7) members, who shall be residents of the city. The members of the community development advisory board shall serve terms of two (2) years each, staggered as previously established by the city, and until their successors are appointed and qualified. Appointments shall be made, and removals may be made, as provided in Division I of Article IV of Chapter 2 of this code, as amended; provided, that members of the community development advisory board in place as of the effective date of this section shall be deemed as having been appointed through the remainder of their respective unexpired terms. Any vacancies in the membership of the community development advisory board will be filled by the appointment of a member for the unexpired term of such member whose position shall be vacant. It is not the intent of this section to limit the number of terms a member may serve.
- (c) *Organization; meetings; compensation.* The community development advisory board shall meet as needed at a time and place which is mutually agreeable to the members. To the extent required by law, all meetings of the community development advisory board shall be open to the public. The community development advisory board shall annually elect one of

its members to act as chairperson. Special meetings of the community development advisory board may be called at any time by the chairperson, the mayor, or the city manager. The community development advisory board may adopt rules and bylaws for its meetings not inconsistent with the provisions of this article, as amended, or Division I of Article IV of Chapter 2 of this code, as amended, or any resolutions or policies established by the city. The members of the community development advisory board shall serve without pay or compensation. The city manager and director of planning and community development, or their respective designee(s), shall be support-staff to the community development advisory board.

Secs. 36-2—36-22. Reserved.

ARTICLE II. PLANNING COMMISSION

Sec. 36-23. Establishment; purpose; composition; terms; appointment; removal; compensation.

(a) The city has created and established a subordinate commission of the city known as the planning commission. The purpose and duties of the planning commission shall be as set forth in applicable law, including but not limited to K.S.A. 12-741 *et seq.*, as amended, and elsewhere in this code.

(b) The planning commission, as previously established, consists of and shall consist of seven (7) members, who, subject to Section 36-25 below, shall be residents of the city. The members of the planning commission shall serve terms of three (3) years each, staggered as previously established by the city, and until their successors are appointed and qualified. Appointments shall be made and, in accordance with K.S.A. 12-744(b), as amended, removals may be made, as provided in Division I of Article IV of Chapter 2 of this code, as amended; provided, that members of the planning commission in place as of the effective date of this section shall be deemed as having been appointed through the remainder of their respective unexpired terms.

(c) Any vacancies in the membership of the planning commission will be filled by the appointment of a member for the unexpired term of such member whose office shall be vacant. It is not the intent of this section to limit the number of terms a member may serve. The members of the planning commission shall serve without pay or compensation.

Sec. 36-24. K.S.A. 12-745 provisions; organization and bylaws; meetings; officers; powers.

(a) The members of the planning commission shall meet at such time and place as may be fixed in the planning commission's bylaws. To the extent required by law, all meetings of the airport advisory board shall be open to the public. The planning commission shall elect one member as chairperson and one member as vice-chairperson who shall serve one year and until their successors have been elected. A secretary also shall be elected who may or may not be a member of the planning commission. Special meetings may be called at any time by the chairperson or in the chairperson's absence by the vice-chairperson.

(b) The commission shall adopt bylaws for the transaction of business and hearing procedures not inconsistent with the provisions of K.S.A. 12-741 *et seq.*, as amended, this article, or elsewhere in city code. The bylaws may provide for and establish conditions and procedures under which subcommittees of the planning commission which are authorized to approve plats and make recommendations to the city commission on amendments to the zoning or development regulations affecting specific properties. Unless otherwise provided by K.S.A. 12-741 *et seq.*, as amended, or by ordinance of the city commission, no action by the planning commission shall be taken except by a majority vote of the members present and voting. A record of all proceedings of the planning commission shall be kept.

(c) Subject to appropriation by the city commission as provided under K.S.A. 12-746, as amended, the planning commission may employ such persons deemed necessary and may contract for such services as the commission requires. The planning commission, from time to time, may establish subcommittees, advisory committees, or technical committees to advise or assist in the activities of the planning commission. The city manager and director of planning and community development, or their respective designee(s), shall be support-staff to the planning commission.

Sec. 36-25. City comprehensive plan.

(a) The city planning commission is authorized to make or cause to be made a comprehensive plan for the development of the city and, to the extent permitted under K.S.A. 12-741 *et seq.*, as amended, any unincorporated territory lying outside of the city but within the same county in which the city is located, which in the opinion of the planning commission forms the total community of which the city is a part. Pursuant to K.S.A. 12-744, as amended, if the planning commission plans, zones, or administers subdivision regulations outside the city limits, at least two (2) members of the planning commission shall reside outside of but within three miles of the corporate limits of the city. The city shall notify the board of county commissioners in writing of its intent to extend the planning area into the county.

(b) The planning commission may adopt and amend a comprehensive plan as a whole by a single resolution, or by successive resolutions, the planning commission may adopt or amend parts of the plan. The planning commission shall identify specifically any written presentations, maps, plats, charts, or other materials made a part of such plan. In the preparation of such plan, the planning commission shall make or cause to be made comprehensive surveys and studies of past and present conditions and trends relating to land use, population, building intensity, public facilities, transportation and transportation facilities, economic conditions, and natural resources, and may include any other element deemed necessary to the comprehensive plan. Such proposed plan shall show the planning commission's recommendations for the development or redevelopment of the territory, including:

- (1) The general location, extent and relationship of the use of land for agriculture, residence, business, industry, recreation, education, public buildings and other community facilities, major utility facilities both public and private, and any other use deemed necessary;
- (2) Population and building intensity standards and restrictions and the application of the same;

- (3) Public facilities, including transportation facilities of all types whether publicly or privately owned which relate to the transportation of persons or goods;
- (4) Public improvement programming based upon a determination of relative urgency;
- (5) The major sources and expenditure of public revenue including long range financial plans for the financing of public facilities and capital improvements, based upon a projection of the economic and fiscal activity of the community, both public and private;
- (6) Utilization and conservation of natural resources; and
- (7) Any other element deemed necessary to the proper development or redevelopment of the area.

(c) Before adopting or amending a comprehensive plan or part thereof, the planning commission shall hold a public hearing thereon, notice of which shall be published at least once in the official city newspaper. Such notice shall be published at least twenty (20) days prior to the date of the hearing. Upon the adoption or amendment of any such plan or part thereof by adoption of the appropriate resolution by the planning commission, a certified copy of the plan or part thereof, together with a written summary of the hearing thereon, shall be submitted to the city commission. No comprehensive plan shall be effective unless approved by the city commission as provided by this section. The city commission either may:

- (1) Approve such recommendations by ordinance;
- (2) Override the planning commission's recommendations by a two-thirds majority vote; or
- (3) Return the same to the planning commission for further consideration, together with a statement specifying the basis for the city commission's failure to approve or disapprove.

(d) If the city commission returns the planning commission's recommendations, the planning commission, after considering the same, may resubmit its original recommendations giving the reasons therefor or submit new and amended recommendations. Upon the receipt of such recommendations, the city commission, by a simple majority thereof, may adopt or may revise or amend and adopt such recommendations by ordinance, or it need take no further action thereon. If the planning commission fails to deliver its recommendations to the city commission following the planning commission's next regular meeting after receipt of the city commission's report, the city commission shall consider such course of inaction on the part of the planning commission as a resubmission of the original recommendations and proceed accordingly. The comprehensive plan and any amendments thereto shall become effective upon publication of the adopting ordinance.

(e) An attested copy of the comprehensive plan and any amendments thereto shall be sent to all taxing subdivisions in the planning area which request a copy of such plan. Such plan or part thereof shall constitute the basis or guide for public action to ensure a coordinated and harmonious development or redevelopment which will best promote the health, safety, morals, order, convenience, prosperity and general welfare as well as wise and efficient expenditure of public funds.

(f) At least once each year, the planning commission shall review or reconsider the comprehensive plan or any part thereof and may propose amendments, extensions or additions to such plan. The procedure for the adoption of any such amendment, extension or addition to any plan or part thereof shall be the same as that required for the adoption of the original plan or part thereof.

(g) Except as otherwise provided in this section, when the planning commission has adopted and certified the comprehensive plan for one or more major sections or functional subdivisions thereof, no public improvements, public facility or public utility of a type embraced within the recommendations of the comprehensive plan or portion thereof shall be constructed without first being submitted to and being approved by the planning commission as being in conformity with the plan. If the planning commission does not make a report within sixty (60) days, the project shall be deemed to have been approved by the planning commission. If the planning commission finds that any such proposed public improvement, facility or utility does not conform to the plan, the commission shall submit in writing to the city commission the manner in which such proposed improvements, facility or utility does not conform. The city commission may override the plan and the report of the planning commission, and the plan for the area concerned shall be deemed to have been amended.

(h) When the planning commission has reviewed a capital improvement program and found that a specific public improvement, public facility or public utility of a type embraced within the recommendations of the comprehensive plan or portion thereof is in conformity with such plan, no further approval by the planning commission is necessary under this section.

(i) Based on the foregoing authority and procedure, the city comprehensive land use plan of 2021 (titled "Leavenworth 2030 Comprehensive Plan"), approved and adopted by the city commission, is included by reference in this section and available for inspection in the office of the city clerk.

Section 2. Chapter 36 (Administration) (Planning and Community Development) of the Leavenworth Code of Ordinances, consisting of Sections 36-1 through 36-25, inclusive, in existence as of and prior to the adoption of this ordinance, is hereby repealed.

Section 3. This ordinance shall take effect and be in force from and after its publication in the official city newspaper as provided by law.

PASSED by the City Commission on the ____ day of _____, 2026.

Nancy Bauder, Mayor

{SEAL}

ATTEST:

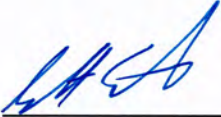
Sarah Bodensteiner, CMC, City Clerk

**STAFF REPORT
UPDATE ON TRAVELING VIETNAM WALL EXHIBIT**

AUGUST 11, 2026



Toby Carrig
Convention & Visitors Bureau Manager



Scott Peterson
City Manager

ISSUE:

The City of Leavenworth will be hosting the American Veterans Traveling Tribute (AVTT) with a Vietnam Wall Memorial display and Cost of Freedom display this fall. They will be located on the grounds of the Dwight D. Eisenhower Veterans Administration with additional vendors and military items on display in Ray Miller Park. The AVTT will arrive and be installed on Wednesday, October 14. An opening ceremony will take place on Thursday, October 15. Veterans' organizations including the Vietnam Veterans of America, the American Legion and the VFW will coordinate daily programming through Sunday, October 18.

BACKGROUND:

The City of Leavenworth and Leavenworth Convention & Visitors Bureau entered into a contract with America's Freedom Tribute in October of 2024 to bring the 80% replica Vietnam



War Memorial and Cost of Freedom exhibit to Leavenworth. The Wall exhibit includes 140 panels with the casualties from the Vietnam War in addition to four informational panels. The Cost of Freedom exhibit includes 72 panels with casualties from 9/11 and the wars in Afghanistan and Iraq as well as information

about other conflicts from 1914 through 2012. The AVTT last appeared in Leavenworth in 2016.

Project Objectives

The mission of AVTT is to reach every veteran to show them the respect and recognition they deserve for their service. The display will connect with local communities to celebrate those who have fought for the freedoms we enjoy every day. The tributes allow us to honor, respect, and remember those who have made the ultimate sacrifice while educating present and future generations about our nation's history.

Event Planning

The committee coordinating this event has had regular meetings despite some changes in

staffing with the city to ensure the event runs smoothly. Jennifer Davoren has represented Leavenworth CVB throughout, coordinating with Police Chief Pat Kitchens, Parks & Recreation Director Brian Bailey, and members of veterans' organizations with the planning of the event. The daily programming is being coordinated by local veterans' organization leaders like Col. Lynn Rolf, Walter Schley, Ron Wurtele, Rod Ziemer and Jamie Cox.

The Police Department will coordinate site security as well as the procession of the wall and its tribute riders from Bonner Springs to Leavenworth beginning at 9 a.m. on October 14.

The Leavenworth CVB has contacted several local businesses and organizations that donated in 2016 to help cover the expenses related to the event, either through cash donations or in-kind services. So far, cash contributions and pledges have amounted to \$3,000. Sponsorships are still being accepted.

Evaluation Process

Leavenworth CVB can estimate the number of visitors to the display during the exhibit and the places of origin for those visitors.

Financial Impact

The Leavenworth CVB has invested \$11,750 in this event, \$750 of which is returnable if the appropriate number of volunteers take part in assembling and disassembling the wall. Additional costs are estimated at \$2,000 in this year's budget to support the event.

Conclusion

There are opportunities for the mayor or other city representatives to welcome the AVTT staff and the volunteers who will assemble the display on Wednesday, October 14, at 1:30 p.m. lunch reception and with brief comments at the opening ceremony set for 5:30 p.m. Thursday, October 15.

TENTATIVE SCHEDULE:

10/14/26

- 9 a.m. - AVTT and escorts depart Bonner Springs
- 10 a.m. - AVTT arrives in Leavenworth
 - Volunteer set-up of the display begins
- 1 p.m. - A catered lunch arrives for volunteers
- Mayoral welcome for the Wall, riders and volunteers
- 3 p.m. - AVTT set-up concludes

10/15/26

- 5:30 p.m. - Opening ceremonies with all-veteran tribute
 - Pastoral blessing of the AVTT
 - Posting of Colors
 - Pledge of Allegiance
 - National Anthem
 - Laying of POW/MIA, Gold Star Family and Purple Heart wreaths
 - Master of Ceremonies welcome

Keynote Speaker
Taps

10/16/26

8 a.m. - Reveille and posting of Colors

5:30 p.m. - Evening ceremony

Pastoral blessing
Pledge of Allegiance
National Anthem
Master of Ceremonies welcome
Keynote Speaker
Taps

10/17/26

8 a.m. - Reveille and posting of Colors

5:30 p.m. - Evening ceremony

Invocation
Pledge of Allegiance
National Anthem
Master of Ceremonies welcome
Keynote Speaker
Taps

10/18/26

8 a.m. - Reveille and posting of Colors

11 a.m. - Non-denominational religious service

Noon - Closing ceremony

Master of Ceremonies welcome
Pledge of Allegiance
National Anthem
Master of Ceremonies welcome
Keynote Speaker
Taps

2 p.m. - AVTT is dismantled and packed

ABOUT THE AVTT

AVTT was originally formed in 1998. After several owners it was purchased and reformed in 2005 by Retired Lieutenant Colonel Don Allen (U.S. Army and Vietnam Veteran) and his wife Dr. Barb Allen. When LTC Don Allen retired from the Army he had a calling that drew him to do something for fellow veterans. He utilized his talents in the very beginning by literally running a one-man show (fabrication, marketing and setting up shows). As time pressed forward, the need for forward and upward growth was imminent.

In 2019, the doors were opened to AVTT's current location in Bullard, Texas. We have expanded from the original product to now offering tributes from every major conflict from World War I until today.

American Veterans Traveling Tribute (AVTT) is a multi-division Nationally recognized Veteran owned and operated small business. The 80% Traveling Vietnam Memorial Wall has been part of more than 500 events across the United States over the last 19 years.

So...What Do We Do Exactly?

We are a small committed team that focuses our efforts on:

1. Booking and traveling the US with our Traveling Tribute.
2. Continually developing additional exhibits for the Tribute.
3. Developing and providing our exhibits to individuals, organizations and communities.
4. Custom designs, fabricating tributes and other patriotic exhibits.
5. Designing and marketing products that celebrate America, Patriotism and Military Service.
6. Maintaining our culture of honoring those who serve and praising those who support them.
7. Maintaining a service-oriented business while trying to do the very best for our customers.
8. Building our products in our shop with made in USA material and a small but talented group of Patriots.
9. Educating the present and future generations so that history may never die.

AVTT operates two outdoor tributes (360ft x 8ft), and three double-sided tributes (89ft x 6ft) which can be utilized indoors or outside smaller venues.

Our 5000 sq. ft shop in Bullard Texas includes; 2 ISO 8000 XP Rotary Engravers, 2 Boss HP5598 150-watt large platform Lasers, 1 VR48 S5 4' x 8' CNC Router / Engraver, and all the equipment needed to work with cutting and fabricating.

**EXECUTIVE SESSION
CONSULTATION WITH THE CITY ATTORNEY ON ZONING MATTERS
THAT WOULD BE DEEMED PRIVILEGED IN THE
ATTORNEY-CLIENT RELATIONSHIP**

AUGUST 11, 2026

CITY COMMISSION ACTION:

Motion:

Move the City Commission recess into executive session for _____ minutes for the purpose of *discussing zoning matters 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, and City Attorney will be present. The open meeting will resume in the City Commission Chambers at _____p.m.