



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

CITY COMMISSION STUDY SESSION
COMMISSION CHAMBERS
TUESDAY, JUNE 21, 2022 6:00 P.M.

Welcome to your City Commission Study Session – Please turn off or silence all cell phones during the meeting
Meetings are televised everyday on Channel 2 at 6 p.m. and midnight and available for viewing on YouTube

Study Session:

1. Leavenworth School District (USD 453) Quarterly Update (pg. 02)
2. Project Update - 4th Street/K-7 Between Choctaw and Seneca (pg. 03)
3. Sign Recognition Policy (pg. 06)
4. CAMP Leavenworth Update (pg. 11)

**STUDY SESSION POLICY REPORT
PRESENTATION BY
LEAVENWORTH UNIFIED SCHOOL DISTRICT NO. 453**

JUNE 21, 2022

ISSUE:

Leavenworth Unified School District No. 453 will provide a quarterly update to the City Commission.

POLICY REPORT NO. 22-33

PROJECT UPDATE – 4th STREET/K-7 BETWEEN CHOCTAW & SENECA
PROJECT NO. 2020-939

June 21, 2022

Prepared By:



Brian Faust, P.E.,
Public Works Director

Approved By:



Paul Kramer,
City Manager

ITEM:

Improvements to 4th Street between Choctaw and Seneca are currently in design. Field Check plans (roughly 50% complete) were submitted to KDOT and the City for review. On Thursday, June 16th, the design consultant (BHC) and City staff conducted a detailed project walkthrough to help identify any additional items that should be addressed.

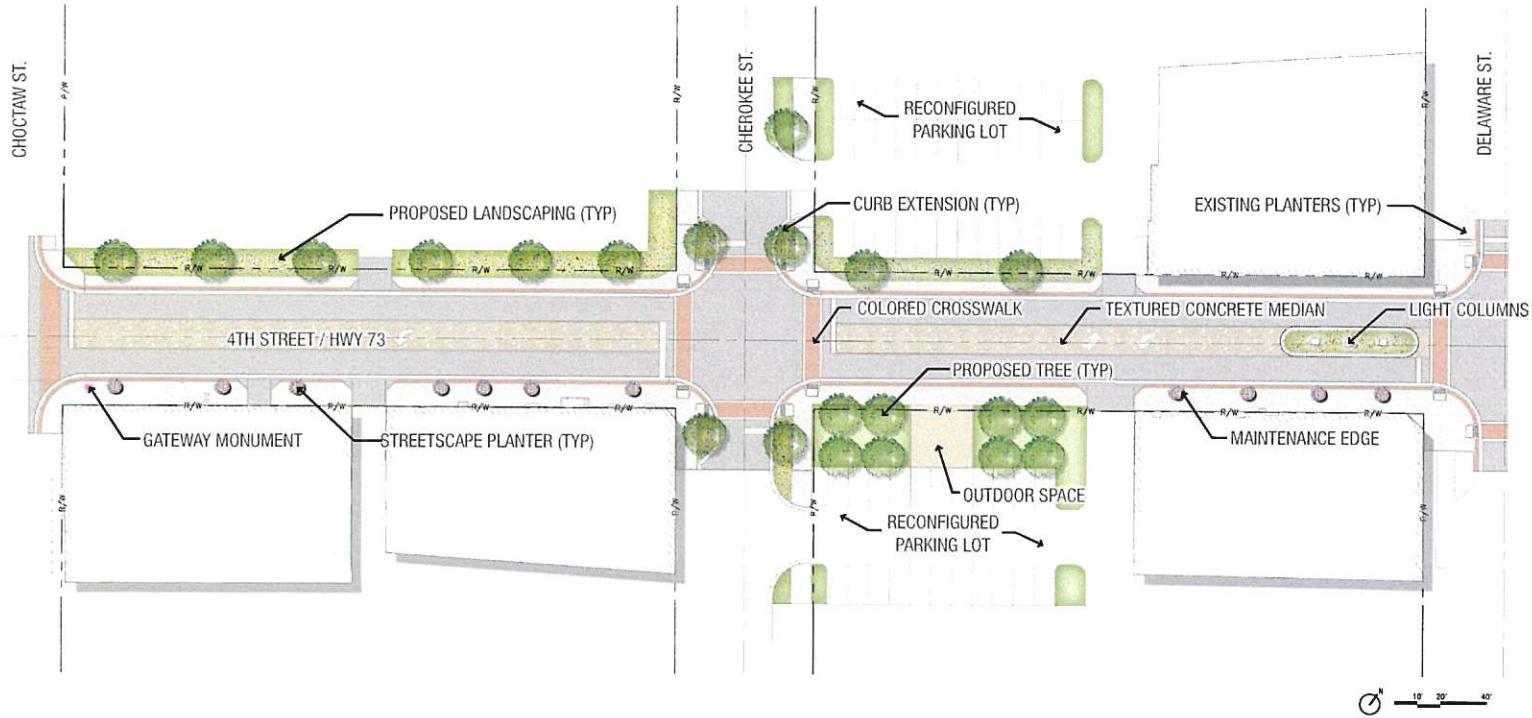
The project is still on schedule to bid in March of 2023.

This evening, BHC will be providing an update to the City Commission along with discussing streetscape design options.

Presenting tonight will be Cary Thomsen with RDG Planning & Design along with David Smalling from BHC.

ATTACHMENTS:

4th Street Streetscape Design Options



OUTDOOR SPACE EXAMPLES:



STREETScape PLANTER:



4TH STREET PROPOSED SECTION:

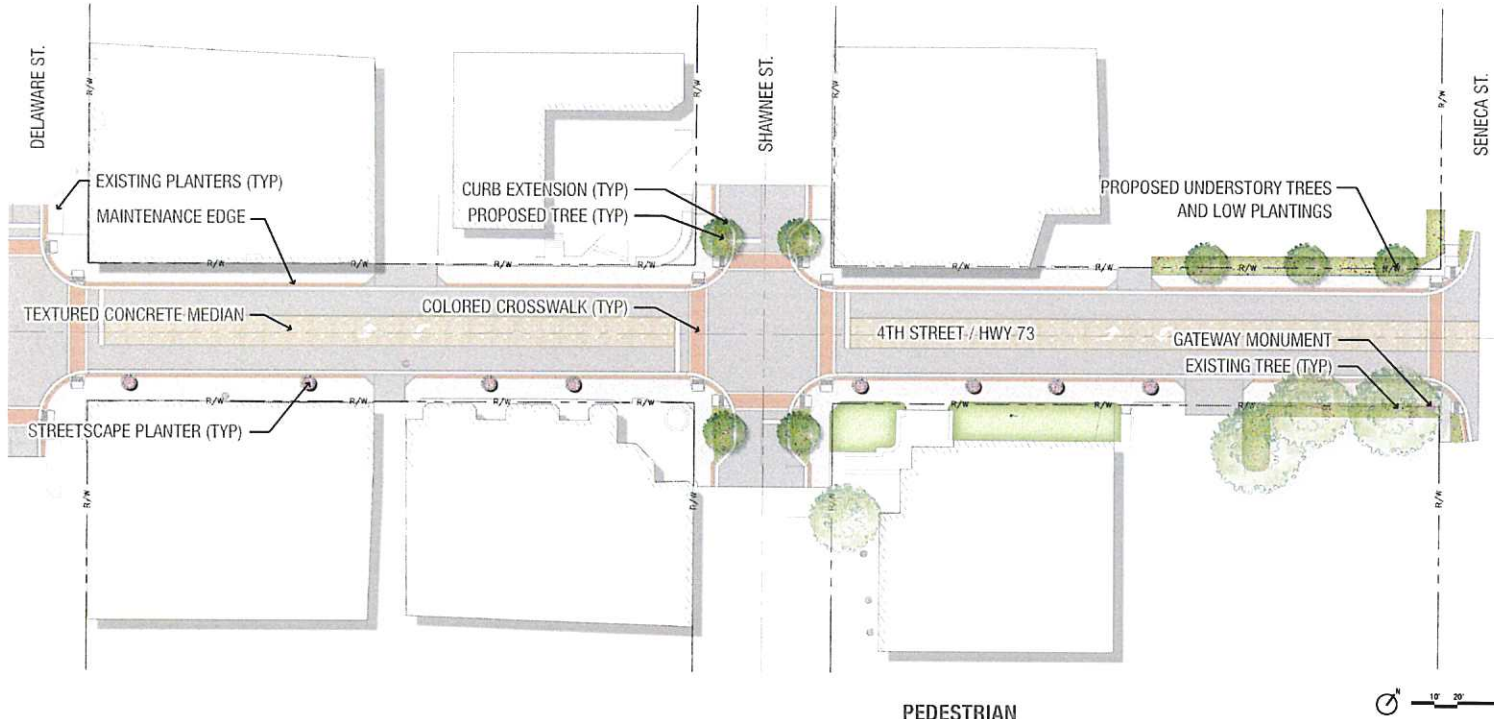


OUTDOOR SPACE EXAMPLES:



LIGHT COLUMNS:





PAVEMENT TREATMENTS:



MEDIAN PAVING PATTERN



COLORED CROSWALKS



MAINTENANCE EDGE



MAINTENANCE EDGE

GATEWAY FEATURES:



GATEWAY FEATURE



GATEWAY FEATURE



FEATURE INSPIRATION



FEATURE INSPIRATION

PEDESTRIAN LIGHTING:



PEDESTRIAN LIGHTING



PEDSTRIAN LIGHTING

PLANT PALLETTE:



BLUE GRAMA



PURPLE CONEFLOWER



JAPANESE ZELKOVA



HAPPY RETURNS DAYLILY



GRO-LO SUMAC



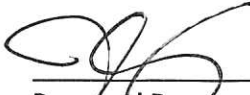
GOLDEN RAIN TREE

POLICY REPORT
Sign Recognition Policy

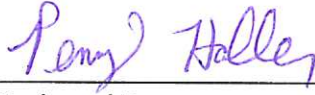
JUNE 21, 2022

SUBJECT:

Review existing Sign Recognition Policy for potential updates



Prepared By:
Julie Hurley,
Director of Planning and
Community Development



Reviewed By:
Penny Holler,
Assistant City Manager



Reviewed By:
Paul Kramer,
City Manager

DISCUSSION:

During the Commission goal-setting process, the topic of updating the Sign Recognition Policy and consolidating the existing recognition signs was discussed. The current Sign Recognition Policy, adopted in January 2017, provides means for recognizing local community members who have achieved notable accomplishments in their lifetime through the placement of a sign. This policy provides general criteria for community member recognition, location for the signs, and procedure for requesting placement of a sign. The designated location for placement of signs as directed by the policy is the east side of 4th Street, south of the Veterans Administration Hospital (VA) entrance.

Currently, there are a total of eight recognition signs. Two signs, recognizing Murry Dickson and Melissa Etheridge, are placed on the east side of 4th Street, south of the VA entrance. Four signs, recognizing Dr. John Leavitt, Wayne Simien, Jr., Amy Hastings, and Randy Sparks, are placed on the east side of 4th Street, north of the VA entrance. Two additional signs, recognizing Dr. John Leavitt and Wayne Simien, Jr., are placed on the west side of 4th Street, adjacent to Lawson Early Education Center.

The goal of updating the Sign Recognition Policy is to create a consistent, accessible, and aesthetically pleasing way of recognizing notable community members. An update to the policy will include a specified area in Ray Miller Park for locating recognition signs and a means for consolidating and relocating the existing signs to the designated location, as well as more detailed nomination criteria and specifications for the type of signage to be displayed.

Upon direction by the City Commission, staff will prepare options for an update to the Sign Recognition Policy to be presented for discussion at a future date.

ATTACHMENTS:

Existing Sign Recognition Policy
Location maps and photos of existing recognition signs



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

SIGN RECOGNITION POLICY
Adopted January 10, 2017

The City of Leavenworth is committed to recognizing local community members who achieve great levels of success within their lifetime. The City of Leavenworth has established the following policy to evaluate the placement of signage on major thoroughfares within the City. All signage must be approved by the City Commission and the honoree's accomplishments should meet the following criteria:

1. The honoree should have either been born raised or have had a longtime presence within the Leavenworth community. Priority will be given to persons who have achieved success on the state or national level and made contributions to the local Leavenworth community throughout their lifetime. To be recognized, worthy individuals can achieve success in various fields; achievements in the civic, academic, artistic/entertainment, athletic or military background are all considered applicable. Other applicable service or distinctions may be approved by the City Commission on a case-by-case basis. Additional signage considered appropriate is the recognition of our Sister/Brother City relationship and Medal of Honor recipients.
2. The location for recognition signage within the City of Leavenworth shall be on the east side of 4th Street South of the V.A. entrance.
3. No specific time frame will be placed on the length of time that a sign is erected. If a time comes when the signage needs to be removed because of damage, excessive use of signage or improper placement, the current City Commission can elect to do so without the need for justification.
4. Signs will be commissioned by the City of Leavenworth and created at the City's expense if created in-house, otherwise at applicant's expense.
5. To request the placement of a recognition sign in the City of Leavenworth, the requesting individual or representative of the honoree should formally submit their request in writing to the City Commission and City Manager and submit the request to the Office of the City Clerk. Requests shall provide background and justification as to why a recognition sign is warranted.

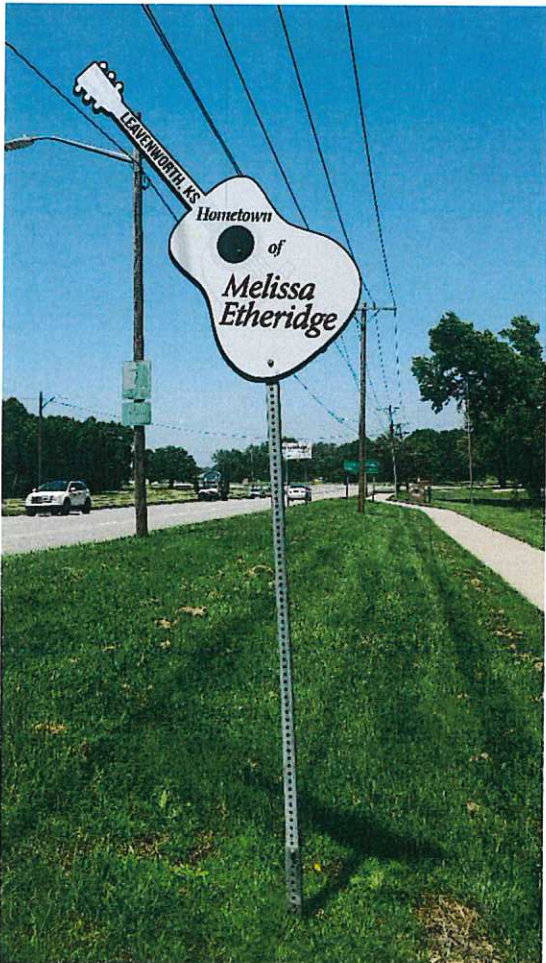
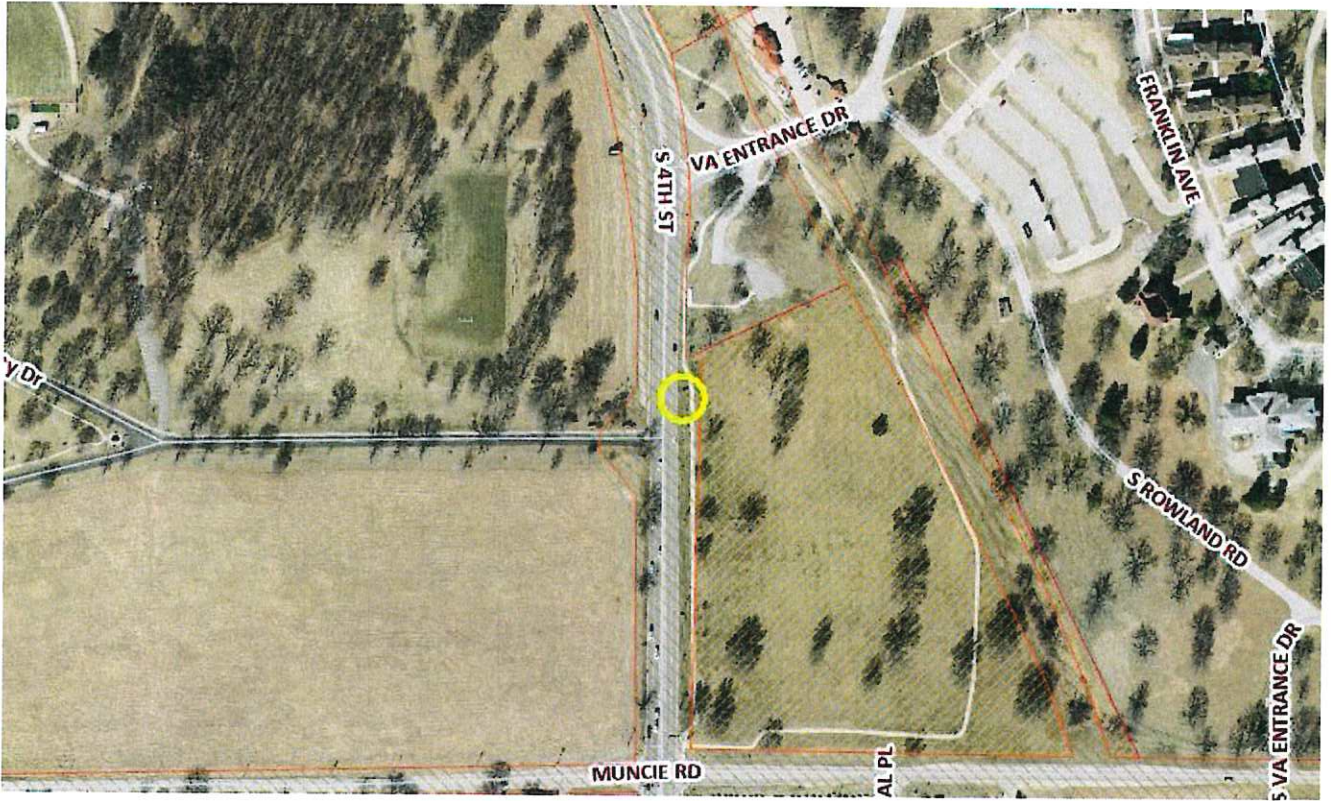
North 4th Street Location



North of VA Entrance

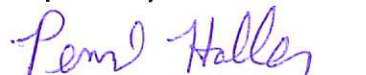


South of VA Entrance



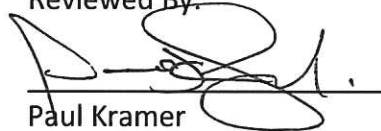
POLICY REPORT
Camp Leavenworth Update
June 21, 2022

Prepared By:



Penny Holler
Assistant City Manager

Reviewed By:



Paul Kramer
City Manager

ISSUE:

Receive update on planning for the 2022 Camp Leavenworth festival.

BACKGROUND:

Camp Leavenworth is the City's signature event, held as a community celebration that allows visitors to experience the First City in a unique way. Planning is underway for the September 23 and 24 festival. The event will include many of the well-liked elements from previous years including live music, food vendors, and activities for all ages. To increase the event's appeal, the addition of a 5k run and walk will be the featured new event on Saturday morning. Improved options to involve and feature local businesses are also incorporated into the planning process. Event Manager Keli O'Neill Wenzel will provide the latest event planning information.