



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

**CITY COMMISSION STUDY SESSION & SPECIAL MEETING**  
**COMMISSION CHAMBERS**  
**TUESDAY, SEPTEMBER 19, 2023 6:00 P.M.**

**Welcome to your City Commission Study Session & Special Meeting**

**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 Unified School District No. 453 Quarterly Update (pg. 02)
2. St. Vincent Clinic Presentation (pg. 03)
3. City Hall 100<sup>th</sup> Anniversary Discussion (pg. 04)
4. Future Trail Development Discussion (pg. 05)

**SPECIAL MEETING:**

**Open Special Meeting:**

**Action:** Motion

5. Employee Benefit Plan Renewal **Action:** Motion (pg. 13)
6. Resolution B-2346 Countywide Transportation Study Resolution of Support

**Action:** Motion (pg. 15)

**Close Special Meeting:**

**Action:** Motion

**Adjournment**

**Action:** Motion

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

**SEPTEMBER 19, 2023**

**ISSUE:**

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

**STUDY SESSION POLICY REPORT  
PRESENTATION BY  
ST. VINCENT CLINIC**

**SEPTEMBER 19, 2023**

**ISSUE:**

Representatives from St. Vincent Clinic will provide a briefing to the City Commission.

**Policy Report**  
City Hall 100<sup>th</sup> Anniversary  
September 19, 2023

Prepared by:



Paul Kramer  
City Manager

**Issue:**

2024 will mark the 100<sup>th</sup> anniversary of the opening of the Leavenworth City Hall.

**Discussion:**

Staff is looking for an initial discussion with the governing body about how best to celebrate the anniversary. To get the conversation started, options could include, but are not limited to:

- A staff committee putting together ideas;
- Working with community stakeholders to gather ideas;
- The Commission appointing a representative to work with a group to consider the best way to mark the anniversary.

Other items under discussion include, but are not limited to:

- Type and quantity of events (one large event or a series of smaller events)
- Time of year for the celebration
- Budget for the event (to include fundraising, sponsorships, etc.)

**POLICY REPORT NO. P&R 12-23**  
**Parks & Recreation Department**  
**Trails Discussion**  
**September 19, 2023**

**PREPARED BY:**

  
Brian Bailey  
Parks and Recreation Deputy Director

**REVIEWED BY:**

  
Steve Grant  
Parks and Recreation Director

  
Paul Kramer  
City Manager

**ISSUE:**

Discuss recreational trail development.

**BACKGROUND:**

During the Capital Improvement Program discussions in 2023, the City Commission discussed future trail development in Leavenworth. The Commission dedicated \$45,000 in the 2024 CIP for construction of trails. Staff will present three options for trail construction in 2024 as follows:

- 1) **10<sup>th</sup> Ave Park.** New trail would connect the existing Five Mile Creek Trail to the main parking lot in the park. This would create a shorter route or “loop” for patrons to utilize from this parking area.
- 2) **Three Mile Creek Trail.** This trail would connect to the existing Three Mile Creek Trail at the east end adjacent to Landing Park. The trail would head south along the city right-of-way, as well as connect through city-owned property to the sidewalk on 2<sup>nd</sup> street for foot traffic access. Adding trail at this site would be the first phase of a more long term, larger project to connect the trails at that site heading south to South Esplanade Park. Possible grant money through MARC or other avenues may be possible for a future long-term project in this area.
- 3) **Havens Park.** Extend existing asphalt trails, utilizing mainly old roadbeds throughout the upper middle part of the park going from the far west trail connecting to North 22<sup>nd</sup> Street.

**MOTION:**

Provide staff direction for trail development in 2024.

**ATTACHMENTS:**  
Proposed locations.



Plan for a Healthy Lifestyle

# 2023 Trail Construction

# 10<sup>th</sup> Ave. Trails and Proposed Trail Extension





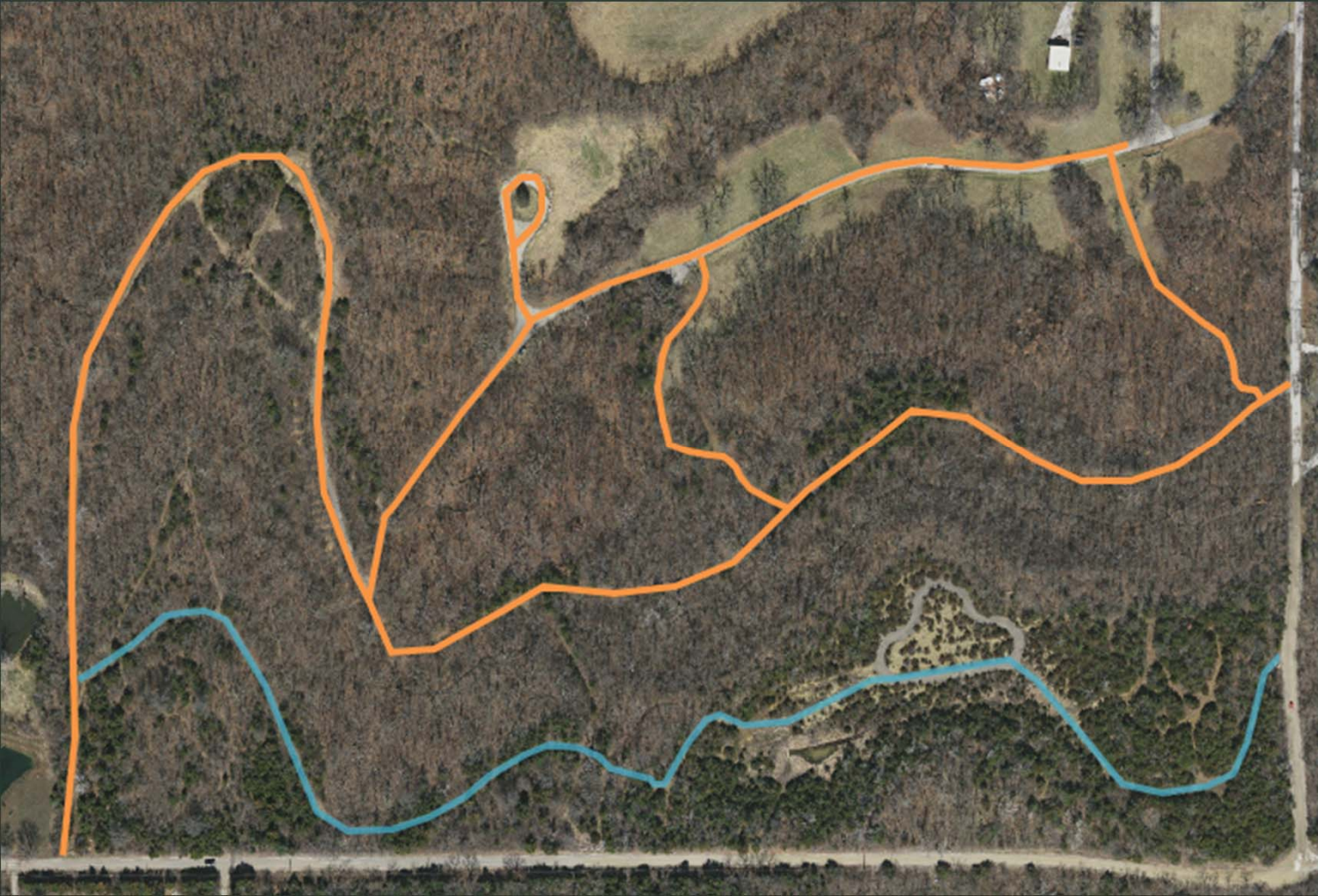
3MC Trail Extension  
Phase 1



## 3MC Completed Phases



# Havens Park Trails and Proposed Trail Extension






Thank You

**POLICY REPORT 23-01**  
Employee Benefit Plan Renewal  
September 19, 2023

Prepared by:

  
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Lona M. Lanter  
HR Director

Reviewed by:

  
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Paul R. Kramer  
City Manager

**ISSUE:** Review and approve the recommendation for employee benefit coverages to be effective December 1, 2023.

**STAFF RECOMMENDATION:** Staff recommends renewal with current providers for medical, dental and vision for the new plan year beginning December 1, 2023. Current providers are: United HealthCare for medical and vision coverage and Delta Dental for dental coverage.

**BACKGROUND:** The City has maintained employee medical coverage through United HealthCare since December 1, 2005. Unfortunately, this year saw a tremendous increase in utilization which had a significant impact on our renewal.

The initial renewal bid from UHC, with no plan design changes, came in at a 37% premium increase. Based on this, we did conduct a census and went out to bid with other carriers. The result of that bid process resulted in only one carrier that was willing to quote a fully insured product and the renewal rate with that carrier came in at a 47% increase, which was 10% above the renewal offered by UHC. As a result, we went back to UHC and have been in negotiations to reduce the renewal premium increase through alternate methods. UHC provided several alternate plan design options and have worked with us to offer modifications to those plans in an effort to still provide competitive insurance coverage to our employees. The plan design changes and premium rates will be reviewed in more detail at the meeting.

The final renewal from Delta Dental for 2024 came in with a flat renewal, no premium increase and no plan design changes.

The final renewal from UHC Vision for 2024 came in with no premium increase and no plan design changes, as this will be the final year of our three year rate guarantee.

Staff is recommending the City renew with UHC for both medical and vision coverages and renew with Delta Dental for dental coverage. Upon approval, the renewal date for all three plans (medical, dental and vision) would be December 1, 2023.

Since there are plan design changes to the medical coverage, this will require all employees to complete enrollment forms for their selected level of coverage in the new plan year. Dental and vision coverage will require completion of enrollment forms only for those employees interested in newly electing coverage, dropping coverage or adding/dropping dependents from coverage.

Open enrollment informational meetings for employees and retirees will be scheduled for the second and third week of October. Open enrollment meetings will be set up in the same manner as last year and our benefit providers, UHC, Delta and Aflac will be on-site to provide information and answer individual questions from employees. In addition, we again hope to have some of our community business partners on-site this year, such as Commerce Bank, Frontier Community Credit Union, etc. for most of the open enrollment meetings. HR staff will be available at each open enrollment meeting to answer questions or provide additional information if needed.

**BUDGET IMPACT:** While the UHC medical renewal came in above the originally budgeted number, dental and vision renewal both came in below budget.

**Policy Report**

Countywide transportation study resolution of support

September 19, 2023

Prepared by:

A handwritten signature in black ink, appearing to read 'Paul Kramer', written over a horizontal line.

Paul Kramer  
City Manager

**Issue:**

Following the August 8 presentation to the City Commission of the final draft of the countywide transportation study, presentations were made to all other Leavenworth County cities, as well as the Leavenworth County Development Corp., and Leavenworth County. The next step in the process, as the parties start the process to prepare to pursue funding, is to consider a resolution of support for the study. The resolution indicates that the major entities in the county are aligned with our priorities for long-term transportation in and out of the county. All parties being on the same page is a critical element in competing for state, regional and federal transportation funding. The resolution is before the Commission for discussion and adoption.

**RESOLUTION NO. B-2346**

**A RESOLUTION TO ACCEPT THE PROGRESS FOR PRIORITIES REGIONAL TRANSPORTATION CAPITAL IMPROVEMENTS PLAN CONDUCTED JOINTLY BY THE BOARD OF COUNTY COMMISSIONERS OF THE COUNTY OF LEAVENWORTH, KANSAS AND THE CITIES OF BASEHOR, LANSING, LEAVENWORTH, AND TONGANOXIE, KANSAS**

**WHEREAS**, Leavenworth County, the City of Basehor, the City of Lansing, the City of Leavenworth, the City of Lansing, the Kansas Department of Transportation (“KDOT”), the Leavenworth County Port Authority, and the Mid-America Regional Council (“MARC”) (collectively referred to as the “Partners”) recognized the need to develop a prioritized project list for transportation improvements in the Leavenworth County region; and

**WHEREAS**, the Partners, either individually or in conjunction with others, had identified numerous potential transportation projects over the past several years; and

**WHEREAS**, the Partners recognize numerous funding opportunities exist through competitive grants offered on a regular basis through MARC, KDOT, and the U.S. Department of Transportation; and

**WHEREAS**, the Partners recognize that the construction of transportation projects identified through a regional study will be mutually beneficial and will encourage and foster the development of the greater community, providing benefits to the Cities, the County, and the citizens, and

**WHEREAS**, the Partners recognize that collective support among the Partners will improve the positioning of projects to be awarded through the competitive grants offered through MARC, KDOT, and the U.S. Department of Transportation; and

**WHEREAS**, the Partners retained the services of Kimley-Horn and Associates, Inc. (“Kimley-Horn”) to conduct a transportation capital improvement plan to identify and prioritize transportation improvements within the Leavenworth County Region; and

**WHEREAS**, Kimley-Horn has completed the transportation capital improvement plan through an analytical evaluation of the impact of various transportation projects considering the priorities of various funding agencies and the public, herein referenced as the Priorities for Progress report dated August, 2023, the terms and results of which are incorporated herein by this reference.

**NOW THEREFORE BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF LEAVENWORTH, TO ACCEPT THE FINDINGS OF THE PROIRITIES FOR PROGRESS REPORT AND THE PROJECT PIORITIES LISTED WITHIN.**

**PASSED and ADOPTED** by the City Commission of the City of Leavenworth, Kansas on this 19th day of September, 2023.



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Jermaine Wilson, Mayor

{SEAL}

ATTEST:

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Sarah Bodensteiner, City Clerk, CMC

Resolution B-2346