



**CITY OF LANSING**  
*Council Chambers*  
800 1st Terrace  
Lansing, KS 66043

**COUNCIL AGENDA**  
*Regular Meeting*  
**Thursday, February 1, 2018**  
**7:00 P.M.**

**WELCOME TO YOUR CITY COUNCIL MEETING**

Regular meetings are held on the first and third Thursday of each month at 7 pm and are televised on Cable Television Channel 2 on Monday 7 pm, Tuesday 10 am & 7 pm, Friday 5 pm, Saturday 1 pm and Sunday 7 pm.

Any person wishing to address the City Council, simply proceed to the microphone in front of the dais after the agenda item has been introduced and wait to be recognized by the Mayor. When called upon, please begin by stating your name and address. A time designated "Audience Participation" is listed on the agenda for any matter that does not appear on this agenda. The Mayor will call for audience participation. Please be aware that the city council and staff may not have had advance notice of your topic and that the city council may not be able to provide a decision at the meeting. If you require any special assistance, please notify the City Clerk prior to the meeting.

***Call To Order***

***Pledge of Allegiance***

***Roll Call***

**OLD BUSINESS:**

1. Approval of Minutes

**NEW BUSINESS:**

***Audience Participation***

***Presentations:***

2. Lansing Tree Board Arboretum
3. Sewer Service Issues in NW Lansing

***Council Consideration of Agenda Items:***

4. Request to Purchase Pickup Truck – Wastewater Department
5. Request to Purchase Pickup Truck – Parks & Rec. Department
6. Request to Approve 2018 Sanitary Sewer Cleaning and CCTV Bid
7. Request to Approve 2018 Flow Monitoring Study and Master Plan Update
8. Request for After Hours Use of Activity Center – Boy Scouts
9. Request to Purchase Mower – City Clerk's Office
10. Ordinance No. 995 – Rezone Request 00000 East Mary Street

***Reports:***

Department Heads: City Attorney; City Engineer; City Administrator; Councilmembers

***Proclamations***

***Other Items of Interest:***

11. Parks & Recreation Basketball Briefing

***Adjournment***

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## AGENDA ITEM

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TO: Tim Vandall, City Administrator  
FROM: Sarah Bodensteiner, City Clerk *SB*  
DATE: January 23, 2018  
SUBJECT: Approval of Minutes

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The regular meeting minutes for January 18, 2018, are enclosed for your review.

Action: Staff recommends a motion to approve the regular meeting minutes for January 18, 2018, as presented.

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**AGENDA ITEM #**

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**Call To Order:**

The regular meeting of the Lansing City Council was called to order by Mayor Mike Smith at 7:00 p.m.

**Roll Call:**

Mayor Mike Smith called the roll and indicated which Councilmembers were in attendance.

**Councilmembers Present:**

**Ward 1:** Dave Trinkle and Gene Kirby  
**Ward 2:** Andi Pawlowski and Don Studnicka  
**Ward 3:** Jesse Garvey and Kerry Brungardt  
**Ward 4:** Tony McNeill and Gregg Buehler

**Councilmembers Absent:** None

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**OLD BUSINESS:**

**Approval of Minutes:** Councilmember Brungardt moved to approve the special meeting minutes and regular meeting minutes of January 4, 2018, and the special meeting minutes of January 8, 2018, as presented. Councilmember Buehler seconded the motion. The motion was approved, with Councilmember Trinkle abstaining from the vote.

**Oath of Office – Councilmember Trinkle:** City Clerk Sarah Bodensteiner issued the Oath of Office to Councilmember Trinkle.

**Audience Participation:** Mayor Smith called for audience participation and there was none.

**Presentations**

**COUNCIL CONSIDERATION OF AGENDA ITEMS:**

**Treasurer's Report for Quarter Ending December 31, 2017:** Councilmember Kirby moved to approve the Treasurer's Report for quarter ending December 31, 2017, as presented. Councilmember Garvey seconded the motion. The motion was unanimously approved.

**Resolution No. B-1-2018 ICMA Retirement Corporation:** Councilmember Studnicka moved to adopt Resolution No. B-1-2018 as presented. Councilmember Kirby seconded the motion. The motion was unanimously approved.

**Request for Special User Permit (1017 Pebblebeach Drive):** Councilmember Buehler moved to approve the special use permit for 1017 Pebblebeach Drive. Councilmember Brungardt seconded the motion. The motion was approved, with Councilmember Kirby voting against the motion.

**2018 Fireworks Displays:** Mayor Smith stated the Community & Economic Development Department issued RFP's for the 2018 fireworks displays for Lansing DAZE, scheduled Friday May 4, 2018, and the Independence Day Celebration, possible dates June 29 or July 4, 2018, and one proposal was received. If the Independence Day fireworks display is held on June 29, city staff working would receive overtime pay. If the display is held on July 4, city staff would receive holiday pay, which is 2.5 times their pay, due to the event being on an observed holiday. Council will need to determine which day the Independence Day Celebration fireworks display will be held on, and authorize staff to enter into a contract with Kapow Fireworks accordingly. Discussion time.

- Councilmember Kirby asked what day is the 29<sup>th</sup>.
  - City Administrator Tim Vandall replied Friday.
    - Councilmember McNeill responded Friday the 29<sup>th</sup>.
- Councilmember Garvey stated I noticed that there is no difference in cost, in the past it was higher on the 4<sup>th</sup> wasn't it.
  - City Administrator Tim Vandall replied yeah.
    - Councilmember Pawlowski responded that was a different company.
      - Councilmember Garvey asked was that a different company.
        - City Administrator Tim Vandall replied yeah, we did double check and it is the same cost whether it is the 4<sup>th</sup> or the 29<sup>th</sup>.
- Councilmember Buehler stated I don't know, personally I think that the community is starting to get used to us doing it early, it's the weekend instead of the middle of the week, so people are going to have to go to work on the 5<sup>th</sup>. The weekend prior we've been getting really big crowds, lots of good turn out, I would recommend that we do it on the 29<sup>th</sup>.
  - Mayor Smith stated even on top of that if you all recall this time we had a rain delay, which made it Saturday which made it a lot better so we could come right into it. I agree Greg, any more discussion?
    - Councilmember Kirby stated well when you have to close the park because you can't get any more cars in, I think that pretty much speaks for itself.

- Councilmember Pawlowski stated I'm not going to go through everything I've gone through every year before, but I strenuously disagree.
- Mayor Smith asked any other comments.
- Councilmember Trinkle stated that way the City staff can come to it if they like.
- Councilmember McNeill asked what's your premise for disagreeing, is it that it's not on the holiday?
  - Councilmember Pawlowski replied because this is the 4<sup>th</sup> of July Celebration.
    - Councilmember McNeill replied you can have a 4<sup>th</sup> of July Celebration not on the 4<sup>th</sup>.
      - Councilmember Pawlowski stated I can't tell you the number of people that contact me every year we do this. We're in a military community and people believe it should be on the 4<sup>th</sup> of July.
- Councilmember Garvey stated some people believe you should celebrate with your family, so if you're going to this you may not be able to go to a family function. Doing this, I go to this celebration on the Friday and then my wife's family, who has a celebration every year, and we've been going to it for thirty years, I go to that one on the 4<sup>th</sup>.
  - Councilmember Pawlowski stated but it's not all about you.
    - Councilmember Garvey replied I know, I'm just giving you an instance.
      - Councilmember Buehler stated but it's true.
- Mayor Smith stated I need a motion.

Councilmember Buehler moved to authorize staff to enter into a contract with Kapow Fireworks for displays on May 4, 2018 and June 29, 2018. Councilmember Kirby seconded the motion. The motion was approved, with Councilmember Pawlowski voting against the motion.

### **REPORTS:**

**Department Heads:** Department Heads had nothing to report.

**City Attorney:** City Attorney had nothing to report.

**City Engineer:** City Engineer had nothing to report.

**City Administrator:** City Administrator Tim Vandall mentioned that that staff chili cook-off is tomorrow, Friday, January 19<sup>th</sup> and if anyone wants to drop in and have chili they are more than welcome, it starts at 11:30. He also stated that KDOT has pushed the bid letting date for the DeSoto Road project back to May 2018, due to the condemnation processes that are on-going at this time. Tim also discussed that at the back of the Agenda Packet notes from the strategic planning session were included. He wanted to get those items back in front of the governing body, as that information will be brought up at a future work session to go over goals and how to achieve them.

**Governing Body:** Councilmember Pawlowski stated that she was very pleased with the carry-overs for the year. Councilmember Buehler provided a fun fact, on this day in 1882, A. A. Mills, the author of all of the Winnie the Pooh books was born, which is why today is National Winnie the Pooh Day.

Councilmember Studnicka asked about a library celebration coming up on the 25<sup>th</sup>.

- Library Director Terri Wojtalewicz stated that on January 25<sup>th</sup> from 5pm to 6pm, they Library will be celebrating its 20<sup>th</sup> anniversary as a library. The Library was established on January 21, 1998, and the celebration will be held prior to the work session on Thursday, January 25<sup>th</sup>. There will be a reception and all who attend can see the new circulation desk and study room.

**ADJOURNMENT:** Councilmember Studnicka moved to adjourn. Councilmember Trinkle seconded the motion. The motion was unanimously approved. The meeting was adjourned at 7:11 p.m.

**ATTEST:**



\_\_\_\_\_  
Michael W. Smith, Mayor

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

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## AGENDA ITEM

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TO: Tim Vandall, City Administrator   
FROM: Jason Crum, Parks and Recreation Director   
DATE: January 24, 2018  
SUBJECT: Arboretum

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The Tree Board has been talking for some time now about the possibility of a future Arboretum in City of Lansing. The board has visited several of Arboretums in the state and have found them to be an interesting and enjoyable attraction as well as an educational opportunity for the communities that they serve. At the February 1<sup>st</sup> City Council meeting, The Tree Board, represented by member Randy Dorf, would like to make a presentation to the City Council concerning a future Arboretum in the City of Lansing.

Policy Consideration: N/A

Financial Consideration: N/A

Action: No action is required at this time, however, the Tree Board would appreciate any input or feedback from the governing body.

# Lansing Arboretum

## Charter

June 1, 2017

The following is the Charter for the Lansing Kansas Arboretum. It exists as a guide in the development, planning and future operation of the Arboretum on behalf of the City of Lansing Kansas and all of its inhabitants.

### Arboretum Mission

To cultivate and promote the necessity and importance of trees and other native plants and the wildlife associated with its ecosystem in a living museum setting. To enhance the knowledge, appreciation and conservation of plant diversity and to provide opportunities for education and research.

### Intent and Vision

Strive to reflect Eastern Kansas' unique ecosystem and support research and studies in the natural sciences by amateur naturalists, and other scientists to increase our knowledge of the biology and evolutionary history of plants.

Stand as an important resource for the appreciation and importance of an entire ecosystem to people, in a biological, cultural, historical, and aesthetic context.

Engage children with nature: Children possess an instinctive appreciation for the natural world and an innate drive to increase their understanding of it. They will be better able to apply their knowledge in future environmental issues.

Provide an enjoyable and enriching place to visit that inspires support for preserving biodiversity and our local ecology.

Serve the general public by providing a location and focal point for meetings, educational programs, social events, and other appropriate events.

### Funding

It is the goal and intent that the Lansing Arboretum become, and continues to exist, for the enjoyment of visitors and managed for the enjoyment of future visitors by being financially self-supporting. The majority and primary funding will be from donations by supporters and patrons, funds received by Arboretum attendance or attendance to Arboretum sanctioned and planned events, fund raising events, tree and plant sales, and/or received from facility rental.

### Board of Directors and Staff

Until such time that the duties and responsibilities become too cumbersome or the burden to great for the Lansing Tree Board, the Lansing Tree Board members will serve as the Lansing Arboretum Board of Directors. As a Board, the Board of Directors will be responsible for directing the planning, operation and maintenance of the Arboretum. Further, the Board shall be responsible for all fundraising and decisions regarding the use of such funds in the best interests of the Arboretum and adhering to the mission and intent of the Arboretum. In the event it is determined that the Lansing Tree Board can no longer execute the duties and



responsibilities of the Arboretum, the Lansing Tree Board shall nominate, vote, and submit its recommendations to the Mayor and City Council for confirmation of members to the Arboretum Board of Directors as appropriate. All members of the Lansing Arboretum Board of Directors will be as volunteers. If and when it is appropriate, and funds are available, additional staff necessary for the operation of the Arboretum can and will be hired as Arboretum staff specific employees.

We have established the following criteria for an appropriate property.

Must have Criteria:

1. Size of property. Size is relative and there are arboretums ranging in size from hundreds of acres to as small as 16 acres. Size in our criteria means, enough space to support sufficient plant and tree diversity to create a welcoming and interesting environment. As well as space to accommodate parking and other future facilities.
2. Contain two or more ecological diverse environments. Examples would be an Upland ecology, meaning a more or less dry environment with poorer and shallower soils as compared to a Riparian ecology, meaning the lower, wetter and richer soils of a creek bottom.
3. Ease of use. Meaning not excessively hilly or marshy so that it would prevent both the development of the property and the foot traffic of visitors. Not to mention those handicapped visitors using wheel chairs.
4. Accessibility. Streets and or roads already in place.

Nice to have Criteria:

1. Existing trees. Some number of already existing trees to incorporate in the Arboretum plan. If a 20 acre plot of previous used farmland was developed into an arboretum, it would be many years before there is anything of significance to visit.
2. Water feature. Either a static water source (lake, pond) or a moving water source (creek, tributary) to increase points of interest and help in creating multiple ecologies.
3. In, next to or near currently owned City property. The ability to create a "wildlife Area" increases exponentially when two spaces are combined. In this case, "the sum is worth more than its parts".



Current tasks

1. Create a tax favorable bank account where donated funds can be deposited for future Arboretum use.
2. Begin fund raising in earnest for the procurement, development and maintenance of Arboretum.
3. Identify suitable Arboretum location.
4. Procure site and finalize planning of site.

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## AGENDA ITEM

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TO: Tim Vandall, City Administrator   
FROM: Anthony J. Zell, Jr., Wastewater Utility Director   
DATE: January 25, 2018  
SUBJECT: PRESENTATION – Solving Sewer Service Issues in NW Lansing

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Director Zell will provide a brief presentation regarding options for providing sewer services to existing and future customers in northwest Lansing.

Supporting documentation attached.

Policy Consideration: N/A

Financial Consideration: None at this time

Action: Provide direction to staff moving forward.

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**AGENDA ITEM #**

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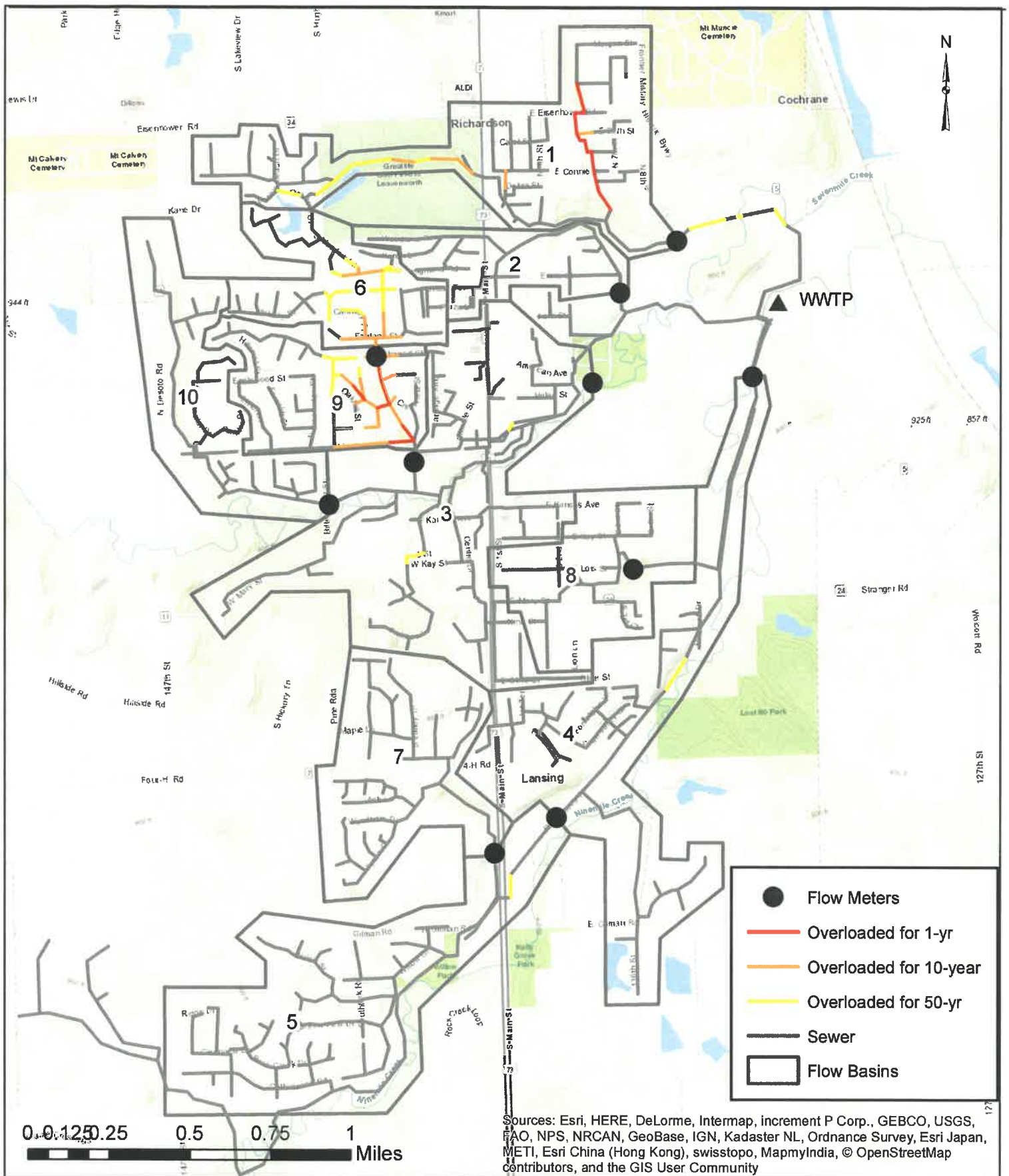
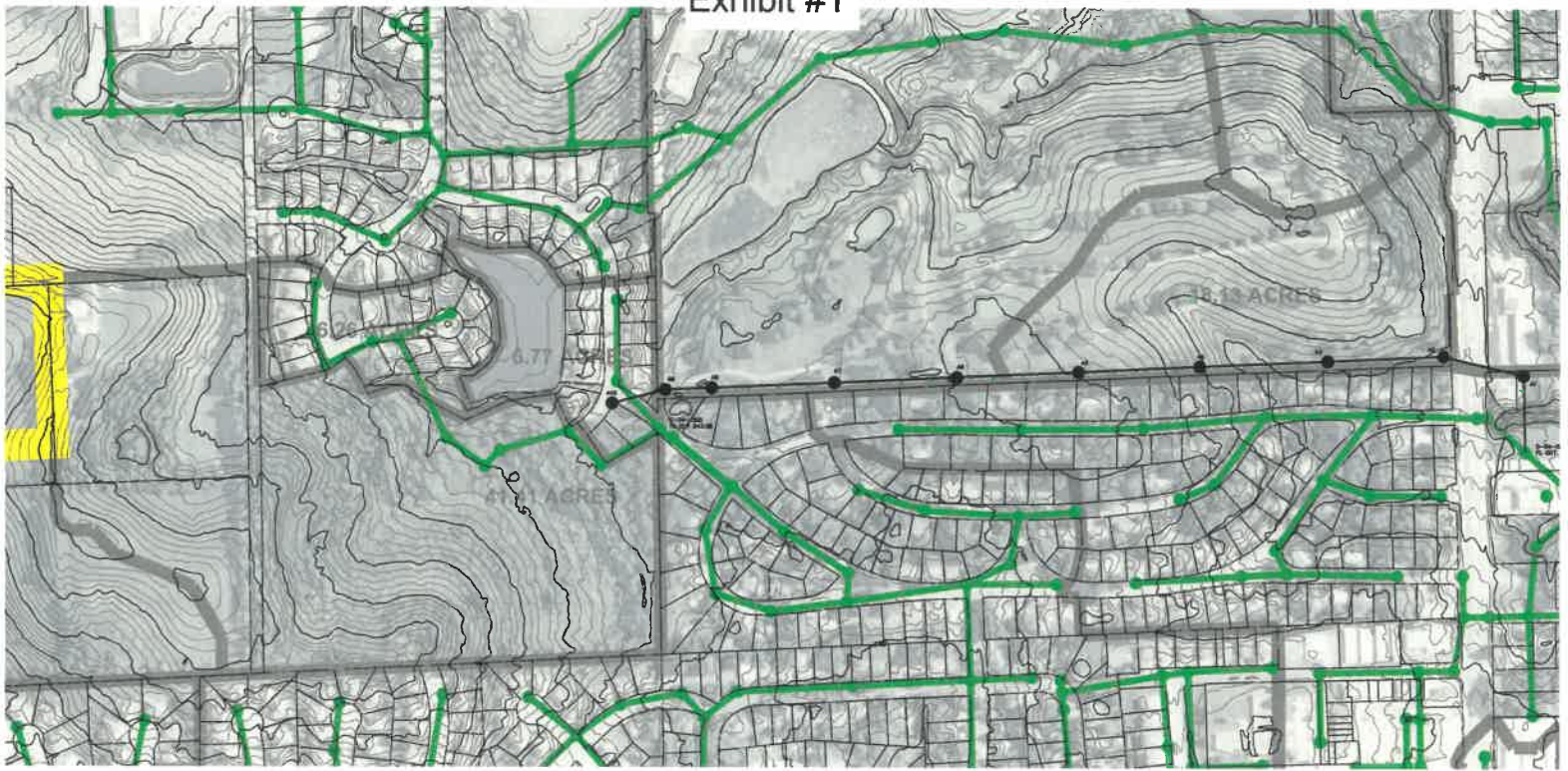


Exhibit #1










# Exhibit #3



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## AGENDA ITEM

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TO: Tim Vandall, City Administrator   
FROM: Anthony J. Zell, Jr., Wastewater Utility Director   
DATE: January 25, 2018  
SUBJECT: Request to Purchase Pickup Truck

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The Lansing City Council approved the purchase of a replacement pickup truck for the 1995 Dodge 4x4 that was sold at auction in 2017. Request for Bids were advertised on the City website and the bid documents were also delivered to the local dealerships.

The following qualified bids were received for a standard cab 4x4 gasoline pickup truck.

**Shawnee Mission Ford: \$30,618.00**

**Zeck Ford: \$27,350.00**

**Henry Martins Chevrolet: \$29,695.00**

Policy Consideration: N/A.

Financial Consideration: This item is a City Council approved equipment replacement for 2018. City Council approved \$33,000.00 for the purchase of this item in the 2018 equipment replacement process. Funds are available in the WASTEWATER UTILITY FUND.

Action: Staff recommends a motion to approve the purchase of a standard cab 4x4 gasoline pickup truck from Zeck Ford in the amount of \$27,350.

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## AGENDA ITEM #

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4



**City of Lansing**

108 S 2<sup>nd</sup> Street  
Lansing, KS 66043  
Telephone: 913 727-2960  
Fax: 1 913 727-2969

**REQUEST FOR BID****TAX EXEMPT #KSHSJT208T****Vendor:***Shawnee Mission Ford***DATE** 1-5-2018**CONTACT** ANTHONY ZELL**DELIVER BY (Date)** ASAP**SHIP VIA****TERMS** Net 30 days after delivery**Destination**

Lansing Service Center  
400 Santa Fe  
Lansing, KS 66043

***This Is Not An Order.***

*The City of Lansing reserves the right to  
waive irregularities and to reject or  
accept any and all bids.*

QTY	UNIT	DESCRIPTION	UNIT PRICE	AMOUNT
1		NEW 3/4 TON 4x4 GAS PICKUP TRUCK STANDARD CAB, SILVER IN COLOR 130" WHEELBASE V8 GAS ENGINE, AUTOMATIC TRANSMISSION MANUAL MECHANICAL SHIFTER WITH MANUAL LOCKING HUBS 200 AMP ALTERNATOR 40/20/40 SPLIT BENCH / VINYL FLOORS TOW PACKAGE WITH CLASS 5 HITCH WITH 2" BALL AND TRAILER LIGHT CONNECTIONS. INTEGRATED TRAILER BRAKE CONTROLLER MIRRORS MANUAL OUT/ POWER HEATED MIRROR CRUISE CONTROL/TILT STEERING REAR BACKUP CAMERA & DRIVER WARNING SYSTEM WITH REVERSE BEEPER AUTO DIMMING REARVIEW MIRROR ELECTRIC WINDOWS AND DOORS W/ KEYLESS ENTRY CLIMATE CONTROL (HEAT AND AIR CONDITIONING) 12V DC POWER SUPPLY WITH 110VOLT/400 WATT AC INVERTER (MOUNTED IN DASH) BLUETOOTH PHONE SYSTEM SPRAYED IN BEDLINER (INSTALLED) FRONT AND REAR CHROME BUMPERS WITH FRONT		

	TOW HOOKS ✓	
	TAILGATE LOCK ✓	
	DUAL BEAM HALOGEN HEADLAMPS, FRONT FOG LAMPS, CARGO LAMP ✓	
	FULL SIZE SPARE TIRE ✓	
	TOTAL	30,618

COMMENTS

AUTHORIZED SIGNATURE

DATE

Cut off Date to Order  
3-2-18

*[Signature]*

1-18-18



**City of Lansing**108 S 2<sup>nd</sup> Street

Lansing, KS 66043

Telephone: 913 727-2960

Fax: 1 913 727-2969

**REQUEST FOR BID****TAX EXEMPT #KSHSJT208T****Vendor:**

ZAK FORD

**DATE** 1-5-2018**CONTACT** ANTHONY ZELL**DELIVER BY (Date)** ASAP**SHIP VIA****TERMS** Net 30 days after delivery**Destination**

Lansing Service Center

400 Santa Fe

Lansing, KS 66043

***This Is Not An Order.***

*The City of Lansing reserves the right to  
waive irregularities and to reject or  
accept any and all bids.*

QTY	UNIT	DESCRIPTION	UNIT PRICE	AMOUNT
1		NEW 3/4 TON 4x4 GAS PICKUP TRUCK STANDARD CAB, SILVER IN COLOR 130" WHEELBASE		
		V8 GAS ENGINE, AUTOMATIC TRANSMISSION MANUAL MECHANICAL SHIFTER WITH MANUAL LOCKING HUBS		
		200 AMP ALTERNATOR		
		40/20/40 SPLIT BENCH / VINYL FLOORS		
		TOW PACKAGE WITH CLASS 5 HITCH WITH 2" BALL AND TRAILER LIGHT CONNECTIONS.		
		INTEGRATED TRAILER BRAKE CONTROLLER		
		MIRRORS MANUAL OUT/ POWER HEATED MIRROR		
		CRUISE CONTROL/TILT STEERING		
		REAR BACKUP CAMERA & DRIVER WARNING SYSTEM WITH REVERSE BEEPER		
		AUTO DIMMING REARVIEW MIRROR		
		ELECTRIC WINDOWS AND DOORS W/ KEYLESS ENTRY		
		CLIMATE CONTROL (HEAT AND AIR CONDITIONING)		
		12V DC POWER SUPPLY WITH 110VOLT/400 WATT AC INVERTER (MOUNTED IN DASH)		
		BLUETOOTH PHONE SYSTEM		
		SPRAYED IN BEDLINER (INSTALLED)		
		FRONT AND REAR CHROME BUMPERS WITH FRONT		

	TOW HOOKS	
	TAILGATE LOCK	
	DUAL BEAM HALOGEN HEADLAMPS, FRONT FOG LAMPS, CARGO LAMP	
	FULL SIZE SPARE TIRE	

COMMENTS

TOTAL

\$27,350



AUTHORIZED SIGNATURE

1-18-18

DATE

**City of Lansing**

108 S 2<sup>nd</sup> Street  
Lansing, KS 66043  
Telephone: 913 727-2960  
Fax: 1 913 727-2969

**REQUEST FOR BID****TAX EXEMPT #KSHSJT208T****Vendor:**

MARTENS  
CHEVROLET

DATE 1-5-2018  
CONTACT ANTHONY ZELL  
DELIVER BY (Date) ASAP  
SHIP VIA

TERMS Net 30 days after delivery

**Destination**

Lansing Service Center  
400 Santa Fe  
Lansing, KS 66043

***This Is Not An Order.***

*The City of Lansing reserves the right to  
waive irregularities and to reject or  
accept any and all bids.*

QTY	UNIT	DESCRIPTION	UNIT PRICE	AMOUNT
1		NEW 3/4 TON 4x4 GAS PICKUP TRUCK STANDARD CAB, SILVER IN COLOR 130" WHEELBASE	✓	
		V8 GAS ENGINE, AUTOMATIC TRANSMISSION MANUAL MECHANICAL SHIFTER WITH MANUAL LOCKING HUBS	✓	
		200 AMP ALTERNATOR	✓	
		40/20/40 SPLIT BENCH / VINYL FLOORS	✓	
		TOW PACKAGE WITH CLASS 5 HITCH WITH 2" BALL AND TRAILER LIGHT CONNECTIONS.	✓	
		INTEGRATED TRAILER BRAKE CONTROLLER	✓	
		MIRRORS MANUAL OUT/ POWER HEATED MIRROR	✓	
		CRUISE CONTROL/TILT STEERING	✓	
		REAR BACKUP CAMERA & DRIVER WARNING SYSTEM WITH REVERSE BEEPER	✓	\$65
		AUTO DIMMING REARVIEW MIRROR	✓	
		ELECTRIC WINDOWS AND DOORS W/ KEYLESS ENTRY	✓	
		CLIMATE CONTROL (HEAT AND AIR CONDITIONING)	✓	
		12V DC POWER SUPPLY WITH 110VOLT/400 WATT AC INVERTER (MOUNTED IN DASH)	✓	
		BLUETOOTH PHONE SYSTEM	✓	
		SPRAYED IN BEDLINER (INSTALLED)	✓	
		FRONT AND REAR CHROME BUMPERS WITH FRONT	✓	

BA

Cloth  
SEATS

Knapheide  
per Tony

	TOW HOOKS	✓	
	TAILGATE LOCK	✓	
	DUAL BEAM HALOGEN HEADLAMPS, FRONT FOG LAMPS, CARGO LAMP	✓	
	FULL SIZE SPARE TIRE	✓	
			29,695.00
		TOTAL	

delete per Tony

COMMENTS No Boards per Tony

*Andy Hill*  
AUTHORIZED SIGNATURE

1-8-18  
DATE



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## AGENDA ITEM

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TO: Tim Vandall, City Administrator  
FROM: Jason Crum, Parks and Recreation Director *JC*  
DATE: January 24, 2018  
SUBJECT: Request to purchase trucks

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The Parks and Recreation Department and the Wastewater Department advertised for bids for two trucks. Request for Bids were advertised on the City website and the bid documents were also delivered to the local dealerships. The following bids were received for the Parks and Recreation one ton crew cab truck with a snowplow and an optional lift gate and headache rack:

<b>Shawnee Mission Ford</b>	<b>\$50,744.00</b>
<b>Zeck Ford</b>	<b>\$52,032.00</b>
<b>Henry Martins Chevrolet</b>	<b>\$52,012.00</b>

Financial Consideration:

This item is a City Council approved equipment replacement for 2018. City Council approved \$55,000.00 for the purchase of this item in the 2018 equipment replacement process.

Policy Consideration: N/A

Action: Staff recommends a motion to approve the purchase of a Ford one ton crew cab truck with a snow plow and an optional lift gate and headache rack from Shawnee Mission Ford for \$50,744.00 from account number 80-010-43301 Equipment Reserve.

**City of Lansing**108 S 2<sup>nd</sup> Street

Lansing, KS 66043

Telephone: 913 727-2960

Fax: 1 913 727-2969

**REQUEST FOR BID****TAX EXEMPT #KSHSJT208T****Vendor:**

Shawnee Mission Ford

**DATE** 1-2-2018**CONTACT** Jason Crum**DELIVER BY (Date)** ASAP**SHIP VIA****TERMS** Net 30 days after delivery**Destination**

Lansing Service Center

400 Santa Fe

Lansing, KS 66043

***This Is Not An Order.***

*The City of Lansing reserves the right to  
waive irregularities and to reject or  
accept any and all bids.*

QTY	UNIT	DESCRIPTION	UNIT PRICE	AMOUNT
1		NEW ONE TON 4X4 DIESEL TRUCK, CREW CAB (FOUR FULL SIZE DOORS) RED IN COLOR <i>Race Red</i> <i>2018 Ford F-350 Crew Cab</i> 4x4 XL <i>Short Bed</i> DIESEL ENGINE, AUTOMATIC TRANSMISSION ✓		
		HEAVY DUTY TOW PACKAGE WITH CLASS 5 HITCH WITH 2" BALL AND TRAILER LIGHT CONNECTIONS. ✓		
		CORNER LED STROBES IN FRONT AND REAR ✓		
		ECCO 54" WIDE CLASS 1 LIGHT BAR LED ✓		
		SNOW PLOW PREP PACKAGE ✓		
		TRAILER BRAKE CONTROLLER ✓		
		MIRRORS MANUAL OUT/ POWER MIRROR ✓		
		EXTRA HEAVY DUTY ALTERNATOR ✓		
		WESTERN SNOW PLOW PACKAGE ( 8.5 FT) WITH ULTRA MOUNT QUICK ATTACHMENT SYSTEM AND HAND CONTROLS. ✓		
		RUBBER DEFLECTOR KIT (SNOW PLOW ) ✓		
		CRUISE CONTROL ✓		
		REAR CAMERA & PREP ✓		
		ELECTRIC WINDOWS ✓		
		BLACK NERF BARS ✓		
		REVERSE BEEPER ✓ <i>Back up Alarm</i>		



2	SPRAY IN BED LINER <i>Rhino</i>  <b>BID ALTERNATES</b>  TOMMY GATE HYDRALIC LIFT WITH 2 PIECE STEEL PLATFORM WITH 4" TAPER (INSTALLED) ✓  ALUMINUM HEADACHE RACK ( INSTALLED ) ✓							
		<table> <tr> <td>TOTAL</td> <td><i>47,670</i></td> </tr> <tr> <td>TAX RATE</td> <td>0.000%</td> </tr> <tr> <td>TAX</td> <td>0.00</td> </tr> </table>	TOTAL	<i>47,670</i>	TAX RATE	0.000%	TAX	0.00
TOTAL	<i>47,670</i>							
TAX RATE	0.000%							
TAX	0.00							

Comments

*Cut off Date to order  
3-2-18*

Authorized by

*J. Loop*

Date

*1-18-18*



Knapheide Truck Equipment  
7200 NE 45th Street  
Kansas City MO 64117  
Phone: 816-472-4444  
Fax: 816-472-5147  
www.kansascity.knapheide.com

## QUOTATION

Quote ID: EV00003452

Page 2 of 2

QTY	PART NUMBER	DESCRIPTION	UNIT PRICE	AMOUNT	ADD TO QUOTE
1	TGG2-60-1342 TP38	LIFT GATE PICKUP 55x38+4 1300# TREAD PLATE PICKUP MODEL G2 60	\$2,571.00	\$2,571.00	Yes / No
1	KN 1905-0-01	PROTECT-A-RAIL® CAB PROTECTOR ALUMINUM FRAME CAB PROTECTOR WITH 14 GA. STEEL LOUVERS	\$503.00	\$503.00	Yes / No
1	KN 1925-3-01	MNTG KIT CAB PROTECTOR 2017 SD	\$0.00	\$0.00	Yes / No

Customer must fill out the information below before the order can be processed...

Accepted by:	
Date:	
P.O. number:	



- ◆ Terms are Due Upon Receipt unless prior credit arrangements are made at the time of order.
- ◆ **Options and Quoted Items do NOT include applicable Sales Tax.**
- ◆ If a pool chassis is being held that is associated with this quotation, the pool truck will be held for a maximum of 72 hours from the time of this quotation.

Notes:

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## AGENDA ITEM

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TO: Tim Vandall, City Administrator   
FROM: Anthony J. Zell, Jr., Wastewater Utility Director   
DATE: January 25, 2018  
SUBJECT: Request to Approve 2018 Sanitary Sewer Cleaning and CCTV Bid

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The 2018 Capital Improvement Program for the Wastewater Utility Department will provide for cleaning and videotaping of areas of the city shown to exhibit higher levels of inflow and infiltration, based on the last two hydraulic modeling studies and the 2014 Sewer Master Plan. Approximately 105,000 feet of 8" to 12" sewer will be inspected this year, which represents about 30% of the sewer mains within the City.

In the fall of 2017, the Director solicited quotes from four companies on a cost per foot basis to clean and CCTV 70,000 feet of pipe. Hydro-Klean was the lowest bidder and was awarded the bid for the work in 2017, and did an outstanding job. Their attention to detail and thorough documentation has provided the city with solid recommendations for future repair and maintenance activities. Hydro-Klean has indicated that they would honor their 2017 pricing of \$1.29/ft. for Lansing, and would like to get started on the work by the end of February. Their bid was considerably lower than the next bidder.

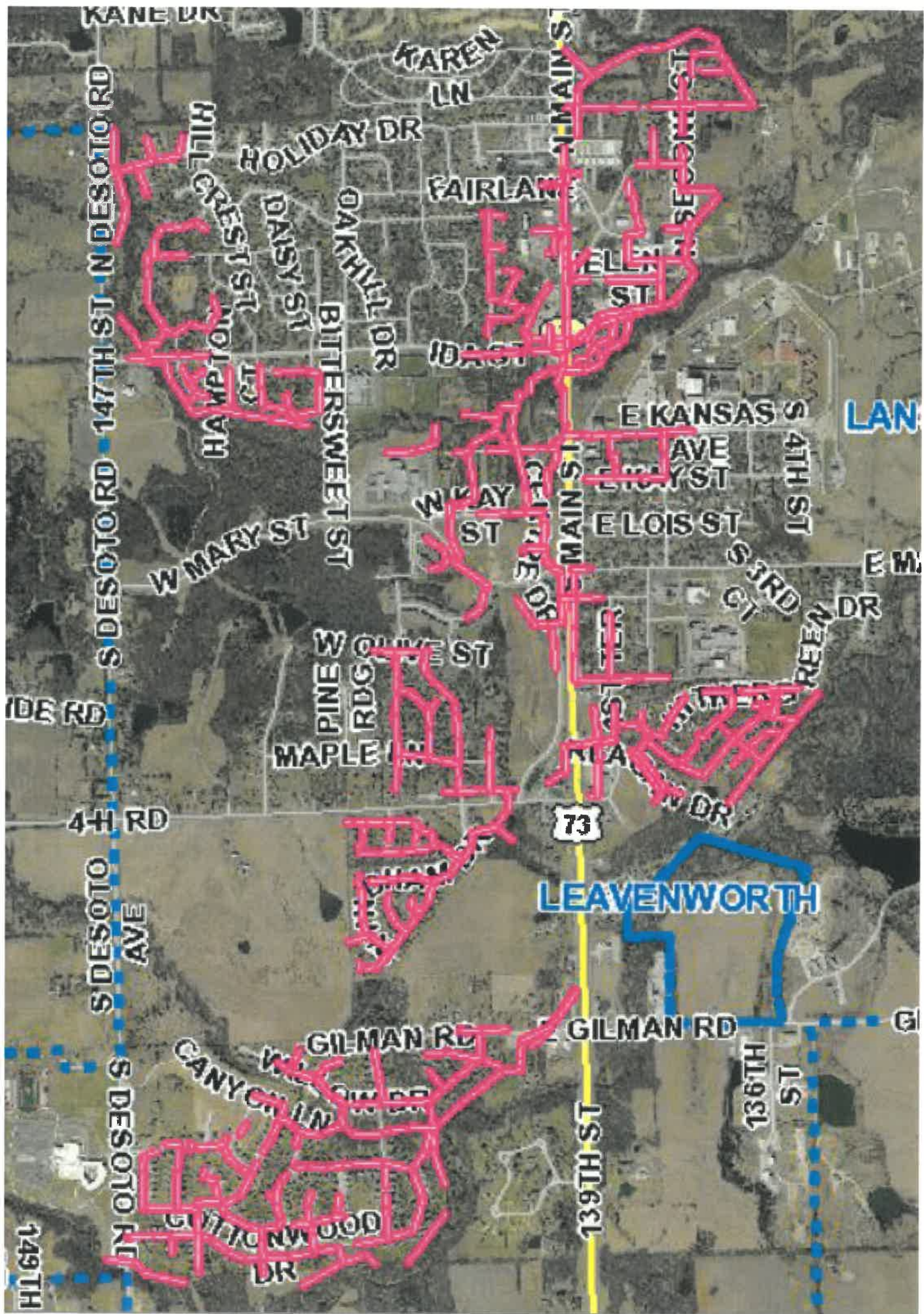
The attached map shows the locations of the work area.

Policy Consideration: None.

Financial Consideration: Funds are available from the base budget 50-050-41154.

Action: A motion to approve the bid of \$1.29 per foot from Hydro-Klean for cleaning and videotaping approximately 105,000 feet of sanitary sewer.









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## AGENDA ITEM

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TO: Tim Vandall, City Administrator   
FROM: Anthony J. Zell, Jr., Wastewater Utility Director   
DATE: January 25, 2018  
SUBJECT: Request to Approve 2018 Flow Monitoring Study and Master Plan Update

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As part of the 2018 Wastewater Utility base budget \$80,000 was allocated for a follow up sanitary sewer flow study. This additional study will help to determine the effects of the two sewer action plans that have been completed, and to update the city's hydraulic model in the sewer master plan. Further, this information will assist staff with quantifying the amount of excess inflow and infiltration that has been removed.

George Butler Associates (GBA) completed the utility's first flow monitoring study in 2014, and developed the utility's first ever Sanitary Sewer Master Plan. This study, along with the outputs and results contained, serve as the "playbook" for the utility as decisions are made regarding existing and future sanitary sewer rehabilitation projects, planned maintenance/repair activities, and planning our response to future developments. Ten flow meters will be deployed for 90 days (April – June) at the same locations as the previous study, to allow a direct comparison of locations from four year prior.

Since the completion of the original study, staff has called on GBA on several occasions to make additional model runs showing the effects of not only future development within the service area, but also how inflow and infiltration can reduce loads within the collection system and treatment plant. As such, GBA has developed a comprehensive working knowledge of the city's collection system, so it seems natural to allow them to perform the follow up study, similar to using PEC exclusively for funding/rate studies.

Policy Consideration: N/A.

Financial Consideration: Funds are available from the Wastewater Utility's base budget, Engineering Studies, Account # 50-050-41120.

Action: A motion to approve the 2018 Sanitary Sewer Flow Monitoring and Model Update as presented in Attachment A, from George Butler Associates, in an amount not to exceed \$74,752.00.

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## AGENDA ITEM #

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7

## **ATTACHMENT A**

### **City of Lansing, Kansas 2018 Sanitary Sewer System Flow Monitoring and Model Update and Supplemental Report to Master Plan**

*The City of Lansing completed a comprehensive flow monitoring and Master Plan project in 2015. The flow monitoring was the basis for calibrating their model and developing the Master Plan. The recommendations in the Master Plan were to address capacity issues and prepare for future growth. Since the completion of the flow monitoring and Master Plan, the City has completed extensive relief sewer projects. The City now desires to conduct follow-up flow monitoring and update their model and prepare a supplemental report to their Master Plan based on resulting flow rates. In addition, I/I levels from the 2018 flow monitoring will be compared to the 2014 flow monitoring to identify removal levels and areas that still have excessive I/I.*

#### **A. PRELIMINARY CONFERENCES AND INVESTIGATION**

##### **1. Conduct Kickoff Meetings**

Arrange a “kickoff” meeting with OWNER, as appropriate for the project. Discussions shall be held to review and confirm the project goals and objectives, to evaluate basic concerns on implementation of the project(s), and to confirm the scope of work and schedule.

##### **2. Conduct Progress and Review Meetings (2 meetings)**

Conduct progress meetings and submittal review meetings with OWNER.

#### **B. FLOW AND RAINFALL MONITORING**

##### **1. Flow Monitoring Data Collection - Field**

Flow monitoring will be conducted at a total of 10 sites over a 90-day period starting approximately on April 1, 2018 and ending June 30<sup>th</sup> 2018. The flow meters will be located in similar sites as the 2014 flow monitoring session. The flow monitoring will be conducted with depth and velocity flow meters. Flow meters will be set-up to collect data on 15 minute intervals. Bi-weekly servicing of the meters will be conducted to download data, establish velocity profiles and to clean and maintain monitoring equipment. Manual to meter level and velocity comparisons will be conducted and logged on field forms. Adjustments to the data will be made prior to analyses to account for level drifts and missing velocity data.

##### **2. Rainfall Monitoring.** Rainfall data will be collected from 3 existing rain gauges by internet web access that are in or near the project area. The rainfall data will be downloaded on a bi-weekly basis.

##### **3. Flow Data Adjustments.**

During the project, office review of the data will be conducted to make sure the meters are recording accurately. During the review, peak flows during significant wet weather

events will be tracked. A monthly summary of meter response to significant rainfalls will be provided to the City.

At or near the conclusion of the flow monitoring session, adjustments to the flow monitoring data will be conducted. The adjustments will be based on the results of the manual to meter reading comparisons from the site visits. In addition, a Manning's flow curve will be developed for each site to calculate flows for periods of lost or questionable velocity or level data.

A mass flow balance of the flow meters will also be conducted and adjustments made as appropriate. The mass flow balance will consider daily volumes of the meters and compare upstream versus downstream magnitudes of flows from cumulative metering sites.

**4. Rain Data Analysis**

Rain data will be analyzed for each site to determine total rainfall recorded and to estimate return intervals for significant storm events. The rainfall data will be incorporated into flow data analysis spreadsheets through look-up tables to be used for flow parameter calculations.

**5. Flow Data Analysis and Summary**

Flow data will be analyzed for each site to establish flow parameters for average daily dry weather flow (ADDF), infiltration and inflow. Once flow parameters have been established, an evaluation of the basins will be made to identify basins with excessive I/I. Estimated potential I/I reduction for each basin will be established.

Summary tables of the flow parameters by basin will be created for presentation in meetings and the report.

**6. Compare Pre- and Post-Construction I/I Levels**

For basins that have had construction projects completed since the 2014 flow monitoring session, a comparison of flow parameters will be made between the 2014 data and the 2018 data. Flow reductions will be noted in the report.

**7. Identify Excessive I/I Basins**

A comparison of infiltration and inflow flow parameters to excessive flow parameter limits will be made to establish excessive I/I basins. The excessive I/I basins will be ranked by level of excessiveness and summarized in tabular format.

**8. Individual Flow Data Site Summary**

Site summaries will be developed for each metering site to be included as an appendix to the report. The site summaries will include site set-up sheets, location maps, calculations for base flow, infiltration and inflow, and flow hydrographs and level and velocity scatter graphs.

**9. Update I/I Removal Plan**

Based on findings update the City's I/I removal plan.



## **C. UPDATE HYDRA MODELING**

### **1. Update Model Network**

Utilizing the OWNER GIS data, a model network of sewers in the OWNER's existing sanitary sewer system shall be updated.

### **2. Update Model Sewer Catchments**

Catchment areas will be updated to represent the network changes

### **3. Update Model Future Growth**

Future growth areas in the model will be updated.

### **4. Update Model Calibration**

Model calibration will be conducted by inserting flow rates established from the flow monitoring data analysis into the sewer system network. Distribution of flows will be based on acres served within the established catchments. A 1-year storm event will be used to calibrate the model by comparing model results to flow data at the monitoring sites.

For sub-catchments that are partially developed, the future growth ratio will be utilized to adjust flow parameters for the model calibration.

### **5. Model Runs**

Model capacity evaluations will be conducted. The OWNER's design storm will be used for all model set-up evaluations. Model runs will include potential I/I removal, if any, based on the flow data results previously presented. The following model evaluations will be completed:

- Existing Conditions
- Existing Conditions and I/I Removal
- Interim Growth Conditions with I/I Removal
- Ultimate Growth Future Conditions with I/I Removal

## **D. MODEL RUN ANALYSIS AND RESULTING COSTS**

### **1. Revise Cost Data Tables**

Unit cost data will be developed to estimate future sewers, relief sewers and I/I removal costs. Information will be collected from OWNER to assist in this process as well as costs established from previous ENGINEER's projects. The cost data will be summarized for the report.

### **2. Summarize Model Runs and Compare to 2014 Results**

For each model evaluation, overloaded sewers will be established with a percent used. An estimated relief sewer cost will be established for each evaluation. Relief sewers and relief sewer costs will be based on replacement sewers to carry the flow with minimal to no surcharge. A comparison to the 2014 relief sewer plan will be conducted.

**3. Update Relief Sewer Plan**

The model runs will assist in determining the urgency of relief sewers for the OWNER's sewer system. Based on the results, a recommended time line of improvements will be developed.

**E. 2018 SUPPLEMENTAL MASTER PLAN REPORT**

**1. Summarize Work Completed**

The work completed will be summarized into report form or GIS shapefiles.

**2. Recommendations**

A 2018 supplemental recommendations to the Master Plan will be developed. The plan will consider future growth sewers, relief sewers and I/I removal. Included with the recommendations will be cost estimates.

**3. Prepare Draft 2018 Supplemental Report to Master Plan**

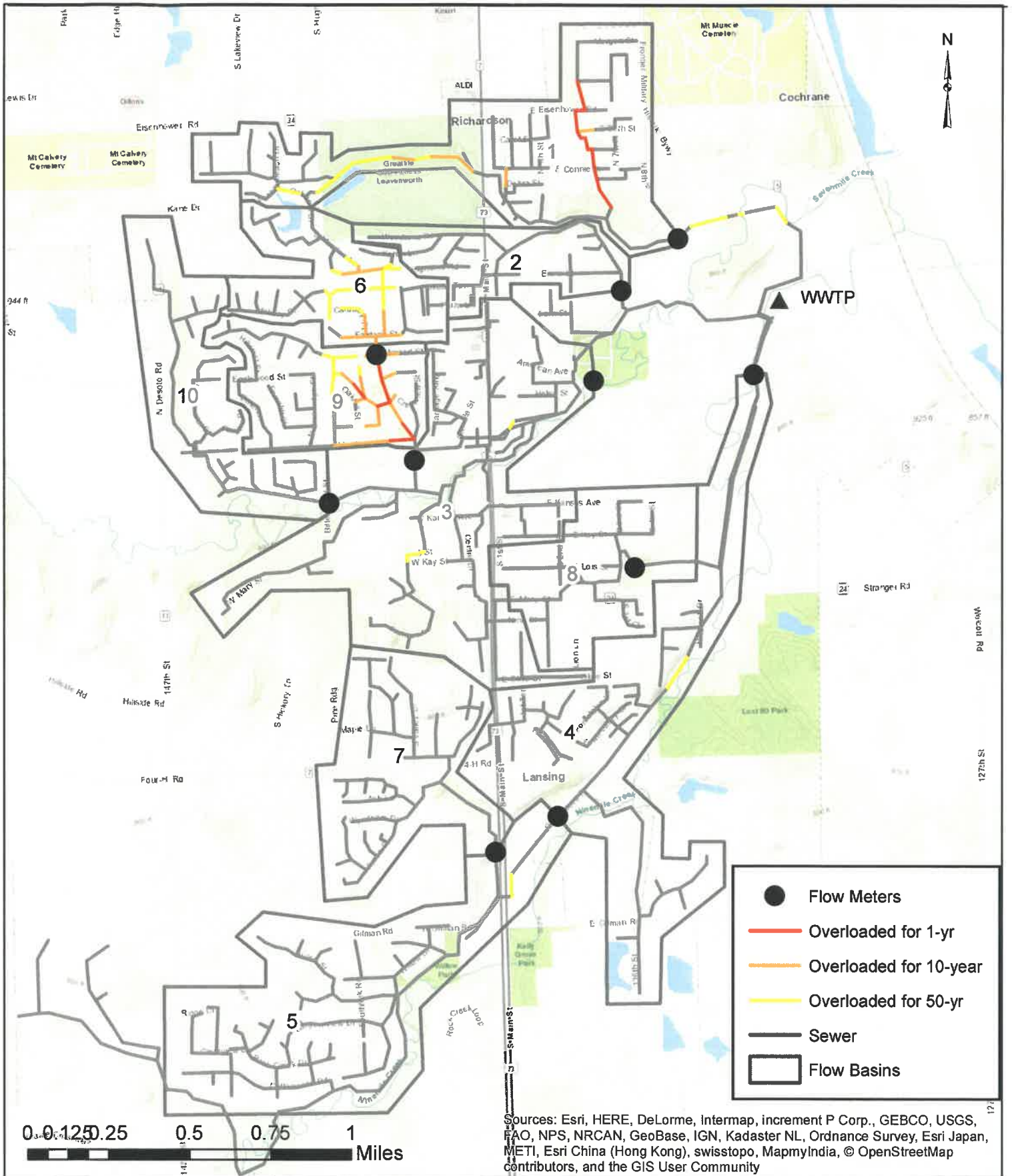
A draft report will be prepared that summarizes and presents results. The report will be submitted to OWNER and a review meeting will be scheduled to discuss comments.

**4. Prepare Final 2018 Supplemental Report to Master Plan**

A final report will address any comments from the draft report review meeting. A final submittal will include a hard copy and digital version of the final report

**F. SCHEDULE**


Project is to be completed before the end of 2018.



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## AGENDA ITEM

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TO: Tim Vandall, City Administrator  
FROM: Jason Crum, Parks and Recreation Director   
DATE: January 18, 2018  
SUBJECT: After hours use of the Activity Center

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Brian Pfannenstiel with Lansing Boy Scout Troop 165 has requested to use the Lansing Activity Center after hours from 7:45 p.m. on February 17 until 6:00 a.m. on February 18, 2017 for the Boy Scout Anti Campout. Mr Pfannenstiel and I will be at the City Council meeting in order to answer any questions. The Special Event Application, Release of Liability and Agreement to Indemnify, and the certificate of insurance with endorsement are attached. A deposit of \$150.00 will be required if the request is approved.

Policy Consideration: N/A

Financial Consideration: N/A

Action:

A motion to approve or deny the request for Brian Pfannenstiel and Lansing Boy Scout Troop 165 to use the Lansing Activity Center from 7:45 p.m. on February 17 until 6:00 a.m. on February 18, 2017 for the Anti Campout event.

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AGENDA ITEM #

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8



# CITY OF LANSING

## PARKS SPECIAL EVENT

### PERMIT APPLICATION

Individual's Name Applying for License: Brian Pfannenstiel Date: 17 January 2018

Daytime Phone Number: (913) 775-3906 Evening Phone Number: (913) 775-3906

Business/Organization Name (if applicable): Lansing Boy Scouts Troop 0165

Address: 22826 175th Street Leavenworth KS 66048  
Street Address City State Zip Code

Event Location: ☐ Lost 80 Park, 1122 East Mary Street ☐ Woodland Gazebo, 150 Woodland ☐ Willow Park, 127 W. Gilman Road  
☐ Highland Playground, 217 Highland ☐ Kelly Grove Park, 320 East Gilman Road ☐ City Park, 400 N. 2nd Street  
☐ Kenneth W. Bernard Park, 15850 Gilman Road

Description of Event: The Boy Scouts have an annual lock-in event at the Lansing Activity Center. We call this event the Anti-Campout, as the scouts have the opportunity to bring electronics, stay up all night, play games in the gym. All the stuff they do not typically do on a regular (outdoor) campout.

Date(s) of Operation: February 17-18 Hours of Operation: 2/17 from 7:45 PM to 2/18 6:00 AM

Anticipated Attendance: 35 State Tax Numbers: \_\_\_\_\_ Federal Tax Numbers: \_\_\_\_\_

Description of any structures to be used in conjunction with event: Four Classrooms. The bottom floor rooms by the door, one we use for the adults attending, and the other is used for the electronic game room. Two classrooms upstairs, to be used by scouts who wish to get some sleep. We also use the gym for basketball

All requests for exceptions to the regulations set forth in the Code of the City of Lansing, Chapter 13: Parks and Public Property, Article 1. Park Regulations, shall be referred to the Governing Body for approval or disapproval. Such permit may be subject to such conditions and safeguards as the Government Body may deem necessary to protect the public health, safety and welfare. These conditions may include but shall not be limited to:

- A. Restrictions on the hours of operation, duration of the event, size of the activity or other operational characteristic.
- B. The posting of a performance bond to help ensure that the operation of the event and subsequent restoration of the site are conducted according to Government Body expectations.
- C. The provision of traffic control or security personnel to increase the public safety and convenience.
- D. Obtaining liability and personal injury insurance in such form and amount as the Government Body may find necessary to protect the safety and general welfare of the community.

An application shall be accompanied by the following items as applicable:

1. Proof of liability insurance in the amount of \$1,000,000.00 and Liability Release and Indemnification Clause.
2. A certificate of Insurance with Endorsement naming the City of Lansing as additionally insured.
3. A sketch plan showing to scale the location of the proposed activities and structures in relation to existing buildings, parking areas, streets and property lines as shown on the approved site plan. In no event shall structures or display areas be located any closer than 25 feet to public right-of-ways adjacent to the property.
4. A separate application will need to be made to the Community Development Division for any signs to be displayed in conjunction with the special event. In no event shall signs be displayed on the public right-of-way. Signs for commercial activities shall only be displayed during hours of operation.

Signature of Applicant: [Signature] Date: 1/17/18

*The following departments have reviewed this application for compliance with the Code of the City of Lansing, Chapter 13: Parks and Public Property, Article 1: Park Regulations.*

Police Department Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Community Development Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Parks & Recreation Department Signature: \_\_\_\_\_ Date: \_\_\_\_\_

City Clerk's Office Signature: \_\_\_\_\_ Date: \_\_\_\_\_



**RELEASE OF LIABILITY & AGREEMENT TO INDEMNIFY**

The City of Lansing has authorized or granted permission to the "Sponsor" to conduct certain "Activities" at the "Location," all of which are identified as follows:

Sponsor:

**Boyscout Troop 165 – Brian Pfannenstiel**

Activities, including all other conduct related thereto:

**Anti-campout indoor campout and associated activities**

Location:

**Lansing Activity Center**

For Sponsor, its staff, and any authorized participant attending and participating in the above-mentioned activity for the **Anti-campout indoor campout and associated activities** Sponsor acknowledges and accepts: (a) that participation in the listed Activity(ies) is voluntary; (b) that as Sponsor am aware, and am fully satisfied with the understanding, of the nature of the Activities, the abilities and limitations of any authorized participant with respect to the Activity(ies), and the nature of the involvement of participant in the Activity(ies), and (c) that there is an inherent risk that injuries, damages and even death may occur as a result of participation in the Activity(ies).

Nevertheless, in consideration for the City of Lansing's authorization and/or its grant of permission to utilize city-owned property or its facilities for the Sponsor's Activity(ies), I, as a duly-authorized agent for Sponsor, forever release, discharge and hold harmless the City of Lansing, its elected officials, any of its employees and agents (individually and collectively referred to herein as the "City of Lansing Released Parties") from any and all claims, demands, and causes of action, including without limitation those for personal or bodily injury or death, based on, arising out of, or related to participation in the Sponsor's Activity(ies).

In addition, Sponsor also agrees to supervise any minor child attending and participating in the above-mentioned activity(ies) for the **Anti-campout indoor campout and associated activities** and withdraw any Participant if he/she is unfit to safely participate in the Activity(ies) or if any actual or impending danger to his/her health or other well-being, and Sponsor agrees to indemnify and hold the City of Lansing Released Parties harmless from any and all liability, costs and damages, including attorney fees, if any participant, including Sponsor, of the sponsored activity(ies) asserts a claim, demand, and/or cause of action against the City of Lansing which is hereby released as set forth above.

**I have read, fully understand, and voluntarily agree to the foregoing.**

  
Sponsor & Authorized Agent

1/17/18  
Date



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
2/22/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> MHBT Inc. 8144 Walnut Hill Lane, 16th Fl Dallas TX 75231	<b>CONTACT NAME:</b>	
	<b>PHONE</b> (A/C No. Ext): 972-770-1600	<b>FAX</b> (A/C No.): 972-770-1699
<b>INSURED</b> Boy Scouts of America, National Council and all of its affiliates and subsidiaries including: Heart of America Council, Boy Scouts of America 10210 Holmes Road Kansas City, MO 64131-4212	<b>E-MAIL ADDRESS:</b>	
	<b>INSURER(S) AFFORDING COVERAGE</b>	
	<b>INSURER A:</b> Old Republic Insurance Co.	
	<b>INSURER B:</b>	
	<b>INSURER C:</b>	
	<b>INSURER D:</b>	
<b>INSURER E:</b>		
<b>INSURER F:</b>		

**COVERAGES**

CERTIFICATE NUMBER: 902318861

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<b>GENERAL LIABILITY</b>			MWZY309927	3/1/2017	3/1/2018	
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE \$1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$
							MED EXP (Any one person) \$
							PERSONAL & ADV INJURY \$
							GENERAL AGGREGATE \$
							PRODUCTS - COMP/OP AGG \$
							\$
	<b>AUTOMOBILE LIABILITY</b>						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
							\$
	<b>UMBRELLA LIAB</b>						EACH OCCURRENCE \$
	<b>EXCESS LIAB</b>						AGGREGATE \$
							\$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b>						WC STATUTORY LIMITS
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	<input type="checkbox"/> Y / <input checked="" type="checkbox"/> N	N/A				E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

Certificate holder is named as an additional insured by virtue of a written or oral contract or by the issuance/existence of a permit or certificate of insurance but only with respect to operations by or on behalf of the Insured, or to facilities of, or facilities used by the Insured and then only for the limits of liability specified in such contract for the event specified herein.

Use of Certificate Holder's property for all Heart of America Council, Boy Scouts of America Scout camping and activities throughout the policy period.

**CERTIFICATE HOLDER****CANCELLATION**City of Lansing  
108 S 2nd Street  
Lansing, KS 66043

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE



## IL 10 (12/06) OLD REPUBLIC INSURANCE COMPANY

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

### ADDITIONAL INSURED

This endorsement modifies insurance provided under the following:

#### COMMERCIAL GENERAL LIABILITY POLICY

It is agreed that the Persons or Entities insured provision is amended to include:

City of Lansing is named as an additional insured by virtue of a written or oral contract or by the issuance/existence of a permit or certificate of insurance but only with respect to operations by or on behalf of the Insured, or to facilities of, or facilities used by the Insured and then only for the limits of liability specified in such contract for Heart of America Council's use of City of Lansing property for all official Scout meetings and activities during the policy period.

Nothing herein shall operate to increase the insurers per occurrence liability limit of \$1,000,000.

AI-883

Policy Number:

MWZY 309927

Insured:

Boy Scouts of America, National Council and all of its affiliates and subsidiaries and all Local Councils and all their affiliates and subsidiaries and Learning for Life

Effective Date:

03/01/17

Expiration Date:

03/01/18

Countersignature of Authorized Representative:



Date:

02/10/17

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## AGENDA ITEM

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TO: Tim Vandall, City Administrator  
FROM: Sarah Bodensteiner, City Clerk *SB*  
DATE: January 23, 2018  
SUBJECT: Request to purchase Mower

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The City Clerk's Office requested bids for a Kubota engine gas or diesel zero turn 54" pro deck mower. The bid documents were delivered to regional dealerships. The following bids were received:

Dealership	Kubota Engine Zero Turn Gas 54" Pro Deck Mower	Kubota Engine Zero Turn Diesel 54" Pro Deck Mower
McConnell Machinery Co. (Lawrence, KS)	\$8,482.10	\$10,775.60
Romans Outdoor Power (Louisburg, KS)	\$8,185.00	\$10,075.00
Coleman Equipment, Inc. (Bonner Springs, KS)	Did not meet bid specifications	\$11,251.88

After staff review and discussion of the received bids, it was determined that based on the work load, fuel costs, and repair/replacement costs, the gas engine would be a more solid fit for the duties performed within the department.

Financial Consideration: This item is a City Council approved equipment replacement for 2018. City Council approved \$9,895.00 for the purchase of this item in the 2018 equipment replacement process.

Policy Consideration: N/A

Action: Staff recommends a motion to approve the purchase of a Kubota Zero Turn Gas 54" Pro Deck Mower from Romans Outdoor Power, of Louisburg, Kansas, in an amount not to exceed \$8,185.00 from account number 80-010-43301 Equipment Reserve.

# ROMANS Outdoor Power

# Quote

203 Crestview Circle  
Louisburg, KS 66053

(913) 837-5225

## QUOTE TO

City of Lansing, Kansas  
[800 First Terrace](#)  
Lansing, KS 66043  
attn: Sarah Bodensteiner

INVOICE DATE January 23, 2018  
OUR ORDER NO.  
YOUR ORDER NO.  
TERMS  
SALES REP Dave Rohl  
SHIPPED VIA  
F.O.B.  
PREPAID or COLLECT

SHIPPED TO:  
Same

Sales Tax Rate

QUANTITY		UNIT PRICE	AMOUNT
1	Kubota ZD1011-54" (Kubota diesel engine)		\$10,075.00
1	Kubota ZG227A-54" (Kubota gas engine)		\$8,185.00
Above quotes include an extra set of blades; owners manual; full tank of fuel; and delivery.		SUBTOTAL	
		TAX	
		FREIGHT	Gov't Exempt
DIRECT ALL INQUIRIES TO: Dave Rohl (913) 837-5225 email: daverohl@gmail.com		MAKE ALL CHECKS PAYABLE TO: Romans Outdoor Power Attn: Accounts Receivable 203 Crestview Circle Louisburg, KS 66053	

**THANK YOU FOR YOUR BUSINESS!**

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## AGENDA ITEM

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TO: Tim Vandall, City Administrator  
FROM: Rebecca Savidge, City Inspector *RS*  
DATE: January 25, 2018  
SUBJECT: Ordinance No. 995: An Ordinance to Rezone the Property Currently Addressed as 00000 East Mary Street from R-2 Single-Family Residential to A-1 Agricultural

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A rezone application has been submitted by Breck Ricketts, property owner, for property currently addressed as 00000 East Mary Street, Lansing, Kansas. The property will be addressed within the Lansing grid once the "field entrance" permit is approved. This property is just west of 1016 East Mary Street. The property was actually a platted lot as part of the Hillbrook Subdivision plat; thus, the reason for the current zoning of R-2 Single-Family Residential. Parts of the lot were then quit claim deeded to the lots adjoining the property, up to the creek line dividing the properties. The property remaining to the east of the creek was then sold to the adjoining property on the east side, which is 1016 East Mary. This particular lot is not buildable in the current zoning due to flood restrictions and easements on the property. The property recently sold and the new owner is requesting to rezone this property from R-2 Single-Family Residential to A-1 Agricultural. His application states he wants to establish a working apiary conservation spot and supporting flora fields. **The crops are only permitted and bees conditionally permitted in the A-1 zoning, per Lansing Zoning Ordinance.** The Future Land Use Map in the city's Comprehensive Plan shows this parcel as Open Space/Agriculture.

The lot will require permitting through Kansas Department of Health and Environment Division of Water Resources for changes in elevation made to the lot or any structures that would be built on the property. This process will need to be completed prior to any permits from the city being issued.

This property is currently a vacant and wooded lot that has been on the market for some time. It lies in the 100-year floodplain and the AE Floodway.

The Planning Commission voted to recommend approval of this rezoning application at its January 17, 2018, meeting with a 5-2 vote. The minutes from that meeting, the rezoning checklist, and a map and drawing of the property are included for your review.

Policy Consideration: Lansing Zoning Ordinance, Appendix A or B, states the zoning that is needed for certain uses, as well as if the use is permitted or conditionally permitted in the zoning classification. Any use conditionally permitted would then go through the conditional use permit process with the Planning Commission and City Council.

Action: Approve, approve with conditions, or remand back to Planning Commission, adoption of Ordinance No. 995: An Ordinance to Rezone the Property Currently Addressed as 00000 East Mary Street from R-2 Single-Family Residential to A-1 Agricultural.

**ORDINANCE NO. 995**

**AN ORDINANCE GRANTING A CHANGE OF ZONING  
TO CERTAIN PROPERTY WITHIN THE CITY OF LANSING, KANSAS.**

WHEREAS, the Planning Commission of the City of Lansing has recommended to rezone particular real estate property within the City of Lansing, Kansas; and

WHEREAS, after proper legal publication and notice pursuant to the statutes of the State of Kansas, a public hearing was held on January 17, 2018, at 7:00 p.m. at the Lansing City Hall, Lansing, Kansas; and

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

Section I. Change of Land Uses. The land uses for the following property currently addressed as 00000 East Mary Street, within the city limits of the City of Lansing, County of Leavenworth, State of Kansas, legally described as follows:

**LEGAL DESCRIPTION:**

LT 45 EXC TRCT BEG 200'E NE COR LT 3, SWLY ALNG CTR LN CRK TO PNT 70'S SW COR LT52  
HILLBROOK REPLT, N70', E95.23', NELY287.94', N501.89', NELY 91.35' N TO POB

less any part taken or used for road; presently zoned as "R-2" Single-Family Residential is hereby changed to "A-1" Agricultural; and

Section 2. Amend Zoning District Map. That upon the taking effect of this ordinance, the above zoning change shall be entered and shown on the Zoning District Map, and said official zoning map shall be and is hereby reincorporated as a part of the Zoning Ordinance as amended.

Section 3. Effective Date. This ordinance shall take effect and be enforced from and after its passage, approval, and publication in the official city newspaper, as provided by law.

**PASSED AND APPROVED** by the governing body of the City of Lansing, Kansas, this 1st day of February, 2018.

\_\_\_\_\_  
Michael W. Smith, Mayor

ATTEST

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

(SEAL)

APPROVED AS TO FORM:

\_\_\_\_\_  
Gregory C. Robinson, City Attorney

Publication Date: \_\_\_\_\_

Published: The Leavenworth Times

**Call to Order** – The monthly meeting of the Lansing Planning Commission was called to order by Chairman Brian Schwanz. Also in attendance were Vice-Chairman Ron Barry and Commissioners Mike Suozzo, Kirsten Moreland, Chad Neidig, Jerry Gies, and Marcus Bean. Chairman Schwanz noted there was a quorum present and welcomed new Commission member Marcus Bean. Chairman Schwanz then asked if everyone had received the amended agenda for tonight's meeting.

**Approval of Minutes – September 20, 2017, Meeting** – Commissioner Moreland made a motion to approve the minutes of the September 20, 2017, regular meeting, seconded by Commissioner Suozzo. The motion was approved unanimously.

**Old Business – 1. 501 North Main Street, Lansing, Kansas** – Chairman Schwanz stated that this application had been continued for several meetings, the most recent being the September 20, 2017, meeting. He said at that meeting, the public hearing was to be continued to the October 18 meeting, but since the applicant was still not ready, there was no October meeting and there has not been one until tonight's meeting, so the public hearing is still open.

At this time Chairman Schwanz asked if anyone wanted to speak regarding the application for 501 North Main Street and since no one did, he then closed the public hearing at 7:04 p.m.

Vice-Chairman Barry then asked if there was anything the Commission had to do regarding this application and Chairman Schwanz stated the applicant would have to resubmit. Vice-Chairman Barry then asked if the Commission was supposed to inform the applicant of that or if staff was and City Administrator Tim Vandall said the applicant would be told by staff.

**New Business: 1. Public Hearing – Rezone Application – 00000 East Mary Street, Lansing, Kansas.** Chairman Schwanz stated that an application to rezone 00000 East Mary Street, Lansing, Kansas, from R-2 Single-Family Residential to A-1 Agricultural, was submitted by Breck Ricketts, property owner. He stated this property is just west of 1016 East Mary Street and generally located on the south side of East Mary Street between Hillbrook Drive and Wolcott Road.

Chairman Schwanz opened the public hearing at 7:05 p.m. Mike Chiles of 415 Hillbrook Drive stated this property is right up to his back yard and while he doesn't have a problem with the bee boxes, he doesn't believe we need agriculture in the city. He stated that once it's zoned Agriculture, they can do whatever they want. He stated he looked into the city code regarding agriculture and that it has noise restrictions on commercial, industrial, and residential, but nothing for agricultural. He said just 100' from his back door, they could be running heavy equipment at any time and the city couldn't do anything about it. He asked that the Commission vote "no".

Since no one else wished to speak, Chairman Schwanz closed the public hearing at 7:07 p.m. and this begins the 14-day protest period.

Chairman Schwanz then asked if there was any discussion or questions from the Commission. Vice-Chairman Barry asked if the applicant was here and since he was, Chairman Schwanz asked if he'd like to come forward and answer questions or to present.



Mr. Ricketts stated everything was pretty self-explanatory. He said he wants to put an apiary on the far end of it, and then an acre or so for lavender and clover. He stated the property is really not much good for anything as it is 100% in the flood plain and unbuildable, but this is something he can do with it to put it to some use. He said he doesn't plan on having any heavy equipment and it should be nice and quiet.

Vice-Chairman Barry asked how the property would be accessed and Mr. Ricketts stated the access will be through a field entrance off Mary Street and then he plans to put a walking bridge across one of the ravines so he could get back to where he needs to go.

Chairman Schwanz stated his plan is an apiary, but this is not a permitted use under A-1 zoning. City Inspector Rebecca Savidge stated it's a conditional use. Chairman Schwanz stated that if this property is rezoned to A-1, Mr. Ricketts would then have to come back before the Commission for a conditional use permit, and Commissioner Gies stated at that time issues such as noise could be addressed.

Commissioner Gies asked if the property is predominantly woods and Mr. Ricketts stated probably about 70%. He then asked if the bees were going to be scattered in the woods and Mr. Ricketts said they would be in the southeast corner.

Commissioner Neidig asked, to clarify, if that's where it says "flower fields" on the drawing and Mr. Ricketts stated that is where the lavender goes and where it says "conservation area" is where the hives will go and the clover will go where the pasture is. He stated this is about 550' from a residential area and he thought the preferred limit is 100 yards.

Commissioner Gies asked if staff had informed him that he would need to apply for a conditional use permit and he stated they had. He also stated he noticed one had been issued on Rock Creek Loop some years ago for three hives and that that's in a subdivision, with neighbors each side and a park touching his yard, so those are very close. Vice-Chairman Barry stated he thought that was a special use permit under residential not under A-1 and both Commissioner Gies and Vice-Chairman Barry asked why Mr. Ricketts couldn't get a special use permit instead. Mr. Ricketts said the statute stated it had to be zoned Agricultural and that he wants to eventually put a little building on there and you can't put a stand alone shed in a residential area. City Administrator Tim Vandall stated he can't speak as to why Mr. Bradford's was permitted initially. Chairman Schwanz asked, since this is currently zoned Residential, could Mr. Ricketts request a special use permit and Mr. Vandall stated, as the code is written now, he could not.

At this time, Chairman Schwanz stated he wanted Commissioners to think about the fact that when a property is rezoned, then anything in that zoning category could be used in that area.

Vice-Chairman Barry then wanted to clarify that, other than rezoning to "A-1", there is no other way the Commission can meet the applicant's needs with a special use permit and Mr. Vandall stated not the way the code is written now. He also stated he'd heard similar concerns to what Mr. Chiles had said and that the concern was regarding long-term agricultural uses. He said at the time he was under the impression that a special use permit could be granted since one had been permitted and renewed several times, but doesn't know how that happened.

Commissioner Gies stated the problem is there are most likely existing farms and agricultural uses in residentially zoned properties as that's typically the holding use of property until a subdivision comes along. He also stated that under the "A-1" permitted uses, he didn't see anything particularly obnoxious that he thought would create a problem for a residential neighborhood. He further stated the property is predominantly in the flood plain and none of the residential uses would be allowed, so we've created a zoning district that precludes the property owner from using his property.

Chairman Schwanz stated that in our Comprehensive Plan's Future Land Use Map, this property is showing as agricultural and Ms. Savidge stated that was correct as it is shown as open space and agricultural. She further stated this property is not only in the flood plain, but in the flood way as well, which is so much more restrictive.

Vice-Chairman Barry stated if this property is "A-1" Agricultural, and with the pasture land there, one of the uses that could happen would be a place to house horses, so we're allowing that in an area that could be surrounded by residential. Commissioner Moreland stated, however, that someone wouldn't be able to get a permit to put a barn in.

Vice-Chairman Barry then stated the Commission hasn't put the property owner in this place, that he purchased the property, so he entered into it under his own free will, with the current zoning in place.

At this time, City Attorney Greg Robinson talked about the farmland protection act, which is the opposite of this situation. He said it states that if a farmland is in place and then a housing development is built around it, all of a sudden people are complaining about the smell and want to sue to shut down the farm, which they can't do. He stated in this case, since the property is currently zoned residential, if it was to be rezoned to agricultural, surrounding property owners would have a recourse if there were any safety issues, etc. that came about because of the agricultural zoning. Vice-Chairman Barry asked if property owners were to take legal action, would the city be included in that since it granted the rezoning and Mr. Robinson said it would not.

Commissioner Gies noted the city has an animal ordinance and Ms. Savidge stated we also have a nuisance ordinance if something becomes offensive and an animal code that the city can enforce.

Commissioner Neidig stated he was having a hard time determining on the supplied plat and drawings where the creek is and Commissioner Moreland showed him where it was. He then asked if what is proposed to go in here is going to be on the east or west side of the creek and Ms. Savidge stated it was the east side. Commissioner Neidig stated that's on the opposite side of the residents and Ms. Savidge stated that was correct.

Vice-Chairman Barry stated the application says no buildings were being proposed, but the applicant says he wants to put in an 8 x 10 shed, so which is it, and Ms. Savidge stated she interpreted it that at this point he's not putting anything up, but in the future he plans to put in the 8 x 10 shed, which would require a permit and permission from KDHE.



Commissioner Moreland stated this is across the street from what is already a cow pasture and Ms. Savidge stated that was correct, it's across from the prison property.

Commissioner Suozzo asked if this application could be accomplished through the BZA and Ms. Savidge stated it could not because the variance request can't have been created by the property owner.

Since there were no other questions or comments, Chairman Schwanz asked Commissioners to consider the checklist as a finding of fact. Commissioner Suozzo made a motion to accept the checklist as a finding of fact for 00000 East Mary Street, seconded by Commissioner Moreland. The motion passed, with Chairman Schwanz and Vice-Chairman Barry abstaining.

Chairman Schwanz then asked for a motion to recommend to the City Council approval, denial, or approval with conditions the rezone application for 00000 East Mary Street from R-2 Single-Family Residential to A-1 Agricultural. Commissioner Moreland made a motion to approve the rezone application and it was seconded by Commissioner Gies. The motion was approved, with Chairman Schwanz and Vice-Chairman Barry voting "no".

Chairman Schwanz stated this application will go before the City Council at its February 1 meeting.

**Notices and Communications** – Mr. Vandall stated staff is doing final interviews for the Community and Economic Development Director position and hopes to have someone in place for the March Commission meeting. Commissioner Moreland asked where we stood with the UDO and Mr. Vandall stated he knows the consultants are still working on it, but doesn't have a timeline on it.

**Reports – Commission and Staff Members** – Vice-Chairman Barry asked if we had any conditional use permits that will be coming up for renewal this year and the secretary stated there are none.

**Adjournment** – Chairman Schwanz made a motion to adjourn, seconded by Commissioner Moreland and approved by acclamation. The meeting adjourned at 7:35 p.m.

Respectfully submitted,

Cynthia Tripp, secretary

Reviewed by,

Rebecca Savidge, City Inspector

## **REZONING CHECKLIST**

**Case No.** 2018-1

**Date Filed:** December 14, 2017

**Date Advertised:** December 22, 2017

**Date Notices Sent:** December 27, 2017

**Public Hearing Date:** January 17, 2018

**APPLICANT:** Breck Ricketts

**LOCATION OF PROPERTY:** 00000 East Mary Street

**PRESENT ZONING:** R-2

**REQUESTED ZONING:** A-1

**PRESENT USE OF PROPERTY:** Vacant, wooded property located entirely in the Flood Zone.

### **SURROUNDING LAND USE AND ZONING:**

<u>Direction</u>	<u>Land Use</u>	<u>Zoning</u>
North	Pasture Land/State Facility	A-1
South	City Park Land/Private Ground	A-1
East	Single Family Dwelling	A-1
West	Single Family Dwelling/Subdiv	R-2

**CHARACTER OF THE NEIGHBORHOOD:** Mostly agriculture or parkland with subdivision of single family homes to the west of the dividing creek bed.

### **NEAREST EQUIVALENT ZONING:**

**LOCATION:** North and East of property

**CURRENT USE:** Agriculture and parkland and single family

### **RELATIONSHIP TO EXISTING ZONING PATTERN:**

**1. Would proposed change create a small, isolated district unrelated to surrounding districts?** Seventy-five percent of the immediate surrounding properties are agricultural uses already. This rezone would allow for the property to be utilized instead of being vacant wooded ground.

**2. Are there substantial reasons why the property cannot be used in accord with existing zoning?** Yes If yes, explain: The proposed use is only allowable in an "A-1" zoning.

**3. Are there adequate sites for the proposed use in areas already properly zoned?** No, there is A-1 zoning, but not many available or practical in terms of economic value for proposed use. If yes, where? \_\_\_\_\_

### **CONFORMANCE WITH COMPREHENSIVE PLAN:**

**1. Consistent with Development Policies?** The Comprehensive Plan shows this parcel as open space/agriculture probably due to the fact that it is in the Flood Plain/Floodway, therefore is consistent with the development policies.

2. **Consistent with Future Land Use Map?** The future land use map in the city's Comprehensive Plan shows this parcel as open space/agricultural.
3. **Are Public Facilities adequate?** Not applicable at this time and no site plan was submitted for future use. No proposed utilities are required at this time.

**TRAFFIC CONDITIONS:**

1. **Street(s) with Access to Property:** East Mary Street with proposed field entrance.
2. **Classification of Street(s):**  
Arterial ☒ Collector \_\_\_\_\_ Local \_\_\_\_\_
3. **Right of Way Width:** The right of way on East Mary Street adjoining this parcel is approximately 80' at this property. Plat shows from this property line that the right of way is 50' to centerline of right of way.
4. **Will turning movements caused by the proposed use create an undue traffic hazard?** Staff has been working with the property owner on requirements that need to be completed for a field entrance to access this property. Signage will need to be placed so traffic is aware of the field entrance.
5. **Comments on Traffic:** Traffic should not be impacted to a "hazard level" and with the property being in flood plain, most uses for current zoning are not feasible and would impact the traffic more than rezoning to "A-1" and using as farming type.

**SHOULD PLATTING OR REPLATTING BE REQUIRED TO PROVIDE FOR:**

1. **Appropriately Sized Lots?** This parcel is approximately 20.84 acres in size.
2. **Properly Sized Street Right of Way?** Yes
3. **Drainage Easements?** Yes, this property has a good majority of the property as drainage easements. Refer to plat for detailed picture explanation of all drainage easements.
4. **Utility Easements:**  
**Electricity?** Across South and East property line is 10' utility easement  
**Gas?** Across South and East property line is a 10' utility easement  
**Sewers?** 20' existing sanitary sewer easement across frontage of property  
**Water?** None shown on plat
5. **Additional Comments:** Due to floodway and drainage easements, this property is possibly not usable for most uses.

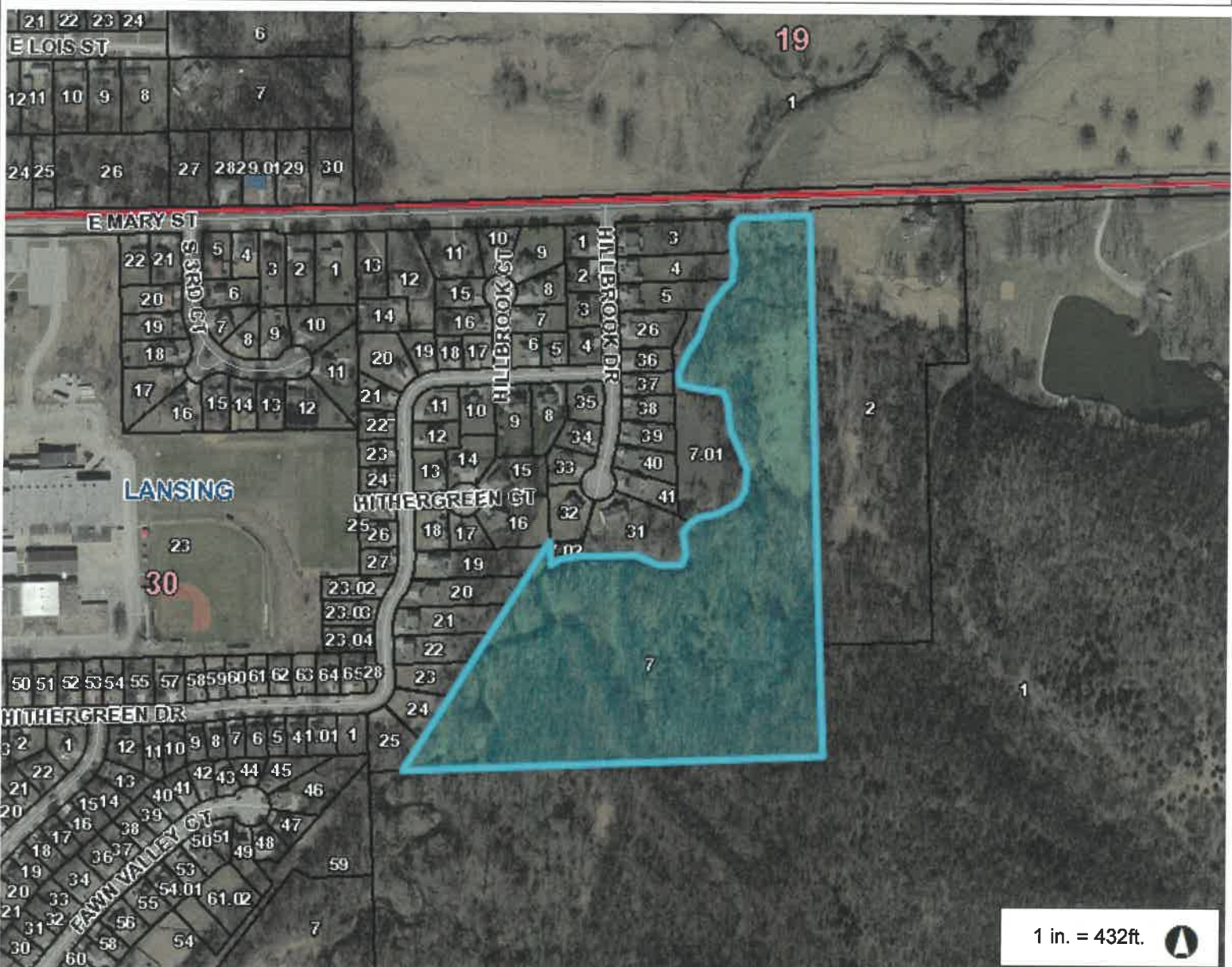
**UNIQUE CHARACTERISTICS OF PROPERTY IN QUESTION:** Property is totally in the AE 100 year Floodplain/Floodway Zone.

**ADDITIONAL COMMENTS:** Needs KDHE Division of Water Resources permitting completed prior to field entrance permitting. Any future structures or changes to the









property will need to be cleared through the Division of Water Resources to meet the requirements of building in the floodplain/floodway. One of their requirements also includes a no rise certificate from a Kansas Licensed Civil Engineer provided to the state for review and approval. This process will need to be completed prior to any local building permits being issued.



# Leavenworth County, KS



### Legend

-  Parcel
- Parcel Number
- Subdivisions
-  City Limit Line
- Major Road
-  <all other values>
-  70
-  Road
-  Railroad
- Section
-  Section Boundaries
-  County Boundary

## Notes

00000 East Mary Street

1 in. = 432ft.



863.9	0	431.96	863.9 Feet
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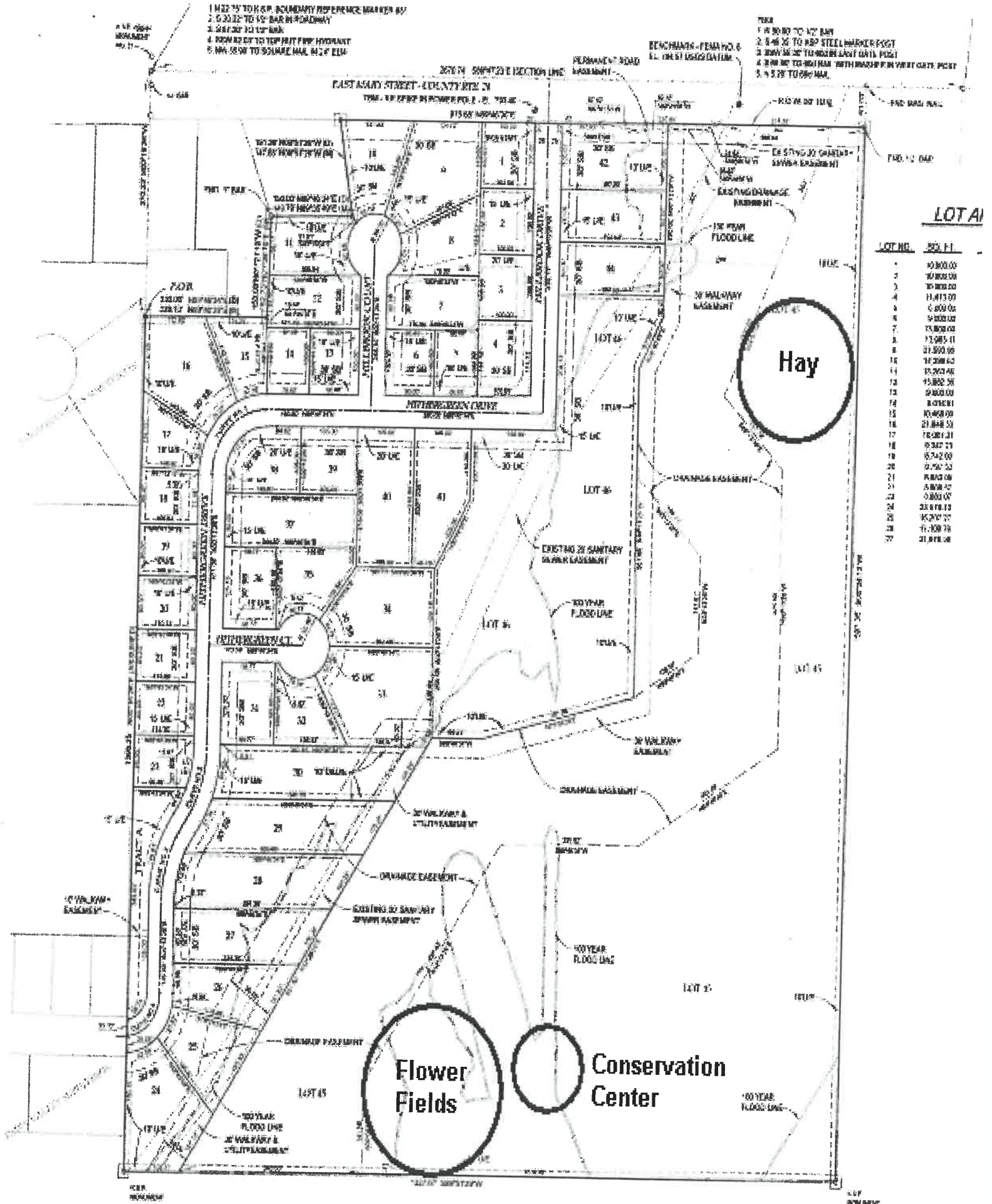
This Cadastral Map is for informational purposes only. It does not purport to represent a property boundary survey of the parcels shown and shall not be used for conveyances or the establishment of property boundaries.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

1. 1133' TO COR. BOUNDARY REFERENCE MARKER 45'  
2. 5.3012' TO 15' BAR IN ROADWAY  
3. 5.3132' TO 15' BAR  
4. 5.3012' TO TOP OF HYDRANT  
5. 5.3012' TO SQUARE MARKER 45' ELM

BENCHMARK - PEMA NO. 6  
E.L. 101.51 USGSD DATUM

1. 1133' TO COR. BOUNDARY REFERENCE MARKER 45'  
2. 5.3012' TO 15' BAR IN ROADWAY  
3. 5.3132' TO 15' BAR  
4. 5.3012' TO TOP OF HYDRANT  
5. 5.3012' TO SQUARE MARKER 45' ELM



# LOT AREA

LOT NO.	SQ. FT.
1	10,000.00
2	10,000.00
3	10,000.00
4	11,413.00
5	10,000.00
6	10,000.00
7	10,000.00
8	11,000.00
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99	11,000.00
100	11,000.00



**LANSING PARKS & RECREATION**  
***Youth Basketball Report***  
**2017 / 2018**

***2017 – 2018 Season (current)***

Total Youth Registered: 215

<u><i>Division</i></u>	<u><i>Number of Teams</i></u>
1 <sup>st</sup> – 2 <sup>nd</sup> Grade (coed)	8
3 <sup>rd</sup> – 4 <sup>th</sup> Girls	1 – academy style, 22 participants
3 <sup>rd</sup> – 4 <sup>th</sup> Boys	6
5 <sup>th</sup> – 6 <sup>th</sup> Boys	5
5 <sup>th</sup> – 6 <sup>th</sup> Girls	4

***2016 – 2017 Season (previous)***

Total Youth Registered: 235

<u><i>Division</i></u>	<u><i>Number of Teams</i></u>
1 <sup>st</sup> – 2 <sup>nd</sup> Grade (coed)	8
3 <sup>rd</sup> – 4 <sup>th</sup> Girls	4
3 <sup>rd</sup> – 4 <sup>th</sup> Boys	6
5 <sup>th</sup> – 6 <sup>th</sup> Girls	1 – academy style, 24 participants
5 <sup>th</sup> – 6 <sup>th</sup> Boys	6

**Season Summary:**

*Practices for the 2018 Basketball season began on December 4, 2017. We are utilizing the Activity Center, Old Middle School on Ida Street and the New Beginnings gymnasiums for practices. Games began on January 13, 2018 and take place at the Activity Center, (1<sup>st</sup>/2<sup>nd</sup> grade and 3<sup>rd</sup>/4<sup>th</sup> grade divisions) and the Old Middle School, (5<sup>th</sup>/6<sup>th</sup> grade division). A season end tournament is tentatively scheduled for the weekend of March 10<sup>th</sup> and 11<sup>th</sup> at the Activity Center for the 3<sup>rd</sup>/4<sup>th</sup> grade and 5<sup>th</sup>/6<sup>th</sup> grade divisions.*