



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

COUNCIL AGENDA
Regular Meeting
Thursday, December 1, 2016
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

AMENDED

OLD BUSINESS:

1. Approval of Minutes

NEW BUSINESS:

Audience Participation

Presentations:

2. National Flood Insurance Program Community Rating System Plaque

Council Consideration of Agenda Items:

3. Consent Calendar
 - a. Cereal Malt Beverage License Renewal – Petro Deli #2
 - b. Cereal Malt Beverage License Renewal – Shree Nivas Inc., dba Finish Line
 - c. Cereal Malt Beverage License Renewal – Truman Town dba Woody's Gas Express
 - d. Cereal Malt Beverage License Renewal – WKRP Management, LLC dba Pizza Hut
4. Renewal of Special Use Permit (125 Rock Creek Loop)
5. Renewal of Special Use Permit (128 E. Kansas)
6. Renewal of Special Use Permit (336 Fawn Valley Ct.)
7. Renewal of Special Use Permit (110 N. Ethel Ln.)
8. Parks & Recreation Advisory Board Appointments
9. Tree Board Appointment
10. Court Services Contract

Reports:

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

Proclamations

Other Items of Interest

Adjournment

AGENDA SUMMARY

TO: Tim Vandall, City Administrator
FROM: Sarah Bodensteiner, City Clerk
DATE: November 29, 2016
SUBJECT: Agenda Summary

Call To Order

Pledge of Allegiance

Roll Call

OLD BUSINESS:

1. Approval of Minutes

- The regular meeting minutes of November 17, 2016, are attached.
- **MOTION:** To approve the regular meeting minutes of November 17, 2016.

NEW BUSINESS:

Audience Participation

Presentations:

2. National Flood Insurance Program Community Rating System Plaque

Items for Council Consideration:

3. Consent Calendar

- Renewal of Cereal Malt Beverage Licenses for Petro Deli #2, Shree Nivas, Inc. dba Finish Line, Truman Town dba Woody's Gas Express, and WKRP Management, LLC dba Pizza Hut.
- **MOTION:** To approve the consent calendar as presented.

4. Renewal of Special Use Permit – 125 Rock Creek Loop

- Renewal of Special Use Permit for a bee colony.
- **MOTION:** To approve or deny the special use permit for 125 Rock Creek Loop.

5. Renewal of Special Use Permit – 128 E. Kansas

- Renewal of Special Use Permit for more than 4 animals
- **MOTION:** To approve or deny the special use permit for 128 E. Kansas.

6. Renewal of Special Use Permit – 336 Fawn Valley Ct.

- Renewal of Special Use Permit for more than 4 animals
- **MOTION:** To approve or deny the special use permit for 336 Fawn Valley Ct.

7. Renewal of Special Use Permit – 110 N. Ethel Ln.

- Renewal of Special Use Permit for more than 4 animals
- **MOTION:** To approve or deny the special use permit for 110 N. Ethel Ln.

8. Parks & Recreation Advisory Board Appointments

- There are 6 positions on the PRAB Board that are set to expire on December 31, 2016 and 1 vacancy with an unexpired term ending December 31, 2017. The positions were advertised and 6 applicants applied. The Parks & Recreation Advisory Board met on November 15th to review the applications and recommended the appointment of the 6 applicants.
- **MOTION:** To appoint Brian Sweet to the Lansing Parks & Recreation Advisory Board to an unexpired term ending December 31, 2017, and to appoint Eric Caldwell, John Orkwis, Tom Pawlowski, Tom Farris, and Cheryl Farris to the Lansing Parks & Recreation Advisory Board for a term ending December 31, 2018.

9. Tree Board Appointment

- 2 Tree Board member terms will expire on December 31, 2016. Advertisements were posted and 1 candidate has applied. The Lansing Tree Board met on November 10th to review the application and recommended the re-appointment of Kevin Gardner.
- **MOTION:** To re-appoint Kevin Gardner to the Lansing Tree Board for a term ending December 31, 2019

10. Court Services Contract

- The City of Leavenworth has taken over in providing Court Services which were previously being provided by Leavenworth County. The contract included is identical to the previous contract by the County and the cost for the services comes in under the budgeted amount.
- **MOTION:** To approve the Court Services Contract as presented.


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

Proclamations

Other Items of Interest:

Adjournment

AGENDA ITEM

TO: Tim Vandall, City Administrator 
FROM: Sarah Bodensteiner, City Clerk
DATE: November 23, 2016
SUBJECT: Approval of Minutes

The regular meeting minutes for November 17, 2016, are enclosed for your review.

Action: Staff recommends a motion to approve the regular meeting minutes for November 17, 2016.

AGENDA ITEM #

Call To Order:

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

Roll Call:

Mayor Gene Kirby called the roll and indicated which councilmembers were in attendance.

Councilmembers Present:

Ward 1: Kevin Gardner and Dave Trinkle
Ward 2: Andi Pawlowski and Don Studnicka
Ward 3: Jesse Garvey
Ward 4: Tony McNeill and Gregg Buehler

Councilmembers Absent: Kerry Brungardt

OLD BUSINESS:

Approval of Minutes: Councilmember Studnicka moved to approve the regular meeting minutes of November 3, 2016. Councilmember Buehler seconded the motion. The motion was unanimously approved.

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

Presentation: Lansing Visitor & Relocation Guide Photo Contest Winners: Mayor Kirby presented a plaque and gift card to each of the winners of the Lansing Visitors & Relocation Guide Photo Contest. The winner for the adult category was Elizabeth Perez and the winner for the youth category was Leilani Elena Bateman.

COUNCIL CONSIDERATION OF AGENDA ITEMS:

Unified Development Ordinance – Award of Bid: Councilmember Studnicka moved to authorize the City to enter into a professional services agreement with Gould Evans for the completion of the Unified Development Ordinance. Councilmember Trinkle seconded the motion.

- Councilmember McNeill stated I have a couple things, first would be that this bid is to do the ordinance for the comprehensive plan we did, correct, in part with the land use.
 - Community and Economic Development Director Stefanie Leif replied it is connected to that so when we did the comprehensive plan that is a standalone document, but there were several action items and suggestions in that ordinance about how to update our codes, change some zoning, and looking at adding some different zoning districts, and so part of that proposal that Gould Evans submitted to us does include looking at some of those areas and we do plan on working with the comprehensive plan suggestions.
 - Councilmember McNeill stated when Jim was here he gave a big speech trying to get us to approve the plan at the time, with the caveat that we would later get the chance to look at the areas that we still had dealings or contention with, and that's never been done to my knowledge.
- City Administrator Tim Vandall stated who gave the speech?
 - Councilmember Gardner replied Jim Pittman.
 - City Administrator Tim Vandall replied I am unaware of that. No one has brought up frustrations about the comprehensive plan to me.
- Councilmember Buehler stated there were a couple of areas in there, I agree with Tony, that we said we didn't agree with and Jim said I think we should pass it because it is better than what we have now, and then go back and address those issues, but we never went back and addressed them.
- Councilmember McNeill stated right, and that's what my concern is that we're going to hire someone to go in and write the zoning based on what was said in the comprehensive plan, and I know there are several areas that I totally disagreed and I was on one of the committees and said that wasn't the decision. If you look at the opinion documents that are in the comprehensive plan, that list, you'll see areas where it said final ideas that they would incorporate, a lot of the ideas from the residential or neighborhood ones there was nothing they incorporated, basically they just said final big ideas nothing, even though there was a lot of comments on do we want to remain a kind of bedroom community, do we want to build stuff, do we want buffers between residential and commercial, do we want areas to be apartment complexes, and a lot of people had contention with that, but it was really never brought forward from the committee into the plan. It was kind of like we'll come up with our own design and let you guy's kind of chew on it. We haven't actually been able to go back and look at some of those areas and determine whether or not that's what we agree with it.
 - Community and Economic Development Director Stefanie Leif stated a couple of answers to that, one is the planning commission has been reviewing the comprehensive plan, it is required by our statute to review the comprehensive plan each year, and the commission has been chipping away at that this year, they are not finished yet and I know there are a couple of commissioners that were aware of some elements they also had issues with and they are going to be looking at it again, so that is one thing that the planning commission is working on. But I think to your concern about is this really what we do end up wanting, we will have public comment opportunities, we'll have a variety of different

public outreach throughout this process, and so I think throughout that we'll be able to really revisit some of those questions and determine if this is really something we want in our community. I would like to mention Chris Brewster who is with Gould Evans is here tonight, so if there is anything, either specific or in general about the process they are planning to do, or how it has worked in other communities, feel free to ask him those questions as well.

- Councilmember Pawlowski stated I think piggybacking on what Tony and Gregg said, it seemed like at the time, and you weren't here for all of that.
 - Community and Economic Development Director Stefanie Leif replied it had been adopted before I started.
 - Councilmember Pawlowski stated there was a frustration among us and some of the community members that some of the things our groups agreed on, there were people on the steering committee that decided what they wanted and kind of ignored what everybody else wanted, and there were some frustrations with the entire process along that line too, and I know there were some frustrations with the contractor, because they felt like we should have just scraped it and started over, and I mean that's all stuff that's happened long ago and you can't do anything about, but I think that if there's a point where we can go back in and give them input; the guys on the planning commission were also on the comprehensive plan committee, Brian I know was for sure, so hopefully he's identified those areas.
 - Community and Economic Development Director Stefanie Leif replied there will be, definitely, as we're talking about either new zoning districts or re-vamping what we already have, or running some different design standards, looking at form base code, that will be part of the public process so we'll be able to look at those and make sure they are really meeting what we're wanting.
- Mayor Kirby asked would it be beneficial to have a joint meeting with them or just have Brian come in one night and kind of give us an update on where they're at.
 - Community and Economic Development Director Stefanie Leif stated on the comprehensive plan, yeah, we can definitely do that. We can do a joint meeting, that might be really the best idea to have a joint meeting with the planning commission, and we can try to do that maybe early next year.
 - Councilmember Gardner stated not so much the comprehensive plan, but the issues that were brought up.
 - Councilmember McNeill stated there is a list and it's in the minutes I believe from the meeting that Jim listed an entire list of things that he said still need a lot of work, but he recommended that we approve the plan for now and then go back later and make adjustments. What I don't want to happen is they'll overlay the ordinance thing on top of that without any of the adjustments. If you're telling me we're going to have an opportunity to do that while still voting in favor of letting this bid, I'm okay with it. I want to make sure I'm on record saying I don't currently agree with the comprehensive plan as it was.
 - Community and Economic Development Director Stefanie Leif stated that's good that you're making that comment now at the very beginning of the process so we can be aware of that throughout.
 - Mayor Kirby asked so we can make that happen. You can get with Brian?
 - Community and Economic Development Director Stefanie Leif replied yeah absolutely. The comprehensive plan is a guiding document and this ordinance is our regulatory legal document, so even if there is something in the comprehensive plan that isn't quite exactly what we want, as long as we have it covered in this legal document the way we want it, then that's really going to take precedent when we're reviewing projects.
 - Mayor Kirby asked is everybody good with that.
 - Councilmember Gardner asked you okay with that Tony, Gregg?
 - Councilmember Buehler stated I'm okay with at as long as we have a chance to review it. Now you said we'll have a chance for public review, will we be able to look at it before the public review? I mean if we sit down with Brian and some of the planning commission guys and go through it and give them guidance as they write it?
 - Community and Economic Development Director Stefanie Leif replied there will be, I don't know if Chris wants to talk about what's going on and how that works with bringing the council in for this project.
 - Chris Brewster of Gould Evans stated thank you for having us and thank you for selecting us. Typically when we go through this, as Stefanie said, first we don't go codify whatever is in your plan if there is a loose fit between the plan and the regulations, so we look at it as enabling tools to implement a lot of different decisions need to be made between the plan and the regulations. What we really strive to do is set up a code and structure that makes a lot of sense for you all, and it can actually survive subsequent plan amendments,

so it's not just immediately tied to the plan, so we definitely understand your concern and it's actually not unusual, we run into that a lot on projects when things are kind of continually revisited. To the process of when you all would be involved, what we typically do is we will do an analysis phase, where we look at, from the outsiders opinion, that's what you're hiring us for, we look at if there's mismatches between your current regulations and the plan, and there is a first input from you all and we'll typically have either, we haven't done this scope yet, but we would have a steering committee or stakeholder meeting and we produce a report that you all can review and where we think the fixes are. From there we go into a sort of discussion phase where we pick the biggest issues and try to look at different strategies on how we implement the plan. So some of those things that are on your list might be some of those issues and there's another level of involvement, and that's before we've even drafted anything for the solutions. So from there we do an initial draft and final draft where there is another round of input, and then what we typically like to do, and I think this gets more directly to your question, we don't want when you all have to adopt this, we don't want when you're asked to adopt this, that this is the first time you're seeing it, there should be no surprises by that point, so a lot of times when we get to the final draft we'll have a joint work session with the planning commission and Council and we can kind of cover the big themes, we wouldn't go through it word for word for everything that's changing, but we'll produce a memo on some of the more significant changes or things that were in your plan that the code didn't necessarily enable that we're trying to change and we'll cover those with you in that setting, so when you do get into the formal adoption you kind of know it well and we get better input from you all at that point as well.

- City Attorney Gregory Robinson asked could you address his question because I think I was here for parts of the discussion I just want to make sure what you're discussing is what he is asking because the plan may say this is for industrial or its commercial or its R-4 areas in the current plan right now, when you write the UDO will it be consistent with the document that's before and valid for the City right now, or will any of your changes to the UDO, or at least this new UDO, conflict with that current document, because what I'm hearing him say is that they're not necessarily in 100% agreement with the plan right now, so if you write a UDO that's either going to be in conflict with that or you're going to write a UDO that follows that, which he's indicating he's not necessarily in agreement with 100%. If you could just address that issue I think that might clarify.
 - Chris Brewster of Gould Evans replied sure, when we do these projects we're usually amending the ordinance and the districts, usually not the zoning map. So you have a zoning map in your community and we may be changing standards within all those districts but what we don't do, we don't go out and look at your comp plan and amend your zoning map to match that, we don't do that. Those are usually project by project decisions, so to the extent you disagree with any of those designations within your land use map, all we would be doing would be affecting the districts that would implement that at a future date, so it's built to withstand changes, and at a later date if you change that land use map, as Stefanie said, that's just a guide for when you come to that point in the future to make that land use change on your zoning map that wouldn't be part of our project here, none of those changes would be made.

The motion was unanimously approved.

Equipment Replacement Requests: Councilmember Buehler moved to authorize the lease purchase of up to \$119,000.00 of replacement equipment. Councilmember Gardner seconded the motion.

- Councilmember Studnicka asked is it in the budget and is the equipment we are replacing on the equipment replacement list, and this money is part of our budget right.
 - City Administrator Tim Vandall replied yes, kind of the way Beth had formatted it, we'd enter into a lease purchase around \$120,000.00 or \$125,000.00 for three consecutive years and on the fourth year the next one drops off and we would enter into another one and so on and so forth, so this is budgeted for. One thing I want to give a shout out for, if you guys remember last year's I think we had twelve or thirteen different requests, so I'm really proud of the staff for kind of scaling back and being a little bit more realistic this year with our requests. The four recommendations total amount is \$119,000.00, and one other thing I had a question about earlier too, just to clarify this doesn't mean we're going out and buying them tomorrow, this just kind of gives the department head the green light to go out there and secure bids and things like that, so the things that are over \$15,000.00 will have to come to you guys anyways. If something comes in at \$8,000.00 or \$9,000.00 and you guys are ok with that, I can approve that internally but anything over \$15,000.00, that's you guys.
- Councilmember Garvey asked why does the agenda page say the total cost of the requested items is \$183,000.00.
 - Councilmember McNeill stated that was for all the requested items, but he approved the four.
 - City Administrator Tim Vandall replied yeah, sorry about that I should have been more clear with that.

- Councilmember Studnicka said yeah that was all the items together, but we're only doing the four.

The motion was unanimously approved.

Executive Session – Consultation with Attorney: Councilmember Pawlowski moved to recess into executive session for consultation with an attorney on matters that would be privileged in Attorney-Client relationship for 15 minutes, beginning at 7:18 p.m. and returning at 7:33 p.m. Councilmember Buehler seconded the motion. The motion was unanimously approved.

Councilmember Pawlowski moved to return to open session at 7:33 p.m. Councilmember Buehler seconded the motion. The motion was unanimously approved.

REPORTS:

Department Heads: Community and Economic Development Director Stefanie Leif briefed the Governing Body on the Special Meeting the Planning Commission held regarding the ice machine located next to Petro Deli. She advised that staff and the Planning Commission added additional requirements to the Main Street Overlay District criteria for the owner of the ice machine to meet and that the Commission will hold another meeting on December 7th. She also advised that the item will come to the Council for approval at a future date.

Wastewater Utility Director Tony Zell advised that Linaweaver Construction has finished up the 7 Mile Creek Project minus some seeding in areas and that the 9 Mile Creek Project began last week.

City Attorney: City Attorney had nothing to report

City Engineer: City Engineer Matt Harding briefed the Governing Body on the Field Check Plans meeting he attended with Public Works Director Jeff Rupp for the DeSoto Road Project. The field check plans are the first submittal, in a series of plan submittals, and often there are significant amounts of design details missing from this set of plans. This field check has most of the bones that will be fleshed out in later submittals. A variety of topics were discussed and there were certain items on the plans the engineer recommends be done that are not in compliance with the Lansing Technical Specifications. Matt addressed the items that have mismatched specifications with the Governing Body.

City Administrator: City Administrator Tim Vandall advised that he has received a request from the County to have a joint meeting to discuss the McIntyre Road Project. Tim will follow up with County in regards to the specifics of the discussion topics as the City has been clear and consistent in regards to the design of the project. He also advised that LCF has notified the City that due to staff shortages they will cease mowing highway right-of-way and that the City will need to look at costs in regards to contracting the mowing out or the costs associated with doing the work in-house. Tim will update the Council with new information.

Governing Body: Councilmember Studnicka congratulated the photo contest winners for the Visitors & Relocation Guide.

Mayor Kirby advised that he attended the Town Hall Meeting hosted by the police department and church leaders in the community. They will be hosting another meeting in the future and he encouraged people to attend.

Councilmember Gardner congratulated the photo contest winners.

Councilmember Pawlowski asked if the City could review the rate structure for the wastewater rates as the 7 Mile and 9 Mile projects came in under bid.

- Mayor Kirby advised that that has been discussed and that we are looking at the numbers.
 - City Administrator Tim Vandall clarified that it would not be a rate decrease, but the rate increase would potentially be less than originally slated.

Councilmember Garvey addressed an email he received, along with others, regarding trash on the highway resulting from trash being mowed over by KDOT. He asked if the City could reach out to the Transfer Station, KDOT, or civic groups about keeping the highways clean of debris before mowing.

Councilmember Buehler provided a fun fact, on this day in 1970 a guy named Douglas Engelbart received the first patent for the first computer mouse.


ADJOURNMENT: Councilmember McNeill moved to adjourn. Councilmember Trinkle seconded the motion. The motion was unanimously approved. The meeting was adjourned at 8:05 p.m.

ATTEST:

Louis E. Kirby, Mayor

Sarah Bodensteiner, City Clerk

AGENDA ITEM

TO: Tim Vandall, City Administrator 
FROM: Stefanie Leif, Community & Economic Development Director
DATE: November 23, 2016
SUBJECT: Presentation of National Flood Insurance Program (NFIP) Community Rating System (CRS) Plaque

Background: For many years, the city of Lansing has participated in the National Flood Insurance Program (NFIP) Community Rating System (CRS). Each year, the city provides public information, education, assistance, implementation, and enforcement of floodplain regulations. The CRS program measures a community's effectiveness at outreach and enforcement, and it ranks communities from class one (1) to class ten (10) with one (1) being the best rating. The activities are time intensive and many are quite complex, and they are performed on an annual basis to ensure the community is educated and more resilient to flood impacts. Each year the NFIP evaluates the activities to ensure that the rating can be kept by the community, and every five (5) years NFIP will verify the community's program and rating.

The city of Lansing has been rated a class eight (8) for several years, and this year we are very pleased to earn a higher rating of class seven (7). Former and current public works employees, particularly John Young, Dennis Thompson, and Cindy Tripp, were instrumental in the CRS program, and they worked hard to achieve a higher rating during the CRS verification process in 2015-16. This year the city will be rated a class seven (7), which increases the property owner floodplain insurance discount from 10% to 15%.

Sara Henry, the NFIP Specialist for Kansas for Region VII, Federal Emergency Management Agency (FEMA) will be present at the December 1, 2016, City Council meeting to award CRS plaque to the community and recognize Lansing's participation and rating increase.

Financial Considerations: The CRS program scores communities from one through ten with one being the best rating. Lansing was previously rated a class eight and property owners received a 10% discount off of flood insurance. With the increase to a class seven rating, property owners now receive a 15% discount off of flood insurance.

Action: Receive award plaque from FEMA

October 31, 2016



The Honorable Gene Kirby
Mayor, City of Lansing
800 1st Terrace
Lansing, KS 66043

Dear Mayor Kirby:

Congratulations! The Department of Homeland Security, Federal Emergency Management Agency (FEMA), Federal Insurance and Mitigation Administration (FIMA), has determined that your community will increase to a Class 7 in the National Flood Insurance Program (NFIP) Community Rating System (CRS).

The floodplain management activities implemented by your community qualifies it for a 15 percent discount of the premium cost of flood insurance for NFIP policies issued or renewed in Special Flood Hazard Areas on or after October 1, 2016. This increase in CRS class is based on a field verification of your 5-year cycle CRS application. I am enclosing the field verification report showing the results of your application review for your records.

Please note that Preferred Risk Policies, applicable in Zones B, C, and X on your community's NFIP Flood Insurance Rate Map, are not eligible for the CRS discount. Standard rated flood insurance policies in Zones B, C, X, D, AR, and A99 are limited to a CRS discount of 10 percent in CRS Class 1–6 communities and 5 percent in CRS Class 7–9 communities. The rates for these zones already reflect significant premium reductions.

If your community does not change its floodplain management practices, the CRS rating for your community will automatically be renewed annually and a notification letter will not be sent to your community. This renewal will occur as long as your community continues to implement the CRS activities you certify each October. If no additional modifications or new CRS activities are added, the next verification visit for your community will be in accordance with its established 5-year cycle. FEMA will periodically send the *NFIP/CRS Update* newsletter and other notices to your CRS Coordinator.

I commend you on your community's actions and your determination to lead your community to be more disaster resistant. This commitment enhances public safety, protects property, preserves the natural functions of floodplains, and reduces flood insurance premiums.

If you have any questions or need additional information, please contact the FEMA Region VII Office, CRS Coordinator, Andy Megrail, CFM, by telephone at (816) 283 - 7982.

Sincerely,

William H. Lesser
CRS Program Coordinator
Federal Insurance and Mitigation Administration

Enclosure

cc: Stephanie Leif, Interim Floodplain Admin.



COMMUNITY
RATING
SYSTEM

VERIFICATION
REPORT

City of Lansing, KS

Verified Class 7

NFIP Number: 200189

Cycle

Date of Verification Visit: December 9, 2015

This Verification Report is provided to explain the recommendations of Insurance Services Office, Inc. (ISO) to DHS/FEMA concerning credits under the Community Rating System (CRS) for the above named community.

A total of 2184 credit points are verified. The community has a Building Code Effectiveness Grading Schedule (BCEGS) Classification of 9/9 that does not meet the Class 6 prerequisite; therefore, it is recommended that the community improve from a CRS Class 8 to a CRS Class 7. The following is a summary of our findings with the total CRS credit points for each activity listed in parenthesis:

Activity 310 – Elevation Certificates: The Public Works Department maintains elevation certificates for new and substantially improved buildings. Copies of elevation certificates are made available upon request. (38 points)

Activity 320 – Map Information Service: Credit is provided for furnishing inquirers with basic flood zone information from the community's latest Flood Insurance Rate Map (FIRM). Credit is also provided for the community furnishing additional FIRM information and flood depth data. The service is publicized annually and records are maintained. (70 points)

Activity 330 – Outreach Projects: Credit is provided for informational outreach projects that include floodplain information and flood insurance brochures general outreach projects that include a newsletter and participation at the spring and fall Lansing Daze Festival, and targeted outreach projects that include the community floodplain brochure that is mailed to those in the SFHA. These projects are disseminated annually. (118 points)

Activity 350 – Flood Protection Information: Documents relating to floodplain management are available in the reference section of the City of Lansing Public Library. Credit is also provided for floodplain information displayed on the community's website. (37 points)

Activity 360 – Flood Protection Assistance: Credit is provided for offering one-on-one advice regarding property protection and making site visits before providing advice. (55 points)

Activity 370 – Flood Insurance Promotion: Credit is provided providing technical advice regarding flood insurance. (15 points)

Activity 410 – Floodplain Mapping: Credit is provided for a cooperating technical partnership agreement with FEMA. (11 points)

Activity 420 – Open Space Preservation: Credit is provided for preserving approximately 72 percent of the Special Flood Hazard Area (SFHA) as open space. (1096 points)

Activity 430 – Higher Regulatory Standards: Credit is provided for enforcing regulations that require development limitations, freeboard for new and substantial improvement construction, foundation protection, cumulative substantial improvement, lower substantial improvement, and protection of critical facilities. Credit is also provided for other higher standards, state mandated regulatory standards, and regulations administration. (365 points)

Activity 440 – Flood Data Maintenance: Credit is provided for maintaining and using digitized maps in the day to day management of the floodplain. Credit is also provided for maintaining copies of all previous FIRMs and Flood Insurance Study Reports. (123 points)

Activity 450 – Stormwater Management: The community enforces regulations for soil and erosion control. (11 points)

Section 502 - Repetitive Loss Category: The City of Lansing, KS is a Category A community for CRS purposes and no action is required. (No credit points are applicable to this section)

Activity 510 – Floodplain Management Planning: Credit is provided for the adoption and implementation of the Region L Multi-Jurisdictional Hazard Mitigation Plan, adopted June 5, 2014. A progress report must be submitted on an annual basis. An update to the credited plan will be due by October 1, 2019. (200 points)

Activity 630 – Dams: Credit is provided for a State Dam Safety Program. (45 points)

Activity 710 – County Growth Adjustment: All credit in the 400 series is multiplied by the growth rate of the county to account for growth pressures. The growth rate for Leavenworth County is 1.05.

Attached is the Community Calculations Worksheet that lists the verified credit points for the Community Rating System.

CEO Name / Address:

Tim Vandall
City Administrator
800 1st Terrace
Lansing, Kansas 66043

CRS Coordinator Name / Address:

Stephanie Leif
Economic Development/CVB Director
730 1st Terrace
Lansing, Kansas 66043
(913) 727-5488

Date Report Prepared: May 16, 2016

Community : City of Lansing, KS

NFIP Number : 200189

720 COMMUNITY CREDIT CALCULATIONS (Cycle):

CALCULATION SECTION :

Verified Activity Calculations:					Credit
c310	38				38
c320	70				70
c330	118				118
c340					
c350	37				37
c360	55				55
c370	15				15
c410	10	x CGA	1.05	=	11
c420	1044	x CGA	1.05	=	1096
c430	348	x CGA	1.05	=	365
c440	117	x CGA	1.05	=	123
c450	10	x CGA	1.05	=	11
c510	200				200
c520					
c530					
c540					
c610					
c620					
c630	45				45

Community Classification Calculation:

cT = total of above

cT = 2184

Community Classification (from Table 110-1):

Class = *7

*Class 7 applies in lieu of Class 6 due to inadequate BCEGS rating

CEO Name/Address:

Tim Vandall
City Administrator
800 1st Terrace
Lansing, Kansas 66043

CRS Coordinator Name/Address:

Stephanie Leif
Economic Development/CVB Director
730 1st Terrace
Lansing, Kansas 66043
(913) 727-5488

Date Report Prepared: May 16, 2016

AW-720



Topeka Field Office
6531 SE Forbes Ave., Suite B
Topeka, Kansas 66619

Jackie McClaskey, Secretary
David W. Barfield, Chief Engineer
Katherine A. Tietz, Water Commissioner

Phone: (785) 296-5733
Fax: (785) 862-2460
www.agriculture.ks.gov

Sam Brownback, Governor

October 19, 2016

The Honorable Gene Kirby
City of Lansing
730 First Terrace
Lansing, KS 66043

Subject: Award for City of Lansing

Dear Mayor Kirby,

Congratulations to the City of Lansing on being approved by the Federal Emergency Management Agency (FEMA) for a class level increase under the Community Rating System (CRS). Your community will improve from class 8 to class 7. This makes Lansing one of the top rated communities in the entire State of Kansas when it comes to floodplain management.

The Community Rating System or CRS rewards communities for excellence in floodplain management with discounted flood insurance premiums. The insurance discount for properties in the high risk flood zones was 10%. Because of good work done by your staff the amount of the discount will become 15%. It is not every day that we get to tell our citizens that because of extra work that the City's staff took on the citizens are going to save money.

The City of Lansing's official new CRS classification became effective as of October 1, 2016 in the Flood Insurance Manual. I know that people from the Federal Emergency Management Agency have contacted your staff about visiting Lansing to award a plaque to your community. Hope that you will share this letter with the other members of your City Council when you receive your plaque.

FEMA does not require communities to join the Community Rating System. Your staff took on this extra work and responsibility voluntarily. There are only 32 communities in all of Kansas that are currently enrolled in the CRS program. That makes City of Lansing a leader in floodplain management in Kansas. Of those 32 communities many are at class 9 or class 8 without as high a rating as Lansing.

Much of the work that was done in Lansing involved outreach and education. The citizens, lenders, realtors and insurance agents of Lansing will be better educated about flood risk, flood insurance and flood mapping. Some of the CRS activities your staff has performed will make the City of Lansing more resilient in the event of a disaster.

The CRS program is a winning situation for everyone. The citizens win because they save money with discounted flood insurance and are provided with information about flood risk. You all live in a safer and better prepared community. The governing body gains the political good will of having done good work that saves the citizens money. The City staff can use the CRS rating to compare themselves to other communities in Kansas.

There are only three people who aren't coming out ahead in all of this. Those are the people who took on the additional work for the CRS upgrade. Most of the work that went in to the application to FEMA was done by


Cindy Tripp, Dennis Thompson, Stefanie Leif and John Young. The City of Lansing would not even be in the CRS program at all if it had not been for direction and leadership from John Young. Though John is no longer there to work for City of Lansing his work continues to help you all.

Sincerely,

A handwritten signature in dark ink, reading "Steve Samuelson". The signature is fluid and cursive, with the first name "Steve" and last name "Samuelson" clearly distinguishable.

Steve Samuelson, CFM
NFIP Specialist
Kansas Department of Agriculture
Division of Water Resources

AGENDA ITEM

TO: Tim Vandall, City Administrator 
FROM: Sarah Bodensteiner, City Clerk
DATE: November 23, 2016
SUBJECT: Cereal Malt Beverage License Renewal – Petro Deli #2

Petro Deli #2, Inc., at 601 S. Main Street has applied for a cereal malt beverage license renewal. The Police and Community & Economic Development Departments have reviewed and approved the application. The licensing fee and Kansas State Stamp Tax have been paid.

Action: Staff recommends a motion to approve the Cereal Malt Beverage License for Petro Deli #2.

AGENDA ITEM #

3a



CITY OF LANSING

BUSINESS LICENSE APPLICATION

APPLICANT INFORMATION

Name: _____ Date of Birth: ____/____/____

Address: _____
Street City State Zip Code

Telephone (Day): _____ Telephone (Evening): _____ Driver's License #/State Issued: _____
Attach Copy

Vehicle Information (If operating from vehicle): _____
Year Make Model Color(s) State License #

Describe Product (Transient Vendor Only): _____

Statement of Applicant (Ice Cream Vendor, Transient Vendor, Massage Establishment or Therapist Only): I have (), have not (), been convicted of any crime, misdemeanor, or violation of any municipal ordinances. If so, please provide the nature of the offense and the punishment or penalty assessed. _____

BUSINESS INFORMATION

Name of Business: Petro Deli #2 Inc. Business Telephone: 913-727-2198

Type of Business: Convenience Store Business Fax: 913-727-2198 Website: N/A

Would you prefer to receive correspondence by email? ☐ Yes ☒ No If yes, please provide email address: _____

Business Address: 601 S. Main Lansing K8 66043
Street City State Zip Code

Mailing Address (if different): (Same) _____
Street City State Zip Code

On-Site Manager Name: Christy L. Turley Telephone: 913-449-8844

Kansas Sales Tax Number: 10071 681 001 m Federal Tax ID #: 48-1189172

Owner Name: Rick & Cynthia Jaccard Owner Telephone: 913-351-6558

Owner Address: 12991 E. Gilman Rd Leavenworth K5 66048
Street City State Zip Code

LICENSE INFORMATION

(LICENSE TYPES AND FEES ON REVERSE)

Type of License: General Business, Food, Cereal Malt Renewal: ☒ Yes ☐ No

I declare under penalty of false statement that, to the best of my knowledge and belief, the statements made herein are true and correct.

Signature: Cynthia A Jaccard Title: owner Date: 10/31/16

No license shall be issued until the applicant or premise complies with all codes and ordinances of the City of Lansing. The Community Development Department may be contacted to schedule an inspection prior to license approval. The Police Department may also review this application prior to license approval.

FOR OFFICIAL USE ONLY:

Application Received By: [Signature] 11-1-16 Cost: 175 License Period: annual
Signature Date

Police Signature: _____ Amount Received: 175 ☐ Cash ☒ Check ☐ Credit
Signature Date

Community Development Signature: _____ Additional Information: ☐ Insurance ☐ Attachment B
Signature Date

Notify: ☐ Finance ☐ Public Works ☐ Police ☐ Economic Development ☐ Copy of Photo Identification ☐ Copy of State License ☐ Additional Code Items ☐ Late Fee

CORPORATE APPLICATION FOR LICENSE TO SELL CEREAL MALT BEVERAGES

(This form has been prepared by the Attorney General's Office)

☒ City or ☐ County of LANSING

SECTION 1 - LICENSE TYPE

Check One: ☐ New License ☒ Renew License ☐ Special Event Permit

Check One:

☐ License to sell cereal malt beverages for consumption on the premises.

☐ License to sell cereal malt beverages in original and unopened containers and not for consumption on the licensed premises.

SECTION 2 - APPLICANT INFORMATION

Kansas Sales Tax Registration Number (required): 10071681 001M

Name of Corporation

Petro Deli #2 Inc.

Principal Place of Business

Lansing

Corporation Street Address

601 S. Main

Corporation City

Lansing

State

KS

Zip Code

66043

Date of Incorporation

Sept. 1996

Articles of Incorporation are on file with the Secretary of State.

☒ Yes ☐ No

Resident Agent Name

Christy L. Turley

Phone No.

913-449-8844

Residence Street Address

1148 Potter Rd.

City

KC

State

KS

Zip Code

66109

SECTION 3 - LICENSED PREMISE

Licensed Premise (Business Location or Location of Special Event)		Mailing Address (If different from business address)	
DBA Name	<u>Petro Deli #2 Inc.</u>	Name	
Business Location Address	<u>601 S. Main St.</u>	Address	
City	<u>Lansing</u>	City	
State	<u>KS</u>	State	
Zip	<u>66043</u>	Zip	
Business Phone No.	<u>913-727-2198</u>	<input checked="" type="checkbox"/> Applicant owns the proposed business or special event location.	
Business Location Owner Name(s)	<u>Rick & Cynthia Jaccard</u>	<input type="checkbox"/> Applicant does not own the proposed business or event location.	

SECTION 4 - OFFICERS, DIRECTORS, STOCKHOLDERS OWNING 25% OR MORE OF STOCK

List each person and their spouse, if applicable. Attach additional pages if necessary.

Name	<u>Rick L. Jaccard</u>	Position	<u>President</u>	Date of Birth	<u>3/15/1955</u>
Residence Street Address	<u>12991 E. Gilman Rd.</u>	City	<u>Leavenworth</u>	State	<u>KS</u>
Spouse Name		Position		Zip Code	<u>66048</u>
Residence Street Address		City		Date of Birth	
Residence Street Address		City		State	
Zip Code					
Name	<u>Cynthia A. Jaccard</u>	Position	<u>Vice-Pres.</u>	Date of Birth	<u>5/27/1954</u>
Residence Street Address	<u>12991 E. Gilman Rd.</u>	City	<u>Leavenworth</u>	State	<u>KS</u>
Spouse Name		Position		Zip Code	<u>66048</u>
Residence Street Address		City		Age	
Residence Street Address		City		State	
Zip Code					
Name		Position		Date of Birth	
Residence Street Address		City		State	
Zip Code					
Spouse Name		Position		Age	
Residence Street Address		City		State	
Zip Code					

SECTION 4 – OFFICERS, DIRECTORS, STOCKHOLDERS OWNING 25% OR MORE OF STOCK (CONTINUED)

Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Date of Birth
Residence Street Address	City	State Zip Code

SECTION 5 – MANAGER OR AGENT INFORMATION

My place of business or special event will be conducted by a manager or agent.

☒ Yes ☐ No

If yes, provide the following:

Manager/Agent Name <i>Christy L. Turley</i>	Phone No. <i>913-449-8844</i>	Date of Birth <i>8/21/1974</i>
Residence Street Address <i>11948 Potter Rd.</i>	City <i>KO</i>	Zip Code <i>66610 9</i>

Manager or Agent Spousal Information

Spouse Name	Phone No.	Date of Birth
Residence Street Address	City	Zip Code

SECTION 6 – QUALIFICATIONS FOR LICENSURE

Within two years immediately preceding the date of this application, have any of the individuals identified in Sections 4 & 5 been convicted of, released from incarceration for or released from probation or parole for any of the following crimes:

(1) Any felony; (2) a crime involving moral turpitude; (3) drunkenness; (4) driving a motor vehicle while under the influence of alcohol (DUI); or (5) violation of any state or federal intoxicating liquor law.

☐ Yes ☒ No

Have any of the individuals identified in Sections 4 and 5 been managers, officers, directors or stockholders owning more than 25% of the stock of a corporation which:

(1) had a cereal malt beverage license revoked; or (2) was convicted of violating the Club and Drinking Establishment Act or the CMB laws of Kansas.

☐ Yes ☒ NoAll of the individuals identified in Sections 4 & 5 are at least 21 years of age¹.☒ Yes ☐ No**SECTION 7 – DURATION OF SPECIAL EVENT**

Start Date	Time	<input type="checkbox"/> AM <input type="checkbox"/> PM
End Date	Time	<input type="checkbox"/> AM <input type="checkbox"/> PM

I declare under penalty of perjury under the laws of the State of Kansas that the foregoing is true and correct and that I am authorized by the corporation to complete this application. (K.S.A. 53-601)

SIGNATURE

Cynthia A. Saccard

DATE

10/31/16

FOR CITY/COUNTY OFFICE USE ONLY:


☐ License Fee Received Amount \$ _____ Date _____
(\$25 - \$50 for Off-Premise license or \$25-200 for On-Premise license)☐ \$25 CMB Stamp Fee Received Date _____☐ Background Investigation ☐ Completed Date _____ ☐ Qualified ☐ Disqualified☐ New License Approved Valid From Date _____ to _____ By: _____☐ License Renewed Valid From Date _____ to _____ By: _____☐ Special Event Permit Approved Valid From Date _____ to _____ By: _____

A PHOTOCOPY OF THE COMPLETED FORM, TOGETHER WITH THE STAMP FEE REQUIRED BY K.S.A. 41-2702(e), MUST BE SUBMITTED WITH YOUR QUARTERLY REPORT (ABC-301) TO THE ALCOHOLIC BEVERAGE CONTROL, 915 SW HARRISON STREET ROOM 214, TOPEKA, KS. 66625-3512.

¹ Spouse not required to be over 21 years of age. K.S.A. 41-2703(b)(9)

Print Form

AGENDA ITEM

TO: Tim Vandall, City Administrator 
FROM: Sarah Bodensteiner, City Clerk
DATE: November 23, 2016
SUBJECT: Cereal Malt Beverage License Renewal – Shree Nivas, Inc. dba Finish Line

Shree Nivas, Inc. dba Finish Line at 506 S. Main Street has applied for a cereal malt beverage license renewal. The Police and Community & Economic Development Departments have reviewed and approved the application. The licensing fee and Kansas State Stamp Tax have been paid.

Action: Staff recommends a motion to approve the Cereal Malt Beverage License for Shree Nivas, Inc. dba Finish Line.



CITY OF LANSING

BUSINESS LICENSE APPLICATION

AKLAYYA PATEL APPLICANT INFORMATION

Name: SHREE NIVAS INC DBA Finish Line Date of Birth: 9/4/71
Address: 1118 N. 6th St. Leavenworth KS 66048
Street City State Zip Code
Telephone (Day): 913-651-5800 Telephone (Evening): 913-290-0798 Driver's License #/State Issued: _____
cell # Attach Copy

Vehicle Information (If operating from vehicle): _____

Year Make Model Color(s) State License #

Describe Product (Transient Vendor Only): _____

Statement of Applicant (Ice Cream Vendor, Transient Vendor, Massage Establishment or Therapist Only): I have (), have not (), been convicted of any crime, misdemeanor, or violation of any municipal ordinances. If so, please provide the nature of the offense and the punishment or penalty assessed. _____

BUSINESS INFORMATION

Name of Business: SHREE NIVAS INC Business Telephone: 913-250-1175
Type of Business: C-STORE with gas station Business Fax: 913-250-1176 Website: _____
Would you prefer to receive correspondence by email? ☐ Yes ☒ No If yes, please provide email address: _____
Business Address: 506 N. Main St. Lansing KS 66043
Street City State Zip Code
Mailing Address (if different): As above
Street City State Zip Code
On-Site Manager Name: Kishu PATEL Telephone: 913-250-1175
Kansas Sales Tax Number: 004-205679538E-01 Federal Tax ID #: 20-5679538
Owner Name: AKLAYYA B. PATEL Owner Telephone: 913-290-0798
Owner Address: 1118 N. 6th St. Leavenworth KS 66048
Street City State Zip Code

LICENSE INFORMATION

(LICENSE TYPES AND FEES ON REVERSE)

Type of License: Cereal Malt Beverage/Food/General Business License Renewal: ☒ Yes ☐ No

I declare under penalty of false statement that, to the best of my knowledge and belief, the statements made herein are true and correct.

Signature: Aklayya Patel Title: President Date: 11/10/16

No license shall be issued until the applicant or premise complies with all codes and ordinances of the City of Lansing. The Community Development Department may be contacted to schedule an inspection prior to license approval. The Police Department may also review this application prior to license approval.

FOR OFFICIAL USE ONLY:

Application Received By: [Signature] 11/10/16 Cost: 175- License Period: Annual
Signature Date
Police Signature: _____ Amount Received: 175- ☐ Cash ☒ Check ☐ Credit
Signature Date Additional Information: ☐ Insurance ☐ Attachment B
Community Development Signature: _____ ☐ Cereal Malt Beverage Form ☐ Articles of Incorporation
Signature Date ☐ Copy of Photo Identification ☐ Copy of State License
Notify: ☐ Finance ☐ Public Works ☐ Police ☐ Economic Development ☐ Additional Code Items ☐ Late Fee

CORPORATE APPLICATION FOR LICENSE TO SELL CEREAL MALT BEVERAGES

(This form has been prepared by the Attorney General's Office)

☐ City or ☐ County of _____

SECTION 1 – LICENSE TYPE

Check One: ☐ New License ☒ Renew License ☐ Special Event Permit

Check One:

☐ License to sell cereal malt beverages for consumption on the premises.

☐ License to sell cereal malt beverages in original and unopened containers and not for consumption on the licensed premises.

SECTION 2 – APPLICANT INFORMATION

Kansas Sales Tax Registration Number (required):

Name of Corporation SHREE NIVAS INC		Principal Place of Business	
Corporation Street Address 506 N. Main ST. Lansing, KS-66043		Corporation City	State Zip Code
Date of Incorporation 2006		Articles of Incorporation are on file with the Secretary of State. <input type="checkbox"/> Yes <input type="checkbox"/> No	
Resident Agent Name AKLAVYA B. PATEL		Phone No. Cell# 913-290-0798	
Residence Street Address 1118 N. 6th ST. Leaw, KS-66048		City Storer# 250-1175	State Zip Code

SECTION 3 – LICENSED PREMISE

Licensed Premise (Business Location or Location of Special Event)	Mailing Address (If different from business address)
DBA Name Finish Line	Name
Business Location Address 506 N. Main ST.	Address
City Lansing State KS Zip 66043	City State Zip
Business Phone No. 913-250-1175	<input type="checkbox"/> Applicant owns the proposed business or special event location. <input type="checkbox"/> Applicant does not own the proposed business or event location.
Business Location Owner Name(s) AKLAVYA B. PATEL	

SECTION 4 – OFFICERS, DIRECTORS, STOCKHOLDERS OWNING 25% OR MORE OF STOCK

List each person and their spouse, if applicable. Attach additional pages if necessary.

Name AKLAVYA B. PATEL	Position President	Date of Birth 9/4/71
Residence Street Address 1118 N. 6th ST.	City Leavenworth	State KS
Spouse Name DARSHINI A. PATEL	Position	Date of Birth 3/9/78
Residence Street Address 1118 N. 6th ST.	City Leavenworth	State KS
Name KISHOR PATEL	Position Treasurer	Date of Birth 1/17/65
Residence Street Address 603 Willow Court,	City Lansing	State KS
Spouse Name Aachma K. PATEL	Position	Age 41
Residence Street Address 603 Willow Court	City Lansing	State KS
Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Age
Residence Street Address	City	State Zip Code

SECTION 4 – OFFICERS, DIRECTORS, STOCKHOLDERS OWNING 25% OR MORE OF STOCK (CONTINUED)

Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Name	Position	Date of Birth
Residence Street Address	City	State Zip Code
Spouse Name	Position	Date of Birth
Residence Street Address	City	State Zip Code

SECTION 5 – MANAGER OR AGENT INFORMATION

My place of business or special event will be conducted by a manager or agent.

☐ Yes ☐ No

If yes, provide the following:

Manager/Agent Name

Phone No.

Date of Birth

Residence Street Address

City

Zip Code

Manager or Agent Spousal Information

Spouse Name

Phone No.

Date of Birth

Residence Street Address

City

Zip Code

SECTION 6 – QUALIFICATIONS FOR LICENSURE

Within two years immediately preceding the date of this application, have any of the individuals identified in Sections 4 & 5 been convicted of, released from incarceration for or released from probation or parole for any of the following crimes:

(1) Any felony; (2) a crime involving moral turpitude; (3) drunkenness; (4) driving a motor vehicle while under the influence of alcohol (DUI); or (5) violation of any state or federal intoxicating liquor law.

☐ Yes ☒ No

Have any of the individuals identified in Sections 4 and 5 been managers, officers, directors or stockholders owning more than 25% of the stock of a corporation which:

(1) had a cereal malt beverage license revoked; or (2) was convicted of violating the Club and Drinking Establishment Act or the CMB laws of Kansas.

☐ Yes ☒ NoAll of the individuals identified in Sections 4 & 5 are at least 21 years of age¹.☒ Yes ☐ No**SECTION 7 – DURATION OF SPECIAL EVENT**

Start Date

Time

☐ AM ☐ PM

End Date

Time

☐ AM ☐ PM

I declare under penalty of perjury under the laws of the State of Kansas that the foregoing is true and correct and that I am authorized by the corporation to complete this application. (K.S.A. 53-601)

SIGNATURE



DATE 11/10/16

FOR CITY/COUNTY OFFICE USE ONLY:

☐ License Fee Received Amount \$ _____ Date _____
(\$25 - \$50 for Off-Premise license or \$25-200 for On-Premise license)☐ \$25 CMB Stamp Fee Received Date _____☐ Background Investigation ☐ Completed Date _____ ☐ Qualified ☐ Disqualified☐ New License Approved Valid From Date _____ to _____ By: _____☐ License Renewed Valid From Date _____ to _____ By: _____☐ Special Event Permit Approved Valid From Date _____ to _____ By: _____

A PHOTOCOPY OF THE COMPLETED FORM, TOGETHER WITH THE STAMP FEE REQUIRED BY K.S.A. 41-2702(e), MUST BE SUBMITTED WITH YOUR QUARTERLY REPORT (ABC-301) TO THE ALCOHOLIC BEVERAGE CONTROL, 915 SW HARRISON STREET ROOM 214, TOPEKA, KS. 66625-3512.

¹ Spouse not required to be over 21 years of age. K.S.A. 41-2703(b)(9)

Print Form

KANSAS

**DRIVER'S
LICENSE**

USA
KS



Division of Motor Vehicles
Department of Transportation

3 DOB 09/04/1971
1 PATEL
2 AKLAVYA B
8 1118 N 6TH ST
LEAVENWORTH, KS 66048

4d LIC. NO. **K00-84-2046**
4a ISS 09/27/2016
4b EXP 09/04/2022

9 DL CLASS C
CDL CLASS

9a END NONE
12 REST NONE

5 DD 72711252191
PA16271M2204B




15 SEX M
16 HGT 5-06"
17 WGT 155 lb
18 EYES BRO

09041971
ORGAN DONOR

Shubham Patel

AGENDA ITEM

TO: Tim Vandall, City Administrator 
FROM: Sarah Bodensteiner, City Clerk
DATE: November 23, 2016
SUBJECT: Cereal Malt Beverage License Renewal – Truman Town LLC dba Woody's Gas Express

Truman Town LLC dba Woody's Gas Express at 109 4H Road has applied for a cereal malt beverage license renewal. The Police and Community & Economic Development Departments have reviewed and approved the application. The licensing fee and Kansas State Stamp Tax have been paid.

Action: Staff recommends a motion to approve the Cereal Malt Beverage License for Truman Town LLC dba Woody's Gas Express.



CITY OF LANSING

BUSINESS LICENSE APPLICATION

APPLICANT INFORMATION

Name: ALI ATRA Date of Birth: 3/19/75
Address: 3704 W 157th PLAZA OVERLAND PARK KS 66224
Telephone (Day): 816-679-6707 Telephone (Evening): 816-679-6707 Driver's License #/State Issued: KD3-37-6493
Vehicle Information (If operating from vehicle): N/A Year: N/A Make: N/A Model: N/A Color(s): N/A State License #: N/A
Describe Product (Transient Vendor Only): N/A

Statement of Applicant (Ice Cream Vendor, Transient Vendor, Massage Establishment or Therapist Only): I have (), have not (), been convicted of any crime, misdemeanor, or violation of any municipal ordinances. If so, please provide the nature of the offense and the punishment or penalty assessed. N/A

BUSINESS INFORMATION

Name of Business: WOODY'S GAS EXPRESS Business Telephone: 913-250-0844
Type of Business: GAS + CONV STORE Business Fax: 913-268-4189 Website:
Would you prefer to receive correspondence by email? ☐ Yes ☒ No If yes, please provide email address:
Business Address: 1094 H ROAD LANSING KS 66043
Mailing Address (if different):
On-Site Manager Name: ALI ATRA Telephone:
Kansas Sales Tax Number: 004-273136963F-01 Federal Tax ID #: 27-3136963
Owner Name: ALI ATRA + RAJANA ARORA Owner Telephone: 816-679-6707
Owner Address: 3704 W 157th PL OVERLAND PARK KS 66224
RAJANA ARORA 21014 W 60th TERR SHAWNEE KS 66218

LICENSE INFORMATION

(LICENSE TYPES AND FEES ON REVERSE)

Type of License: CMB - OFF PREMIS, FOOD, GENERAL Renewal: ☒ Yes ☐ No

I declare under penalty of false statement that, to the best of my knowledge and belief, the statements made herein are true and correct.

Signature: [Signature] Title: MEMBER Date: 10/17/16

No license shall be issued until the applicant or premise complies with all codes and ordinances of the City of Lansing. The Community Development Department may be contacted to schedule an inspection prior to license approval. The Police Department may also review this application prior to license approval.

FOR OFFICIAL USE ONLY:	
Application Received By: <u>[Signature]</u>	Signature: <u>[Signature]</u> Date: <u>10/17/16</u>
Police Signature: <u></u>	Signature: <u></u> Date: <u></u>
Community Development Signature: <u></u>	Signature: <u></u> Date: <u></u>
Notify: <input type="checkbox"/> Finance <input type="checkbox"/> Public Works <input type="checkbox"/> Police <input type="checkbox"/> Economic Development	Cost: <u>15</u> License Period: <u>annual</u>
	Amount Received: <u>15</u> <input type="checkbox"/> Cash <input checked="" type="checkbox"/> Check <input type="checkbox"/> Credit
	Additional Information: <input type="checkbox"/> Insurance <input type="checkbox"/> Attachment B
	<input type="checkbox"/> Cereal Malt Beverage Form <input type="checkbox"/> Articles of Incorporation
	<input type="checkbox"/> Copy of Photo Identification <input type="checkbox"/> Copy of State License
	<input type="checkbox"/> Additional Code Items <input type="checkbox"/> Late Fee

CORPORATE APPLICATION FOR LICENSE TO SELL CEREAL MALT BEVERAGES

(This form has been prepared by the Attorney General's Office)

☒ City or ☐ County of LANSING

SECTION 1 - LICENSE TYPE

Check One: ☐ New License ☒ Renew License ☐ Special Event Permit

Check One:

☐ License to sell cereal malt beverages for consumption on the premises.

☒ License to sell cereal malt beverages in original and unopened containers and not for consumption on the licensed premises.

SECTION 2 - APPLICANT INFORMATION

Kansas Sales Tax Registration Number (required): 004-273136963F-01

Name of Corporation <u>TRUMAN TOWN LLC</u>	Principal Place of Business <u>109 4th ROAD</u>
Corporation Street Address <u>5708 N MERCIER</u>	Corporation City <u>KANSAS CITY</u> State <u>MO</u> Zip Code <u>64118</u>
Date of Incorporation <u>JULY 29 2010</u>	Articles of Incorporation are on file with the Secretary of State. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Resident Agent Name <u>ANUJ ARORA</u>	Phone No. <u>913-980-0927</u>
Residence Street Address <u>21014 W 60th TERR</u>	City <u>SHAWNEE</u> State <u>KS</u> Zip Code <u>66218</u>

SECTION 3 - LICENSED PREMISE

Licensed Premise (Business Location or Location of Special Event)	Mailing Address (If different from business address)
DBA Name <u>Woody's Gas Express</u>	Name
Business Location Address <u>109 4th ROAD</u>	Address
City <u>LANSING</u> State <u>KS</u> Zip <u>66043</u>	City State Zip
Business Phone No. <u>913-250-0844</u>	<input type="checkbox"/> Applicant owns the proposed business or special event location. <input type="checkbox"/> Applicant does not own the proposed business or event location.
Business Location Owner Name(s) <u>ALI ATRA + RAJAN ARORA</u>	

SECTION 4 - OFFICERS, DIRECTORS, STOCKHOLDERS OWNING 25% OR MORE OF STOCK

List each person and their spouse, if applicable. Attach additional pages if necessary.

Name <u>ALI ATRA</u>	Position <u>MEMBER</u>	Date of Birth <u>03-19-79</u>
Residence Street Address <u>3704 W 157th PLACE</u>	City <u>OVERLAND PARK</u> State <u>KS</u> Zip Code <u>66224</u>	
Spouse Name <u>RAMIA ATRA</u>	Position	Date of Birth <u>06-16-80</u>
Residence Street Address	City State Zip Code	
Name <u>RAJAN ARORA</u>	Position <u>MEMBER</u>	Date of Birth <u>9-13-53</u>
Residence Street Address <u>21014 W 60th TERR</u>	City <u>SHAWNEE</u> State <u>KS</u> Zip Code <u>66218</u>	
Spouse Name <u>RASHMI ARORA</u>	Position	Age <u>9-22-56</u>
Residence Street Address <u>SAME AS SPOUSE</u>	City State Zip Code	
Name <u>ANUJ ARORA</u>	Position <u>MANAGING OFFICER</u>	Date of Birth <u>7-31-78</u>
Residence Street Address <u>21014 W 60th TERR</u>	City <u>SHAWNEE</u> State <u>KS</u> Zip Code <u>66218</u>	
Spouse Name <u>NONE</u>	Position	Age <u>11-17-80</u>
Residence Street Address <u>N/A</u>	City State Zip Code	

SECTION 5 - MANAGER OR AGENT INFORMATION			
My place of business or special event will be conducted by a manager or agent.			<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If yes, provide the following:			
Manager/Agent Name	ANUJ ARORA	Phone No.	913 980 0927
Residence Street Address	21014 W. 60TH PLACE	City	SHAWNEE
		Date of Birth	07-31-1978
		Zip Code	66218
Manager or Agent Spousal Information			
Spouse Name	NONE	Phone No.	N/A
Residence Street Address	N/A	City	
		Date of Birth	
		Zip Code	

SECTION 6 - QUALIFICATIONS FOR LICENSURE	
Within two years immediately preceding the date of this application, have any of the individuals identified in Sections 4 & 5 been convicted of, released from incarceration for or released from probation or parole for any of the following crimes: (1) Any felony; (2) a crime involving moral turpitude; (3) drunkenness; (4) driving a motor vehicle while under the influence of alcohol (DUI); or (5) violation of any state or federal intoxicating liquor law.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Have any of the individuals identified in Sections 4 and 5 been managers, officers, directors or stockholders owning more than 25% of the stock of a corporation which: (1) had a cereal malt beverage license revoked; or (2) was convicted of violating the Club and Drinking Establishment Act or the CMB laws of Kansas.	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
All of the individuals identified in Sections 4 & 5 are at least 21 years of age ¹ .	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

SECTION 7 - DURATION OF SPECIAL EVENT		
Start Date	Time	<input type="checkbox"/> AM <input type="checkbox"/> PM
End Date	Time	<input type="checkbox"/> AM <input type="checkbox"/> PM

I declare under penalty of perjury under the laws of the State of Kansas that the foregoing is true and correct and that I am authorized by the corporation to complete this application. (K.S.A. 53-601)

SIGNATURE [Signature] DATE 10-17-2016

FOR CITY/COUNTY OFFICE USE ONLY:	
<input type="checkbox"/> License Fee Received Amount \$	Date
(\$25 - \$50 for Off-Premise license or \$25-200 for On-Premise license)	
<input type="checkbox"/> \$25 CMB Stamp Fee Received Date	
<input type="checkbox"/> Background Investigation	<input type="checkbox"/> Completed Date <input type="checkbox"/> Qualified <input type="checkbox"/> Disqualified
<input type="checkbox"/> New License Approved	Valid From Date to By:
<input type="checkbox"/> License Renewed	Valid From Date to By:
<input type="checkbox"/> Special Event Permit Approved	Valid From Date to By:

A PHOTOCOPY OF THE COMPLETED FORM, TOGETHER WITH THE STAMP FEE REQUIRED BY K.S.A. 41-2702(e), MUST BE SUBMITTED WITH YOUR QUARTERLY REPORT (ABC-301) TO THE ALCOHOLIC BEVERAGE CONTROL, 915 SW HARRISON STREET ROOM 214, TOPEKA, KS. 66625-3512.

¹ Spouse not required to be over 21 years of age. K.S.A. 41-2703(b)(9)

Print Form

KANSAS

**DRIVER'S
LICENSE**

USA
KS



Signature
DIRECTOR OF REVENUE
REGISTRAR OF VEHICLES

3 DOB 03/19/1975
1 ATRA
2 ALJ
6 3704 W 157TH PLACE
OVERLAND PARK, KS 66224

4d LIC. NO. **K03-37-6493**

4a ISS 12/05/2012

4b EXP 03/19/2018

9 DL CLASS C

CDL CLASS

9a END NONE

12 REST NONE

5 0073401259215
AA12340N1819CB




15 S M
16 HGT 5-08
17 WGT 185 lb
18 EYES BRO

03191975

Signature

AGENDA ITEM

TO: Tim Vandall, City Administrator 
FROM: Sarah Bodensteiner, City Clerk
DATE: November 23, 2016
SUBJECT: Cereal Malt Beverage License Renewal – WKRP Management LLC dba Pizza Hut

WKRP Management LLC dba Pizza Hut at 407 N. Main Street has applied for a cereal malt beverage license renewal. The Police and Community & Economic Development Departments have reviewed and approved the application. The licensing fee and Kansas State Stamp Tax have been paid.

Action: Staff recommends a motion to approve the Cereal Malt Beverage License for WKRP Management LLC dba Pizza Hut.



CITY OF LANSING

BUSINESS LICENSE APPLICATION

APPLICANT INFORMATION

Name: _____ Date of Birth: ____/____/____

Address: _____
Street City State Zip Code

Telephone (Day): _____ Telephone (Evening): _____ Driver's License #/State Issued: _____
Attach Copy

Vehicle Information (If operating from vehicle): _____
Year Make Model Color(s) State License #

Describe Product (Transient Vendor Only): _____

Statement of Applicant (Ice Cream Vendor, Transient Vendor, Massage Establishment or Therapist Only): I have (), have not (), been convicted of any crime, misdemeanor, or violation of any municipal ordinances. If so, please provide the nature of the offense and the punishment or penalty assessed. _____

BUSINESS INFORMATION

Name of Business: WKRP Management, LLC DBA Pizza Hot Business Telephone: 913-727-3232

Type of Business: Restaurant Business Fax: 913-727-5404 Website: Pizzahot.COM

Would you prefer to receive correspondence by email? ☒ Yes ☐ No If yes, please provide email address: WKRP@WKRPMGT.COM

Business Address: 407 North Main Street Lansing KS 66043
Street City State Zip Code

Mailing Address (if different): PO Box 12865 Overland Park KS 66282
Street City State Zip Code

On-Site Manager Name: Eric Buchman Telephone: 913-727-3232

Kansas Sales Tax Number: 004481194376 F02 Federal Tax ID #: 48-1194376

Owner Name: WKRP Management, LLC Owner Telephone: 913-383-8177

Owner Address: 10880 Benson, Ste 2320 Overland Park KS 66210
Street City State Zip Code

LICENSE INFORMATION

(LICENSE TYPES AND FEES ON REVERSE)

Type of License: Food & General Business / CMB Renewal: ☒ Yes ☐ No

I declare under penalty of false statement that, to the best of my knowledge and belief, the statements made herein are true and correct.

Signature: _____ Title: Managing Member Date: 11/1/2016

No license shall be issued until the applicant or premise complies with all codes and ordinances of the City of Lansing. The Community Development Department may be contacted to schedule an inspection prior to license approval. The Police Department may also review this application prior to license approval.

FOR OFFICIAL USE ONLY:

Application Received By: Gail Boast 11/7/16 Cost: 225 License Period: Annual
Signature Date

Police Signature: _____ Amount Received: 225 ☐ Cash ☒ Check ☐ Credit
Signature Date

Community Development Signature: _____ Additional Information: ☐ Insurance ☐ Attachment B
Signature Date

Notify: ☐ Finance ☐ Public Works ☐ Police ☐ Economic Development ☐ Copy of Photo Identification ☐ Copy of State License ☐ Additional Code Items ☐ Late Fee

CORPORATE APPLICATION FOR LICENSE TO SELL CEREAL MALT BEVERAGES

(This form has been prepared by the Attorney General's Office)

☒ City or ☐ County of Lansing

SECTION 1 – LICENSE TYPE

Check One: ☐ New License ☒ Renew License ☐ Special Event Permit

Check One:

☒ License to sell cereal malt beverages for consumption on the premises.

☐ License to sell cereal malt beverages in original and unopened containers and not for consumption on the licensed premises.

SECTION 2 – APPLICANT INFORMATION

Kansas Sales Tax Registration Number (required): 004481194376F02

Name of Corporation WKRP Management, LLC	Principal Place of Business 407 North Main Street, Lansing KS 66043		
Corporation Street Address 10880 Benson, Ste 2320	Corporation City Overland Park	State KS	Zip Code 66210
Date of Incorporation 11/12/1997	Articles of Incorporation are on file with the Secretary of State.		<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Resident Agent Name Steven R Patton	Phone No. (913) 383-8177		
Residence Street Address 10880 Benson, Ste 2320	City Overland Park	State KS 66210	Zip Code

SECTION 3 – LICENSED PREMISE

Licensed Premise (Business Location or Location of Special Event)			Mailing Address (If different from business address)		
DBA Name Pizza Hut			Name WKRP Management, LLC		
Business Location Address 407 North Main Street			Address PO Box 12865		
City Lansing	State KS	Zip 66043	City Overland Park	State KS	Zip 66282
Business Phone No. (913) 727-3232			<input checked="" type="checkbox"/> Applicant owns the proposed business location. <input type="checkbox"/> Applicant does not own the proposed business location.		
Business Location Owner Name(s) Dirt Developers, LLC					

SECTION 4 – OFFICERS, DIRECTORS, STOCKHOLDERS OWNING 25% OR MORE OF STOCK

List each person and their spouse, if applicable. Attach additional pages if necessary.

Name Nestor Weigand	Position Member	Date of Birth 01/02/1939
Residence Street Address 150 North Market	City Wichita	State KS
Spouse Name	Position	Date of Birth
Residence Street Address	City	State
Zip Code		
Name Steven R Patton	Position Managing Member	Date of Birth 11/25/1960
Residence Street Address 3708 West 61st Terr	City Fairway	State KS
Spouse Name	Position	Age
Residence Street Address	City	State
Zip Code		
Name Terry Ruder	Position Managing Member	Date of Birth 11/29/1946
Residence Street Address 2764 West 162nd	City Stillwell	State KS
Spouse Name	Position	Age
Residence Street Address	City	State
Zip Code		

SECTION 4 – OFFICERS, DIRECTORS, STOCKHOLDERS OWNING 25% OR MORE OF STOCK (CONTINUED)

Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Spouse Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Spouse Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Spouse Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Spouse Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Spouse Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
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Residence Street Address	City	State	Zip Code
Spouse Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Spouse Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code
Spouse Name	Position		Date of Birth
Residence Street Address	City	State	Zip Code

SECTION 5 – MANAGER OR AGENT INFORMATION

My place of business or special event will be conducted by a manager or agent.

☒ Yes ☐ No

If yes, provide the following:

Manager/Agent Name
Eric BuehlmanPhone No.
(913) 727-3232Date of Birth
09/07/1974Residence Street Address
2621 South 17th StreetCity
LeavenworthZip Code
66048**Manager or Agent Spousal Information**

Spouse Name

Phone No.

Date of Birth

Residence Street Address

City

Zip Code

SECTION 6 – QUALIFICATIONS FOR LICENSURE

Within two years immediately preceding the date of this application, have any of the individuals identified in Sections 4 & 5 have been convicted of, released from incarceration for or released from probation or parole for any of the following crimes:

(1) Any felony; (2) a crime involving moral turpitude; (3) drunkenness; (4) driving a motor vehicle while under the influence of alcohol (DUI); or (5) violation of any state or federal intoxicating liquor law.

☐ Yes ☒ No

Have any of the individuals identified in Sections 4 and 5 been managers, officers, directors or stockholders owning more than 25% of the stock of a corporation which:

(1) had a cereal malt beverage license revoked; or (2) was convicted of violating the Club and Drinking Establishment Act or the CMB laws of Kansas.

☐ Yes ☒ NoAll of the individuals identified in Sections 4 & 5 are at least 21 years of age¹.☒ Yes ☐ No**SECTION 6 – DURATION OF SPECIAL EVENT**

Start Date

Time

☐ AM ☐ PM

End Date

Time

☐ AM ☐ PM

I declare under penalty of perjury under the laws of the State of Kansas that the foregoing is true and correct and that I am authorized by the corporation to complete this application. (K.S.A. 53-601)

SIGNATURE



DATE 11/01/2016

FOR CITY/COUNTY OFFICE USE ONLY:

☐ License Fee Received Amount \$ _____ Date _____
(\$25 - \$50 for Off-Premise license or \$25-200 for On-Premise license)☐ \$25 CMB Stamp Fee Received Date _____☐ Background Investigation ☐ Completed Date _____ ☐ Qualified ☐ Disqualified☐ New License Approved Valid From Date _____ to _____ By: _____☐ License Renewed Valid From Date _____ to _____ By: _____☐ Special Event Permit Approved Valid From Date _____ to _____ By: _____

A PHOTOCOPY OF THE COMPLETED FORM, TOGETHER WITH THE STAMP FEE REQUIRED BY K.S.A. 41-2702(e), MUST BE SUBMITTED WITH YOUR QUARTERLY REPORT (ABC-307) TO THE ALCOHOLIC BEVERAGE CONTROL, 915 SW HARRISON STREET ROOM 214, TOPEKA, KS. 66625-3512.

¹ Spouse not required to be over 21 years of age. K.S.A. 41-2703(b)(9)

AGENDA ITEM

TO: Tim Vandall, City Administrator
FROM: Sarah Bodensteiner, City Clerk
DATE: November 25, 2016
SUBJECT: Renewal of Special Use Permit (125 Rock Creek Loop)

The resident at 125 Rock Creek Loop has submitted a renewal request for a special use permit for a bee colony at their property. Police Captain Ben Ontiveros conducted a re-inspection and his report is included for your review.

Action: A motion to approve or deny the Special Use Permit as requested.



City of Lansing

Police Department



To: Steve Wayman, Chief of Police

Date: 11/10/2016

CC:

Subject: 125 Rock Creek Loop

Thru:

Annual Permit Renewal

From: B. Ontiveros, Captain

City Clerk Sarah Bodensteiner provided a copy of an annual permit renewal submitted by John Bradford who resides at 125 Rock Creek Loop, Lansing, KS, 66043 (see attached).

The permit renewal is a request to continue the housing and maintenance of seven (7) beehives at his residence for the 2017 calendar year.

125 Rock Creek Loop is situated in the north-central exterior portion of Rock Creek Loop. It is a single family residence with adjoining residences to the west, north, and east. It is bordered to the south by city maintained roadway and another residence. All adjoining/border residences are single family dwellings.

On 11/10/2016 I met with Bradford at his residence. I was escorted around the property and shown where the seven (7) beehives were located. Photos of the beehives were taken (see attached).

A local records check from 1 Jan 2016 to date found no associated complaints listed for 125 Rock Creek Loop. Local records were not checked prior to 1 Jan 2016.



2017 Annual Permit Renewal
John Bradford
125 Rock Creek Loop
Lansing, KS 66043

7 Beehives

DOI: 10 Nov 2016
B. Ontiveros #1504



CITY OF LANSING

ANIMAL PERMIT APPLICATION

Applicant Name: John Bradford

Address: 125 Rock Creek Loop, Lansing KS 66043
Street City State Zip Code

Proposed Location (if different): _____
Street City State Zip Code

Mailing Address (if different): _____
Street City State Zip Code

Telephone (Day): 913-483-0871 Telephone (Evening): same Email: JBradford@Kc.rr.com

Property Owner Name: same Property Owner Telephone: _____

Property Owner Address: same
Street City State Zip Code

Number of Each Type of Animal: 7 hives

General Description of Each Animal: Honey Bees

Noises or Odors Anticipated: none

Housing Arrangements for All Such Animals including Safety or Structure, Locks, Fencing, etc.: Caution Signs Posted

Interest in Such Animal(s): Hobby / Business - Production of Honey
Total of 20 Hives within the County

Any Information Regarding Vicious or Dangerous Propensities of All Such Animals: _____

Safety Precautions to be Taken: Caution Signs posted on property

Prior Incidents Involving Public Health or Safety: None

Type of License: ☒ More than 4 Animals (\$25.00)

LICENSE INFORMATION

☐ Other: _____ (\$25.00)

Renewal: ☒ Yes ☐ No

I declare under penalty of false statement that, to the best of my knowledge and belief, the statements made herein are true and correct.

Signature: John Bradford Date: 12 Oct '16

No license shall be issued until the applicant or premise complies with all codes and ordinances of the City of Lansing. The Police Department may also review this application and schedule an inspection prior to license approval.

FOR OFFICIAL USE ONLY:

Application Received By: Gale P. B. [Signature] 10/13/16
Signature Date

Additional Information Required: ☐ Copy of Insurance
☐ Indemnity Statement ☐ Vaccination Information
☐ Spay/Neuter Information ☐ Identification Photographs

Cost: 25.00 License Period: annual
Amount Received: 25.00 ☐ Cash ☒ Check ☐ Credit

Inspection Scheduled: _____
Police Signature: _____
Council Meeting Date: _____ ☐ Approved ☐ Denied

COPY

AGENDA ITEM

TO: Tim Vandall, City Administrator
FROM: Sarah Bodensteiner, City Clerk
DATE: November 25, 2016
SUBJECT: Renewal of Special Use Permit (128 E. Kansas)

The resident at 128 E. Kansas has submitted a renewal request for a special use permit for more than four (4) animals at their property. Police Captain Ben Ontiveros conducted a re-inspection and his report is included for your review.

Action: A motion to approve or deny the Special Use Permit as requested.



City of Lansing

Police Department



To: Steve Wayman, Chief of Police

Date: 11/14/2016

CC:

Subject: 128 E Kansas St

Thru:

Annual Permit Renewal

From: B. Ontiveros, Captain

City Clerk Sarah Bodensteiner provided a copy of an annual permit renewal submitted by Debbie Spezia who resides at 128 E Kansas St, Lansing, KS, 66043.

The permit renewal is a request to continue the housing of sixty – seventy (60-70) adult domestic rabbits, three (3) cats, and one (1) dog.

128 E Kansas St is situated on the south side of Kansas St. It is a single family residence with adjoining residences to the east and west, and the Lansing Activity Center to the south. It is bordered on the north by city maintained roadway and Lansing Correctional Facility property. All adjoining/border residences are single family dwellings.

On 11/14/2016 I met with Spezia at her residence. I was escorted to a detached out building toward the rear of the property (see attached), where the rabbits were maintained. The interior of the building was set up to where there were four rows of cages/pens, on either side of two aisles. Animal waste inside the building appeared to be maintained and steps were taken to minimize odor (windows were open and fans were present). Photos of the building's interior were taken (see attached).

A preliminary local records check from 1 Jan 2016 to date found no associated complaints listed for 128 E Kansas St. Local records were not checked prior to 1 Jan 2016.

A preliminary city licensing and rabies vaccination check from 1 Jan 2016 to date found no licensing or proof of vaccination(s) on file.

While in contact with Spezia she was advised to provide proof of rabies vaccination to the clerk's office and obtain proper animal licensing/registration prior to the 1 Dec 2016 council meeting.

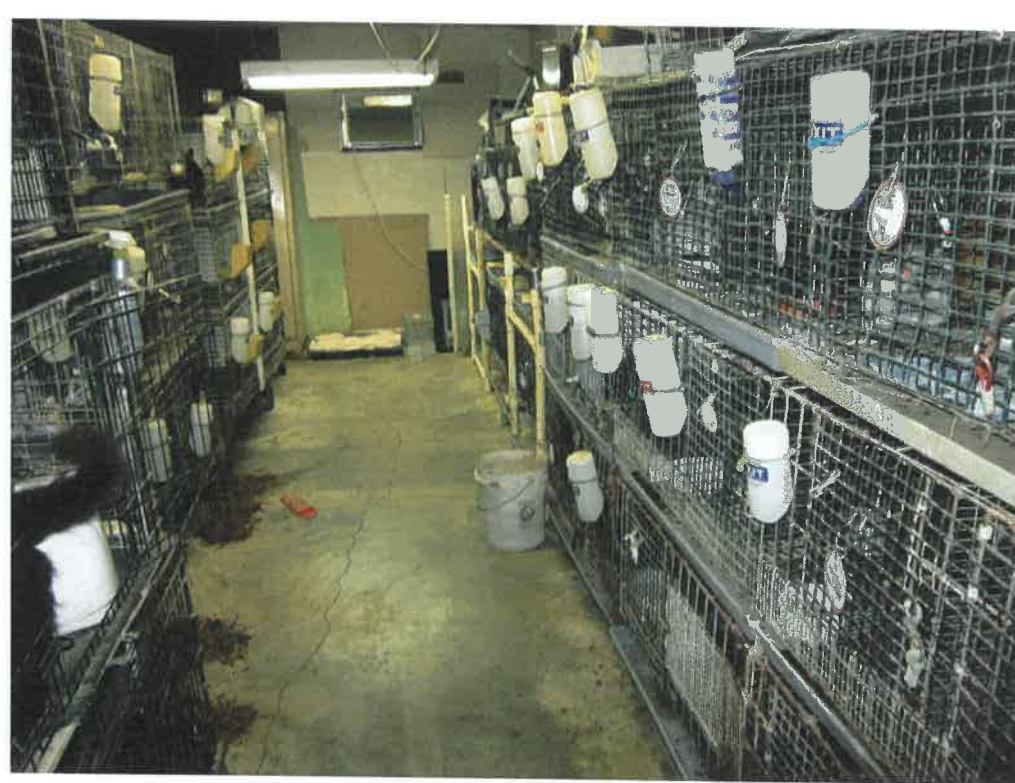
Spezia commented she knew the dog was to be registered but not the cats. I told Spezia all cats and dogs residing within the city limits had to be registered with the city.



2017 Annual Permit Renewal
Debbie Spezia
128 E Kansas
Lansing, KS 66043

60-70 domestic rabbits
3 cats
1 dog

DOI: 10 Nov 2016
B. Ontiveros #1504





CITY OF LANSING

ANIMAL PERMIT APPLICATION

Applicant Name: Nebbie Spezia
Address: 128 E Kansas Lansing MI 48203
Street City State Zip Code

Proposed Location (if different): _____
Street City State Zip Code

Mailing Address (if different): _____
Street City State Zip Code

Telephone (Day): 913-542-2629 Telephone (Evening): _____ Email: FrontlineRabbits@aol.com
State Zip Code

Property Owner Name: Same Property Owner Telephone: _____

Property Owner Address: _____
Street City State Zip Code

Number of Each Type of Animal: domestic Rabbits 60-70 adults

General Description of Each Animal: domestic rabbits, 3 cats, 1 dog

Noises or Odors Anticipated: N/A or minimal - normal animal
odor for indoor facility

Housing Arrangements for All Such Animals including Safety or Structure, Locks, Fencing, etc.: individual cages
locked doors (structure)

Interest in Such Animal(s): Show animals, pets

Any Information Regarding Vicious or Dangerous Propensities of All Such Animals: _____

they are animals - vicious are not allowed/kept

Safety Precautions to be Taken: public not admitted on property
nor displayed public display/viewing at residence

Prior Incidents Involving Public Health or Safety: N/A

Type of License: ☒ More than 4 Animals
(\$25.00)

LICENSE INFORMATION

☐ Other: _____
(\$25.00)

Renewal: ☒ Yes ☐ No

I declare under penalty of false statement that, to the best of my knowledge and belief, the statements made herein are true and correct.

Signature: Nebbie Spezia Date: 11-28-16

No license shall be issued until the applicant or premise complies with all codes and ordinances of the City of Lansing. The Police Department may also review this application and schedule an inspection prior to license approval.

FOR OFFICIAL USE ONLY:

Application Received By: [Signature] 10/28/16
Signature Date

Cost: 25 License Period: annual

Amount Received: 25 ☒ Cash ☐ Check ☐ Credit

Additional Information Required: ☐ Copy of Insurance
☐ Indemnity Statement ☐ Vaccination Information
☐ Spay/Neuter Information ☐ Identification Photographs

Inspection Scheduled: _____

Police Signature: _____

Council Meeting Date: _____ ☐ Approved ☐ Denied

AGENDA ITEM

TO: Tim Vandall, City Administrator
FROM: Sarah Bodensteiner, City Clerk
DATE: November 25, 2016
SUBJECT: Renewal of Special Use Permit (336 Fawn Valley Ct)

The resident at 336 Fawn Valley Ct. has submitted a renewal request for a special use permit for more than four (4) animals at their property. Police Captain Ben Ontiveros conducted a re-inspection and his report is included for your review.

Action: A motion to approve or deny the Special Use Permit as requested.

AGENDA ITEM #

6



City of Lansing

Police Department



To: Steve Wayman, Chief of Police

Date: 11/21/2016

CC:

Subject: 336 Fawn Valley

Thru:

Annual Permit Renewal

From: B. Ontiveros, Captain

City Clerk Sarah Bodensteiner provided a copy of an annual permit renewal submitted by Gradin and Nancy Junn who reside at 336 Fawn Valley, Lansing, KS, 66043.

The permit renewal is a request to continue the housing of three (3) dogs, three (3) cats, two (2) guinea pigs, and various foster animals

336 Fawn Valley is situated in the Fawn Valley cul-de-sac. It is a single family residence with adjoining residences to the north and south. All adjoining/border residences are single family dwellings.

On 11/21/2016 I met with the Junns at their residence. I was escorted throughout the house and the back yard where all animals are to be maintained. Photos were taken and are attached.

A preliminary local records check from 1 Jan 2016 to date found no associated complaints listed for 336 Fawn Valley. Local records were not checked prior to 1 Jan 2016.

A preliminary city licensing and rabies vaccination check from 1 Jan 2016 to date found no licensing or proof of vaccination(s) on file.

While in contact with the Junns, they were advised to provide proof of rabies vaccination to the clerk's office and obtain proper animal licensing/registration prior to the 1 Dec 2016 council meeting.



2017 Annual Permit Renewal
Gradin & Nancy Junn
336 Fawn Valley
Lansing, KS 66043

3 dogs, 3 cats, 2 guinea pigs
6 chickens, additional foster
animals

DOI: 21 Nov 2016
B. Ontiveros #1504









CITY OF LANSING

ANIMAL PERMIT APPLICATION

Applicant Name: Gradin and Nancy Junn
Address: 336 Fawn Valley Ct Lansing KS 66043
Street City State Zip Code
Proposed Location (if different): _____
Street City State Zip Code
Mailing Address (if different): Same
Street City State Zip Code
Telephone (Day): 913-704-7590 Telephone (Evening): 913-547-4710 cell Email: nancyjunn@gmail.com
Property Owner Name: Gradin & Nancy Junn Property Owner Telephone: Same
Property Owner Address: Same
Street City State Zip Code
Number of Each Type of Animal: 2 dog, 3 cat and foster animals Rescue KC911
General Description of Each Animal: 2 guinea pigs, 4 chickens. Street cats
We had 6 chickens but neighbors dog climbed fence &
killed 2. 2 more will be added in the Spring.
Noises or Odors Anticipated: fence barking with neighbors dogs.
Housing Arrangements for All Such Animals including Safety or Structure, Locks, Fencing, etc.: Over 3,000 sq ft living
space inside & fully fenced yard.
Interest in Such Animal(s): Our pets & we enjoy fostering. Chickens
provide eggs
Any Information Regarding Vicious or Dangerous Propensities of All Such Animals: None
Safety Precautions to be Taken: Animals are socialized and up to date on shots.
Only outside if owners are home
Prior Incidents Involving Public Health or Safety: None

LICENSE INFORMATION

Type of License: ☒ More than 4 Animals
(\$25.00)

☐ Other: _____
(\$25.00)

Renewal: ☒ Yes ☐ No

I declare under penalty of false statement that, to the best of my knowledge and belief, the statements made herein are true and correct.

Signature: _____ Date: 10/10/16

No license shall be issued until the applicant or premise complies with all codes and ordinances of the City of Lansing. The Police Department may also review this application and schedule an inspection prior to license approval.

FOR OFFICIAL USE ONLY:

Application Received By: [Signature] 11/10/16
Signature Date

Additional Information Required: ☐ Copy of Insurance
☐ Indemnity Statement ☐ Vaccination Information
☐ Spay/Neuter Information ☐ Identification Photographs

Cost: 25 License Period: annual

Inspection Scheduled: _____

Amount Received: 25 ☐ Cash ☒ Check ☐ Credit

Police Signature: _____

Council Meeting Date: _____ ☐ Approved ☐ Denied

AGENDA ITEM

TO: Tim Vandall, City Administrator
FROM: Sarah Bodensteiner, City Clerk
DATE: November 25, 2016
SUBJECT: Renewal of Special Use Permit (110 N. Ethel Ln.)

The resident at 110 N. Ethel Lane has submitted a renewal request for a special use permit for more than four (4) animals at their property. Police Captain Ben Ontiveros conducted a re-inspection and his report is included for your review.

Action: A motion to approve or deny the Special Use Permit as requested.

AGENDA ITEM #

7



City of Lansing

Police Department



To: Steve Wayman, Chief of Police

Date: 11/22/2016

CC:

Subject: 110 N Ethel

Thru:

Annual Permit Renewal

From: B. Ontiveros, Captain

City Clerk Sarah Bodensteiner provided a copy of an annual permit renewal submitted by Melonie Thompson who resides at 110 N Ethel, Lansing, KS, 66043.

The permit renewal is a request to continue the housing of two (2) dogs and various foster animals

110 N Ethel is situated on the west side of Ethel Lane. It is a single family residence with adjoining residences to the north, south, and west, and bordered to the east by city maintained roadway. All adjoining/border residences are single family residences.

On 11/22/2016 I met with Melonie Thompson at her residence. I was escorted throughout the house and the back yard where all animals are to be maintained. Photos were taken and are attached.

A preliminary local records check from 1 Jan 2016 to date found a number of associated complaints, however, all complaints were prior to 1 Sep 2016, the date Thompson's current permit was approved. No associated complaints were located from 1 Sep 2016 to date.

A preliminary city licensing and rabies vaccination check from 1 Jan 2016 to date found Thompson to be current and in compliance with registration/vaccination requirements.



2017 Annual Permit Renewal
Melonie Thompson
110 N Ethel
Lansing, KS 66043

2 dogs and various foster
animals

DOI: 22 Nov 2016
B. Ontiveros #1504







CITY OF LANSING

ANIMAL PERMIT APPLICATION

Applicant Name: Melanie Thompson
Address: 110 N. Ethel Lane Lansing KS 66043
Street City State Zip Code

Proposed Location (if different): _____
Street City State Zip Code

Mailing Address (if different): _____
Street City State Zip Code

Telephone (Day): 615-7038 Telephone (Evening): 702-5746 Email: _____

Property Owner Name: Leslie & Melanie Thompson Property Owner Telephone: _____

Property Owner Address: _____
Street City State Zip Code

Number of Each Type of Animal: Treewalking coonhound, Katee, Shepard, Boxer, lab

General Description of Each Animal: Foster animals from Unleashed Pet Rescue

Noises or Odors Anticipated: None, we clean yard daily

Housing Arrangements for All Such Animals including Safety or Structure, Locks, Fencing, etc.: Kennel if gone, fenced yard, lead walked

Interest in Such Animal(s): I'm an Animal Fister for Unleashed

Any Information Regarding Vicious or Dangerous Propensities of All Such Animals: None

Safety Precautions to be Taken: Proper introduction after 10 days, kennel/crate, proper meeting of dogs

Prior Incidents Involving Public Health or Safety: _____

Type of License: ☒ More than 4 Animals (\$25.00)

LICENSE INFORMATION

☐ Other: _____ (\$25.00)

Renewal: ☒ Yes ☐ No


I declare under penalty of false statement that, to the best of my knowledge and belief, the statements made herein are true and correct.

Signature: Melanie Thompson Date: 11/21/16

No license shall be issued until the applicant or premise complies with all codes and ordinances of the City of Lansing. The Police Department may also review this application and schedule an inspection prior to license approval.

FOR OFFICIAL USE ONLY:	
Application Received By: <u>[Signature]</u>	Date: <u>11/21/16</u>
Cost: <u>25-</u>	License Period: <u>annual</u>
Amount Received: <u>(25-</u>	<input type="checkbox"/> Cash <input type="checkbox"/> Check <input checked="" type="checkbox"/> Credit
Additional Information Required: <input type="checkbox"/> Copy of Insurance <input type="checkbox"/> Indemnity Statement <input type="checkbox"/> Vaccination Information <input type="checkbox"/> Spay/Neuter Information <input type="checkbox"/> Identification Photographs	
Inspection Scheduled: _____	
Police Signature: _____	
Council Meeting Date: _____ <input type="checkbox"/> Approved <input type="checkbox"/> Denied	

AGENDA ITEM

TO: Tim Vandall, City Administrator 
FROM: Jason Crum, Parks and Recreation Director
DATE: November 22, 2016
SUBJECT: Parks and Recreation Advisory Board Appointments

There are six (6) positions on the PRAB Board that are set to expire on December 31, 2016 and one (1) vacancy with an unexpired term ending December 31, 2017. The positions were advertised and six (6) applicants have applied.

The Lansing Parks and Recreation Advisory Board met on November 15th to review the applications, and recommends the appointment of Brian Sweet to the Lansing Parks and Recreation Advisory Board to an unexpired term ending December 31, 2017. The Lansing Parks and Recreation Advisory Board recommends the appointment of Eric Caldwell, John Orkwis, Tom Pawlowski, Tom Farris, and Cheryl Farris to the Lansing Parks and Recreation Advisory Board for a term ending December 31, 2018.

Action: Appoint Brian Sweet and to the Lansing Parks and Recreation Advisory Board to an unexpired term ending December 31, 2017, and to appointment Eric Caldwell, John Orkwis, Tom Pawlowski, Tom Farris, and Cheryl Farris to the Lansing Parks and Recreation Advisory Board for a term ending December 31, 2018.



CITY OF LANSING

800 First Terrace

Lansing, Kansas 66043

Telephone: 913-727-3036 * Fax: 913-828-4579

www.lansing.ks.us

APPLICATION FOR LANSING PARKS & RECREATION ADVISORY BOARD MEMBER

Name: Brian M. Sweet

Lansing Address: 710 4th Rd Lansing, KS 66043

Home Phone: _____ Cell Phone: 913-683-0395

E-mail: b-rugby-SP@yahoo.com

Position Interested In: Ball and Coach Pitch Baseball Commissioner

Please attach a written statement expressing your interest in being appointed to the Lansing Parks and Recreation Advisory Board. Your written statement should address the following four topics:

1. Qualifications for the position.
2. Personal philosophy of Parks and Recreation Activities.
3. Desired accomplishments as a Board Member.
4. Willingness to attend board meetings on the 2nd Thursday of every other month.

Also, attach the name, address, and telephone number of three personal references.

This appointment is to fulfill a Parks & Recreation Advisory Board term of two (2) years. Applicants must be a resident of the Lansing School District, 18 years of age and a U.S. citizen. *Applicants for the open positions will be considered on November 10, 2016, at the Parks & Recreation Advisory Board Meeting at 7:00 p.m. at the Lansing Activity Center.

All applications should be returned to Lansing City Hall, 800 First Terrace, marked to the "Attention of the City Clerk" by close of business on Tuesday, November 1, 2016.

Brian M. Sweet
710 4H Rd Lansing, KS 66043
913.683.0395

Position: T-ball and Coach Pitch Baseball Commissioner

1. Qualifications for the position.

Over the past 2 years, I have been part of the Lansing Parks and Recreation as a coach in T-ball twice, flag football, and hopefully basketball this upcoming season. I have coached youth baseball, football and basketball in rec and competitive leagues along with college rugby over the past 18 years. The lessons learned from coaching highly qualifies me to run a program based on the needs of coaches, parents, and athletes.

I have 20 years' experience in the IT Security profession. As an IT Security professional, many of my responsibilities include enforcing, create and modifying policies along with inspecting organizations based on in place policies.

I was also on a Parent Board of Advisors for my Son's daycare, Tots and Tales.

You combine those qualifications together and I would make a perfect addition to an already great organization.

2. Personal philosophy of Parks and Recreation Activities.

A brief story about myself will better explain my philosophies: I was never the basketball star. Football was easy and I was just better than most. But basketball I was on the "B" team in 7 and 8th grade. A stark difference from when I was looked at for varsity during my 8th grade football season. I had the opportunity to learn basketball on a 7th and 8th grade team. That gave me 2 years to catchup and make the freshman basketball team. Through hard work, by my senior year, I was starting for the #2 basketball team in Michigan. If we didn't have a "B" team, if I wasn't afforded the same practice time as the "A" team, I may have lost that love for sports or basketball. I was not physically mature as other kids in the 7th and 8th grade. But by 9th grade, I started to come into my own. Everyone develops at different rates!

My philosophies are very simple. I want our coaches to teach fundamental skills to ALL players willing to learn because ALL student athletes mature physically and mentally at different rates. Never give up on any player willing to learn. We need to provide the same coaching to all players willing to learn.

We live in a very complex world. We need to have strong leaders as commissioners, coaches, and board members. It's not if, but when a controversial issue will arise. I have the mental fortitude to look at the situation holistically and provide input to challenging issues.

3. Desired accomplishments as a Board Member.

Ensure kids have the equipment needed to learn, teach fundamentals and above all else ensure the kids have fun!

4. Willingness to attend board meetings on the 2nd Thursday of every other month.

I am available

Brian M. Sweet
710 4H Rd Lansing, KS 66043
913.683.0395

References:

Tiffany Dipman, Mother
913-290-1025
711 S. Bittersweet
Lansing, KS 66043
NOTE: I coached 2 of her sons in T-ball and Flag Football

Dave Baragary, Father and Asst Coach
913-775-2239
112 Brookridge St
Lansing, KS 66043
NOTE: I coached his daughter in T-ball

Scott Rikard, Ret USAF
801-390-8241
777 Apple Blossom Way,
Fruit Heights, UT 84037
NOTE: Personal reference



CITY OF LANSING

800 First Terrace

Lansing, Kansas 66043

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APPLICATION FOR LANSING PARKS & RECREATION ADVISORY BOARD MEMBER

Name: Eric Caldwell

Lansing Address: 328 Fawn Valley Lansing KS 66043

Home Phone: 913-683-8103 Cell Phone: 913-683-8103

E-mail: ecaldwell1@kc.rr.com

Position Interested In: Football Commissioner

Please attach a written statement expressing your interest in being appointed to the Lansing Parks and Recreation Advisory Board. Your written statement should address the following four topics:

1. Qualifications for the position.
2. Personal philosophy of Parks and Recreation Activities.
3. Desired accomplishments as a Board Member.
4. Willingness to attend board meetings on the 2nd Thursday of every other month.

Also, attach the name, address, and telephone number of three personal references.

This appointment is to fulfill a Parks & Recreation Advisory Board term of two (2) years. Applicants must be a resident of the Lansing School District, 18 years of age and a U.S. citizen. *Applicants for the open positions will be considered on November 10, 2016, at the Parks & Recreation Advisory Board Meeting at 7:00 p.m. at the Lansing Activity Center.

All applications should be returned to Lansing City Hall, 800 First Terrace, marked to the "Attention of the City Clerk" by close of business on Tuesday, November 1, 2016.

I, Eric Caldwell am interested in being appointed to the Lansing Parks and Recreation Advisory Board as Football Commissioner. I have enjoyed being a volunteer coach under the Lansing Parks and Recreation for the last 10 years with 3 children involved. In that time, I have served as head coach for U6/U8/U10/U12 Soccer, most years coaching two different age teams at the same time. I only assisted with the U14 Soccer do to work obligations. I coached 1 season of T-Ball and assisted in the U8 baseball, before now being an assistant coach with the Lansing Reds baseball organization. I was the head coach for the past two seasons of Flag football and this year I am Head coach of the Lansing 3rd/4th Grade LPR team. I believe that Integrity and Teamwork are the building blocks of the Parks and Recreation platform. This is the age to help develop and instruct on team building and lifelong learning. While players are learning the fundamentals of the game, they are also learning life lessons. Its ok to lose, it's what you do after that loss that matters and TEAM means Together Everyone Achieves More are just 2 of those lessons. Simple things we as coaches teach our players are qualities they develop and bring to adulthood. This is what I plan to bring to both coaches and players of future LPR teams.

I understand and respect that I would need to be available to attend board meetings on the second Thursday of every other month, and let you know now that this would not be a concern. Thank you for your time and consideration.



Eric Caldwell

Attached: personal references

Lt Col David Stevenson
8231 Pine Lake Rd
Lincoln, NE 68516
913-547-0960

Scott Grimm
13985 NW 62nd Ct
Parkville, Mo 64152
816-261-1445

Skip Peddle
2015 Lawrence Ave
Leavenworth, KS 66048
913-704-7620



CITY OF LANSING

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Lansing, Kansas 66043

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www.lansing.ks.us

APPLICATION FOR LANSING PARKS & RECREATION ADVISORY BOARD MEMBER

Name: JOHN R. ORKWIS

Lansing Address: 619 Meadowlark Road, Lansing, Kansas 66043

Home Phone: (913) 727-2450 **Cell Phone:** (913) 306-5860

E-mail: jorkwis@kc.rr.com

Position Interested In: Assistant Baseball / At Large/ Asst Football

Please attach a written statement expressing your interest in being appointed to the Lansing Parks and Recreation Advisory Board. Your written statement should address the following four topics:

1. Qualifications for the position.
2. Personal philosophy of Parks and Recreation Activities.
3. Desired accomplishments as a Board Member.
4. Willingness to attend board meetings on the 2nd Thursday of every other month.

Also, attach the name, address, and telephone number of three personal references.

This appointment is to fulfill a Parks & Recreation Advisory Board term of two (2) years. Applicants must be a resident of the Lansing School District, 18 years of age and a U.S. citizen. *Applicants for the open positions will be considered on November 10, 2016, at the Parks & Recreation Advisory Board Meeting at 7:00 p.m. at the Lansing Activity Center.

All applications should be returned to Lansing City Hall, 800 First Terrace, marked to the "Attention of the City Clerk" by close of business on Tuesday, November 1, 2016.

JOHN R. ORKWIS

619 Meadowlark Road, Lansing, Kansas 66043 | 913-727-2450 | jorkwis@kc.rr.com

PERSONAL PHILOSOPHY

The Lansing Parks and Recreation Advisory Board provides the means and wherewithal for safe and healthy activities for residents of all ages. The goal of the PRAB should not just be youth sports but also adult activities including well maintained facilities, parks and walking trails. The PRAB must assist the P&R Superintendent and provide advice to the City Council involving parks and rec matters. Our programs and facilities should result in attracting new residents into Lansing.

DESIRED ACCOMPLISHMENTS

- Improve current facilities to provide a safe environment especially for our youth.
- Raise the level of participation in all programs.
- Establish adult recreation programs.
- Re-establish and improve youth programs to bring children back into Lansing from outside programs.
- Continue to expand the trail program.
- Insure a close working relationship with Lansing USD 469.

QUALIFICATIONS

1 February 1994 - Superintendent, *City of Lansing Parks and Recreation*
30 January 1999

- As the first Superintendent of Lansing Parks and Recreation, established the Parks & Recreation Department, established and administered the budget, supervised the Parks and Recreation Advisory Board, maintained sports fields and city parks, administered recreation programs, and wrote grants.

May 1991 -
February 1994

Baseball Commissioner, *Lansing Parks & Recreation Advisory Board*

- Administered the Lansing Youth and Little League Baseball program managing schedules, maintaining ballfields and ball equipment, establishing teams and representing Lansing on the Kaw Valley League Board.

As an at large member of the PRAB I have voluntarily conducted hitting and fielding clinics for both youth baseball and softball and have been a volunteer baseball coach in Lansing for 20 years, softball for 8 years, basketball for 4 years, and football for 7 years since 1990. I also represented Lansing on the Kaw Valley board for 6 years.

I was an original founding member of the youth football program in Lansing.

REFERENCES

Andi Pawlowski 727-3105

Richard Huhn 351-1565

601 N 2nd Terrace Court, Lansing Kansas

Harland Russell 727-6386

700 Englewood, Lansing, Kansas



CITY OF LANSING

800 First Terrace

Lansing, Kansas 66043

Telephone: 913-727-3036 * Fax: 913-828-4579

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APPLICATION FOR LANSING PARKS & RECREATION ADVISORY BOARD MEMBER

Name: THOMAS J. PAWLOWSKI III

Lansing Address: 186 CANYON VIEW DR

Home Phone: 913-727-3105 Cell Phone: 913-683-2314

E-mail: TOIMP72@EARTHLINK.NET

Position Interested In: ASSISTANT FOOTBALL COMMISSIONER

Please attach a written statement expressing your interest in being appointed to the Lansing Parks and Recreation Advisory Board. Your written statement should address the following four topics:

1. Qualifications for the position.
2. Personal philosophy of Parks and Recreation Activities.
3. Desired accomplishments as a Board Member.
4. Willingness to attend board meetings on the 2nd Thursday of every other month.

Also, attach the name, address, and telephone number of three personal references.

This appointment is to fulfill a Parks & Recreation Advisory Board term of two (2) years. Applicants must be a resident of the Lansing School District, 18 years of age and a U.S. citizen. *Applicants for the open positions will be considered on November 10, 2016, at the Parks & Recreation Advisory Board Meeting at 7:00 p.m. at the Lansing Activity Center.

All applications should be returned to Lansing City Hall, 800 First Terrace, marked to the "Attention of the City Clerk" by close of business on Tuesday, November 1, 2016.

October 30, 2016

To the Lansing City Clerk:

1. I wish to be considered for reappointment as Assistant Football Commissioner on the Lansing Parks and Recreation Advisory Board. I have lived in Lansing for the last 21 years. My qualifications for the position include:
 - a. Lansing Assistant Football Commissioner for the last 2 seasons, coordinating schedules, coaches, updating rules, etc. Emphasized fun and learning for the players in the Flag Football League, which was an instructional league for first and second graders;
 - b. Head coach of the U.S. Air Force Academy Cadet Rugby team, including 1984 Runner-up to the National Champions, and coordinating schedules for games with multiple universities across several States;
 - c. Player-Coach of Fort Leavenworth Post Rugby team;
 - d. Softball and Basketball coach in Lansing Parks and Recreation system;
 - e. Organizational skills from 26-year Army career, retiring as a Colonel;
 - f. Analytical skills from a Master's Degree in Operations Research and a PhD in Industrial Engineering, and application of those skills in numerous Army studies over 8 years;
 - g. Project leadership skills from serving for over 18 years as a project leader for several projects involving national and international defense activities;
 - h. Over my adult life, I've played and coached football, basketball, and softball at various levels, primarily in recreation leagues, so I understand many of the issues related to organizing and coordinating sports league activities.
2. My personal philosophy of Parks and Recreation activities is that they should be fun for the participants and entertaining for any spectators (usually parents and family). For youth activities, officials such as commissioners, coaches, and referees should be there to support the development of the children participating in the activity rather than making it about themselves, or using their position for their own personal purposes. For adult activities, the focus should be on providing an escape from everyday pressures of life and providing an opportunity for adults to relax and enjoy outdoor and some indoor activities.
3. As a Board Member, I would like to continue the good work that previous Board Members have achieved and look for opportunities to improve the current activities. I would like to execute the flag football season without any problems and have a safe and enjoyable experience for the players and families.
4. I am willing to attend the board meetings on the 2nd Thursday of the month.

Sincerely,

A handwritten signature in cursive script that reads "Tom Pawlowski". The signature is written in dark ink and is positioned below the word "Sincerely,".

Tom Pawlowski

Personal References

Ms. Judy Sellers
188 Canyon View Dr.
Lansing, KS
727-5657

Dr. Kyle Kelly
184 Canyon View Dr.
Lansing, KS
727-5448

Mr. Rich Hauver
180 Canyon View Dr.
Lansing, KS



CITY OF LANSING

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APPLICATION FOR LANSING PARKS & RECREATION ADVISORY BOARD MEMBER

Name: Tom Farris

Lansing Address: 24230 172 st Leavenworth KS 66048

Home Phone: 913-727-5296 Cell Phone: 913-683-2315

E-mail: farris0621@aol.com

Position Interested In: Basketball

Please attach a written statement expressing your interest in being appointed to the Lansing Parks and Recreation Advisory Board. Your written statement should address the following four topics:

1. Qualifications for the position.
2. Personal philosophy of Parks and Recreation Activities.
3. Desired accomplishments as a Board Member.
4. Willingness to attend board meetings on the 2nd Thursday of every other month.

Also, attach the name, address, and telephone number of three personal references.

This appointment is to fulfill a Parks & Recreation Advisory Board term of two (2) years. Applicants must be a resident of the Lansing School District, 18 years of age and a U.S. citizen. *Applicants for the open positions will be considered on November 10, 2016, at the Parks & Recreation Advisory Board Meeting at 7:00 p.m. at the Lansing Activity Center.

All applications should be returned to Lansing City Hall, 800 First Terrace, marked to the "Attention of the City Clerk" by close of business on Tuesday, November 1, 2016.



CITY OF LANSING

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Lansing, Kansas 66043

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APPLICATION FOR LANSING PARKS & RECREATION ADVISORY BOARD MEMBER

Name: Cheryl Farris

Lansing Address: 2423D 172 St Leavenworth KS 66048

Home Phone: 913-727-5246 Cell Phone: 913-683-9364

E-mail: farris0621@aol.com

Position Interested In: Soccer

Please attach a written statement expressing your interest in being appointed to the Lansing Parks and Recreation Advisory Board. Your written statement should address the following four topics:


1. Qualifications for the position.
2. Personal philosophy of Parks and Recreation Activities.
3. Desired accomplishments as a Board Member.
4. Willingness to attend board meetings on the 2nd Thursday of every other month.

Also, attach the name, address, and telephone number of three personal references.

This appointment is to fulfill a Parks & Recreation Advisory Board term of two (2) years. Applicants must be a resident of the Lansing School District, 18 years of age and a U.S. citizen. *Applicants for the open positions will be considered on November 10, 2016, at the Parks & Recreation Advisory Board Meeting at 7:00 p.m. at the Lansing Activity Center.

All applications should be returned to Lansing City Hall, 800 First Terrace, marked to the "Attention of the City Clerk" by close of business on Tuesday, November 1, 2016.

AGENDA ITEM

TO: Tim Vandall, City Administrator 
FROM: Jason Crum, Parks and Recreation Director
DATE: November 23, 2016
SUBJECT: Tree Board Reappointments

There are two (2) positions on the Tree Board that are set to expire on December 31, 2016. The positions were advertised and one (1) candidate has applied.

The Lansing Tree Board met on November 10th to review the application received.

The Lansing Tree Board recommends the reappointment of Kevin Gardner to the Lansing Tree Board for a term ending December 31, 2019.

Action: Reappoint Kevin Gardner to the Lansing Tree Board for a term ending December 31, 2019



CITY OF LANSING

800 First Terrace

Lansing, Kansas 66043

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www.lansing.ks.us

APPLICATION FOR TREE BOARD MEMBER

Name: Kevin Gardner

Lansing Address: 1012 N 4th Street

Home Phone: 913-775-1467

Secondary Phone: _____

E-mail: _____

Please attach a written statement expressing your interest in being appointed to the Lansing Tree Board. Your written statement should address the following four topics:

1. Qualifications for the position.
2. Personal philosophy concerning community trees.
3. Desired accomplishments as a Board Member.
4. Willingness to attend board meetings on the 2nd Thursday of January, March, May, September and November at 6:00 p.m.
5. The name, address, and telephone number of three personal references.

This appointment is to fulfill a Tree Board term of three (3) years. Applicants must reside within the City of Lansing urban growth management area, be 18 years of age and a U.S. citizen. *Applicants for the open positions will be considered on November 10, 2016, at the Lansing Tree Board Meeting at 6:00 p.m. at the Lansing Activity Center.

All applications should be returned to Lansing City Hall, 800 First Terrace, marked to the "Attention of the City Clerk" by close of business Tuesday, November 1, 2016.

RECEIVED

OCT 27 2016

CITY OF LANSING

Tree Board Application 10/27/2016

(printer not functioning properly)

Name: Kevin R. Gardner

Address: 1012 n 4th street

Phone: 913-775-1467

1) Qualifications:

- a. Current member reapplying for position, participant in events, steady attendee at meetings.

2) Personal philosophy:

- a. Trees are vital to communities and policies need updated and regulated.

3) Desired accomplishments:

- a. Increase awareness and help develop an arboretum in Lansing

4) Willingness to attend meetings:

- a. Available on these nights.



AGENDA ITEM

TO: Mayor Gene Kirby, Lansing City Council
FROM: Tim Vandall, City Administrator
DATE: November 29, 2016
SUBJECT: Court Service Contract

Included on the agenda is the Court Services Contract with the City of Leavenworth. This contract lays out the duties of the City of Leavenworth and their employees and compensation from the City of Lansing. These duties were previously performed by Leavenworth County, but the program is now being overseen by the City of Leavenworth. The contract is identical as last year's contract.

Budget Considerations: The amount listed in the contract is \$26,927. This would come from the Municipal Court fund, within the General Fund, line item 010-012-41143. At this amount, services would come in under budget.

Policy Considerations: The contract has been reviewed by Finance Director Beth Sanford and City Attorney Greg Robinson, ESQ. The City would not be able to oversee court and probation services internally, so the four cities in the County work together to provide a cost effective service.

Action: Approval of the Court Service Contract, as presented.

COURT SERVICE CONTRACT
THE CITY OF LEAVENWORTH
AND
CITY OF LANSING

This agreement provides that the City of Leavenworth, shall provide the following Court Services for the Municipal Court of Lansing during the period from Dec 15, 2016 through December 31, 2017

1. Pretrial recognizance and Diversion Investigation Reports.
2. Presentence and Preparole Investigation Reports.
3. Revocation reports where indicated.
4. Jail release programs, including the working off of fines, and restitution, where appropriate, as well as straight work release programs.
5. Alcohol prevention and education and interaction in alcohol abuse of persons who are alcoholics or in danger of so becoming.
6. Follow up on supervision and monitoring of all cases assigned by the Judge of the Lansing Municipal Court, as the result of any of the aforementioned programs.
7. Obtain and do a brief write up for all court required offenses and make recommendations to the Judge.
8. Obtain all drivers license records for all major traffic violations and check for prior offenses and make recommendations for the court.
9. Prepare commitment forms for individuals sentenced in court.

In carrying out the aforementioned functions, the Court Services Office will provide correctional counseling and/or referral of offenders to appropriate supporting resources. These will include, but are not limited to: continuation of a monthly Alcohol Information School, other alcohol treatment programs, both inpatient and outpatient, employment and educational support, mental health diagnostic evaluation and treatment programs, both inpatient and outpatient and any other supporting program available.

In return for the aforementioned services and programs, the City of Lansing shall pay a total of \$26,927.00 payable in quarterly increments the first week of each quarter of calendar year 2017.

Either party may terminate this agreement by 60 days written notice to the other party.

The undersigned representative of the Leavenworth City Commission and Lansing City Council do hereby jointly agree to the conditions of this contract and will abide by the same.

DATE _____
MAYOR, CITY OF LEAVENWORTH

DATE _____
MAYOR, CITY OF LANSING