



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

COUNCIL AGENDA
Regular Meeting
Thursday, December 17, 2020
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.

- **In order to adhere to social distancing and limiting large gatherings of people to mitigate the spread of COVID-19, the Lansing City Meeting will not be open to the public. In accordance with Kansas Open Meetings Act (KOMA), the meeting can be viewed live via YouTube at www.lansingks.org/live and will be available for viewing on Spectrum Cable Channel 2 the following day.**
- **Want to comment during Audience Participation?**
 - **Submit your comment to Cityclerk@lansingks.org no later than 6:00 pm on December 16th.**
- **Questions on agenda items will be read during discussion on that topic.**
 - **Submit your question to Cityclerk@lansingks.org no later than 6:00 pm on December 16th.**

Call To Order

Pledge of Allegiance

Roll Call

AMENDED

OLD BUSINESS:

1. Approval of Minutes

NEW BUSINESS:

Audience Participation

Presentations

Council Consideration of Agenda Items:

2. Resolution No. B-10-2020 Kansas PRIDE Program Support
3. Structure Removal Cost Share Application – 600 Beth Street
4. Parks Master Plan Discussion

Reports:

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




Proclamations

Other Items of Interest:

- Monthly Department Vehicle and Equipment Mileage Reports
- Community & Economic Development Permits/Licenses & Code Enforcement Report

Adjournment

AGENDA ITEM

TO: Tim Vandall, City Administrator 
THRU: Sarah Bodensteiner, City Clerk 
FROM: Shantel Scrogin, Assistant City Clerk 
DATE: December 8, 2020
SUBJECT: Approval of Minutes

The Regular Meeting Minutes for December 3, 2020 are enclosed for your review.

Action: Staff recommends a motion to approve the Regular Meeting Minutes for December 3, 2020 as presented.

AGENDA ITEM #

1

CITY OF LANSING
CITY COUNCIL MEETING

REGULAR MEETING MINUTES
December 3, 2020

Call To Order:

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

Roll Call:

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

Councilmembers Present:

Ward 1: Gene Kirby and Dave Trinkle

Ward 2: Don Studnicka and Marcus Majure

Ward 3: Jesse Garvey

Ward 4: Tony McNeill and Gregg Buehler

Councilmembers Absent: Kerry Brungardt

Councilmembers were present via Zoom video conference

OLD BUSINESS:

Approval of Minutes: Councilmember Studnicka moved to approve the regular meeting minutes of November 19, 2020 and the special meeting minutes of November 24, 2020, as presented. Councilmember Garvey seconded the motion. The motion was unanimously approved.

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

Presentations

COUNCIL CONSIDERATION OF AGENDA ITEMS:

Lansing Tree Board Appointments: Councilmember Buehler moved to appoint Al Gledhill and Randy Dorf to the Lansing Tree Board for a term that will expire December 31, 2023. Councilmember Studnicka seconded the motion. The motion was unanimously approved.

- Mayor Smith stated Jason tell those folks we appreciate it every time they come back. We really do.

Lansing Parks & Recreation Advisory Board Appointments: Councilmember Buehler moved to appoint Annie Schmalbeck, Gavin Frey, Eric Caldwell, Kevin Gardner, and Tom Farris to the Lansing Parks & Recreation Advisory Board for a term ending December 31, 2022. Councilmember Kirby seconded the motion. The motion was unanimously approved.

- Mayor Smith stated Jason same to that group. We really appreciate all the volunteers help. It wouldn't be the city without them.

Award of Bid – Ward 1 Sewer Project, City Project 20-04: Councilmember McNeill moved to approve and award the bid to Linaweaver Construction for the installation of City Project 20-04, in an amount of \$130,975.50. Councilmember Garvey seconded the motion.

- Councilmember Garvey stated got a question.
 - Mayor Smith replied go right ahead.
 - Councilmember Garvey asked all the boring is done this time, so we don't get hit with extra money when they are done.
 - Wastewater Utility Director Tony Zell responded all of the sewer will be replaced within the same ditch that the current sewer line is so there is no realignment. I don't anticipate any additional cost.
 - Councilmember Garvey replied ok, thank you Tony.
 - Councilmember Majure stated I'm going to hold you to that Tony because I was going to ask the same thing Jesse.
 - Wastewater Utility Director Tony Zell replied as I said I don't anticipate any additional cost.
 - Councilmember Majure responded no, no, no.

- Councilmember Trinkle replied don't start back stepping now.

The motion was unanimously approved.

Approval of Property Acquisition Services, 4H & DeSoto Roundabout Project:

Councilmember Kirby moved to approve Task Order #2 from SMH Consultants for property acquisition services in an amount not to exceed \$19,800. Councilmember Studnicka seconded the motion.

- Councilmember Majure stated I got a question. Mayor you said not to exceed \$19,800. So, this is an estimate and I read through it thoroughly. This is a really good estimate so it could be a lot less or it could be up to \$19,800. Am I reading that right Mike?
 - Public Works Director Mike Spickelmier responded that is correct because this is under the federal guidelines for property acquisition once they do the initial appraisals, if some of the appraisal amounts come less than \$10,000. We do not need a second appraisal. We can proceed with one. So that is a not to exceed with anticipation of reduction if allowed.
 - Councilmember Majure replied thank you.

The motion was unanimously approved.

Ordinance No. 1051 – Rezone Request (00000 1st Terrace): Councilmember Garvey stated I got a question before we vote. Earlier in the summer we talked about a Site Plan on new construction. Has anything been done with that?

- City Administrator Tim Vandall responded I'll let Matt answer that question.
 - Community & Economic Development Director Matthew Schmitz asked you're talking about a Site Plan for the property across from City Hall.
 - Councilmember Garvey responded well anything. You know, any new construction we're doing in town because I see that one resident asked a question what's going to be done with the property. Who do they talk to, do they talk to you?
 - Community & Economic Development Director Matthew Schmitz stated I've worked with Mr. Greenamyre on this.
 - Councilmember Garvey responded I'm talking about the residents around this property. Before it went to the Planning Commission, if somebody called City Hall to ask what is going to be done with the property who do they speak to?
 - Community & Economic Development Director Matthew Schmitz stated they spoke to me. I talked to the residents and what they wanted to know was what the future plans for the property were and what could be done if this was down zoned from the current zoning of B-2 to R-3.
 - Councilmember Garvey asked and did you explain to them once it's rezoned, he can do whatever he wants. He can cut down whatever trees, leave whatever trees, plant whatever he wants without a Site Plan.
 - Community & Economic Development Director Matthew Schmitz stated in order for him to develop this property, he's going to have to come back and plat it. And if he was to do a multi-unit development such as that

- encompasses the entire property, he would have to go through the Site Plan process.
 - Councilmember Garvey asked I didn't think we had to have a Site Plan on this type of stuff.
 - Community & Economic Development Director Matthew Schmitz responded if it's a multi-unit development like that, that covers more than just building one home here and there, there has to be a plan for that. If he is going to come in and plat it as individual lots and then come back and build multi family on one lot at a time, he would not have to go through the Site Plan, but he would go through the planning process which would come before the Council.
 - Councilmember Garvey replied right. Ok that answers my question.
- Councilmember McNeill stated go ahead.
 - Councilmember Majure responded go ahead Tony. I'll follow you, go ahead.
 - Councilmember McNeill stated hey Matt, I was wondering about what was in the Comprehensive Plan for that, I can barely read it in the Comprehensive Plan, but it looked like a main street overlay district looks like it cuts into part of that property. Is that right.
 - Community & Economic Development Director Matthew Schmitz replied so there isn't, the main street district overlay isn't there anymore. The Site Plan process that was put in place with the UDO took over the MSOD essentially in terms of review. As far as what the Comprehensive Plan shows for this property, the future land use map that's in the Comprehensive Plan shows this property as an office use. The Planning Commission made their motion to approve it. They made the motion to approve it subject if there needed to be a review and the modification of that future land use map that showed it as multi-family instead of as office.
 - Councilmember McNeill asked ok, so we'd have to update the plan.
 - Community & Economic Development Director Matthew Schmitz replied correct.
 - Councilmember McNeill stated ok. It just looked to me, but also in the plan, part of the I don't know if it's requirements but it talks about I guess it's recommendation one was the UDO, the second one was the MSOD updating, so I don't know, we decided once we got the UDO done, we weren't going to do a MSOD update?
 - Community & Economic Development Director Matthew Schmitz stated so there wasn't again the Site Plan process that is in the UDO applies to the entire city. The MSOD basically did the Site Plan or development process but only along the corridor that was K-7. So, with the Site Plan process being put in place through the UDO that took a lot of the requirements that were in the MSOD and applied them to the entire city.

- Councilmember McNeill responded ok so there wasn't a need to update that part, I guess that is what you are saying. Ok thanks.
 - Mayor Smith asked Marcus did you have something.
 - Councilmember Majure stated so Tony I guess this question is for you and the Planning Commission, so our plan is to now turn that property across the street from our City Hall and across the street from our library to multi use family homes. That is what we're saying, that is what we're going to vote on tonight is to allow that property to become multi use home property versus potentially a new library if we were outgrowing the library. Or a medical building complex or something like that. That's what we're saying right.
 - Councilmember McNeill replied well we don't own it. We'd have to buy it and then put something on there.
 - Councilmember Majure responded that's a good question.
 - Councilmember McNeill stated I do get what you are saying. I think, the way I read it was, he wasn't even planning on building anything yet. I think those duplexes are right across from it. So, I mean if you put more duplexes in there that would just be one whole area of duplexes. Which I think would be fine.
 - Councilmember Majure replied yeah, the duplexes he's got in there now are really nice. That's just the question I was going to ask is if that was our plan. We weren't going to try to persuade or build something there. We were going to build multi-family units there. That is the overall plan
 - Community & Economic Development Director Matthew Schmitz responded if this rezoning is approved by the Council then yes, the developer would be able to build multi-family housing in there.
- Mayor Smith asked Matt the ones below are senior housing right.
 - Community & Economic Development Director Matthew Schmitz replied they're zoned R-3.
 - Mayor Smith responded so they could be put in. I thought that what he wanted to do across the street in this too. I'm not putting words in his mouth, but I thought that was always the intent. Even though, Marcus you are correct.
 - Community & Economic Development Director Matthew Schmitz stated so Jeremy is on the line, he is on the Zoom call. He's muted and his video is turned off at the moment but if he wants to jump in here and wants to discuss that with you guys as well. But that is the future plan for that as far I know. At some point, over the next four-five years, maybe longer than that, develop that into a multi-use, multi-family type development.
 - Jeremy Greenamyre stated hey Matt, this is Jeremy. You got my video blocked so that is why I have not been on.
 - Community & Economic Development Director Matthew Schmitz replied I can fix that.
 - Jeremy Greenamyre ok. Not much to look at here. I'll give a quick presentation here. For the sake of what is required, I'm Jeremy Greenamyre, Greenamyre Rentals, 2500 South 2nd St, Leavenworth KS. To answer some of the questions that are floating around. We see this just as an extension of Fawn Valley South which is the

fifteen units currently developed on Reagan Drive. There are two more under construction. So, we just see this rezoning request as the natural extension of those. The plan, I mean if we had to start today it'd be for market rate duplexes aimed at working professionals, elderly, which I think is exclusively what we have in the existing units. The reason for rezoning or why we think the rezoning works as the highest and best use is one, it matches the zoning of the adjacent property, Reagan Drive. We also think that the proposed zoning is a good transition from the R-5 zoning of the multifamily to the south and the single family to the north. Our request we are making today is very similar to what happened back in 2003 when we rezoned the original Fawn Valley south because that was zoned industrial and business before we rezoned it to multi-family back in 2003. As another talking point, those fifteen units brought in about \$60,000 worth of property taxes in 2020. I think there is a financial reason to do this as well. I know there is some concern about changes to the Comprehensive Plan, but we feel, the Comprehensive Plan is a guideline, and some minor changes should be expected along the way. We're not looking to put industrial use in here or a severe change. When I was putting together some notes on this, I was reminded the City Hall in Overland Park is similar to this situation where they have multifamily right across the street from their City Hall. So, I think there are some local examples where municipalities have made this work. I'd also like to point out that this was approved at the Planning Commission without any opposition from the public at least in person. Even if you don't think R-3 is the best zoning for this lot, I would make the argument that offices are certainly not the best zoning. An office zoning which was done with the Comp Plan back four or five years ago doesn't take into account the post COVID work from home Zoom meeting world that we are in right now. All the short term I'm seeing as far as office use, are pointing towards less demand for office space. Even if there was no coronavirus, we still don't know if this is a great site for any sort of commercial that needs visibility. The sites are anywhere from four to five hundred feet from the center of K-7 and then once you get to the top of the hill, you're ten to twelve feet below the street level. The rate of development for this sort of stuff is so slow is our theory is that it's stuck in office zoning, you're looking at a long time until something ever happens. The lot that Mutual just developed was re-platted in 1998. You know it took 22 years to develop half of that site. Town Center was platted in 2008, 12 years ago and

there is still 46 acres available. That is another piece of land that we would be competing against. If there ever was someone looking for office, is our substandard site versus the arguably better site owned by the city who has more options as far as incentives are concerned. So anyway, that is kind of our stance on the rezoning. I'll take any questions if you have them.

- o Councilmember McNeill thanks Jeremy.

Councilmember Buehler moved to approve and adopt Ordinance No. 1051. Councilmember Kirby seconded the motion. The motion was approved with Councilmember Garvey voting against the motion.

Request for Cereal Malt Beverage License Renewals: Councilmember McNeill moved to approve the Cereal Malt Beverage License renewals for Aldi Inc. at 1217 North Main Street, GMRG ACQ 1 LLC dba Pizza Hut at 407 North Main Street, Lansing Quike Stop at 601 South Main Street, QuikTrip #188 at 1205 North Main Street, Shree Nivas Inc., dba Finish Line at 506 North Main Street, and Truman Town LLC dba Woody's Gas Express at 109 4-H Road. Councilmember Buehler seconded the motion. The motion was unanimously approved.

Executive Session – Economic Development: Councilmember Buehler moved to recess into executive session to review economic development activities pursuant to the discussion of confidential data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships exception, K.S.A. 75-4319(b)(4) for 30 minutes, beginning at 7:21PM and returning to the Council Chambers at 7:51PM. Councilmember Kirby seconded the motion. The motion was unanimously approved.

Councilmember Buehler moved to return to open session at 7:51PM. Councilmember Garvey seconded the motion. The motion was unanimously approved.

REPORTS:

Department Heads: Department Heads had nothing to report.

City Attorney: City Attorney Greg Robinson had nothing to report.

City Engineer: City Engineer Matt Harding had nothing to report.

City Administrator: City Administrator Tim Vandall stated Public Works Director Mike Spickelmier wants to talk to the Council in regard to the snow removal if we are short staffed. It might take longer than normal to clear areas if we have staff in quarantine. After hearing from several Council members about the sign location being close to City Hall, we are talking with Young Sign Co and hopefully that will get going soon. We have offered free masks to businesses who have requested them and so far, we've had nineteen businesses ask. They have all been very respectful and whether they agree or disagree with the ordinance, all of them just want to keep their businesses open.

- Mayor Smith added that Tim has hand delivered these masks himself and stated hats off to him for doing that.

Governing Body: Councilmember McNeill thanked the volunteers on the Tree Board and Parks Advisory Board, and we are glad to have them on the team.

Councilmember Trinkle asked everyone to mask up, be safe and use common sense.

Councilmember Kirby stated wash your hands and wear your mask. We are in this together and we need to get the kids back in school.

Councilmember Majure thanked the volunteers. He also thanked Tim and staff for the direction this city is headed. It's exciting.

Councilmember Garvey also thanked the volunteers and all they do.

ADJOURNMENT:

Councilmember Garvey moved to adjourn. Councilmember McNeill seconded the motion. The motion was unanimously approved. The meeting was adjourned at 7:58 p.m.

ATTEST:

Michael W. Smith, Mayor

Sarah Bodensteiner, City Clerk

AGENDA ITEM

TO: Tim Vandall, City Administrator
FROM: Sarah Bodensteiner, City Clerk
DATE: December 11, 2020
SUBJECT: Resolution for Kansas PRIDE Program

Lansing PRIDE is asking that the City Council adopt Resolution B-10-2020 pledging their support to the Kansas PRIDE Program. Having an annual resolution in support of PRIDE is very worthwhile and confirms the City's on-going commitment to the organization.

Action: Staff recommends a motion to adopt Resolution B-10-2020 supporting the Kansas PRIDE Program.

**KANSAS PRIDE PROGRAM
ENTRY GOVERNMENT RESOLUTION
YEAR 2021**

Resolution No. B-10-2020

WHEREAS, local municipal government has a responsibility to develop the capacity to undertake a viable community development effort; and

WHEREAS, community development needs and problems can best be determined and solved through a cooperative effort between elected officials and those citizens they represent; and

WHEREAS, the Kansas PRIDE Program, co-administered by the Kansas Department of Commerce & Housing and K-State Research and Extension, has been reviewed and found to be a means to improve our community, and

WHEREAS, the Mayor and Council do herewith pledge their full support, endorsement, and cooperation in carrying out the requirements of the Kansas PRIDE Program.

NOW THEREFORE BE IT RESOLVED, that the community of the City of Lansing urges its citizens to join this effort and hereby declares this city to be an official entrant in the PRIDE Program for the year of 2021.

PASSED AND APPROVED THIS 17th DAY OF DECEMBER IN THE YEAR OF 2020.


{SEAL}

Michael W. Smith, Mayor

Attest:

Sarah Bodensteiner, City Clerk

AGENDA ITEM

TO: Tim Vandall, City Administrator
FROM: Rebecca Savidge, City Inspector
THRU: Matthew R. Schmitz, Community and Economic Development Director 
DATE: December 17, 2020
SUBJECT: Structure Removal Cost Share Application – 600 Beth Street

Removal of unsafe and dilapidated structures in Lansing is a part of the process to maintain the vitality of Lansing's business district and residential neighborhoods. The city of Lansing is participating in a property owner cost share program of eligible structures for 50% of qualified expenses up to \$4,000 per structure.

For property owners to qualify, they must meet certain guidelines outlined in the Structure Removal Cost Share Policy set by the city of Lansing. A copy of the policy is attached.

The relative of the deceased owner was put on notice about conditions of the structure and the City Inspector has been dealing with the structure since 2015. This structure has been in the courts until October 31st of this year. A judgement was given, and the property has now changed ownership. The new owner has submitted the cost share request and is wanting to build at minimum, one new single-family home.

The structure has deteriorated more since the initial meeting. This structure is unsafe and should be taken down. Attached are three bids submitted from three local contractors.

Structure removal must be completed within 90 days of the approved application to remain eligible for the reimbursement.

Policy Consideration: Payment to the contractor would be released within thirty (30) days once the city has received written proof that the owner has paid the contractor the remaining portion of the bid and the site has been cleared with a final inspection by the City Inspector.

Financial Consideration: The financial consideration to the City Council is 50% of a qualified bid up to \$4000.00, and the portion due the contractor from the city cost share program would be \$3500.00 for the low bid, if approved. The applicant has requested not to use the low bid but wishes to use the bid from Frederick Excavating Inc, as that contractor will be digging foundations for the new house(es) in the future. If the request is granted, the portion due the contractor from the city cost share program would be \$3,960.00, an increase of \$460.00.

Action: Staff recommends a motion to approve the structure removal cost share application, but does not have a recommendation for the contractor, for the principle and accessory structure located at 600 Beth Street, Lansing, Kansas.

AGENDA ITEM

3



Lansing KANSAS

Policy

Purpose: Structure Removal Cost Share Policy

Removal of unsafe and dilapidated structures in Lansing is a part of the process to maintain the vitality of Lansing' business district and residential neighborhoods. The city of Lansing is participating in a property owner cost share program of eligible structures for 50% of qualified expenses up to \$4,000.00 per structure.

For property owners to qualify for reimbursement, the following conditions must be met:

1. **Previously Identified by the city of Lansing.** Structures must have been previously identified by city staff as unsafe and dilapidated and a property owner notified in writing in order for the structural removal costs to be reimbursed to the property owner; and
2. **Owner completed application.** An application for reimbursement must be completed by the authorized agent for the property owner or the property owner to include:
 - a. Application for reimbursement under the cost share program. Application must indicate if payment from the city should be made to the owner or the contractor after completion of the project; and
 - b. a completed demolition permit application (fee will be waived) from the Lansing Building Inspector;
 - c. Two (2) written estimates from contractors for qualifying demolition expenses including:
 - i. demolition permit;
 - ii. the costs of demolition: foundations, wood framing, brick or block walls, asphalt or metal roofing, drywall; insulation, plumbing, electrical or mechanical equipment;
 - iii. costs of environmental mitigation (e.g. asbestos or lead abatement);
 - iv. costs of capping sewer; and
 - v. costs of earth fill, re-grading and seeding of the site.
3. **Application and amount approved by city staff.**
 - a. Community & Economic Development staff will review the application and make a recommendation to the City Council. The application will be placed on the next available Council agenda for consideration.
 - b. Following the City Council's decision, the property owner shall receive written approval of eligible structure(s) and amount of qualifying expenses to be reimbursed from the city of Lansing.



Lansing KANSAS

Policy

4. **Reimbursement.** Structure removal must occur within 90 days of the approved application. If weather conditions impede the ability to meet this deadline, the Community & Economic Development Director may approve a 30 day extension. After completion of the structure removal, owner shall submit:
- a. If payment is due to contractor: Proof that the owner's share of the payment has been made; or
 - b. If payment is due to the owner: Proof that the owner has paid the contractor in full; and,
 - c. Approval of the Building Inspector that the site has been cleared, graded, and re-seeded.

The city will reimburse the property owner within 30 days from receipt of the proof of structural removal, site remediation, and supporting documents as indicated in this policy.

Adopted by the City Council this 2nd day of July, 2019.

Michael W. Smith, Mayor

ATTEST:

Sarah Badensteiner, City Clerk



END OF POLICY STATEMENT



CITY OF LANSING
 730 First Terrace, Suite 2
 Lansing, KS 66043
 (913) 727-5488/Fax (913) 351-3618

APPLICATION FOR STRUCTURE REMOVAL COST SHARE

Applicant's Name (Property Owner): Russell and Audra Connell

Authorized Agent (if applicable): _____

Address of Property to be Considered for Cost Share: 600 Beth

City: Lansing State: KS Zip: 66043

Telephone Number: (Daytime) 913-683-3837 (Evening) 913-727-3631

Was this property previously identified by city staff as unsafe and dilapidated and property owner notified in writing? yes

If approved, will payment from the city be made to the owner or the contractor after completion of the project? owner

Has a demolition permit been approved by the Lansing Building Inspector (fee will be waived)? yes

Two written estimates from contractors for qualifying demolition expenses must be provided, to include:

1. Cost of Demolition (foundations, wood framing, brick or block walls, asphalt or metal roofing, dry wall, insulation, plumbing, electrical, or mechanical equipment)
2. Cost of environmental mitigation (e.g. asbestos or lead abatement)
3. Cost of capping sewer
4. Cost of earth fill, regrading, and seeding of the site

Structure removal must occur within 90 days of the approved application. If weather conditions impede the ability to meet this deadline, the Community and Economic Development Director may approve a 30-day extension. After completion of the structure removal, owner shall submit:

1. Proof that the owner's share of the payment has been made if payment is due to contractor; or
2. Proof that the owner has paid the contractor in full if payment is due to owner; and
3. Approval from the Building Inspector that the site has been cleared, graded, and reseeded.

I do hereby solemnly swear (or affirm) under penalty of law that the information provided herein is true and correct and that I understand what documents must be provided for consideration of structure removal under the Structure Removal Cost Share Policy of the city of Lansing.

Russell Connell Audra Connell 12-02-2020
 Signature of Applicant Date

FOR COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT USE ONLY

Application Received By: Kelena Laidge
 Signature

12/2/2020 with bid
 Date and 12/9/20

Date Considered by City Council: _____ Approved or Disapproved: _____

Date of Property Owner/Authorized Agent Notification: _____ Amount Approved: _____



Specializing in Commercial and Industrial Demolition

PROPOSAL FOR DEMOLITION OF STRUCTURE

December 3, 2020

Russ Connell
18312 Eisenhower Rd
Leavenworth, KS 66048

913-683-3837/913-727-3631

Britz Wrecking proposes to demolish the house, cellar structure and detached garage located at 600 Bell Street, Lansing, Kansas. All work will be in accordance with local laws and ordinances. Contractor retains all salvage rights. The current owner of record according to the City of Lansing, KS and Leavenworth County, KS will need to have contract signed and notarized.

Any and all items that the owner wishes to keep need to be removed prior to mobilization; otherwise, they become the property of Britz Wrecking. Obtaining the demolition permits are the responsibility of Britz Wrecking. Owner will provide verification of gas and electric disconnections. Water service will be terminated by Owner. We can refer you to a local plumber. This also assumes there is a sewer connection. If on septic, there will be an additional charge for pumping.

We cannot obtain a demolition permit until we receive the written verifications of disconnection of utilities from main or meter and line removal. Owner responsible for all costs associated with utility disconnections.

We will have an asbestos and household hazardous waste inspection done prior to demolition to identify any possible asbestos containing materials (we have already visually identified transite siding). If any additional asbestos is found during the inspection, there will be additional charges for remediation. If any further environmental concerns or unknown conditions are discovered, work will be stopped and owner identified immediately.

This price includes our standard insurance, no prevailing wage, and no bonding.

Concrete foundation/basement will be buried onsite. Driveway will be removed. This price does not include removal of any trees. If necessary for demolition, trees will be removed.

Lot will be graded as to not pond water using existing dirt on site. Lot will be seeded and strawed upon completion.

References available upon request.

Payment: We will require 50% upon signing of contract, 25% when the structure is demolished and 25% when city final inspection is approved.

Price for removal of transite siding.....	\$700.00
Price for demolition of house	\$6,900.00
Price for demolition of garage.....,,,,,	\$1,000.00

Total (price is itemized, however, all work must be done at same time for these prices to remain valid) ...\$8,600.00

Bid valid for 30 days.



To:

Invoice Date: 12/07/2020

Date	Address	Description	Amount
12/07/2020	600 Beth st.	Demolition of house, finish lot to final grade	\$7,000

Total: \$7,000

Prompt Payment is Appreciated!

Frederick Excavating Inc
19406 High Prairie Road
Leavenworth, KS 66048
(913)772-0225

Estimate

ADDRESS
Russ Connell

ESTIMATE # 1244
DATE 12/15/2020

DATE	ACTIVITY	QTY	RATE	AMOUNT
12/14/2020	600 Beth Street, Lansing, KS Scope Of Work: Disconnect All Utilities, Demo House, Basement, Garage, Slab To Be Hauled Off To Licensed Approved Landfill. Backfill, Grade, Seed & Straw With Erosion Control			7,920.00

600 Beth Street, Lansing, KS



TOTAL

\$7,920.00

Accepted By

Accepted Date

AGENDA ITEM

TO: Tim Vandall, City Administrator 
FROM: Jason Crum, Parks and Recreation Director 
DATE: December 11, 2020
SUBJECT: Parks Master Plan

Explanation: In February of this year the City Council formally accepted the Parks Master Plan. Included in that document was phase one of the plan with primary features including a new baseball and softball complex and a splash pad. The unknowns that have followed with the pandemic have sidelined any further progress with the plan.

Financial Considerations: The recommended budget for phase one is \$5,000,000.00. In the opinion of probable cost that is included in the Master Plan the fees for design on this phase are estimated around \$250,000.00. However, fees as high as 10% of the project are possible which would make the design cost \$500,000.00. Portions of this plan could be funded through the special sales tax fund and from reserves in Special Parks and Recreation fund.

Policy Considerations: Section 4-5, Professional Services from the City of Lansing Purchasing Manual outline the process for the selection of a provider of services.

Action: Staff would like to have a discussion and potentially receive instruction on how the City Council would like to proceed.

Attached is the Phase 1 excerpt from the Parks and Recreation Master Plan.

Phase 1 and Schedule

Starting with Bernard Park, we recommend the development of 3 major improvements

- A 5-field baseball/softball complex (native turf) with 100 +/- parking lot
- A concession/restroom/storage structure in the center of the baseball/softball complex
- A 2-field soccer improvement is recommended, but not included in this project budget

The improvements proposed for Bernard Park in Phase 1 relocate the baseball/softball activities from City Park and preferably, soccer from Willow Park. This acts as a catalyst for the other parks to be redeveloped as shown in their master plans in Section 6. Bernard Park was identified as being more suited for sports activities due to its size and not residing in a neighborhood setting. This allows for more parking availability and convenience of having all sports activities in one

location. Phase 1 in Bernard Park would ensure full functionality of baseball/softball and securing funding for soccer improvements at Bernard is highly recommended, so that use could accompany the baseball/softball complex.

Soccer Fields

Since the construction of the soccer fields is not included in the Phase 1 budget, the Parks Department can utilize simple solutions to improve their current condition. The simplest improvement is to improve cultural practices and provide more consistent maintenance. This includes frequent core aeration to promote healthy surface conditions and break up subsurface compaction. This also includes overseeding and diligent topdressing and fertilization programs to improve soil structure.



Bernard Park Phase 1

Project Budget: \$3,861,982.65

Bernard Park Phase 1

Opinion of Probable Cost | Kenneth Bernard Park Lansing Parks and Recreation Master Plan January - 2020

Landscape Architecture - Site Improvements					
Pavements / Surfacing / Ramps					\$ 162,000
Concrete trails - 6" thick	27000	SF	\$ 6.00	\$ 162,000	
Park Wide Site Furnishing					\$ 21,750
Picnic Table	6	EA	\$ 1,000.00	\$ 6,000	
Drinking Fountain and Bottle Filler	1	EA	\$ 3,250.00	\$ 3,250	
Trash / Recycling Receptacle	5	EA	\$ 1,000.00	\$ 5,000	
Flag Pole	1	EA	\$ 7,500.00	\$ 7,500	
Baseball Fields					\$ 1,693,335
Baseball Fields (5)	1	LS	\$ 1,550,835.00	\$ 1,550,835	
Field Irrigation	1	EA	\$ 140,000.00	\$ 140,000	
Dugout Benches	10	EA	\$ 250.00	\$ 2,500	
Soccer Fields					\$ 654,804
Soccer Fields (2)	1	LS	\$ 478,804.00	\$ 478,804	
Field Irrigation	1	EA	\$ 80,000.00	\$ 80,000	
6" Water Service	1800	LF	\$ 50.00	\$ 90,000	
Fescue Turf - Seed	20000	SF	\$ 0.30	\$ 6,000	
Soccer Fields					\$ 574,804
Soccer Fields (2)	1	LS	\$ 478,804.00	\$ 478,804	
6" Water Service	1800	LF	\$ 50.00	\$ 90,000	
Fescue Turf - Seed	20000	SF	\$ 0.30	\$ 6,000	
Architecture - Site Improvements					
Shelters + Buildings					\$ 300,000
Concession w/ Restroom & Storage	1	EA	\$ 300,000.00	\$ 300,000	
Landscaping and Irrigation					
Plants and Seed					\$ 41,700
Deciduous Trees - B&B 2" Cal - Emerald Sunshine Elm	12	EA	\$ 475.00	\$ 5,700	
Fescue Turf - Seed	120000	SF	\$ 0.30	\$ 36,000	
Civil Improvements					
Utilities					\$ 175,000
6" Water Service	2700	LF	\$ 50.00	\$ 135,000	
Backflow preventer (double check)	1	EA	\$ 10,000.00	\$ 10,000	
Leachfield	1	EA	\$ 30,000.00	\$ 30,000	
Grading					\$ 20,000
Allowance for Misc. General Grading	1	ALL	\$ 20,000.00	\$ 20,000	
Parking Area					\$ 175,000
Granular Subbase 4" (2 tons per 100 sf.)	1000	TONS	\$ 25.00	\$ 25,000	
Asphalt parking & roads (chip & seal)	50000	SF	\$ 3.00	\$ 150,000	
Electrical Improvements					
Site Lighting					\$ 300,000
Baseball Field Lighting	1	EA	\$ 300,000.00	\$ 300,000	
Electrical Service					\$ 105,000
Provide Conduit and Power to Shelters/Fields	2100	LF	\$ 50.00	\$ 105,000	
Total Improvements				\$ 2,993,785	\$ 1,229,608
General Conditions	10%		\$299,378.50		\$122,960.80
Overhead	5%		\$149,689.25		\$61,480.40
Profit	5%		\$149,689.25		\$61,480.40
Inflation	3%		\$89,813.55		\$36,888.24
Design Contingency	6%		\$179,627.10		\$73,776.48
Project Budget:				\$3,861,982.65	Soccer: \$1,586,194.32



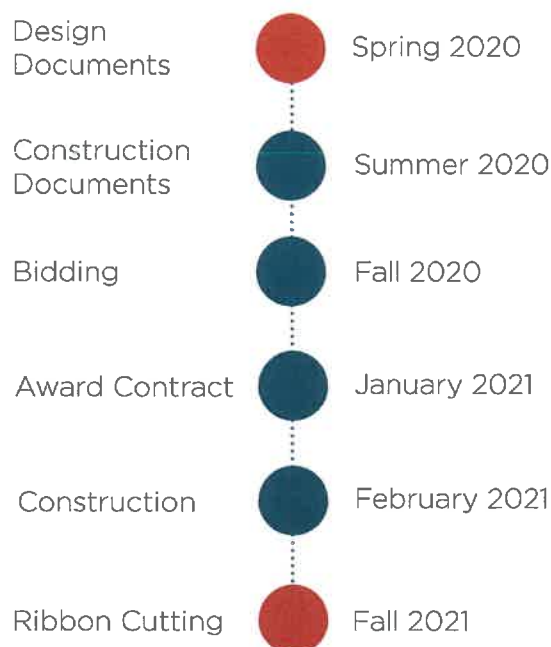
City Park Phase 1 | \$1,051,865.25

Along with the improvements at Bernard Park, City Park will also be receiving improvements. With the relocation of the baseball/softball fields to Bernard Park, we recommend using the vacated fields at City Park to create a destination-style splash park. This includes:

- A destination splash park
- A medium shelter
- The use of the existing parking lot and restroom facility

These improvements in Phase 1 will provide one of the most requested amenities in the citizen survey; aquatics. Although only a piece of the overall City Park master plan, the improvements in Phase 1 will set up the park for further improvements, while still offering a great amenity to the community. This also achieves the before-mentioned goal of bringing back neighborhood uses to Lansing's neighborhood parks. Splash parks don't generate the amount of vehicle traffic that sports games do, which changes the use to something more suitable for a neighborhood environment. There has also been a concern for vandalism in this park, specifically targeting the restroom facility. With the increased frequency of use in the park, it's believed that the vandalism will be significantly reduced.

Phase 1 Schedule



Opinion of Probable Cost | City Park
Lansing Parks and Recreation Master Plan
 January - 2020

Demolition and Removal					
Demo and Removal					\$ 4,200
Remove Playground (In-House)	0	LS	\$ 2,000.00	-	
Remove Structures (In-House)	0	LS	\$ 12,000.00	-	
Remove Pavement	1400	SF	\$ 3.00	\$ 4,200	
Landscape Architecture - Site Improvements					
Pavements / Surfacing / Ramps					\$ 13,200
Concrete trail/walkways - 6" thick	2200	SF	\$ 6.00	\$ 13,200	
Park Wide Site Furnishing					\$ 18,800
Park Bench	4	EA	\$ 2,000.00	\$ 8,000	
Picnic Table	4	EA	\$ 1,000.00	\$ 4,000	
Trash / Recycling Receptacle	4	EA	\$ 1,700.00	\$ 6,800	
Play Equipment					-
Engineered Wood Fiber	0	SF	\$ 4.00	-	
Destination Play	0	LS	\$ 350,000.00	-	
Aquatics/Spray Park					\$ 675,000
Spray Ground	1	LS	\$ 675,000.00	\$ 675,000	
Architecture - Site Improvements					
Shelters + Buildings					\$ 100,000
Small Shelter	1	EA	\$ 100,000.00	\$ 100,000	
Landscaping and Irrigation					
Plants and Seed					\$ 7,475
Deciduous Trees - B&B 2" Cal - Emerald Sunshine Elm	5	EA	\$ 475.00	\$ 2,375	
Ornamental Trees - B&B 1.5" Cal - Eastern Redbud	3	EA	\$ 350.00	\$ 1,050	
Fescue Turf - Seed	13500	SF	\$ 0.30	\$ 4,050	
Civil Improvements					
Utilities					\$ 21,500
3" Water Service	100	LF	\$ 50.00	\$ 5,000	
Backflow Preventer (double check)	1	EA	\$ 10,000.00	\$ 10,000	
6" Sanitary Service Line with main connection	100	LF	\$ 65.00	\$ 6,500	
Grading					\$ 10,000
Allowance for Misc. General Grading	1	ALL	\$ 10,000.00	\$ 10,000	
Electrical Improvements					
Electrical Service					\$ 5,000
Provide Conduit and Power to Shelter	100	LF	\$ 50.00	\$ 5,000	
Total Improvements				\$ 855,175	
General Conditions	10%			\$85,517.50	
Overhead	5%			\$42,758.75	
Profit	5%			\$42,758.75	
Inflation	3%			\$25,655.25	
Design Contingency	6%			\$51,310.50	
Project Budget:				\$1,051,865.25	

Phase 1 Costs:

\$3,861,982.65 Bernard Park

\$1,051,865.25 City Park

Total: \$4,913,847.90

Budget: \$5M

City Clerk's Office/Building Maintenance Vehicle and Equipment Report

Vehicles

Year	Make	Model	Description	Mileage Start	Mileage Ending	Miles Driven	Comments
2007	Ford	Econoline	15 Passenger Wagon	20799	20,814	15	
						0	
						0	
						0	
						0	
Total						15	

Equipment

Year	Make	Model	Description	Hours Start	Hours End	Hours Used	Comments
2018	Advance	SC1500	AutoScrubber Floor Machine	36.85	37.02	0.17	Community Center Cleaning
2018	Kubota	ZG227-A	Mower	162.5	162.5	0	
						0	
						0	
						0	
						0	
Total						0.17	

Parks and Recreation Fleet Report November 2020

Vehicles:

Year	Make	Model	Description	Mileage Start	Mileage Ending	Miles Driven	Current Use	Comments
2011	Dodge	Charger	passenger car	78,430	78,507	77	AC/Parks use	
2014	Ford	F-350	Dump truck	17901.00	18268.00	367	Parks maintenance	
2016	Jeep	Patriot	SUV	64843	64866	23	Activity Center use	
2017	Chevrolet	Silverado	truck	15216	15505	289	Parks maintenance	
2018	Ford	F-350	4-dr crew	16749	17213	464	Parks maintenance	
Total						1220.00		

Equipment:

Year	Make	Model	Description	Hours Start	Hours End	Hours used	Current Use	Comments
1992	Massey Ferguson	1020	Tractor	1980.7	1980.7	0	Parks maintenance	
2005	Kubota	F3060	mower	314.1	315.4	1.3	Parks maintenance	
2007	Turbo Tool Cat	5600	utility vehicle	1177.1	1181.7	4.6	Parks maintenance	
2012	Wright	ZK	stander mower	1101.6	1105	3.4	Parks maintenance	
2016	ABI	Force	infield groomer				Parks maintenance	<i>out for service</i>
2017	Kubota	ZD1211	mower	616.5	621.2	4.7	Parks maintenance	
2018	Polaris	Ranger	utility vehicle	204.7	212	7.3	Parks maintenance	
2019	Exmark	LZ 72	mower	334.7	338.9	4.2	Parks maintenance	
2019	Emark	LZ 96	mower	191.7	192.8	1.1	Parks maintenance	
2020	Kubota	ZD1211	mower	13.1	13.1	0	Parks maintenance	
Total						26.60		

Lansing Police Department
Vehicle Fleet End of Month Report

Nov-2020

Unit	Year	Make/Model	Last 5 VIN	Mileage as of 11/02	Mileage as of 12/01	Miles Driven	Current Use	Future Use	Comments
1	2013	Ford Explorer	40459	81748	82102	354	Detective	Detective	Limited Use - Detective
2	2020	Dodge Durango	96952	7110	7972	862	Patrol	Patrol	Fit for patrol duty
3	2015	Ford Explorer	40975	72239	74313	2074	Patrol	Patrol	Fit for patrol duty
4	2015	Ford Explorer	40976	55217	56176	959	Patrol	Patrol	Fit for patrol duty
5	2012	Dodge Charger	07027	48328	49040	712	Patrol	Patrol	Fit for patrol duty
6	2019	Dodge Durango	85334	25172	26871	1699	Sergeants	Sergeants	Limited Use - Sergeants
7	2018	Ford Explorer	34004	8282	8395	113	Captain	Captain	Limited Use - Captain
8a	2017	Dodge Charger	86270	53606	54381	775	Patrol	Patrol	Fit for patrol duty
9	2018	Ford Explorer	34003	29074	29231	157	Patrol	Patrol	Limited Use - Lieutenant
10	2011	Dodge Charger	52349	66541	67989	1448	Patrol	Patrol	Fit for patrol duty
11	2003	Ford F150	64639	85050	85241	191	Animal Control	Animal Control	Fit for animal control duty
12	2019	Dodge Durango	85335	9232	9741	509	Chief	Chief	Limited Use - Chief
13a	2017	Dodge Charger	96163	51950	53280	1330	Patrol	Patrol	Fit for patrol duty
15	2018	Ford Explorer	34002	30820	31333	513	Patrol	Patrol	Fit for patrol duty
17	2016	Dodge Charger	23367	46442	47197	755	Patrol	Patrol	Fit for patrol duty
					Mileage Total:	12451			

Lansing Public Works Department
Monthly Fleet Report

 Month November Year 2020
Vehicles

Year	Make	Model	License Plate #	Description	Mileage Starting	Mileage Ending	Miles Driven	Comments
2008	Ford	Ranger XLT	70321	LT. Pick-up Ext	58,209	58,359	150	
2007	Ford	Ranger XLT	67211	LT. Pick-up Ext	51,150	51,562	412	
1998	Ford	1/2 ton	48091	Pick-up	66,898	67,037	139	
2005	Ford	Ranger	57932	LT. Pick-up Ext	47,479	47,827	348	
2005	Sterling	LT 8500	64614	Dump Truck	56,042	56,125	83	
2007	Elgin	Crosswind J+	70295	Street Sweeper	6,547	6,547	0	
1992	Ford	700	25616	Dump Truck	64,361	64,361	0	
2017	Chevrolet	3500	88437	Pick-up Truck	19,754	20,121	367	
2011	International	7400	75269	Dump Truck	19,180	19,257	77	
2016	Ford	F350 4x4	88468	One-ton Dump Truck	13,883	13,898	15	
2013	Ford	Explorer	80551	SUV	69,049	69,307	258	
2019	Ford	Ecosport	A4358	SUV	4,506	4,579	73	
2020	Chevrolet	3500		One-ton Dump Truck	500	565	65	
2015	Dodge	Journey	A6545	SUV	76,122	76,202	80	
2006	Dodge	Caravan	66257	Van		49,669		*first record of mileage

Equipment

Year	Make	Model	License Plate #	Description	Hours Starting	Hours Ending	Hours Used	Comments
1997	JD	770BH		Grader	5,097	5,709	612	
2004	IR	DD-24		Asphalt Roller	299	299	0	
2006	IR	185		Air Compressor	211	215	4	
1997	Bobcat	763		Skid Steer	2,245	2,245	0	
2014	Case	580 SNWT		Backhoe	1,438	1,482	44	
2002	Crafco	110		Crack Sealer	812	821	11	
2003	Kubota	L3710		Tractor	1,631	1,631	0	
2009	Case	465		Skid Steer	683	684	1	
2018	John Deere	5065E		Tractor	114	114	0	
2018	Vermeer	BC1000		Chipper	8	8	0	

Nov-20

City Influent	20.42 MG	City Avg Daily	.681 MGD
LCF Influent	.461 MG	LCF Daily Avg	.154 MGD
Total Biosolids	0.791	Precip	.71 inches

Vehicles

Year	Make	Model	Description	Mileage Start	Mileage Ending	Miles Driven	Current Use	Comments
1999	Sterling	Vactor	Jet Truck	8317	8317	0	Collection System	
2012	Chevrolet	Tahoe	SUV	104713	104786	73	Ops/Maint.	
2019	Ford	F250	Pick Up Truck	7230	7551	321	Ops/Maint.	
2019	Ford	F250	Flatbed Truck	2211	2318	107	Ops/Maint.	
2005	Freightliner	M2106	Dump Truck	24412	24468	56	Biosolids Disposal	
Total						557		

Equipment

Year	Make	Model	Description	Hours Start	Hours Ending	Hours Used	Current Use	Comments
1991	Case	1825	Uni-Loader	963	963	0	Plant Activities	
1999	Sterling	Vactor	Jet Truck	2264	2264	0	Collection System	
2004	John Deere	7920	Tractor	1263	1274	11	Biosolids Disposal	
2005	Polaris	Ranger #1	Utility Vehicle	1348	1351	3	Operations	
2004	Case	621D	Loader	2378	2389	11	Operations	
2005	Polaris	Ranger #2	Utility Vehicle	1408	1415	7	Maintenance	
2006	JCB	531-70	Telehandler	625	626	1	Plant Activities	

**COMMUNITY AND ECONOMIC DEVELOPMENT
PERMITS/LICENSES AND CODE ENFORCEMENT REPORT FOR NOVEMBER**

TO: Tim Vandall, City Administrator

FROM: Matthew R. Schmitz, Director, Community and Economic Development



DATE: 11/3/2020

PERMITS AND LICENSES:	<u>Current Month</u>	<u>Year to Date</u>
Number of permits issued	22	327
Number of permits for new single-family housing completed	0	4
Number of permits for new multi-family housing completed	0	0
Number of occupancy certificates issued	3	21
Number of permits for new single-family housing currently in process or pending issuance	3	
Number of permits for new multi-family housing currently in process or pending issuance	3	
Total valuation of residential and commercial construction and remodeling for which permits were issued	\$160,682.39	\$4,823,673.01
Permit fees	\$2,145.00	\$67,483.30
Number of inspections performed	51	519
Number of trade licenses issued	14	346
Total trade contractor licenses issued	5	118
Number of occupational licenses issued	4	129
CODE ENFORCEMENT:	<u>Current Month</u>	<u>Year to Date</u>
<u><i>Nuisance Report</i></u>		
Three Day Warnings:	30	237
Certified Letters Sent:	1	7
Compliance:	22	160
Compliance Review:	27	237
<u><i>Vehicle Report</i></u>		
Warning Letters/Verbal:	5	52
Certified Letters Sent (20 Days):	0	2
Compliance:	5	34
Compliance Review:	6	53
<u><i>Weeds Report</i></u>		
Three Day Warnings:	0	119
Certified Letters Sent:	0	11
Compliance:	0	50
Compliance Review:	0	111
<u><i>Infiltration of Storm Water System</i></u>		
Three Day Warnings:	0	0
Certified Letters Sent:	0	0
Compliance:	0	0
Compliance Review:	0	0
<u><i>Additional Actions</i></u>		
Violation Publications:	0	0
Number of Court Actions:	1	5
Abated:	0	7
Citations:	0	4
Contracted for Work:	0	8