



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

COUNCIL AGENDA
Regular Meeting
Thursday, January 16, 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.

Call To Order

Pledge of Allegiance

Roll Call

OLD BUSINESS:

1. Approval of Minutes

NEW BUSINESS:

Audience Participation

Presentations:

2. Lansing Community Library Update

Council Consideration of Agenda Items:

3. Election of Council President
4. Treasurer's Report for Quarter Ending December 31, 2019
5. Change Order Request #2 – City Project 18-02
6. Parks & Recreation Advisory Board Appointment
7. Parks & Recreation Master Plan Presentation

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: January 3, 2020
SUBJECT: Approval of Minutes

The Regular Meeting Minutes for January 2, 2020 are enclosed for your review.

Action: Staff recommends a motion to approve the Regular Meeting Minutes for January 2, 2020 as presented.

AGENDA ITEM #

CITY OF LANSING

CITY COUNCIL MEETING

REGULAR MEETING MINUTES
January 2, 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: Andi Pawlowski and Don Studnicka

Ward 3: Kerry Brungardt and Jesse Garvey

Ward 4: Tony McNeill and Gregg Buehler

Councilmembers Absent:

OLD BUSINESS:

Approval of Minutes: Councilmember Buehler moved to approve the special meeting minutes of December 19, 2019, and the regular meeting minutes of December 19, 2019, as presented. Councilmember Pawlowski seconded the motion. The motion was unanimously approved.

Audience Participation: Mayor Smith called for audience participation and 1 resident came forward. Jeanette Labbee-Holdeman thanked Councilmember Andi Pawlowski for serving on the Council all these years and stated that she wished more women would run for government as a women's perspective is important to have. She then told the Governing Body to listen to their wives.

Presentations

COUNCIL CONSIDERATION OF AGENDA ITEMS:

Request to Purchase – Police Department Vehicle: Councilmember Buehler moved to approve the purchase of one police package patrol vehicle from Landmark Dodge in an amount not to exceed \$31,544.00. Councilmember Kirby seconded the motion.

- Councilmember Studnicka asked are you going to transfer the police package over from the other car, the lightbar.
 - Police Chief Steve Wayman responded it's a flat top, it doesn't have a light bar on it. We may make this one have interior lights. We'll just have to check and see what we got. Whatever equipment we can salvage, we'll salvage what we can on that.
- Councilmember Trinkle asked does it come with electric windows.
 - Police Chief Steve Wayman replied yes.
- Mayor Smith asked any other questions.
 - Councilmember McNeill responded I was, go ahead.
 - Councilmember Pawlowski stated I was just going to say do we not get these off the state contract.
 - Police Chief Steve Wayman responded this is actually on a MARC bid with Landmark. The MARC bid comes in cheaper than the state. Davis Moore is the dealership that has state contract, and they didn't even submit a bid to us.
 - Councilmember Pawlowski replied alright, thanks.
- Mayor Smith asked Tony, did you have something.
 - Councilmember McNeill asked yeah Tim, it says it was approved in the budget. Is this out of the reserve?
 - City Administrator Tim Vandall responded it was in the police department within the general fund. If you have your budget book, I can tell you what line item it would come out of, but I think it's the very bottom line item from the police department.
 - Councilmember Pawlowski stated it's from the reserve.
 - Councilmember Garvey stated it's from the reserve fund.
 - City Administrator Tim Vandall replied no, it's not out of equipment reserve. It's out of the acquisition line in the police department fund. I think three years ago, based on

Council feedback we started taking it out of the general fund and I think the thought process at that time was we wanted to replace police vehicles every year. So, we started doing it out of the general fund in the police department. It's in the acquisition line item in the police department fund.

The motion was unanimously approved.

Contract Services – Eisenhower Road Improvement Project: Councilmember Trinkle moved to approve the contract, scope, and fee proposal with Alfred Benesch & Company, and authorize the Mayor to sign the contract. Councilmember Buehler seconded the motion.

- Councilmember Pawlowski asked did we pick Benesch.
 - Public Works Director Mike Spickelmier responded actually, Benesch was selected as a continuation. They initially did the warrants analysis for the City of Leavenworth about a year and a half ago. In the interest of time we chose to solicit a fee and scope proposal from them and they could begin next week.
- Councilmember Buehler asked so this is the whole intersection they're looking at.
 - Public Works Director Mike Spickelmier replied this is the total, this is part of the \$3 million total cost for the intersection. This is a portion of that. This is the engineering and it will include a new signalization as well as improvements and additions for geometry and lanes.
 - Mayor Smith stated excellent Mike.

The motion was unanimously approved.

Executive Session – Consultation with Attorney: Councilmember Buehler moved to recess into executive session for the preliminary discussion of the acquisition of real property pursuant to K.S.A. 75-4319(b)(6) for 15 minutes, beginning at 7:06PM and returning to the Council Chambers at 7:21PM. Councilmember Pawlowski seconded the motion. The motion was unanimously approved.

Councilmember Kirby moved to return to open session at 7:21PM. Councilmember Studnicka 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 let everyone know there are two seats left for the Chamber Dinner on January 17th if anyone is interested. He also thanked Councilmember Pawlowski for being so welcoming when he first moved to Lansing.

Governing Body: Councilmember Garvey let Jeanette know he listens to his wife all the time. He let Councilmember Pawlowski know it has been an honor to serve with her.

Councilmember Buehler stated once he was on the Council, he realized everything Councilmember Pawlowski does is because she truly cares about what happens in this City and it has been a pleasure to work with her.

Councilmember McNeill remembers the first time he met Councilmember Pawlowski when he wanted to build a fence and she voted in favor of it. He stated we are going to miss you.

Councilmember Brungardt stated he has dreaded this night and what he values and respects Councilmember Pawlowski for is being able to disagree about something and still be friends and colleagues. He thanked her for everything she has done.

Councilmember Studnicka stated he thought the Council needed a woman's perspective as well as Councilmember Pawlowski's real estate knowledge all these years. He wished her the best and looks forward to working with her again in the future.

Councilmember Trinkle stated Councilmember Pawlowski has made an impression on the City and always had the City at heart.

Mayor Smith stated Councilmember Pawlowski always comes prepared to these meetings. She has asked the tough questions that needed to be asked and thanked her for being on the Council.

Councilmember Kirby told a story about when he was sworn in and immediately afterward Councilmember Pawlowski proceeded to tell him what she thought about everything and what we needed to do. He told her back then they would disagree about things, but he hoped they could do so respectfully and they have. He said the only way to do this for so many years is because you care and she does. He told her to not be a stranger.

Councilmember Pawlowski read a letter she prepared. She stated her first 10 years on the Council, it operated at a crisis management state and it wasn't good for the City. She continued that over time with the current governing body along with City Administrator Tim Vandall the city has progressed and had many triumphs. She asked the Council to trust the Lansing residents, don't make decisions in a hurry and negotiate from a position of strength as they continue to pave the way for the City of Lansing.

ADJOURNMENT:



Councilmember Pawlowski moved to adjourn. Councilmember Kirby seconded the motion. The motion was unanimously approved. The meeting was adjourned at 7:41 p.m.

ATTEST:

Michael W. Smith, Mayor

Sarah Bodensteiner, City Clerk

AGENDA ITEM

TO: Tim Vandall, City Administrator 
FROM: Terri Wojtalewicz, Library Director 
DATE: January 8, 2020
SUBJECT: Library Update

Library Director, Terri Wojtalewicz, will present a 2019 annual review of Lansing Community Library.

Policy Consideration:

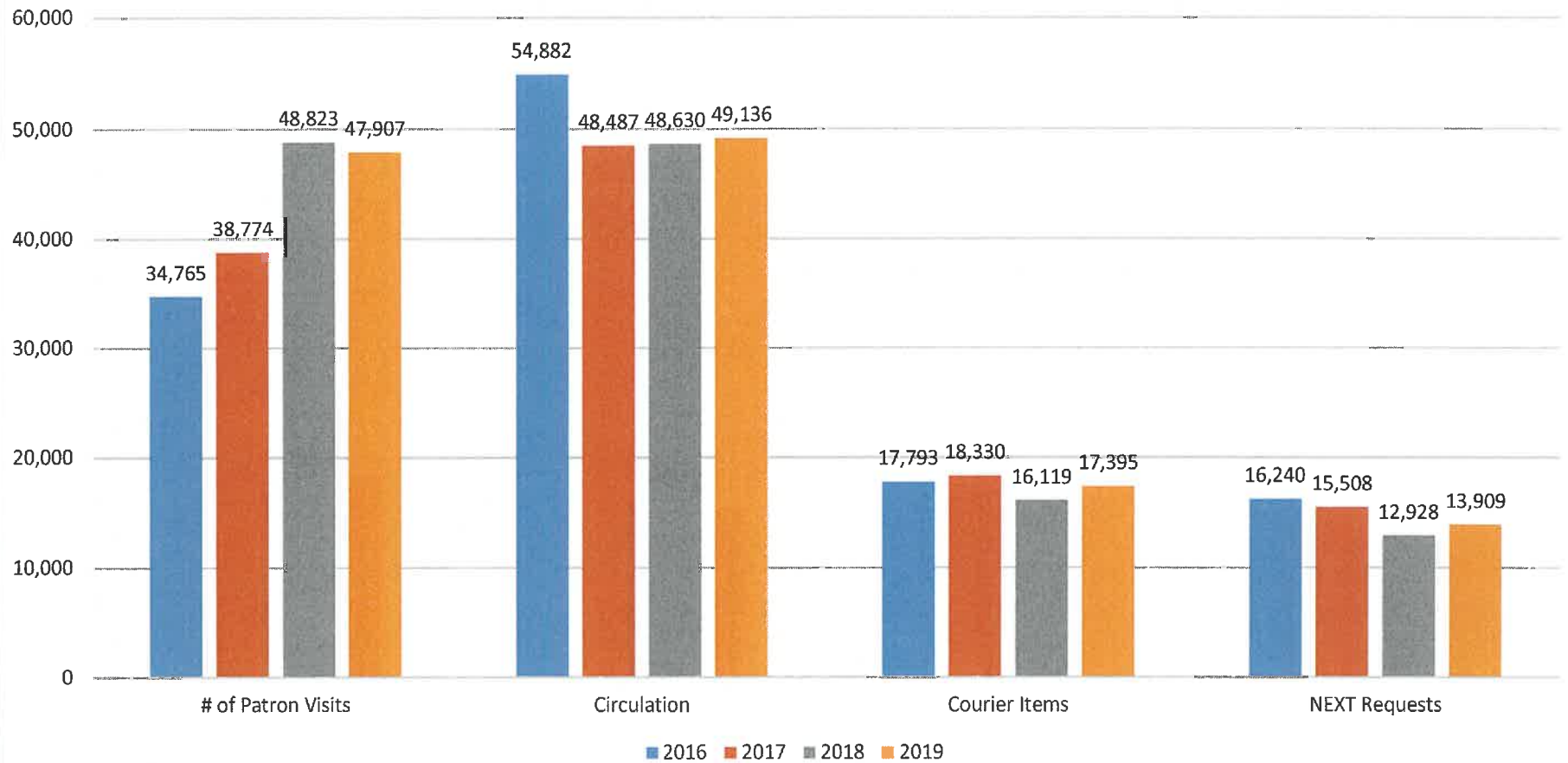
Financial Consideration:

Action:

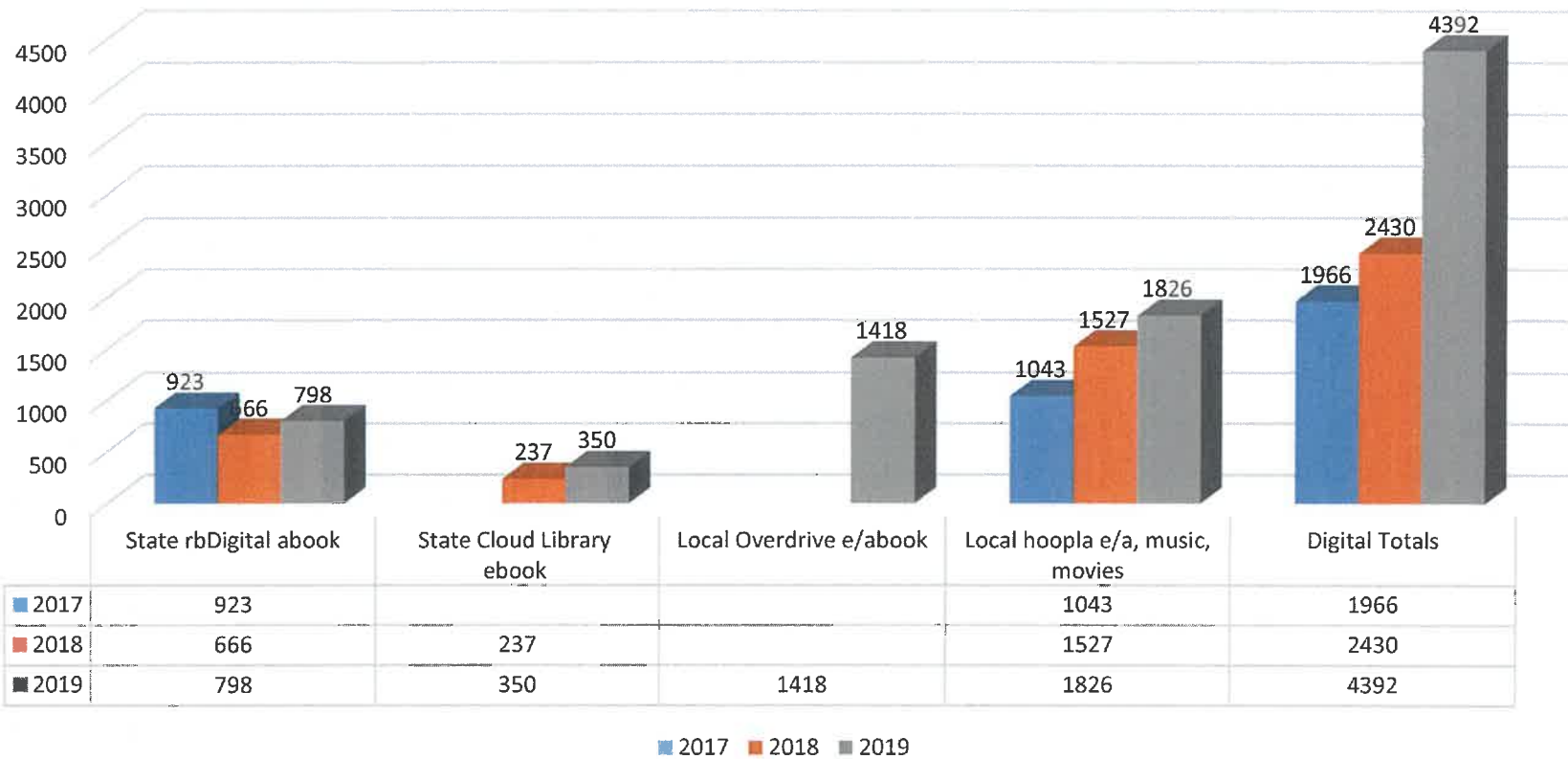
AGENDA ITEM #

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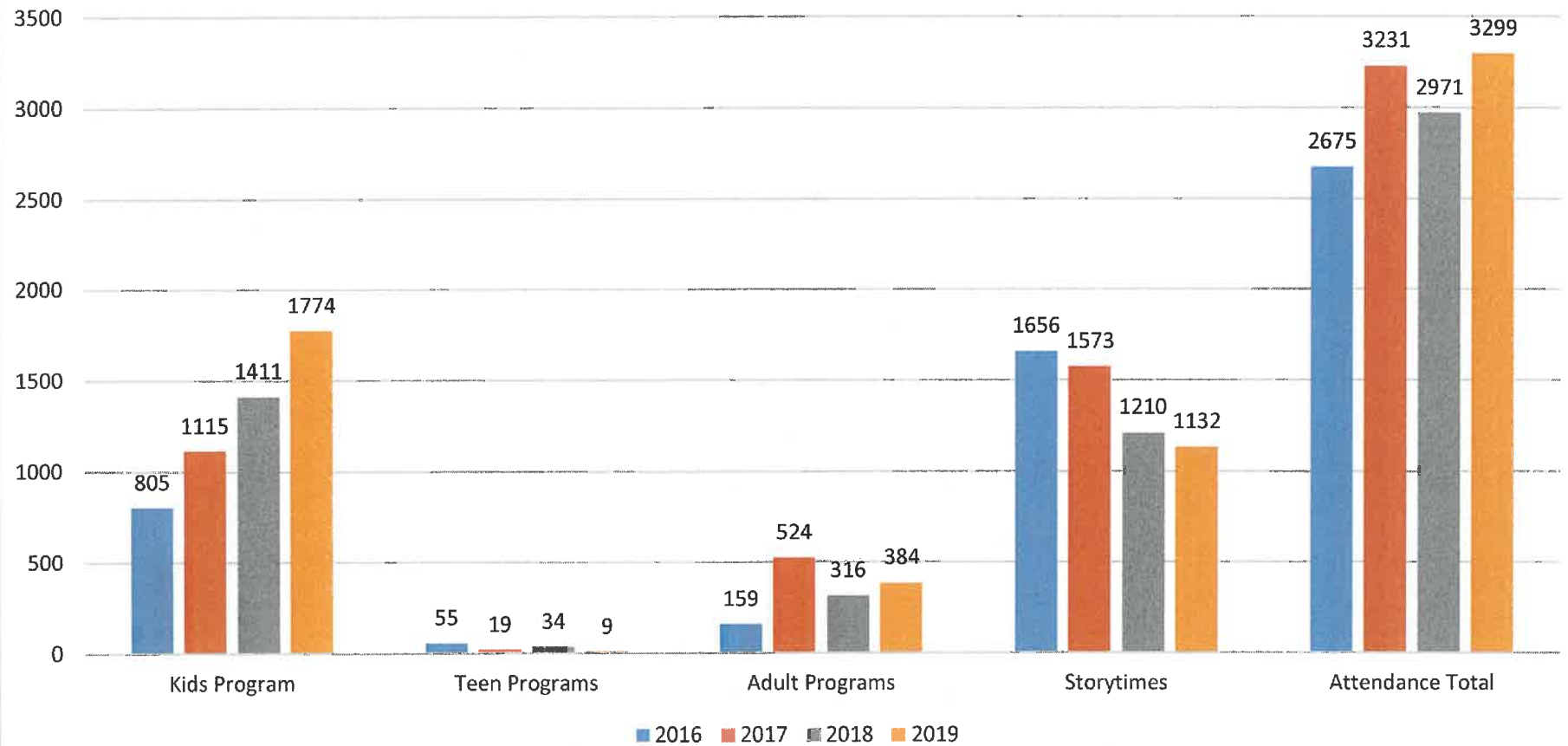
Lansing Community Library Annual Visits and Circulation



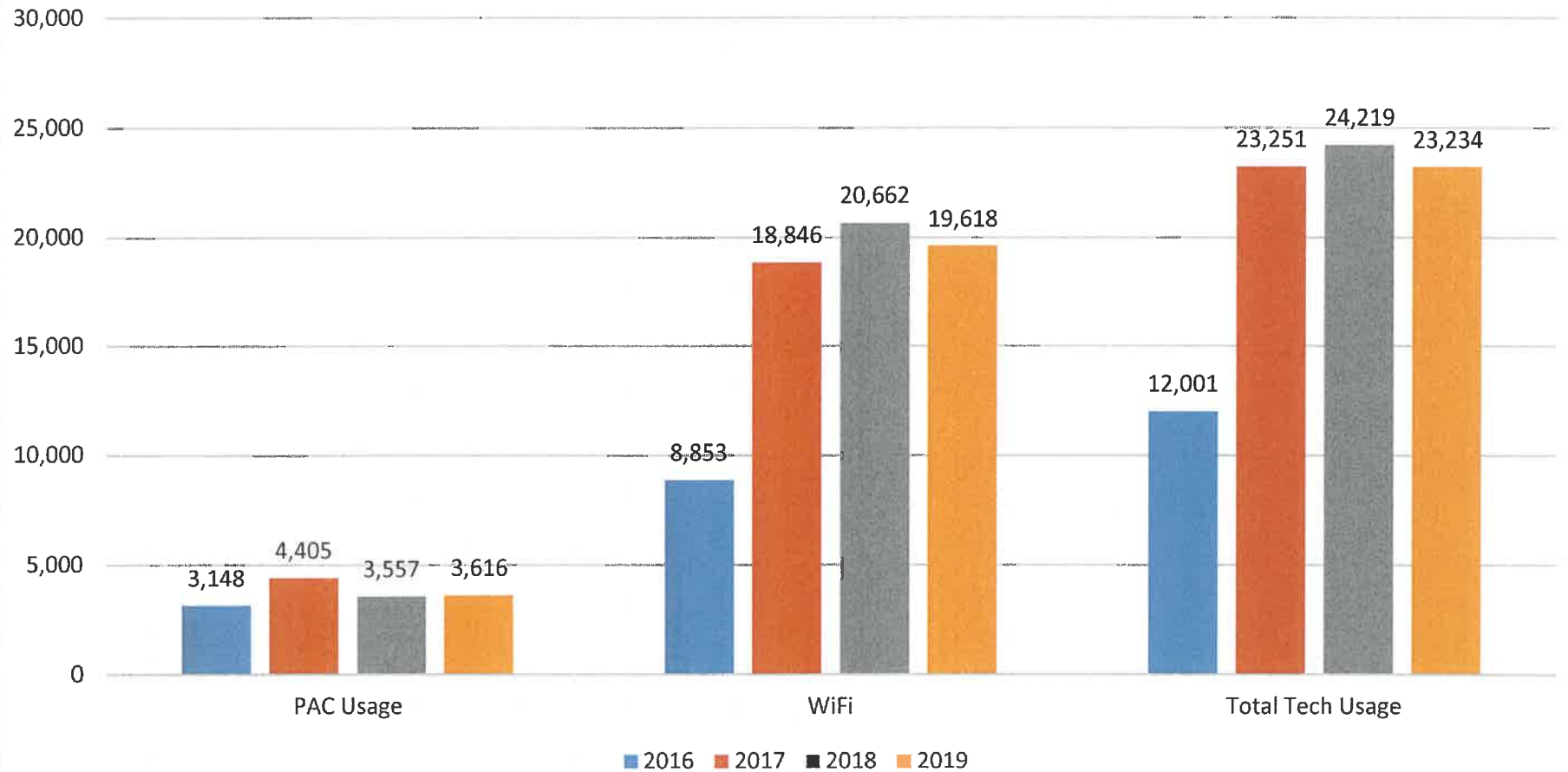
Lansing Community Library Annual Digital Resource Usage

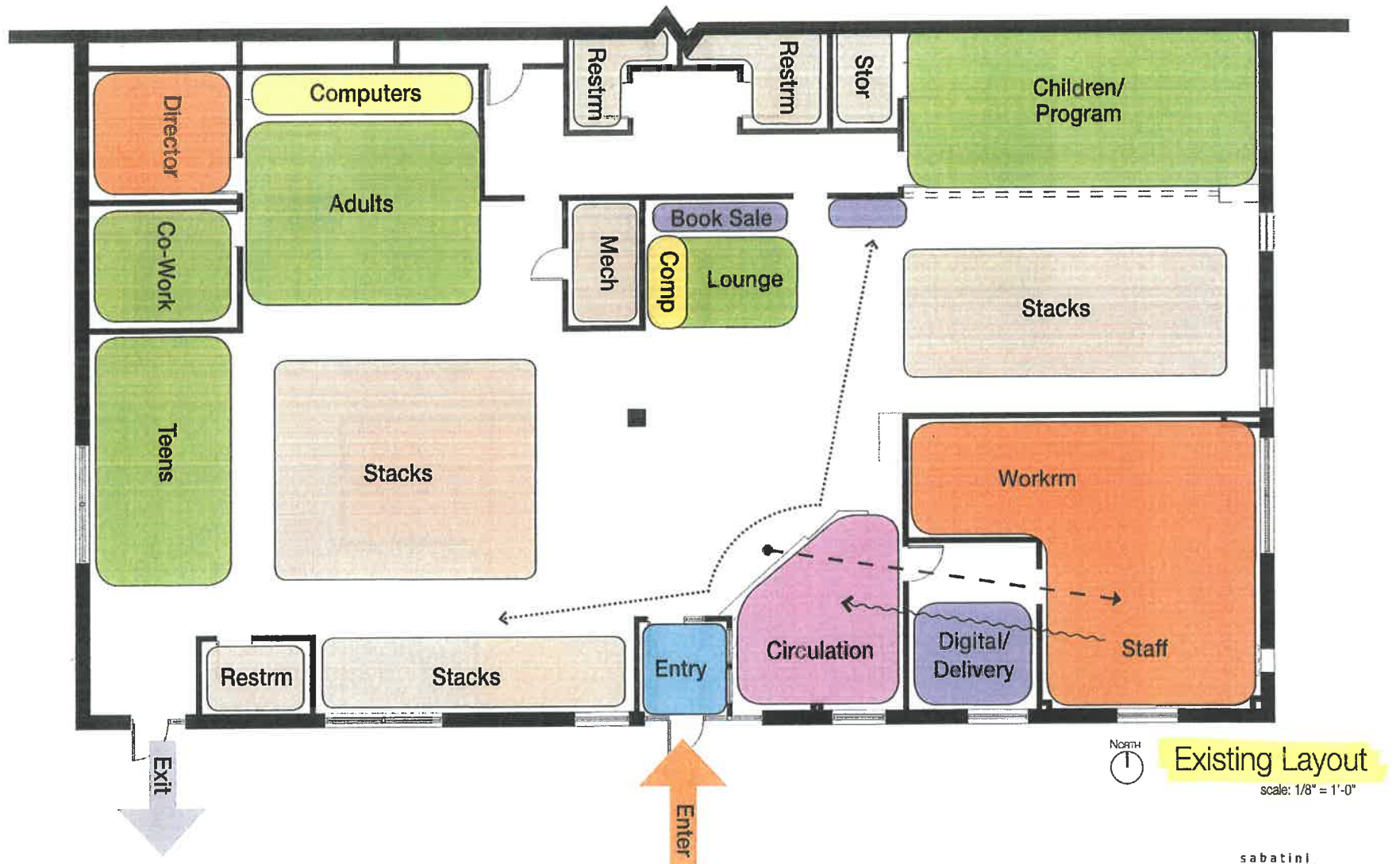


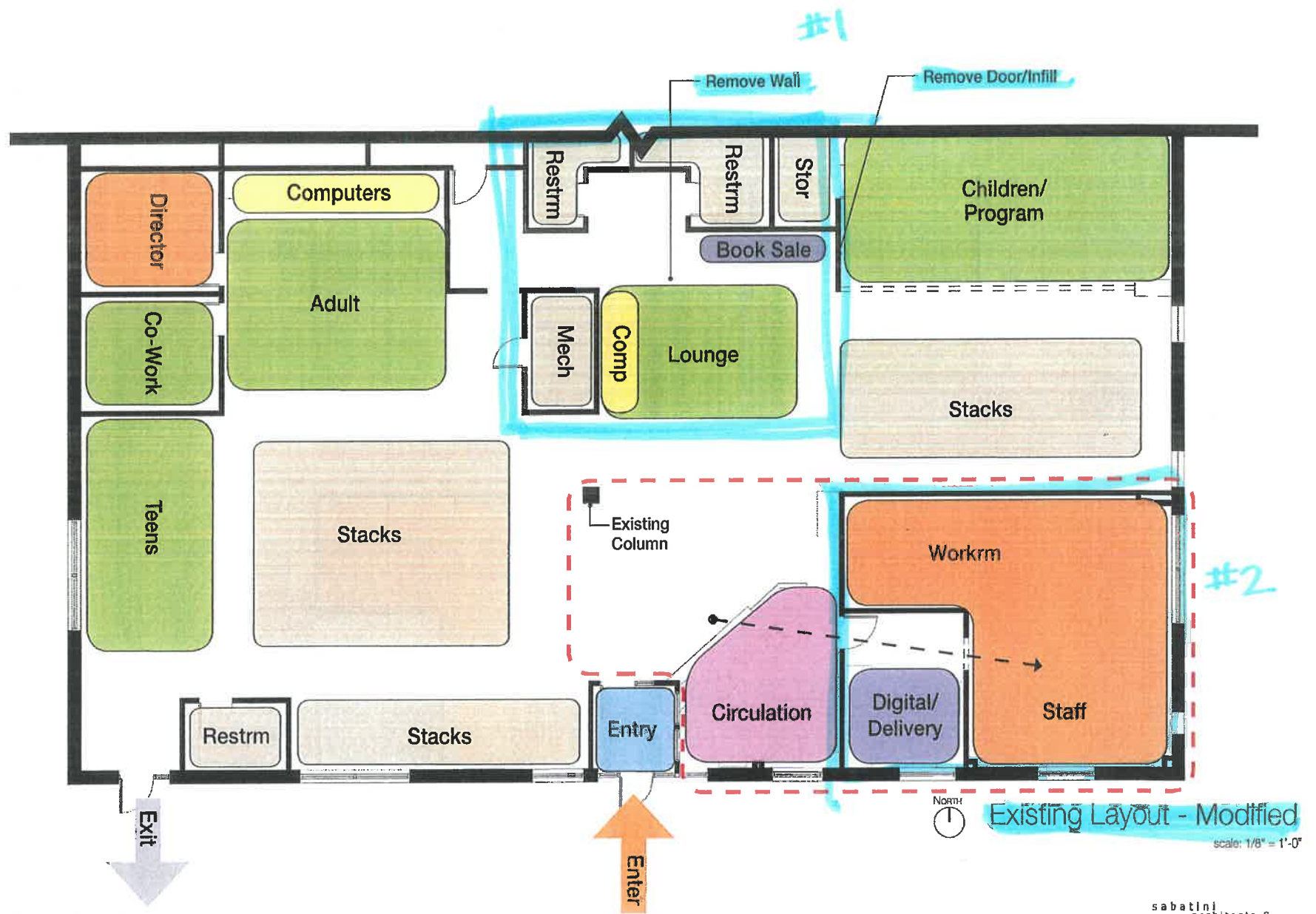
Lansing Community Library Annual Program Attendance

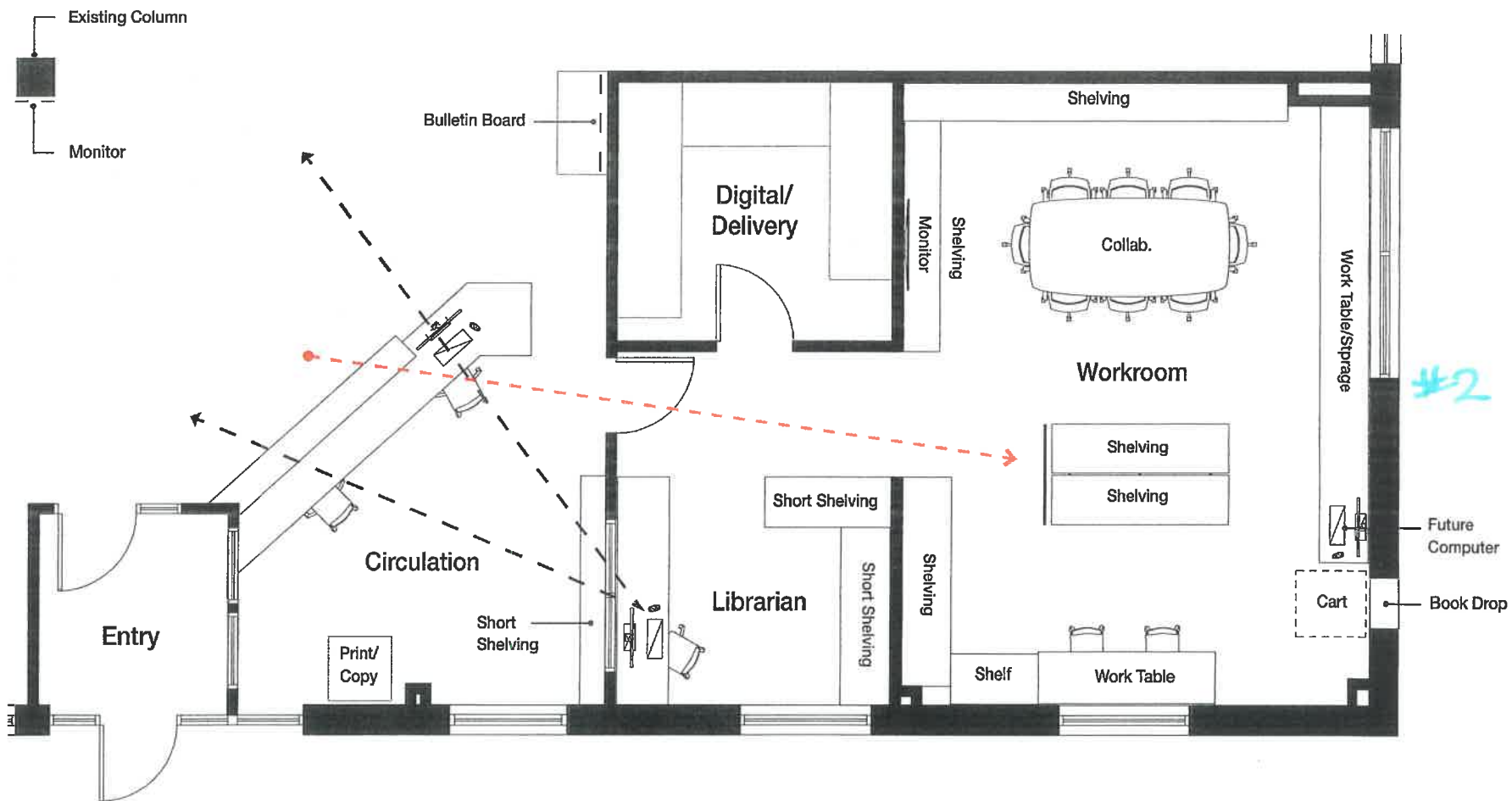


Lansing Community Library Annual Computer/WiFi Usage









Layout Opt 1

scale: 1/4" = 1'-0"

AGENDA ITEM

TO: Tim Vandall, City Administrator
FROM: Sarah Bodensteiner, City Clerk
DATE: January 7, 2020
SUBJECT: Election of Council President

Ordinance No. 1038 amended Section 1-204 of the Code of the City of Lansing, changing the timeframe of when the Council President is chosen.

Per Ordinance No. 1038, the Governing Body shall elect one of its own bodies as President of the Council at the second meeting in January. The President of the Council shall preside at all meetings of the Council in the absence of the Mayor. In the absence of both the Mayor and the President of the Council, the Governing Body shall elect one of its members as "Acting President of the Governing Body." The President or Acting President, when occupying the place of Mayor, shall have the same privileges as other Councilmembers but shall exercise no vetoing powers

Councilmember Gene Kirby is the current President of the Council.

Policy Consideration: The Council will need to elect one of its own as the President of the Council.

Financial Consideration: N/A

Action: The Governing Body will need to appoint a member of the Council as President of the Council.

AGENDA ITEM

TO: Tim Vandall, City Administrator
FROM: Elizabeth Sanford, Director of Finance *ES*
DATE: January 13, 2020
SUBJECT: Treasurer's Report for Quarter Ending December 31, 2019

Please find the Treasurer's Report for the fourth quarter (October through December 31, 2019) attached for your review. This report is published quarterly in accordance with KSA 12-1608, 12-1609.

Action:

Staff recommends a motion to approve the Treasurer's Report for the quarter ending December 31, 2019 as presented.

AGENDA ITEM #

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CITY OF LANSING
TREASURER'S REPORT - QUARTER ENDING DECEMBER 31, 2019

Fund Name	Fund Number	Unencumbered Cash Balance 9/30/19 DR / (CR)	Receipts	Disbursements	Unencumbered Fund Balance 12/31/19 DR / (CR)	Add Reserves, Account Payable, and Encumbrances	Subtract Receivables, Other Assets, and Net Fixed Assets	Treasurer's Cash Balance 12/31/19
General:	10	2,392,996.23	1,011,455.98	1,330,561.70	2,073,900.51	2,485,098.02	2,285,416.18	2,273,582.36
Special Revenue:								
Library	20	157,840.85	10,090.12	74,137.53	93,793.44	314,316.58	303,019.00	105,091.02
Consolidated Street & Highway	22	280,609.74	136,966.23	120,240.00	297,335.97	11,786.30	0.00	309,122.28
Special Parks & Recreation	23	201,219.08	24,515.55	9,714.55	216,020.08	0.00	0.00	216,020.08
Special Alcoholic Liquor	24	32,200.77	4,930.10	0.00	37,130.87	0.00	0.00	37,130.87
Sales Tax (\$.45) Fund	26	415,225.35	112,618.20	64,107.45	463,736.10	0.00	0.00	463,736.10
KS Regional Prisons Museum	62	141,508.75	1,679.85	0.00	143,188.60	0.00	0.00	143,188.60
Hillbrook Subdivision Escrow	66	0.00	0.00	0.00	0.00	17,935.40	0.00	17,935.40
Agency:								
Bonds Posted	41	0.00	0.00	0.00	0.00	10,623.89	0.00	10,623.89
Park Land Trust	59	23.62	0.00	0.00	23.62	0.00	0.00	23.62
Mayor's Christmas	61	14,261.68	3,129.41	1,436.32	15,954.77	0.00	0.00	15,954.77
Transient Guest Tax	63	64,001.31	34,330.35	26,900.91	71,430.75	0.00	0.00	71,430.75
Facilities Renovation	73	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Debt Service:								
Bond & Interest	40	227,026.09	74,605.72	0.00	301,631.81	1,032,534.00	1,032,534.00	301,631.82
Enterprise:								
Wastewater Utility	50	13,807,531.16	786,886.20	336,314.52	14,258,102.84	303,825.61	12,363,735.26	2,198,193.18
Solid Waste Utility	51	547,963.88	150,425.17	159,996.01	538,393.04	0.00	368,879.67	169,513.37
Investment Fixed Assets	90	3,992,316.82	0.00	0.00	3,992,316.82	0.00	3,992,316.82	0.00
Capital Projects:								
Capital Projects Fund	70	701,917.93	131.38	6,349.96	695,699.35	0.00	0.00	695,699.35
Equipment Reserve Fund	80	98,120.43	25,184.09	0.00	123,304.52	0.00	0.00	123,304.52
Police Equipment Reserve Fund	45	52,754.27	11,249.50	36,626.52	27,377.25	0.00	0.00	27,377.25
Desoto Road Project Fund	84	200,726.06	0.00	144,006.34	56,719.72	0.00	0.00	56,719.72
Sewer Improvement Project	85	1,937,397.79	0.00	535,940.38	1,401,457.41	0.00	0.00	1,401,457.41
		0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total All Funds		25,265,641.81	2,388,197.85	2,846,322.19	24,807,517.47	4,176,119.80	20,345,900.93	8,637,736.36

STATEMENT OF BOND INDEBTEDNESS				
Bonds	General Obligation		Waste Water Revenue	Total
	Improvement	Revolving Loans		
Outstanding as of 10/01/2019	\$ 25,825,000	\$ -	\$ -	\$ 25,825,000
Retired	-	-	-	-
Issued	-	-	-	-
Refunded	-	-	-	-
Outstanding as of 12/31/2019	\$ 25,825,000	\$ -	\$ -	\$ 25,825,000
Temporary Notes	\$ -			\$ -
Total Outstanding 12/31/2019				\$ 25,825,000

*Published quarterly in accordance with KSA 12-1608, 12-1609 - Elizabeth Sanford, Director of Finance.

AGENDA ITEM

TO: Tim Vandall, City Administrator
FROM: Anthony J. Zell, Jr., Wastewater Utility Director 
DATE: January 13, 2020
SUBJECT: Change Order Request #2 – City Project 18-02

At the December 5th regular meeting, the City Council approved a change order request for the discovery of rock in a location that no geotechnical information was available. The contractor submitted a drawing and quantity of estimated rock based on exploratory holes dug along the trench alignment. Once the contractor began the trench excavation, the depth of rock rose considerably higher and at a steeper rate than originally estimated.

The original change order proposal provided an estimate for payment based on the best available data at the time, but would be adjusted by the actual quantity removed, as determined by the contractor's superintendent and the onsite inspector.

Now that the work is complete, the actual volume of rock excavated was more than originally estimated, which in turn means that payment for the rock is in excess of the approved change order. The original request estimated 1,067 cubic yards and the actual amount removed was 1,537 cubic yards at a cost of \$65/cy. The motion presented to the city council did not include the ability of staff to approve payment for the additional quantity without further council approval. The contractor has already been paid for 1,067 cubic yards for a total of \$69,415.18. The difference between the estimate and the actual amount is 470 cubic yards at the same unit cost, for a total of \$30,550.

City staff, the design engineer, and city engineer have all reviewed the contractors request, and feel that it is appropriate and reasonable for the work performed. A copy of the contractor's request is also attached.

Policy Consideration: This request is in excess of the amount allowed under the purchasing policy, therefore it has been brought forward for council approval.

Financial Consideration: There are enough funds in the project account to pay for this request, which will raise the total contract price to \$2,195,310.18.

Action: A motion to approve the change order request from Linaweaver Construction in the amount of \$30,550 for rock encountered on city project 18-02.

LINAWEAVER CONSTRUCTION, INC.

719 GILMAN RD.
LANSING, KS 66043
913.351.3474

NW RELIEF SEWER
ROCK EXCAVATION A-7 to MH D-04-100

Tony,

In reference to the specifications Article 5 section 5.04 we feel that we have encountered differing subsurface conditions, rock, that we should be entitled to be compensated for to break out. As we have progressed to Manhole A7 we are running into a significant amount of rock to hammer. We have potholed around manholes A-7 and MHD-04-100 to find where the rock starts from the surface and we are hitting rock at depths 3' above flowline beside A-7 and 10' above flowline at MH D-04-100. There were no borings at these locations so there was no way of knowing that there would be rock between these structures. We would like to ask for a change order to break the rock at \$65.00 per cubic yard as field measured and agreed upon by our crews and your inspector. This portion of work was bid in a change order after the original bid had been awarded to us in part why we are asking for the additional compensation to remove this material. In the original bid we were digging in an existing sewer trench through this area so rock was not anticipated to be present. We held our price per foot for installing the pipe when pricing the change order which did not have any rock excavation figured into it. The price above reflects us removing the rock as needed and mixing it back in with backfill. The price does not include hauling off the rock and bringing in new material back. This would be the most cost-effective method to the owner. Below is a cost estimate if the rock is encountered throughout the entire run.

6.5' deep x 554.50 long x 8' wide-1067 CY of Rock
1067 CY x \$65.00 - \$69,415.18

As mentioned above we would only be asking for compensation on actual rock excavated as determined by our field staff and your on-site inspector.



Along with additional compensation we would also request that 3 weeks be added to our final completion date.

Please let me know if the above is acceptable.

Thank You,

SPENCER
FOSTER

AGENDA ITEM

TO: Tim Vandall, City Administrator 
FROM: Jason Crum, Parks and Recreation Director 
DATE: January 10, 2020
SUBJECT: Parks and Recreation Advisory Board Appointments

The Parks and Recreation Advisory Board recommends the appointment of Dana Fontenot to the Parks and Recreation Advisory Board for a term ending December 31, 2021.

Action: Appoint Dana Fontenot to the Parks and Recreation Advisory Board for a term ending December 31, 2021.

AGENDA ITEM #

6



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: DANA FONTENOT
Lansing Address: 801 Cottonwood Drive
Home Phone: 913-727-2354 Cell Phone: 913-240-1839
E-mail: fontenog@earthlink.net

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 expiring on December 31, 2021. Applicants must be a resident of the Lansing School District (USD 469), 18 years of age and a U.S. citizen. *Applicants for the open positions will be considered on November 14, 2019, 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".

RECEIVED

NOV 18 2019

CITY OF LANSING *JB*



Dana Fontenot - Application for Parks and Recreation Advisory Board

Over my twenty-eight years as a military spouse, I served on numerous boards and committees. More recently, I was involved in working on Lansing's Comprehensive Plan and was a member of the "Give Me Five" Committee seeking to increase the number of Leavenworth County Commissioners from three to five members. I am interested in and knowledgeable about sports and youth activities. I believe parks and recreational activities are very important factors to people who are considering where to raise a family. Lansing recreational activities need to be well-planned and fairly administered. Our parks need to be clean and safe. I believe the Advisory Board and the Parks and Recreation Staff need to collaborate in order to provide positive experiences in all the activities that Lansing offers. I will help the Board maintain the excellent services offered in Lansing and work toward adding more activities and recreational facilities, especially to Bernard Park. I am willing to serve on the Board for two years and attend the bi-monthly meetings of the Advisory Board.

References:

1. Gene Kirby, 1500 N. 8th St, Lansing, KS, 913-775-1938
2. Janette Labbee-Holderman, 820 4-H Rd, Lansing, KS, 816-918-7829
3. Natalie Rotkoff, 713 Willow Dr, Lansing, KS 913-727-2900

AGENDA ITEM

TO: Tim Vandall, City Administrator 
FROM: Jason Crum, Parks and Recreation Director 
DATE: January 10, 2020
SUBJECT: Master Plan Presentation

Shannon Gordon with Landworks Studio will be attending the City Council meeting in order to brief the City Council and those in attendance on the proposed Parks Master Plan. This will be the consultant's final presentation to the City, so this is the opportunity to address questions or concerns directly. There will be a period of review beyond the meeting for further comments.

A link to the draft Parks Master Plan document has been provided in the agenda email for your review.

Financial Consideration: N/A

Policy Consideration: N/A

Action: N/A

AGENDA ITEM #

7

Other Items of Interest: Monthly Department Vehicle/Equipment Mileage Reports

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	20185	20,207	22	
						0	
						0	
						0	
						0	
Total						22	

Equipment

Year	Make	Model	Description	Hours Start	Hours End	Hours Used	Comments
2018	Advance	SC1500	AutoScrubber Floor Machine	25.9	25.9	0	Community Center Cleaning
2018	Kubota	ZG227-A	Mower	111.1	111.1	0	
						0	
						0	
						0	
						0	
Total						0	

Parks and Recreation Fleet Report December 2019

Vehicle

Year	Make	Model	Description	Mileage Start	Mileage Ending	Miles Driven	Current Use	Comments
2011	Dodge	Charger	passenger car	77927	77939	12	AC/Parks use	
2014	Ford	F-350	Dump truck	13263.9	13362.8	98.9	Parks maintenance	
2016	Jeep	Patriot	SUV	64134	64202	68	Activity Center use	Added 9/19
2017	Chevrolet	Silverado	truck	12090	12187	97	Parks maintenance	
2018	Ford	F-350	4-dr crew	11344	11743	399	Parks maintenance	
Total						674.90		

Equipment

Year	Make	Model	Description	Hours Start	Hours End	Hours used	Current Use	Comments
1992	Massey Ferguson	1020	Tractor	1979	1979	0	Parks maintenance	
2005	Kubota	F3060	mower	298.4	298.4	0	Parks maintenance	
2007	Turbo Tool Cat	5600	utility vehicle	1106.8	1108.1	1.3	Parks maintenance	
2012	Wright	ZK	stander mower	1056.6	1060.1	3.5	Parks maintenance	
2014	Kubota	ZD331LP-72	mower	1376.6	1377.4	0.8	Parks maintenance	
2016	ABI	Force	infield groomer	216.2	216.2	0	Parks maintenance	
2017	Kubota	ZD1211	mower	491.1	491.1	0	Parks maintenance	
2018	Polaris	Ranger	utility vehicle	115	118.6	3.6	Parks maintenance	
2019	Exmark	LZ 72	mower	154.5	154.5	0	Parks maintenance	
2019	Emark	LZ 96	mower	95.9	95.9	0	Parks maintenance	
Total						9.20		

Lansing Police Department
Vehicle Fleet End of Month Report

Dec-2019

Unit	Year	Make/Model	Last 5 VIN	Mileage as of 11/06	Mileage as of 01/02	Miles Driven	Current Use	Future Use	Comments
1	2013	Ford Explorer	40459	79814	80414	600	Detective	Detective	Limited Use - Detective
2	2012	Dodge Charger	07028	56740	57518	778	Patrol	Patrol	Fit for patrol duty
3	2015	Ford Explorer	40975	58959	59738	779	Patrol	Patrol	Fit for patrol duty
4	2015	Ford Explorer	40976	43571	45480	1909	Patrol	Patrol	Fit for patrol duty
5	2012	Dodge Charger	07027	40496	41054	558	Lieutenant	Lieutenant	Limited Use - Lieutenant
6	2019	Dodge Durango	85334	6765	10226	3461	Sergeants	Sergeants	Limited Use - Sergeants
7	2018	Ford Explorer	34004	5910	6163	253	Captain	Captain	Limited Use - Captain
8a	2017	Dodge Charger	86270	38243	40150	1907	Patrol	Patrol	Fit for patrol duty
9	2018	Ford Explorer	34003	19350	21281	1931	Patrol	Patrol	Fit for patrol duty
10	2011	Dodge Charger	52349	57449	57900	451	SRO/Training	SRO/Training	Fit for SRO/Training
11	2003	Ford F150	64639	82972	83316	344	Animal Control	Animal Control	Fit for animal control duty
12	2019	Dodge Durango	85335	2964	3663	699	Chief	Chief	Limited Use - Chief
13a	2017	Dodge Charger	96163	40512	42433	1921	Patrol	Patrol	Fit for patrol duty
15	2018	Ford Explorer	34002	19786	22489	2703	Patrol	Patrol	Fit for patrol duty
17	2016	Dodge Charger	23367	33022	35713	2691	Patrol	Patrol	Fit for patrol duty
				0	0	0			
					Mileage Total:	20985			

*No mileage report submitted for Nov.

Lansing Public Works Department**Monthly Fleet Report****Month** December **Year** 2019**Vehicles**

Year	Make	Model	Description	Mileage Starting	Mileage Ending	Miles Driven	Comments
2008	Ford	Ranger XLT	LT. Pick-up Ext	56,994	57,005	11	
2007	Ford	Ranger XLT	LT. Pick-up Ext	47,009	47,235	226	
1998	Ford	1/2 ton	Pick-up	65,953	66,005	52	
2005	Ford	Ranger	LT. Pick-up Ext	44,668	44,939	271	
2005	Sterling	LT 8500	Dump Truck	52,818	52,994	176	
2007	Elgin	Crosswind J+	Street Sweeper	6,189	6,189	0	
1992	Ford	700	Dump Truck	64,072	64,112	40	
2017	Chevrolet	3500	Pick-up Truck	14,858	15,223	365	
2002	Ford	F350 4x4	Dump Truck	76,034	76,189	155	
2011	International	7400	Dump Truck	17,535	17,670	135	
2016	Ford	F350 4x4	One-ton Dump Truck	10,896	11,082	186	
2013	Ford	Explorer	SUV	66,264	66,420	156	
2019	Ford	Ecosport	SUV	1,792	2,019	227	

Equipment

Year	Make	Model	Description	Hours Starting	Hours Ending	Hours Used	Comments
1997	JD	770BH	Grader	5,067	5,067	0	
2004	IR	DD-24	Asphalt Roller	288	288	0	
2006	IR	185	Air Compressor	200	205	5	
1997	Bobcat	763	Skid Steer	2,190	2,192	2	
2014	Case	580 SNWT	Backhoe	1,266	1,294	28	
2002	Crafco	110	Crack Sealer	808	808	0	
2003	Kubota	L3710	Tractor	1,619	1,619	0	
2009	Case	465	Skid Steer	644	644	0	
2018	John Deere	5065E	Tractor	51	51	0	

Dec-19

City Influent	27.38 MG	City Avg Daily	.883 MGD
LCF Influent	11.87 MG	LCF Daily Avg	.383 MGD
Total Biosolids	1.1	Precip	1.26 inches

Vehicles

Year	Make	Model	Description	Mileage Start	Mileage Ending	Miles Driven	Current Use	Comments
1999	Sterling	Vactor	Jet Truck	8252	8252	0	Collection System	
2012	Chevrolet	Tahoe	SUV	101926	102185	259	Ops/Maint.	
2019	Ford	F250	Pick Up Truck	3273	3674	401	Ops/Maint.	
2019	Ford	F250	Flatbed Truck	1050	1115	65	Ops/Maint.	
2005	Freightliner	M2106	Dump Truck	23563	23678	115	Biosolids Disposal	
Total						840		

Equipment

Year	Make	Model	Description	Hours Start	Hours Ending	Hours Used	Current Use	Comments
1991	Case	1825	Uni-Loader	955	955	0	Plant Activities	
1999	Sterling	Vactor	Jet Truck	2253	2253	0	Collection System	
2004	John Deere	7920	Tractor	1219	1219	0	Biosolids Disposal	unable to aerate sludge due to field flooding
2005	Polaris	Ranger #1	Utility Vehicle	1292	1299	7	Operations	
2004	Case	621D	Loader	2325	2327	2	Operations	
2005	Polaris	Ranger #2	Utility Vehicle	1315	1323	8	Maintenance	
2006	JCB	531-70	Telehandler	591	594	3	Plant Activities	

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

TO: Tim Vandall, City Administrator
FROM: Matthew R. Schmitz, Director, Community and Economic Development
DATE: January 2, 2020

MRS

PERMITS AND LICENSES:	<u>Current Month</u>	<u>Year to Date</u>
Number of permits issued.....	49	347
Number of permits for new single-family housing completed.....	6	8
Number of permits for new multi-family housing completed.....	1	1
Number of occupancy certificates issued.....	2	18
Number of permits for new single-family housing currently in process or pending issuance.....	2	
Number of permits for new multi-family housing currently in process or pending issuance.....	1	
Total valuation of residential and commercial construction and remodeling for which permits were issued.....	\$2,344,951.49	\$5,225,822.82
Permit fees.....	\$34,454.00	\$68,570.00
Number of inspections performed.....	49	590
Number of trade licenses issued.....	2	298
Total trade contractor licenses issued.....	1	113
Number of occupational licenses issued.....	1	114
CODE ENFORCEMENT:	<u>Current Month</u>	<u>Year to Date</u>
<u>Nuisance Report</u>		
Three Day Warnings:.....	15	240
Certified Letters Sent:.....	0	6
Compliance:.....	12	184
Compliance Review:.....	13	227
<u>Vehicle Report</u>		
Warning Letters/Verbal:.....	8	71
Certified Letters Sent (20 Days):.....	0	2
Compliance:.....	1	41
Compliance Review:.....	2	59
<u>Weeds Report</u>		
Three Day Warnings:.....	1	250
Certified Letters Sent:.....	1	19
Compliance:.....	1	195
Compliance Review:.....	1	250
<u>Infiltration of Storm Water System</u>		
Three Day Warnings:.....	0	0
Certified Letters Sent:.....	0	0
Compliance:.....	0	0
Compliance Review:.....	0	0
<u>Additional Actions</u>		
Violation Publications:.....	0	0
Number of Court Actions:.....	0	1
Abated:.....	0	6
Citations:.....	0	2
Contracted for Work:.....	0	7