
AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

OLD BUSINESS

- [1.](#) Approval of Minutes

AUDIENCE PARTICIPATION

PRESENTATIONS

- [2.](#) Certificates of Appreciation
- [3.](#) Veteran's Day Proclamation

PRESENTATIONS

NEW BUSINESS

- [4.](#) Re-appointment of Trade Boards of Appeals Members
- [5.](#) Bernard Park Batting Cage Change Order

REPORTS - City Attorney, City Administrator, Department Heads, Councilmembers

- [6.](#) City Administrator Report

PROCLAMATIONS

OTHER ITEMS OF INTEREST

ADJOURNMENT

Regular meetings are held on the first and third Thursday of each month. For information on how to view prior meetings, please visit our website at <https://www.lansingks.org>. 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.

AGENDA ITEM

TO: Tim Vandall, City Administrator
FROM: Tish Sims, City Clerk
DATE: October 27, 2022
SUBJECT: Approval of Minutes

The Regular Meeting Minutes of October 20, 2022 are enclosed for your review.

Action: Staff recommends a motion to approve the Regular Meeting Minutes of October 20, 2022, as presented.

AGENDA ITEM

CITY OF LANSING

CITY COUNCIL MEETING

MEETING MINUTES
October 20, 2022

Call To Order:

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

Roll Call:

Mayor McNeill 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: Kerry Brungardt and Jesse Garvey

Ward 4: Dan Clemons and Gregg Buehler

Councilmembers Absent:

OLD BUSINESS:

Approval of Minutes of the Regular Meeting of October 6, 2022, as presented.

Councilmember Brungardt made a motion to approve Regular Meeting Minutes of October 6, 2022, as presented. Councilmember Clemons seconded the motion. No discussion took place.

Roll Call Vote: Aye: Councilmembers Trinkle, Kirby, Majure, Garvey, Clemons, Brungardt, and Studnicka; Nay: none; Abstain: Councilmember Buehler; Absent: none. The motion was approved.

Audience Participation: None.

Presentations:

Military Retiree Appreciation Day Proclamation – A proclamation recognizing October 29, 2022, as Military Retiree Appreciation Day was read by Councilmember Studnicka and presented to Norm Greczyen by Mayor McNeill.

Kansas Reads to Preschoolers Proclamation – A proclamation recognizing the month of November 2022, as Kansas Reads to Preschoolers was read by Councilmember Buehler and presented to Terri Wojtalewicz by Mayor McNeill.

Director Zell provided a brief update to the City Council regarding the Town Center Sewer Replacement, the East McIntyre Sewer Interceptor project, easements that will be needed, and flexibility of timeline and costs. Council, Mayor, City Administrator, and Director Zell discussed value of whether to move forward with work regarding the East McIntyre Sewer Interceptor project or wait until a developer has purchased the properties. Discussion continued regarding a gas line issue related to the East McIntyre Sewer Interceptor project. Director Zell also discussed the location and cost estimate for the Town Center Sewer replacement.

COUNCIL CONSIDERATION OF AGENDA ITEMS:

Gas Monitoring System Replacement Request

When the new facility was constructed in 2005, a hazardous gas monitoring system was installed in the Headworks Building on both the upper and lower levels. The purpose of the system is to monitor for hazardous environments inside the building, and alert staff of the conditions prior to entry. The sensors and controls are obsolete and no longer available. Staff solicited quotes from two vendors to update the system to current technology.

Councilmember Trinkle made a motion to approve the replacement quote from RE Pedrotti Company to replace the gas monitoring system at a total cost of \$17,110.00. Councilmember Buehler seconded the motion. Discussion between Director Zell and the council regarding the cost of the original obsolete system and reason for choosing this vendor. **Roll Call Vote: Aye: Councilmembers Trinkle, Kirby, Majure, Garvey, Buehler, Clemons, Brungardt, and Studnicka; Nay: none; Abstain: none; Absent: none. The motion was approved.**

Aeration Basin Gearbox and Motor Repair Estimate

In the fall of 2021, one of the three aeration basins was taken offline due to a gearbox malfunction. Staff and a contractor pumped the contents of aeration basin D1 into basin D2. Material remained at the bottom of the tank and associated chambers. Staff hired Environmental Works to remove materials and prep the tank for removal of the damaged gearbox and motor. The motor and gearbox were taken to a local shop for diagnosis, cleaning, and repair estimates. The mechanical contractor recommends that after 17 years of continuous use, the motor be replaced with a current model, while the gearbox can be repaired and put back into service. Staff recommends replacing the motor at a total cost of \$25,722.22. Due to the large capital cost of a new gearbox, staff recommends that damaged and normal wear components be replaced, for a total cost of \$78,847.73.

Councilmember Trinkle made a motion to approve the cost estimate from Fluid Equipment Company to perform the quoted work on the aeration basin motor and gearbox. Councilmember Buehler seconded the motion. Councilmember Clemons asked for clarification regarding the total amount requested. Discussion continued regarding life expectancy of rebuilt equipment and whether the equipment was meeting expectations. **Roll Call Vote: Aye: Councilmembers Trinkle, Kirby, Majure, Garvey, Buehler, Clemons, Brungardt, and Studnicka; Nay: none; Abstain: none; Absent: none. The motion was approved.**

Lan Del Water Easement at Bernard Park

Lan Del extended a water line into Bernard Park to service the new baseball and softball fields. A permanent easement for the water line needs to be granted to Lan Del for this water line.

Councilmember Brungardt made a motion to approve the right-of-way water line easement and authorize the mayor's signature. Councilmember Buehler seconded the motion. Councilmember Trinkle and Director Crum discussed the length of easement. **Roll Call Vote: Aye: Councilmembers Trinkle, Kirby, Majure, Garvey, Buehler, Clemons, Brungardt, and Studnicka; Nay: none; Abstain: none; Absent: none. The motion was approved.**

Equipment Replacement Requests

The equipment replacement requests were submitted by the Administration and Parks/Public Works Departments. Administration is asking for a ½ Ton or 1500 4x4 Pick-up Truck – not to exceed \$45,000 and the Parks/Public Works Department is asking for a medium sized tractor – not to exceed \$65,000 and surplus the old Kubota 3710 Tractor for a total of \$110,000.

Councilmember Buehler made a motion authorize the purchase of up to \$110,000 of replacement equipment from the Equipment Reserve Fund. Councilmember Clemons seconded the motion. Councilmember Trinkle and the City Administrator discussed whether the vehicle currently assigned to administration would be sold. Discussion continued between the Council, City Administrator, and the Finance Director regarding acquiring estimates for used vehicles versus new vehicles and intended use of the new vehicle. The City Administrator clarified that the actual bids

would be brought before the council in January before purchase. **Roll Call Vote: Aye: Councilmembers Trinkle, Kirby, Majure, Garvey, Buehler, Clemons, Brungardt, and Studnicka; Nay: none; Abstain: none; Absent: none. The motion was approved.**

REPORTS:

Department Heads: Nothing to discuss.

City Attorney: Nothing to discuss.

City Administrator: Open house in the Community Center Wednesday, November 9, will allow people to come by and see the projects and the county wide transportation study that was previously discussed. The Bernard Park project has had change orders to include the batting cage. A consensus is needed so the contractor can move forward on the batting cage. Discussion ensued between the Director of Parks and Recreation, Council, and City Administrator regarding cost, lighting, and security for the batting cage. The Director of Parks and Recreation also discussed a change order relating to curb stops for the parking lot adjacent to the trail.

Proclamations

Governing Body:

Councilmember Trinkle: Nothing to discuss.

Councilmember Kirby: Met with the Director of Public Works at the K7 and Eisenhower intersection to check on the construction. Will be great once completed.

Councilmember Majure: Thanked the staff and the awardees that came tonight. Regarding the Aquatics Center, he asked if there was a way to work out something with the school to have indoor options in the winter. The City Administrator stated that he had discussed similar options with the school before and was told no. Discussion continued between the City Administrator and the Council regarding who to follow up with at the school district to review options for citizens to access the facilities on campus in the winter.

Councilmember Garvey: Nothing to discuss.

Councilmember Buehler: On this day in history in 1873, Yale, Princeton, Columbia, and Rutgers Universities drafted the first code of American football rules.

Councilmember Clemons: Councilmember Clemons discussed with the swim coach, school board, and Superintendent Wessel regarding public usage of the lap pool. Mr. Wessel stated he would coordinate with the City Administrator regarding publicizing information for dates and times that lap swim would be available at the high school pool. Councilmember Clemons also enjoyed the Fall Festival and seeing all the kids with their decorated pumpkins. He also spoke with Clearwave regarding what Mr. Nick had brought to the councils' attention at the last meeting. The representative from Clearwave stated that they were planning to extend to that neighborhood. Councilmember Clemons asked if the CED Director could follow up with Clearwave. He also asked that the Director of Public Works review the curbs and potholes on Hillcrest in Woodland Hills.

Councilmember Brungardt: Clarified his statement regarding the swim coach at the high school. Appreciated the presentations and thanked Director Zell, Terri Wojtalewicz, and Director Crum.

Councilmember Studnicka: Asked the City Administrator for clarification on whether the highway patrol was contacted regarding the detour on Highway 5. Discussion continued between the City Administrator and the council.

ADJOURNMENT:

Councilmember Studnicka made a motion to adjourn. Councilmember Brungardt seconded the motion. Roll Call Vote: Aye: Councilmembers Studnicka, Trinkle, Kirby, Majure, Garvey, Clemons, and Brungardt; Nay: none; Abstain: none; Absent: Councilmember Buehler. The motion was approved.

The meeting was adjourned at 8:07 p.m.

ATTEST:

City Clerk Tish Sims, CMC

Certificate of Appreciation

Conferred Upon

Jesse Garvey

The League of Kansas Municipalities bestows this Certificate of Appreciation upon Jesse Garvey in recognition of their 8 year contribution to the betterment of Kansas communities through loyal and dedicated service to the City of Lansing.



David McDaniel, President, 2022
League of Kansas Municipalities

Certificate of Appreciation

Conferred Upon

Gregg Buehler

The League of Kansas Municipalities bestows this Certificate of Appreciation upon Gregg Buehler in recognition of their 10 year contribution to the betterment of Kansas communities through loyal and dedicated service to the City of Lansing.



David McDaniel, President, 2022
League of Kansas Municipalities

Certificate of Appreciation

Conferred Upon

Gene Kirby

The League of Kansas Municipalities bestows this Certificate of Appreciation upon Gene Kirby in recognition of their 10 year contribution to the betterment of Kansas communities through loyal and dedicated service to the City of Lansing.



David McDaniel
David McDaniel, President, 2022
League of Kansas Municipalities

Certificate of Appreciation

Conferred Upon

David Trinkle Jr

The League of Kansas Municipalities bestows this Certificate of Appreciation upon David Trinkle Jr in recognition of their 20 year contribution to the betterment of Kansas communities through loyal and dedicated service to the City of Lansing.



A handwritten signature in black ink, which appears to read "David McDaniel".

David McDaniel, President, 2022
League of Kansas Municipalities

Certificate of Appreciation

Conferred Upon

Donald Studnicka

*The League of Kansas Municipalities bestows this Certificate of Appreciation
upon Donald Studnicka in recognition of their 25 year contribution to the
betterment of Kansas communities through loyal and dedicated service to the City of
Lansing.*



David McDaniel
David McDaniel, President, 2022
League of Kansas Municipalities



Veterans Day Proclamation



Whereas: this nation is kept strong and free by loyal citizens who preserve our precious freedom heritage through their positive patriotic declarations and actions; and

Whereas: all loyal citizens should make it their duty to inspire complete patriotism among all of our people; and

Whereas: we urgently need a vigorous display of true red, white, and blue Americanism, thus convincing friends and foes alike that our nation is firmly united for self-preservation.

Now Therefore: I, Anthony McNeill, Mayor of the City of Lansing, State of Kansas, do hereby urge each individual, school, church, organization, business establishment and household within the City of Lansing to publicly reaffirm their strong allegiance to our Flag, Country and the men and women in uniform, through active participation in patriotic programs sponsored by the Veterans of Foreign Wars and recognize November 11, 2022, as:

"Veterans Day"



In witness thereof, I have hereunto set my hand and caused the great seal of the City of Lansing to be affixed this 2nd day of November, in the Year of Two Thousand and Twenty-two.

City of Lansing

Anthony R. McNeill, Mayor

Tish Sims, CMC, City Clerk

AGENDA ITEM

TO: Tim Vandall, City Administrator 
 FROM: Tish Sims, City Clerk 
 DATE: October 28, 2022
 SUBJECT: Reappointment of Trade Boards of Appeals

The code requires that an appeal board be available for the appeal process to challenge a decision made by the authority having jurisdiction, which is the building official/inspector.

Each board consists of five members for the following trades: Plumbing, Mechanical, Electrical, and Building. All members have met the testing certifications, continuing education hours yearly, and are licensed with the city of Lansing, which includes insurance coverage and bonding.

The following is a list of active volunteers who have agreed to serve a three-year term on the respective board for their trade. The term will be from November 30, 2022, to November 30, 2025.

NAME	BOARD	YEAR FIRST LICENSED	BEGAN SERVING ON BOARD	TERM ENDING
Joey Denney	Mechanical	1997	1993	2025
Michael Brightwell	Mechanical	1996	1996	2025
Dennis Wacker	Mechanical	1999	2013	2025
Theodore Bryant	Mechanical	1999	2019	2025
Brett Grossenburg	Mechanical	2012	2019	2025
Brian Crockett	Electrical	1996	2010	2025
Shawn Stevens	Electrical	2002	2013	2025
Lance Laven	Electrical	2004	2019	2025
David Anaya	Electrical	1997	1993	2025
Randy Schwinn	Electrical	2001	2006	2025
Joey Denney	Plumbing	1997	1993	2025
Dan McCann	Plumbing	1996	2004	2025
Mike McCann	Plumbing	1996	2010	2025

NAME	BOARD	YEAR BEGAN BUILDING	BEGAN SERVING ON BOARD	TERM ENDING
Larry Hahn	Building	1998	2019	2025
Sean DeSouza	Building	2008	2019	2025


Policy Consideration: n/a

Financial Consideration: n/a

Action: Staff recommends a motion to appoint the above-named to terms ending November 30, 2025.

AGENDA ITEM

AGENDA ITEM

TO: Tim Vandall, City Administrator 
FROM: Jason Crum, Parks and Recreation Director *Jc*
DATE: October 28, 2022
SUBJECT: Bernard Park baseball and softball complex – batting cage

At the October 20th City Council meeting a discussion was held about the possibility of adding a batting cage to the new baseball and softball complex in order to provide more coaching opportunity and flexibility for users. The batting cage would be a change order from the original plan. The cost to install the batting cage would be \$21,149.94. If we would like to provide a power source near the batting cage the total cost would be \$29,796.81. The change order is attached for review. To date, there have been change orders for a total amount of \$28,356.78.

Policy Consideration: N/A

Financial Consideration: The change order would be funded from Parks and Recreation General Fund Acquisition account number 10-030-43301.

Action: A motion to approve or deny the change order to add a batting cage without power for a total not to exceed \$21,149.94 or with power for a total not to exceed \$29,796.81.

AGENDA ITEM



Project: Bernard Park Baseball/softball Complex

DATE: 10/25/2022

PCO #11 - Batting Cage							
Description	Qunt.	Unit	Labor	Material	Equipment	Subcontract	Totals
Posts and Net for 70'L x 12'W x 10'H cage	1	LS	-	-	-	\$9,100.00	\$9,100.00
Landscape Timbers and Limestone Screenings	1	LS	-	-	-	\$5,903.00	\$5,903.00
Ground Prep by Sands	8	hrs	\$1,000.00	-	\$840.00	-	\$1,840.00
SUBTOTAL:						\$15,003.00	\$16,843.00
MU - Own Forces 15.00%							\$276.00
MU - Subcontract 10.00%							\$1,500.30
Bond Premium 1.40%							\$235.80
Total:							\$18,855.10
*** Add for seed & blanket the trench	1	LS	-	-	-	\$579.00	\$579.00
1. Prep work before seed/sod goes down	1	LS	-	-	-	\$500.00	\$500.00
SUBTOTAL:							\$1,079.00
MU - Own Forces 15.00%							
MU - Subcontract 10.00%							\$107.90
Bond Premium 1.40%							\$15.11
Total:							\$1,202.01
*** If we can't seed because of weather and have to do sod or you prefer sod over seeding, the upcharge would be \$1,092.83)							
*** Add for Power to the Batting Cage	1	LS				\$7,762.00	\$7,762.00
1. Remove wires from existing conduit & re-pull in parallel conduit.						\$1,512.00	
2. Pull (2) #4 CU wires and one #12 ground from building to southern junction box. And from junction box to batting area.						\$3,450.00	
3. Trench from junction box to batting cage area approximately 260 LF						\$2,080.00	
4. Install 1" PVC from junction box to batting cage area 260 LF						\$520.00	
5. Install Arlington post with WP/TR GFCI and In-Use Cover						\$200.00	
SUBTOTAL:							\$7,762.00
MU - Own Forces 15.00%							\$0.00
MU - Subcontract 10.00%							\$776.20
Bond Premium 1.40%							\$108.67
Total:							\$8,646.87
Grand Total:							\$28,703.98



Jessica Meacham
 Project Manager
 1284 Eisenhower Rd
 Leavenworth, KS 66048
 D: 913.278.0050
jessica@sandsconstlvn.com
<https://sandsconstructionlvn.com>

CHANGE ORDER (CO)

CO No. | CO-01

Date | July 21, 2022

Project Name | Bernard Park Baseball/Softball Complex

Project No | Vireo Project No. P-21009

Owner | City of Lansing

Contractor | Sands Construction

THE CONTRACT IS CHANGED AS FOLLOWS:

The original Contract Sum was	\$ 4,573,800.00
The net change by previously authorized Change Orders	\$ 0.00
The Contract Sum prior to this Change Order was	\$ 4,573,800.00
The Contract Sum will be INCREASED by this Change Order in the amount of	\$ 7,920.90
The new Contract Sum including this Change Order will be	\$ 4,581,720.90

The Contract Time will be INCREASED by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order is: As shown in original contract

SUMMARY OF CHANGES

Proposed Change Order (PCO)	Change	Cost Adjustment
PCO #1	Additional 3" PVC irrigation piping per RFI #9	\$ 2,340.00
PCO #3	Additional concrete at backstops	\$ 2,792.40
PCO #5	3" HDPE water pipe in lieu of 2.5" PVC	\$ 2,788.50
TOTAL		\$ 7,920.90

PCO's attached.

NOT VALID UNTIL SIGNED BY THE LANDSCAPE ARCHITECT, CONTRACTOR AND OWNER.

Vireo

LANDSCAPE ARCHITECT929 Walnut St, Suite 700
Kansas City, MO 64106**ADDRESS**

BY (signature)

Larry Reynolds

(printed name)

7/21/2022**DATE**

Sands Construction

CONTRACTOR1284 Eisenhower Rd
Leavenworth, KS 66048**ADDRESS**

BY (signature)

(printed name)

DATE

City of Lansing, KS

OWNER800 First Terrace
Lansing, KS 66043**ADDRESS**

BY (signature)

(printed name)

DATE

Planning & Design

vireo**BeVireo.com****Kansas City**929 Walnut Suite 700
Kansas City MO 64106
816-756-5690**Omaha**1111 N. 13th Street Suite 116
Omaha, NE 68102
402-553-5485

CHANGE ORDER (CO)

CO No. | CO-02

Date | August 3, 2022

Project Name | Bernard Park Baseball/Softball Complex

Project No | Vireo Project No. P-21009

Owner | City of Lansing

Contractor | Sands Construction

THE CONTRACT IS CHANGED AS FOLLOWS:

The original Contract Sum was	\$ 4,573,800.00
The net change by previously authorized Change Orders	\$ 7,920.90
The Contract Sum prior to this Change Order was	\$ 4,581,720.90
The Contract Sum will be INCREASED by this Change Order in the amount of	\$ 10,006.80
The new Contract Sum including this Change Order will be	\$ 4,591,727.70

The Contract Time will be INCREASED by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order is: As shown in original contract

SUMMARY OF CHANGES

Proposed Change Order (PCO)	Change	Cost Adjustment
PCO #6	12" Fence Guard (Includes \$12,000 credit for Alternate #2 bid as gravel)	\$ 10,006.80
TOTAL:		\$ 10,006.80

PCO #6 attached.

NOT VALID UNTIL SIGNED BY THE LANDSCAPE ARCHITECT, CONTRACTOR AND OWNER.

Vireo

LANDSCAPE ARCHITECT414 Oak St. Suite 101
Kansas City, MO 64106**ADDRESS**

BY (signature)

Larry Reynolds

(printed name)

8/3/2022**DATE**

Sands Construction

CONTRACTOR1284 Eisenhower Rd
Leavenworth, KS 66048**ADDRESS**

BY (signature)

(printed name)

DATE

City of Lansing, KS

OWNER800 First Terrace
Lansing, KS 66043**ADDRESS**

BY (signature)

(printed name)

DATE

BeVireo.com

Kansas City
929 Walnut Suite 700
Kansas City MO 64106
816-756-5690Omaha
1111 N. 13th Street Suite 116
Omaha, NE 68102
402-553-5485

CHANGE ORDER (CO)

CO No. | CO-03

Date | September 19, 2022

Project Name | Bernard Park Baseball/Softball Complex

Project No | Vireo Project No. P-21009

Owner | City of Lansing

Contractor | Sands Construction

THE CONTRACT IS CHANGED AS FOLLOWS:

The original Contract Sum was	\$ 4,573,800.00
The net change by previously authorized Change Orders	\$ 17,927.70
The Contract Sum prior to this Change Order was	\$ 4,591,727.70
The Contract Sum will be INCREASED by this Change Order in the amount of	\$ 1,382.44
The new Contract Sum including this Change Order will be	\$ 4,593,110.14

The Contract Time will be INCREASED by Zero (0) days.

The date of Substantial Completion as of the date of this Change Order is: As shown in original contract

SUMMARY OF CHANGES

Proposed Change Order (PCO)	Change	Cost Adjustment
PCO #8	Restroom caution signs about septic system. Total quantity: 7.	\$ 1,303.50
PCO #9	1 Additional Sanitary napkin disposal container.	\$78.94
TOTAL:		\$ 1,382.44

PCO's #8 and #9 attached.

NOT VALID UNTIL SIGNED BY THE LANDSCAPE ARCHITECT, CONTRACTOR AND OWNER.

Vireo

LANDSCAPE ARCHITECT

414 Oak St. Suite 101
Kansas City, MO 64106

ADDRESS

BY (signature)

Larry Reynolds

(printed name)

9/19/2022

DATE

Sands Construction

CONTRACTOR

1284Eisenhower Rd
Leavenworth, KS 66048

ADDRESS

BY (signature)

(printed name)

DATE

City of Lansing, KS

OWNER

800 First Terrace
Lansing, KS 66043

ADDRESS

BY (signature)

(printed name)

DATE

BeVireo.com

Kansas City
929 Walnut Suite 700
Kansas City MO 64106
816-756-5690

Omaha
1111 N. 13th Street Suite 116
Omaha, NE 68102
402-553-5485

CHANGE ORDER (CO)

CO No. | CO-04
 Date | October 12, 2022
 Project Name | Bernard Park Baseball/Softball Complex
 Project No | Vireo Project No. P-21009

Owner | City of Lansing
 Contractor | Sands Construction

THE CONTRACT IS CHANGED AS FOLLOWS:

The original Contract Sum was	\$ 4,573,800.00
The net change by previously authorized Change Orders	\$ 19,310.14
The Contract Sum prior to this Change Order was	\$ 4,591,727.70
The Contract Sum will be INCREASED by this Change Order in the amount of	\$ 7,262.00
The new Contract Sum including this Change Order will be	\$ 4,600,372.14

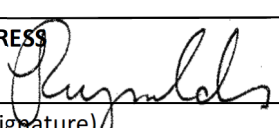
The Contract Time will be INCREASED by Zero (0) days.
 The date of Substantial Completion as of the date of this Change Order is: As shown in original contract

SUMMARY OF CHANGES

Proposed Change Order (PCO)	Change	Cost Adjustment
PCO #10	Install (40 LF) of 15" RCP Pipe	\$ 2,680.00
	Install (2) 15" RCP End Sections	\$1,940.00
	Removal of Existing Pipe, Base Rock, and Grading	\$2,642.00
TOTAL:		\$ 7,262.00

PCO #10R attached.

NOT VALID UNTIL SIGNED BY THE LANDSCAPE ARCHITECT, CONTRACTOR AND OWNER.

Vireo
LANDSCAPE ARCHITECT
 414 Oak St. Suite 101
 Kansas City, MO 64106
ADDRESS

BY (signature)
 Larry Reynolds
 (printed name)
10/12/2022
DATE

Sands Construction
CONTRACTOR
 1284 Eisenhower Rd
 Leavenworth, KS 66048
ADDRESS

BY (signature)

 (printed name)
DATE

City of Lansing, KS
OWNER
 800 First Terrace
 Lansing, KS 66043
ADDRESS

BY (signature)

 (printed name)
DATE

BeVireo.com

Kansas City
 929 Walnut Suite 700
 Kansas City MO 64106
 816-756-5690

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 1111 N. 13th Street Suite 116
 Omaha, NE 68102
 402-553-5485

CHANGE ORDER (CO)

CO No. | CO-05
 Date | October 26, 2022
 Project Name | Bernard Park Baseball/Softball Complex
 Project No | Vireo Project No. P-21009

Owner | City of Lansing
 Contractor | Sands Construction

THE CONTRACT IS CHANGED AS FOLLOWS:

The original Contract Sum was	\$ 4,573,800.00
The net change by previously authorized Change Orders	\$ 26,572.14
The Contract Sum prior to this Change Order was	\$ 4,600,372.14
The Contract Sum will be INCREASED by this Change Order in the amount of	\$ 1,784.64
The new Contract Sum including this Change Order will be	\$ 4,602,156.78

The Contract Time will be INCREASED by Zero (0) days.

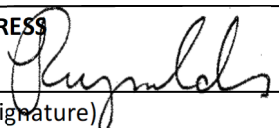
The date of Substantial Completion as of the date of this Change Order is: As shown in original contract

SUMMARY OF CHANGES

Proposed Change Order (PCO)	Change	Cost Adjustment
PCO #12	Add 16 Additional Concrete Wheel Stops	\$ 1,784.64
TOTAL:		\$ 1,784.64

PCO #12 attached.

NOT VALID UNTIL SIGNED BY THE LANDSCAPE ARCHITECT, CONTRACTOR AND OWNER.

Vireo
LANDSCAPE ARCHITECT
 414 Oak St. Suite 101
 Kansas City, MO 64106
ADDRESS

BY (signature)
 Larry Reynolds
 (printed name)
10/26/2022
DATE

Sands Construction
CONTRACTOR
 1284 Eisenhower Rd
 Leavenworth, KS 66048
ADDRESS
BY (signature)
 (printed name)
DATE

City of Lansing, KS
OWNER
 800 First Terrace
 Lansing, KS 66043
ADDRESS
BY (signature)
 (printed name)
DATE

Planning & Design

vireo

BeVireo.com

Kansas City
 929 Walnut Suite 700
 Kansas City MO 64106
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Omaha
 1111 N. 13th Street Suite 116
 Omaha, NE 68102
 402-553-5485

City Administrator's Report

November 3, 2022

Agenda Items:

A proclamation in honor of Veteran's Day is on the agenda.

The code requires an appeal board be available for an appeal process to challenge a decision made by the building official. A list of active volunteers has agreed to serve or continue serving on the board. A motion to appoint the names listed for a term to end November 30, 2025 is included on the agenda.

A change order to add a batting cage to the new baseball and softball complex is on the agenda. The cost of installation is \$21,149.94 to construct without power, and \$29,796.81 to construct with a power source.

In addition to the batting cage change order, there have been several smaller change order's within staff's purchasing authority totaling \$28,356.78. Those change orders include seven restroom caution signs about septic system (\$1,303.50), an additional sanitary napkin disposal container (\$78.94), additional 3" PVC irrigation piping (\$2,340), concrete backstops (\$2,792.4), 3" HDPE water pipe in lieu of 2.5" PVC (\$2,788.50), 16 additional concrete parking stops (\$1,784.64), 40 linear feet of 15" RCP pipe (\$2,680), two 15" RCP end sections (\$1,940), removal of existing pipe, base rock, and grading (\$2,642), and 12" of fence guard which will make mowing and maintenance of fields more efficient (\$10,006.80).

The City will honor Councilman Garvey for eight years of service in 2021, Councilman Buehler for ten years of service in 2021, Councilman Kirby for ten years of service in 2021, Councilman Trinkle for 20 years of service in 2020, and Councilman Studnicka for 25 years of service this year!

Public Works:

The traffic signal installation at K7/Eisenhower was completed on Friday, October 27th. Work on the north side of the project is nearly complete, with work to begin on the south side of the project any day now. All businesses have had accessibility throughout the duration of the project. The next phase of concrete work will be taking place in the next two weeks. We are still hopeful for a full conclusion by the estimated completion date, but there is some concern about laying asphalt in late November and when the asphalt plants potentially shut down. If asphalt cannot be poured, the intersection would be open during the winter months, but there'd potentially be a small 1" lip where the surfacing would be placed in the spring.

Clearwave Fiber has been issued 14 permits within Lansing, and an additional four KDOT permits to conduct work in the right-of-way. Clearwave is in the process of planting grass in some areas, with additional seeding likely to take place over the next couple of months. AT&T has been issued six permits, and one KDOT permit to work in the right-of-way. AT&T will likely continue working in Lansing in 2023 and perhaps beyond. AT&T has also stated they will cease installation of the above ground utility boxes in front yards but may still install in rear utility easements. Moving forward, AT&T will utilize at grade utility boxes, also known as flowerpots. To date, no right-of-way permits for fiber providers have been closed out.

The engineering study to review and analyze changes to the speed limit along East Mary Street came in just over \$14,000. The current speed limit is 20 miles per hour. Details like the number of driveways, site distance, lack of shoulders, previous accidents, current average speeds, and the fact that it's a school zone would all come in to play on the study.

We had our first resident utilize the sidewalk cost share program, with a resident being reimbursed \$2,300 for replacing a portion of sidewalk on their property.

We hope to hear back soon from KDOT regarding our grant cost share application to replace the bridge along DeSoto.

The City is again working with KDOT to replace the plain green signage along K7 with wayfinding signs directing drivers to City Hall, the library, Lansing High School, etc.

Community & Economic Development:

Construction continues at Family Eye Care. The building is closed in and they are working on interior work, as well as exterior site work. Work on the parking lot is currently taking place. The Planning Commission granted a modification to the FEC site plan by allowing them to remove the small retaining wall on the property.

Work has begun on the townhomes at Santa Fe and Fairlane. A completion date is tentatively scheduled for next year. We have reached out to the developer of the Fairway Estates Fifth Plat. We hope to receive updated plans for this single-family home subdivision shortly.

Discussions are beginning at LCDC regarding the sites of future industrial parks in Leavenworth County. These discussions could be expedited if the existing parks in the area are filled soon. Completion of the sewer line toward McIntyre could make that site appealing, or even construction to the southern edge of the property to begin, as we discussed in the summer. As the discussions progress, staff will keep the Council abreast of the industrial park search.

YTD Sales Tax Update:

	2021 YTD	2022 YTD	Difference
Local Sales & Use Tax (1.45%)	\$1,517,837	\$1,798,385	\$280,548, 18.48%
County Sales Tax	\$830,650	\$846,514	\$15,864, 1.91%
County Use Tax	\$248,637	\$311,560	\$62,863, 25.28%
Guest Tax	\$200,109	\$93,460	-\$106,648, -53.29%

Through the October disbursement, the .45% sales tax has generated \$557,499, on pace for \$668,999 throughout the year. The 2022 debt payment for DeSoto Road is \$388,075. Based on current projections, this would leave \$280,924 toward park improvements this year.

*A hotel in Lansing was used in 2021 for isolation during the pandemic. Current Transient Guest Tax figures are less but comparable to 2019 figures

Final valuations were completed, and the County recently sent us our finalized mill levy of 36.448. Based on the final mill levy, property taxes on a \$300,000 home would be \$1,257.46, a decrease from \$1,415.57 last year (41.031 mills). One mill in Lansing currently generates \$109,171.72.

Wastewater:

Three of the four easements needed for the Town Center Sewer Replacement project have been negotiated and signed. The final parcel is involved in a probate case and contact with the property owners has been limited. One of the family members is in the process of purchasing the property. 100% plans and specifications are complete and permitting is ongoing. The latest engineer estimate for construction is \$900,000. Construction of this project will follow, as directed by the City Council.

The owner of a gas main in conflict with the sewer alignment for the McIntyre Sewer Interceptor project has been found and contacted; however, there still seems to be confusing about the entity that owns the pipe. Staff reached out to a private law firm for assistance on this issue with preliminary positive results. The next step for the project is to acquire easements or permission from landowners to perform geotech work to refine the project cost estimate. 90% plans are under staff review currently. This project would extend sewers to McIntyre Road and include the installation of nearly 9,500 feet of pipe.

A draft report of the flow study and revision to the Wastewater Master Plan will be delivered in the upcoming months.

Meetings & Announcements:

The City currently has an opening on the Parks & Recreation Advisory Board.



City of Lansing
800 First Terrace
Lansing, Kansas 66043

The City currently has openings for Police Officer, Parks & Recreation Laborer, and part-time Librarian.

- Thursday, November 3rd City Council Meeting, 7:00pm, City Hall
- Tuesday, November 8th Special Election-Aquatic Center Sales Tax
- Friday, November 11th Veteran's Day-City Offices Closed
- Wednesday, November 16th Planning Commission Meeting, 7:00pm, City Hall
- Thursday, November 17th City Council Meeting, 7:00pm, City Hall
- Thursday November 24th Thanksgiving-City Offices Closed
- Thursday, December 1st City Council Meeting, 7:00pm, City Hall
- Sunday, December 4th Mayor's Christmas Tree Lighting Ceremony
- Thursday, December 15th City Council Meeting, 7:00pm, City Hall
- Wednesday, December 21st Planning Commission Meeting

Sincerely,

Tim Vandall