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## **AGENDA**

### **CALL TO ORDER**

### **PLEDGE OF ALLEGIANCE**

### **ROLL CALL**

### **OLD BUSINESS**

- [1.](#) Approval of Minutes

### **AUDIENCE PARTICIPATION**

### **PRESENTATIONS**

### **NEW BUSINESS**

- [2.](#) Parks and Recreation Advisory Board Member Recommendations
- [3.](#) Lansing Boy Scout Troop 165 Activity Center Request
- [4.](#) Request to purchase a Bobcat CT5558 Tractor
- [5.](#) Executive Session for Economic Development

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

- [6.](#) Fleet Reports
- [7.](#) 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.

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# AGENDA ITEM

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TO: Tim Vandall, City Administrator  
FROM: Tish Sims, City Clerk  
DATE: January 12, 2023  
SUBJECT: Approval of Minutes

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The Regular Meeting Minutes of January 5, 2023 are enclosed for your review.

Action: Staff recommends a motion to approve the Regular Meeting Minutes of January 5, 2023, as presented.

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## AGENDA ITEM #

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# CITY OF LANSING

## CITY COUNCIL MEETING

MEETING MINUTES  
January 5, 2023

### 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:**

**Ward 2:** Don Studnicka and Marcus Majure

**Ward 3:** Kerry Brungardt and Jesse Garvey

**Ward 4:** Dan Clemons and Gregg Buehler

**Absent:** Gene Kirby and Dave Trinkle

## OLD BUSINESS:

Approval of Minutes of the Regular Meeting of December 15, 2022, as presented.

**Councilmember Brungardt made a motion to approve Regular Meeting Minutes of December 15, 2022, as presented. Councilmember Buehler seconded the motion.** No discussion took place. **Roll Call Vote: Aye: Councilmembers Clemons, Brungardt, Studnicka, Majure, Garvey, and Buehler. Nay: none; Abstain: none; Absent: Councilmembers Kirby and Trinkle. The motion was approved.**

**Audience Participation:** Janette Labbee-Holdeman from 820 4-H Rd. thanked the council for putting the swimming pool on the ballot and is excited about the pool.

**Presentations:** None.

## COUNCIL CONSIDERATION OF AGENDA ITEMS:

### City Compensation Study

Dr. Victoria McGrath, from McGrath Human Resources Group, will present the results of the city-wide compensation study. Staff will discuss the cost of implementing the proposed salary structure. Funds have been built into the budget to accommodate adjustments.

**Councilmember Brungardt made a motion to approve the compensation study as presented. Councilmember Buehler seconded the motion.** Dr. McGrath presented the city-wide employee compensation study to the council. Discussion continued between the Council, City Administrator, and City Finance Director regarding the specifics of the proposed adjustments and the allocation from the budget. **Roll Call Vote: Aye: Councilmembers Clemons, Brungardt, Studnicka, Majure, Garvey, and Buehler. Nay: none; Abstain: none; Absent: Councilmembers Kirby and Trinkle. The motion was approved.**

### Leavenworth County Human Society

The Leavenworth County Humane Society reached out to the City about financial challenges. After consultation with Mayor McNeill, they were encouraged to attend a City Council meeting to brief the governing body on their situation.

**Councilmember Majure made a motion to table the request for assistance from Leavenworth County Humane Society. Councilmember Clemons seconded the motion. Roll Call Vote: Aye: Councilmembers Clemons, Brungardt, Studnicka, Majure, Garvey, and Buehler. Nay: none; Abstain: none; Absent: Councilmembers Kirby and Trinkle. The motion was approved.**

### **Purchase of Police Vehicles**

The Lansing Police Department requested bids for police package patrol vehicles from 3 vendors. Two of the three dealers responded with prices for Dodge Durango Police vehicles:

Davis Moore, Inc. - Dodge Durango Police \$41,675.20  
Main Street Chrysler - Dodge Durango Police \$41,260.00

This is for the cost of the vehicles only and does not include the additional cost of upfitting the vehicles with emergency equipment.

**Councilmember Buehler made a motion to approve purchasing one police vehicle from Main Street Chrysler Dodge for \$41,260.00. Councilmember Majure seconded the motion.** Discussion continued between the Police Chief and the Council regarding upfitting costs and change in vehicle model. **Roll Call Vote: Aye: Councilmembers Clemons, Brungardt, Studnicka, Majure, Garvey, and Buehler. Nay: none; Abstain: none; Absent: Councilmembers Kirby and Trinkle. The motion was approved.**

### **Purchase of Administrative Vehicle**

The City Clerk/Admin Department requested bids for a special service truck from 4 vendors. The only response received was from CDJ Automotive, LLC - RAM 1500 Special Service for \$38,015.00. This is for the cost of the vehicle only. This vehicle will replace the Ford E350 Van. Additional equipment may include installation of snowplow equipment and appropriate lighting.

**Councilmember Brungardt made a motion to approve purchasing the Ram 1500 Special Service pick-up from CDJ automotive, LLC for a price of \$38,015. Councilmember Buehler seconded the motion.** The Council discussed usage compared to existing vehicles, estimated time to receive the vehicle, and upfitting costs with the City Administrator Tim Vandall and Facilities Manager James Magee. **Roll Call Vote: Aye: Councilmembers Clemons, Brungardt, Studnicka, Majure, Garvey, and Buehler. Nay: none; Abstain: none; Absent: Councilmembers Kirby and Trinkle. The motion was approved.**

### **Aquatics Design Contract and Scope of Services**

Water's Edge Aquatic Design has been working with the City since the design inception of the splash pad during phase 1 of the Master Plan. Water's Edge has provided conceptual design of an aquatic center, a website for public information & feedback. They have hosted an open house and various other tasks. Water's Edge was asked to provide a contract and scope of services to design the aquatic center.

**Councilmember Garvey made a motion to authorize the contract with Water's Edge Aquatic Design and authorize the Mayor's signature. Councilmember Studnicka seconded the motion.** Councilmember Majure asked for clarification regarding fees referenced in the contract. Jeff Bartley with Water's Edge clarified what happens in each stage of the project from the schematic design process, the design development phase which specifies the exact details of what will go into the

aquatic center, the design development phase, and the final design document phase that will be used for contractors to bid it and to build the facilities. Discussion continued between the Council, City Administrator, and Mr. Bartley regarding the location of the proposed splash pad, if it was included in the proposal for the aquatic center, and future possibilities at City Park. **Roll Call Vote: Aye: Councilmembers Clemons, Brungardt, Studnicka, Majure, Garvey, and Buehler. Nay: none; Abstain: none; Absent: Councilmembers Kirby and Trinkle. The motion was approved.**

### **Land Sale Contract for four acres in Town Centre**

The City received an offer from Zimmerman Properties to purchase approximately four acres of Lot 1 of the Lansing Towne Centre plat (Lot 1 is currently 14.5 acres) to construct a 50-unit apartment complex. The final sale of the property is contingent upon Zimmerman receiving tax credits for the project from the State of Kansas. Zimmerman Properties also owns Covington Woods in Lansing, which would be directly south/southwest of the proposed parcel. The proposed purchase price is \$609,840 for approximately four acres.

**Councilmember Brungardt made a motion to authorize a land sale contract for four acres in Towne Centre and authorize the Mayor's signature. Councilmember Buehler seconded the motion.** Councilmember Studnicka asked for clarification regarding tax credits. Jeff Beckler, a representative from Zimmerman Properties, stated that if they were unable to secure the tax credits, they would try again in the next cycle. Councilmember Clemons asked if they would be government subsidized housing. Mr. Beckler stated it would be workforce housing which requires annual employment verification. **Roll Call Vote: Aye: Councilmembers Clemons, Brungardt, Studnicka, Majure, Garvey, and Buehler. Nay: none; Abstain: none; Absent: Councilmembers Kirby and Trinkle. The motion was approved.**

### **Executive Session for Economic Development**

**Councilmember Brungardt made a motion to go into Executive Session for the preliminary discussion of Economic Development activities, K.S.A. 75-4319(b)(4) for 15 minutes, beginning at 8:01 PM and returning to the Council Chambers at 8:16 PM and to include City Council, City Administrator, City Attorney, CED Director Schmitz, Rick Hurst, English Pope, and Jeff Beckler. Councilmember Buehler seconded the motion. Roll Call Vote: Aye: Councilmembers Clemons, Brungardt, Studnicka, Majure, Garvey, and Buehler. Nay: none; Abstain: none; Absent: Councilmembers Kirby and Trinkle. The motion was approved.**

**Councilmember Brungardt made a motion to return to Open Session at 8:16 PM. Councilmember Clemons seconded the motion. No binding action was taken. Roll Call Vote: Aye: Councilmembers Clemons, Brungardt, Studnicka, Majure, Garvey, and Buehler. Nay: none; Abstain: none; Absent: Councilmembers Kirby and Trinkle. The motion was approved.**

### **REPORTS:**

**Department Heads:** Nothing to discuss.

**City Attorney:** Nothing to discuss.

**City Administrator:** LCDC is hosting their annual meeting Friday, January 20<sup>th</sup>, at the Riverfront Community Center if anyone is interested in attending. The city applied for BASE grants, Building a Stronger Economy Grant, through the state and none of our applications were successful. The state is

rolling out round two of that program. So, we might be talking about different ideas or projects we could apply for a BASE grant for. Most of our previous grant applications were in cooperation with private businesses. The Library has a new app that everyone is encouraged to download.

**Governing Body:**

Councilmember Clemons: Nothing to discuss.

Councilmember Brungardt: Thanked the presenters and Happy New Year.

Councilmember Studnicka: Nothing to discuss.

Councilmember Majure: Thanked the city for their hard work. Nothing else to discuss.

Councilmember Garvey: Glad that they discussed employee salaries today. Also, glad that they discussed the aquatic center. Acknowledged that it will be a long process, but it will be awesome.

Councilmember Buehler: Thanked everyone for coming to the meeting. Thanked Beth Sanford for her explanation of the presentation by McGrath. On this day in 1925, Nellie Ross of Wyoming became the first female governor in the United States.

**ADJOURNMENT:**

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

The meeting was adjourned at 8:21 p.m.

**ATTEST:**

\_\_\_\_\_  
City Clerk Tish Sims, CMC

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## AGENDA ITEM

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TO: Tim Vandall, City Administrator  
FROM: Jason Crum, Parks and Recreation Director  
DATE: January 13, 2023  
SUBJECT: Parks and Recreation Advisory Board Appointments

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There are currently three vacancies on the Parks and Recreation Advisory Board. Two applications have been received since the boards last meeting. The Parks and Recreation Advisory Board recommends the appointment of Billy Dupras to the Parks and Recreation Advisory Board for a term ending December 31, 2023, and Tabor Medill to the Parks and Recreation Advisory Board for a term ending December 31, 2024.

Action: Appoint Billy Dupras to the Parks and Recreation Advisory Board for a term ending December 31, 2023, and Tabor Medill to the Parks and Recreation Advisory Board for a term ending December 31, 2024.



800 First Terrace, Lansing, Kansas 66043 - Telephone: 913-727-3036  
Fax: 913-828-4579 - [www.lansingsks.org](http://www.lansingsks.org)

**APPLICATION FOR LANSING PARKS & RECREATION ADVISORY BOARD MEMBER**

Name: Billy Dupras

Lansing Address: 908 COTTONWOOD DRIVE

Home Phone: \_\_\_\_\_ Cell Phone: 913-306-2635

E-mail: BILLYDUPRAS1@GMAIL.COM

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 2<sup>nd</sup> 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, 2024. Applicants must be a resident of the Lansing School District (USD 469), 18 years of age and a U.S. citizen.

All applications should be returned to Lansing City Hall, 800 First Terrace, marked to the "Attention of the City Clerk" by close of business Monday, October 31, 2022.



# parks & rec application

Qualifications for the position of the Advisory Board -

Member of the Professional Lawncare Association of America 1990 - present

Member of the Kansas Turfgrass Foundation 2001 - present

Member of the Kansas Landscape and Nursery Association 2001 - present

Kansas certified applicator in Ornamental Pest Control 1984 - present

Kansas certified applicator in Turf Pest Control 1984 - present

Member of Sports Turf Managers Association 2010 - present

My philosophy of Parks and Recreation Activities -

Activities help with personal development and reduces stress which most people need in this day and age.

Everyone that lives in Lansing should be involved in one way or another. It helps stimulate appreciation and encourages community and social development while building responsibility.

Desired accomplishments as a board member -

Enhance the communities park by making improvements while giving my full support to both the parks and recreation department and the public.

Shawn Keen 913-290-0716

Jim Campbell 913-240-3515



800 First Terrace, Lansing, Kansas 66043 - Telephone: 913-727-3036  
Fax: 913-828-4579 - [www.lansingsks.org](http://www.lansingsks.org)

**APPLICATION FOR LANSING PARKS & RECREATION ADVISORY BOARD MEMBER**

Name: Tabor Medill

Lansing Address: 441 Hithergreen

Home Phone: \_\_\_\_\_ Cell Phone: 913-683-0423

E-mail: tmedill@yahoo.com

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 2<sup>nd</sup> Thursday of every other month.

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

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All applications should be returned to Lansing City Hall, 800 First Terrace, marked to the "Attention of the City Clerk" by close of business Monday, October 31, 2022.

## **TABOR MEDILL**

**441 Hithergreen Drive  
Lansing, Kansas 66043**

**Telephone: 913-683-0423**

**E-Mail: [tmedill@yahoo.com](mailto:tmedill@yahoo.com)**

### **QUALIFICATIONS FOR THE POSITION:**

**I have been a resident of Leavenworth County since December, 1951 with the exception of the years 1970-1987. I returned to Leavenworth in the Summer, 1987. I have been a resident of the City of Lansing since the Summer, 1994. I have been involved in recreation on various levels for over (50) plus years. I received a Master's degree in Health, Physical Education, and Recreation from Kansas State University in May, 1977. I officiated football, basketball, baseball, softball, volleyball, and soccer for over (50) years at the youth, high school, and college levels. I served as a football Area Supervisor for the Kansas State High School Activities Association for (25) years. For (5) years, I served on the AIAW (the precursor to the NCAA undertaking the administration of intercollegiate women's basketball) National Rating team for officials for intercollegiate women's basketball officials. During that time, I also served on the National rules committee for Women's college basketball. I assigned sports officials for several years. I actually wrote the rules for the Lansing Youth Flag Football program when Lansing made the switch from youth tackle to flag football.**

### **PERSONAL PHILOSOPHY OF PARKS AND RECREATION ACTIVITIES:**

**I am currently the Recreation Program Supervisor – Sports for the City of Leavenworth. I believe that a Parks and Recreation Department within the city government should be an all-inclusive program. I believe any program within the department should be exactly what the department title states --- RECREATION. Recreation means “fun”. The department should strive to develop all-inclusive and recreational activities for all of the citizens within the department's means.**

**Parks are a vital commodity for a community. Parks should draw attention from outside guests to our community. Most importantly, without Parks, there is no Recreation. Our Parks should be inviting to all.**

### **DESIRED ACCOMPLISHMENTS AS A BOARD MEMBER:**

The City of Lansing is extremely fortunate to have an outstanding and dedicated Parks and Recreation staff. I have had the privilege to work on several levels with the great professional staff in the Lansing Parks and Recreation staff. I am excited for the opportunity to assist them to continue to grow and develop even more of their goals in the future. I hope to have the opportunity to share thoughts on ways to overcome struggles they are currently experiencing, as are all Parks and Recreation nationally.

### **WILLINGNESS TO ATTEND BOARD MEETINGS ON THE 2<sup>ND</sup> THURSDAY OF EVERY OTHER MONTH:**

**ABSOLUTELY !!!** I would not be applying for this position if I were not **TOTALLY** committed to the mission. The only reason for missing a meeting would be due to health or a family emergency.

### **PERSONAL REFERENCES:**

I have told my references that I would not give out personal information. Therefore, I have provided work telephone numbers and work / position titles for them. The exception is Mike Smith who everyone probably has his number.

**Mike Smith**  
**County Commissioner**  
**Leavenworth County Courthouse**

**913-605-2991**

**Gary Mattingly**  
**Athletic Director**  
**Lansing High School**

**913-727-3357**

**Tim Beying**  
**Superintendent**  
**Pleasant Ridge – USD-449**

**913-651-9740**

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## AGENDA ITEM

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TO: Tim Vandall, City Administrator  
FROM: Jason Crum, Parks and Recreation Director  
DATE: January 12, 2023  
SUBJECT: After hours use of the Activity Center

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Matthew Blome with Lansing Boy Scout Troop 165 has requested to use the Lansing Activity Center after hours from 3:00 p.m. on February 4th until 8:00 a.m. on February 5th for the Boy Scout Anti Campout. Mr. Blome and I will be at the City Council meeting in order to answer any questions. The Special Event Application, Release of Liability and Agreement to Indemnify, facility request, fee waiver application, and the certificate of insurance are attached. A deposit of \$300.00 will be required if the request is approved.

Policy Consideration: N/A

Financial Consideration: N/A

Action:

A motion to approve or deny the request for Matthew Blome and Lansing Boy Scout Troop 165 to use the Lansing Activity Center for the Anti Campout event as requested.

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## AGENDA ITEM #

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# CITY OF LANSING PARKS SPECIAL EVENT PERMIT APPLICATION

Individual's Name Applying for License: Matthew L Blume Date: 10 January 2023

Daytime Phone Number: 766 581 1390

Evening Phone Number: NA

Business/Organization Name (if applicable): Boy Scout Troop 165

Address:

Street Address

City

State

Zip Code

Event Location: ☒ Lansing Activity Center(108 S. Second St.) ☐ Willow Park(127 W. Gilman Road) ☐ City Park(400 N. 2nd Street)  
☐ Highland Park(217 Highland) ☐ Kelly Grove Park(320 E. Gilman Road) ☐ Kenneth W. Bernard Park(15650 Gilman Road)  
☐ Woodland Gazebo(150 Woodland) ☐ Angel Falls Trail

Description of Event: Anti-Cannabis - Start at 3:00 pm in class room, then gym when available.

Date(s) of Operation: 4-5 February 2023 Hours of Operation: 3:00 pm - 8:00 am

Anticipated Attendance: 15

State Tax Numbers:

Federal Tax Numbers:

Description of any structures to be used in conjunction with event: Two Classrooms - Gym

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

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

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

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

Signature of Applicant: [Signature]

Date: 10 January 2023

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

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

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

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

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

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

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

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

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

# **Activity Center Fee Waiver Application**

Fee waiver applications must be received 10 working days  
Prior to the date of Activity Center room reservation.  
A cleaning / damage deposit is required for all reservations,  
Including approved fee waivers.

Name of Organization / Individual: Boy Scout Troop 165

Address: \_\_\_\_\_

Phone Number: 706 587 1390

Date of Activity Center Reservation: 4-5 February 2023

Room(s) Rented: #201, #205, Gym

Beginning and Ending Time of function: 3:00pm - 8:00am

Briefly describe the purpose of this function: Anti-campout

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

.....  
For Office Use Only

Approved \_\_\_\_\_

Disapproved \_\_\_\_\_

By: \_\_\_\_\_ Date: \_\_\_\_\_

Applicant informed by: \_\_\_\_\_ Date: \_\_\_\_\_



## RELEASE OF LIABILITY & AGREEMENT TO INDEMNIFY

Agenda Item 3.

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

Sponsor:

**Boyscout Troop 165**

Activities, including all other conduct related thereto:

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

Location:

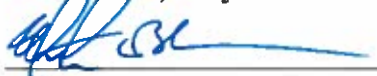
**Lansing Activity Center**

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

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

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

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

  
Sponsor & Authorized Agent

10 January 2023  
Date



# LANSING ACTIVITY CENTER

## Facility Request Form

Agenda Item 3.

NAME OF PERSON REQUESTING FACILITY: Matthew Blome

(The person named here must pay for the rental fees, will be refunded the damage deposit, if applicable, and will be held responsible for the facility.)

Purpose of Function: Boy Scout Anti-Campout

Address: \_\_\_\_\_ City: \_\_\_\_\_ State/Zip: \_\_\_\_\_

Telephone: (Home) NA \_\_\_\_\_ (Work) NA \_\_\_\_\_

(Cell): 706 587 1390

Date(s) Requested	Day of Week	Time Requested
4-5 February 2023	Saturday-Sunday	3:00 PM To 8:00 AM
		To

Please check the category that applies to this reservation request:

Lansing Resident	#101 Meeting Room (capacity up to 30)
X Lansing Civic Non-Profit or Senior Citizen Group	#106 Meeting Room (capacity up to 25)
City Function	X #201 Meeting Room (capacity up to 30)
Non-Resident	X #205 Meeting Room (capacity up to 30)
	X Gym (capacity up to 200)

Number of people attending: 15 How many tables? \_\_\_\_\_ How many chairs? \_\_\_\_\_  
(Tables & chairs available: 14 rectangle tables 6' length-seats six / 46 chairs)

Other Information: \_\_\_\_\_

1. Will food or refreshments be served? X Yes No
2. Is this a private party? Yes X No
  - a. (A private party is a gathering where invitations are sent or given. Tickets may not be sold at the door or prior to the event.)

### STATEMENT OF RESPONSIBILITY:

As a condition precedent to the issuance of a permit for the use of facility at the Lansing Activity Center, I, the undersigned, knowingly and voluntarily assume the responsibility to abide by any and all county, state, and federal laws, city ordinances, and rules and regulations governing the use of the rooms on this request. It is further understood that the City of Lansing, Kansas, its officials, officers, and employees, are not responsible for accidents, injuries, illness, disaster, or loss to group or individual property relating to the use of the Lansing Activity Center. Furthermore, I agree to pay any rental fees, cleaning/damage deposit, and setup fees at the time reservations are made and agree to comply with the rules and regulations as stated in the rental policy. Following is a partial list of rules and regulations that may result in loss of cleaning/damage deposit.

1. Application will serve as reservation and must be made in person (no telephone reservations will be accepted.)
2. Rental fees and cleaning/damage deposit must be paid at the time reservations are made.
3. No adhering decorations on walls or ceilings. No loose glitter sparkles or sequins may be used for decorations.
4. All trash, debris, decorations, etc. shall be removed at the conclusion of the room rental. All spills must be cleaned up. The City staff will remove tables and chairs and normal floor cleaning only. If, after an activity, additional custodial maintenance is required (other than the normal cleaning process) the applicant may be charged accordingly.
5. Smoking is not permitted anywhere inside the building. Failure to comply will result in forfeiture of the deposit.
6. Person named on facility request form shall be responsible for their guests and compliance with the rules and regulations.
7. Any cancellation less than two weeks prior to the contracted function will result in forfeiture of all fees.
8. Fee waivers are available upon request.
9. Additional charges may be assessed if damage or cleaning requirements exceed the deposit.
10. Reservations without an advanced notice of two (2) weeks will be considered based upon staff availability.

Applicant's Signature:  Date: 10 January 2023

(Attached are the Activity Center Diagram and Reservation Fees.)



# CERTIFICATE OF LIABILITY INSURANCE

Agenda Item 3.

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

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

<b>PRODUCER</b> Marsh & McLennan Agency LLC 8144 Walnut Hill Lane, 16th Floor Dallas TX 75231	<b>CONTACT</b> NAME: Laura Craig PHONE (A/C, No, Ext): 972-770-1402 E-MAIL ADDRESS: laura.craig@marshmma.com FAX (A/C, No): 972-770-1699
<b>INSURED</b> Boy Scouts of America, National Council and all of it's affiliates and subsidiaries Heart of America Council 10210 Holmes Rd Kansas City, MO 64131	<b>INSURER(S) AFFORDING COVERAGE</b> INSURER A : Evanston Insurance Company INSURER B : INSURER C : INSURER D : INSURER E : INSURER F : NAIC # 35378

**COVERAGES**

CERTIFICATE NUMBER: 1463989573

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> <b>COMMERCIAL GENERAL LIABILITY</b> <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			V3P0009136	3/1/2022	3/1/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 10,000,000 PRODUCTS - COMP/OP AGG \$ \$
	<b>AUTOMOBILE LIABILITY</b> <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<b>UMBRELLA LIAB</b> <input type="checkbox"/> OCCUR <b>EXCESS LIAB</b> <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<b>WORKERS COMPENSATION AND EMPLOYERS' LIABILITY</b> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y / N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N / A				PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

**DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**

Certificate holder is named as an additional insured by virtue of a written or oral contract or by the issuance/existence of a permit or certificate of insurance but only with respect to operations by or on behalf of the Insured, or to facilities of, or facilities used by the Insured and then only of the limits of liability specified in such contract for the event specified. Primary and Non-Contributory applies as required by written contract or agreement. Waiver of Subrogation applies when required by written contract or agreement. Sexual Molestation coverage is incorporated in the policy and addressed by endorsement and is subject to the policy period, terms, limits and conditions of the policy. Certificate holders include directors, officers, agents, owners, volunteers, mortgagees and landlords as required by written contract or agreement.

For All Official Scouting Activities

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

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

AUTHORIZED REPRESENTATIVE

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## AGENDA ITEM

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TO: Tim Vandall, City Administrator  
FROM: Jason Crum, Parks and Recreation Director  
Michael W. Spickelmier, Public Works Director  
DATE: January 12, 2023  
SUBJECT: Request to purchase tractor

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The Parks and Recreation Department and the Public Works Department / Street Department Requested a price for a Bobcat CT5558 Tractor using the Kansas NASPO Grounds Maintenance Equipment Contract. This will be a joint use piece of equipment that would also be available to other departments if needed. After research, we concluded the Bobcat would be the best choice for the City because we would have the ability to use many of the Bobcat attachments that the City already owns. It would not have the capability to run high flow equipment like the asphalt milling attachment. The tractor will come with a front-loader bucket, a rear ballast box and a snow blade. The price is as follows:

<b>K.C. Bobcat</b>	<b>\$54,499.46</b>
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Financial Consideration:

This item is a City Council approved equipment replacement item for 2023. City Council approved \$65,000.00 for the purchase of this item in the 2022 equipment replacement process.

Policy Consideration: N/A

Action: Staff recommends a motion to approve the purchase of a Bobcat 5558 tractor from K.C. Bobcat for \$54,499.46 from account number 80-010-43301 Equipment Reserve.

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## AGENDA ITEM #

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# Bobcat

## Product Quotation

Quotation Number: NTC-00312

Date: 2023-01-06 09:42:19

Customer Name/Address:	Bobcat Delivering Dealer	ORDERS TO BE PLACED WITH: Contract Holder/Manufacturer
<b>CITY OF LANSING</b> Attn: JASON CRUM 800 1ST ST LANSING, KS 66043 Phone: (913) 364-3930 Email: KPAYNE@LANSING.KS.US	<b>CLAYTON PIERCE</b> K.C. Bobcat, Tracy, MO 100 TRACY DR TRACY MO 64079 Phone: (816) 431-3001 Fax: (816) 431-3002	<b>Clark Equipment Company</b> dba Bobcat Company 250 E Beaton Dr West Fargo, ND 58078 Phone: 701-241-8719 Fax: 855-608-0681 Contact: Heather Messmer Heather.Messmer@doosan.com

Description	Part No	Qty	Price Ea.	Total
<b>CT5558 Compact Tractor eHST</b>	M1622	1	\$41,748.80	\$41,748.80
Bobcat CT5558 eHST	Parking Brake			
Glow Plug Engine Pre Heat	Four Wheel Drive			
Cab Heat/Air	Rear Differential Lock			
Right arm rest	Brakes, Wet Multi Disc			
Sunshade	Loader Joystick & Valve			
Cruise control	Fuel Heater			
Linked pedal	Rear PTO			
Floor mat	PTO Shield			
Side View Mirror	PTO Cruise			
Electric Key Shutoff	Three Point Hitch, Category 1			
Horn	Hydraulic Three Point Lift Position Control System			
Cupholder	Rear Three Point Hitch Return to Position			
Suspension seat, w/ retractable seat belt	Telescopic stabilizer and lower link			
Hydrostatic Power Steering	7 pin Socket			
Instrumentation: Hourmeter, tachometer, engine temperature, fuel gauge, and warning lights	Lifting rod Beveled Gear Type			
Lights: headlights, tail lights, brake lights, hazard flashers and turn signals	Tires: Bobcat Industrial Tires			
Safety Interlock System	10 16.5 Front; 17.5-24 Rear			

Assembled Tractor with Assembled Loader	M1622-R01-C01	1	\$200.00	\$200.00
Factory Installed Front End Loader (FL9-5)	M1622-A01-C01	1	\$5,638.40	\$5,638.40
3rd function kit - FL9-5	7417542	1	\$1,049.51	\$1,049.51
Radio Kit	7384251	1	\$462.04	\$462.04
Second Rear Remote Valve - CT55	7404544	1	\$539.98	\$539.98
Third Rear Remote Valve. Requires second rear remote valve. - CT55	7404545	1	\$557.68	\$557.68
3PT Rear Ballast	7366584	1	\$532.76	\$532.76
84" Snow Blade	6716836	1	\$2,739.04	\$2,739.04

<b>Total of Items Quoted</b>	<b>\$53,468.21</b>
<b>Dealer Assembly Charges</b>	<b>\$1,031.25</b>
<b>Other Charges: Material and Logistics</b>	<b>\$0.00</b>
<b>Quote Total - US dollars</b>	<b>\$54,499.46</b>

Notes:

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# AGENDA ITEM

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TO: Mayor McNeill, Lansing City Council  
FROM: Tim Vandall, City Administrator  
DATE: January 18 2023  
SUBJECT: Executive Session-Economic Development

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**Explanation:** Executive session to discuss data relating to financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorships, permitted by K.S.A. 75.4319 (b)(4).

**Policy Consideration:** None

**Financial Consideration:** None

**Action:** Motion to Enter Into Executive Session For 15 Minutes.

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	22512	22,553	41	
						0	
						0	
						0	
						0	
Total						41	

Equipment

Year	Make	Model	Description	Hours Start	Hours End	Hours Used	Comments
2018	Advance	SC1500	AutoScrubber Floor Machine	58.78	58.78	0	Community Center Cleaning
2018	Kubota	ZG227-A	Mower	279.5	279.5	0	
2021	Kaivac	1750	Cleaning Machine	9.6	9.6	0	
						0	
						0	
						0	
Total						0	

**Lansing Community and Economic Development Department**

**Monthly Fleet Report**

**Month** December      **Year** 2022

**Vehicles**

<b>Year</b>	<b>Make</b>	<b>Model</b>	<b>License Plate #</b>	<b>Description</b>	<b>Mileage Starting</b>	<b>Mileage Ending</b>	<b>Miles Driven</b>	<b>Comments</b>
2006	Ford	Ranger XLT	67211	LT. Pick-up Ext	62,161	62,455	294	
2015	Dodge	Journey	A6545	SUV	78,970	79,068	98	KTag: KTA. 02497158
2022	Dodge	Ram	D100764	1500 Pick up Truck	1,131	1,544	413	



## Parks and Recreation Fleet Report December 2022

### *Vehicles:*

Year	Make	Model	Description	Mileage Start	Mileage Ending	Miles Driven	Current Use	Comments
2006	Dodge	Caravan	Minivan	52,613	52,667	54	AC/Parks use	
2014	Ford	F-350	Dump truck	22,718	22,809	91.0	Parks maintenance	
2016	Jeep	Patriot	SUV	66,523	66,672	149	Activity Center use	
2017	Chevrolet	Silverado	truck	21,808	21,874	66	Parks maintenance	
2018	Ford	F-350	4-dr crew	31,472	32,069	597	Parks maintenance	
Total						957.00		

### *Equipment:*

Year	Make	Model	Description	Hours Start	Hours End	Hours used	Current Use	Comments
1992	Massey Ferguson	1020	Tractor	1986.2	1986.2	0	Parks maintenance	
2005	Kubota	F3060	mower	378.6	378.6	0	Parks maintenance	
2007	Turbo Tool Cat	5600	utility vehicle	1279	1280.8	1.8	Parks maintenance	
2012	Wright	ZK	stander mower	1165	1165	0	Parks maintenance	
2016	ABI	Force	infield groomer	317.6	317.6	0	Parks maintenance	
2017	Kubota	ZD1211	mower	882.3	884.3	2	Parks maintenance	
2018	Polaris	Ranger	utility vehicle	379.1	381	1.9	Parks maintenance	
2019	Exmark	LZ 72	mower	604.5	604.5	0	Parks maintenance	
2019	Emark	LZ 96	mower	294	294	0	Parks maintenance	
2020	Kubota	ZD1211	mower	308	309.8	1.8	Parks maintenance	
2022	Wright	ZK	stander mower	12.2	12.2	0	Parks maintenance	
Total						7.50		

## Parks and Recreation Fleet Report December 2022

### *Vehicles:*

Year	Make	Model	Description	Mileage Start	Mileage Ending	Miles Driven	Current Use	Comments
2006	Dodge	Caravan	Minivan	52,613	52,667	54	AC/Parks use	
2014	Ford	F-350	Dump truck	22,718	22,809	91.0	Parks maintenance	
2016	Jeep	Patriot	SUV	66,523	66,672	149	Activity Center use	
2017	Chevrolet	Silverado	truck	21,808	21,874	66	Parks maintenance	
2018	Ford	F-350	4-dr crew	31,472	32,069	597	Parks maintenance	
Total						957.00		

### *Equipment:*

Year	Make	Model	Description	Hours Start	Hours End	Hours used	Current Use	Comments
1992	Massey Ferguson	1020	Tractor	1986.2	1986.2	0	Parks maintenance	
2005	Kubota	F3060	mower	378.6	378.6	0	Parks maintenance	
2007	Turbo Tool Cat	5600	utility vehicle	1279	1280.8	1.8	Parks maintenance	
2012	Wright	ZK	stander mower	1165	1165	0	Parks maintenance	
2016	ABI	Force	infield groomer	317.6	317.6	0	Parks maintenance	
2017	Kubota	ZD1211	mower	882.3	884.3	2	Parks maintenance	
2018	Polaris	Ranger	utility vehicle	379.1	381	1.9	Parks maintenance	
2019	Exmark	LZ 72	mower	604.5	604.5	0	Parks maintenance	
2019	Emark	LZ 96	mower	294	294	0	Parks maintenance	
2020	Kubota	ZD1211	mower	308	309.8	1.8	Parks maintenance	
2022	Wright	ZK	stander mower	12.2	12.2	0	Parks maintenance	
Total						7.50		

**Lansing Public Works Department  
Monthly Fleet Report**

Month December Year 2022

**Vehicles**

Year	Make	Model	License Plate #	Description	Mileage Starting	Mileage Ending	Miles Driven	Comments
2022	Dodge	Ram 2500	B3859	Pick-up	1,187	1,204	17	
1998	Ford	1/2 ton	48091	Pick-up	70,600	70,743	143	
2005	Sterling	LT 8500	64614	Dump Truck	61,048	61,183	135	
2007	Elgin	Crosswind J+	70295	Street Sweeper	7,102	7,102	0	
2017	Chevrolet	3500	88437	Pick-up Truck	32,484	32,754	270	
2011	International	7400	75269	Dump Truck	22,844	22,850	6	
2016	Ford	F350 4x4	88468	One-ton Dump Truck	19,305	19,389	84	
2013	Ford	Explorer	80551	SUV	77,324	77,730	406	
2019	Ford	Ecosport	A4358	SUV	9,925	10,001	76	KTag- KTA. 02497157
2020	Chevrolet	3500	A8914	One-ton Dump Truck	6,317	6,461	144	
2005	Mack	Granite	B0282	Dump Truck	45,097	45,186	89	
2005	Ford	Ranger	57932	LT- Pick-up Ext	52,014	52,038	24	

**Equipment**

Year	Make	Model		Description	Hours Starting	Hours Ending	Hours Used	Comments
1997	JD	770BH		Grader	5,165	5,165	0	
2004	IR	DD-24		Asphalt Roller	314	314	0	
2006	IR	185		Air Compressor	229	229	0	
1997	Bobcat	763		Skid Steer	2,343	2,343	0	
2014	Case	580 SNWT		Backhoe	1,885	1,903	18	
2002	Crafco	110		Crack Sealer	842	842	0	
2003	Kubota	L3710		Tractor	1,631	1,631	0	
2009	Case	465		Skid Steer	769	769	0	
2018	John Deere	5065E		Tractor	213	213	0	
2018	Vermeer	BC1000		Chipper	15	15	0	
2022	Case	SV280B		Skidsteer	42	45	3	

December			
City Influent	25.28 MG	City Avg Daily	.815 MGD
LCF Influent	.690 MGD	LCF Daily Avg	0.223 MG
Total Biosolids	.883 MG	Precip	.84 inches

Vehicles

Year	Make	Model	Description	Mileage Start	Mileage Ending	Miles Driven	Current Use	Comments
1999	Sterling	Vactor	Jet Truck	8506	8506	0	Collection System	
2012	Chevrolet	Tahoe	SUV	109662	109739	77	Ops/Maint.	
2019	Ford	F250	Pick Up Truck	10730	10763	33	Ops/Maint.	
2019	Ford	F250	Flatbed Truck	4256	4262	6	Ops/Maint.	
2005	Freightliner	M2106	Dump Truck	26302	26372	70	Biosolids Disposal	
Total						186		

Equipment

Year	Make	Model	Description	Hours Start	Hours Ending	Hours Used	Current Use	Comments
1991	Case	1825	Uni-Loader	991	991	0	Plant Activities	
1999	Sterling	Vactor	Jet Truck	228.6	228.6	0	Collection System	
2004	John Deere	7920	Tractor	1347	1347	0	Biosolids Disposal	
2005	Polaris	Ranger #1	Utility Vehicle	1487	1494	7	Operations	
2004	Case	621D	Loader	2514	2515	1	Operations	
2005	Polaris	Ranger #2	Utility Vehicle	1652	1660	8	Maintenance	
2006	JCB	531-70	Telehandler	698	698	0	Plant Activities	



**City of Lansing**  
800 First Terrace  
Lansing, Kansas 66043

**City Administrator's Report**  
January 19, 2023

**Agenda Items:**

There are currently three openings on the Parks & Recreation Advisory Board. Two applications were received for the openings. A motion to appoint Billy Dupras and Tabor Medill to the PRAB is on the agenda for Thursday evening.

Lansing Boy Scout Troop 165 has requested to use the Lansing Activity Center after hours from 3pm on Feb 4<sup>th</sup> until 8am on Feb 5<sup>th</sup>. The Special Event Application, Release of Liability and Agreement to Indemnify, facility request, fee waiver application, and certificate of insurance are included in Council materials.

During the 2022 equipment replacement discussions, we allocated up to \$65,000 for a tractor to be used for the Parks & Recreation Department, as well as Public Works/Street Department. Staff solicited pricing through a cooperative purchasing agreement (KS NASPO Grounds Maintenance Contract) for a Bobcat CT5558. Many of our existing attachments would be compatible with this model, and the tractor would come with a front-loader bucket, a rear ballast box, and a snow blade. The price came in at \$54,499.46 and would come from line item 80-010-43301 in the Equipment Reserve Fund.

**Library:**

The library is starting off the year with the launch of an "All-In-One" library app called myLIBRO. This enhancement is expected to aid our patrons in using library services and have access to the library's activities calendar. They will be able to receive notifications straight to their devices when they have items waiting, schedule curbside pick-ups for items that are ready to be picked up, renew items, and place holds through the app, and so much more. We will hold myLIBRO trainings to acquaint patrons with the new app in during the 2<sup>nd</sup> week of January.

**Public Works:**

The final lanes (free flow southbound right turn, westbound receiving lane, two northbound left turn lanes) can be reopened once the retaining wall in front of QuikTrip is completed. Work on the southern islands for the K7/Eisenhower intersection is wrapping up. Work on the light controller should take place shortly, with the final asphalt overland and pavement markings taking place in early spring 2023. All businesses have had accessibility throughout the duration of the project. The intersection will vastly improve the flow of traffic and make the intersection safer for motorists.

The repair work on the northern Town Center detention pond is near completion.



**City of Lansing**  
800 First Terrace  
Lansing, Kansas 66043

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. No permits will be released from bonds until soil restoration has been accepted.

Work is scheduled to begin on the Southfork pipe repair in January 2023, with completion tentatively scheduled for May 2023.

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:**

Family Eye Care opened last week! Congratulations to the Family Eye Care team. Be sure to check them out!

We anticipate demolition to begin this week at the corner of Eisenhower/K7 where the ShoeBox was located. Once demolition is complete, we anticipate construction of Take5 Oil Change to begin in the very near future.

Work continues on the townhomes at Fairlane and Santa Fe. The completion date for the 14-unit townhome complex is tentatively scheduled for the summer of 2023.

The State Department of Commerce has unveiled the BASE (Building A Stronger Economy) Grant again for 2023. The materials stated that applications that were not successful during round one will be considered again this go-round. Under our previous grant application to get sewer to McIntyre, we requested \$2.9M from the State of Kansas, Leavenworth County would contribute \$500,000, and the City of Lansing would have contributed \$1,000,000.

#### **YTD Sales Tax Update:**

	<b>2021 Year End</b>	<b>2022 Year End</b>	<b>Difference</b>
<b>Local Sales &amp; Use Tax (1.45%)</b>	\$1,855,391	\$2,152,908	\$297,517, 16.04%
<b>County Sales Tax</b>	\$1,007,216	\$1,019,942	\$12,726, 1.26%
<b>County Use Tax</b>	\$314,071	\$374,361	\$60,290, 19.2%
<b>Guest Tax</b>	\$200,109	\$93,460	-\$106,648, -53.29%

Through the final disbursement, the .45% sales tax has generated \$667,401. The 2022 debt payment for DeSoto Road was \$388,075. This left \$279,326 toward park improvements this year. The new special sales tax for the pool would begin July 1, 2023.

#### **Wastewater:**

The City Council approved staff to advertise the Town Centre Sewer Replacement project for bids in the fall of 2023. All of the temporary and permanent easements for the project have been signed. 100% plans, specifications, and permitting are complete. The latest engineer estimate for construction is \$900,000.

A local contractor excavated the area near McIntyre where the supposed gas line conflict was identified by GBA. Upon completion, it was determined that there is not a gas line in the project corridor in conflict with the new sewer line. Staff will be meeting with all parties involved in this error and will report back once new information is obtained. 90% plans have been reviewed by staff and returned to the design engineer. The next step for the project is to acquire easements or permission from landowners to perform geotechnical work and a tree survey to refine the cost estimate. The project will extend sewers to McIntyre Road and include the installation of nearly 9,500 feet of pipe.

#### **Meetings & Announcements:**

The City currently has an opening on the Parks & Recreation Advisory Board and multiple openings on the Building Trade Board of Appeals and Plumbing Trade Board of Appeals.

We will be hosting a going away party for Community & Economic Development Director Matt Schmitz on Thursday, January 19<sup>th</sup> from 3pm-5pm in the Community Center. Please be sure to attend and wish Matt well before he departs for Iowa!

The City currently has openings for Director of Community & Economic Development, Police Officer I/II, and Parks & Recreation Laborer.

- Thursday, January 19<sup>th</sup> City Council Meeting, 7:00pm, City Hall
- Thursday, January 26<sup>th</sup> City Council Work Session, 7:00pm, City Hall
  - Town Center Roadway/Island Design Feedback
  - Capital Improvement Plan-2023
  - Potential Discussion with Humane Society
- Thursday, February 2<sup>nd</sup> City Council Meeting, 7:00pm, City Hall
- Wednesday, February 15<sup>th</sup> Planning Commission Meeting, 7:00pm, City Hall
- Thursday, February 16<sup>th</sup> City Council Meeting, 7:00pm, City Hall



**City of Lansing**  
800 First Terrace  
Lansing, Kansas 66043

- Monday, February 20<sup>th</sup>
- Thursday, February 23<sup>rd</sup>
- Thursday, March 2<sup>nd</sup>

President's Day Holiday, City Offices Closed  
City Council Work Session, 7:00pm, City Hall  
City Council Meeting, 7:00pm, City Hall

Sincerely,

Tim Vandall