
AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

OLD BUSINESS

- [1.](#) Approval of Minutes

AUDIENCE PARTICIPATION

PRESENTATIONS

NEW BUSINESS

- [2.](#) Fairway Estates Expansion Rezone
- [3.](#) Approval of Temporary Special Event Permit – Lansing Independence Days
- [4.](#) Approval of Amended Fee Schedule
- [5.](#) Replacing Sidewalk Ramps during Mill & Overlay

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: May 25, 2023
SUBJECT: Approval of Minutes

The Regular Meeting Minutes of May 18, 2023 are enclosed for your review.

Action: Staff recommends a motion to approve the Regular Meeting Minutes of May 18, 2023, as presented.

AGENDA ITEM

CITY OF LANSING

CITY COUNCIL MEETING

MEETING MINUTES
May 18, 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: Kevin Gardner and Gene Kirby
Ward 2: Don Studnicka and Marcus Majure
Ward 3: Kerry Brungardt and Jesse Garvey
Ward 4: Dan Clemons and Gregg Buehler

Absent:

OLD BUSINESS:

Approval of Minutes of the Regular Meeting of May 4, 2023, as presented.

Councilmember Brungardt made a motion to approve Regular Meeting Minutes of May 4, 2023, as presented. Councilmember Garvey seconded the motion. No discussion occurred. **Roll Call Vote: Aye: Councilmembers Gardner, Kirby, Majure, Garvey, Clemons, Brungardt, and Studnicka. Nay: none; Abstain: Councilmember Buehler; Absent: none. The motion was approved.**

Audience Participation: Rob Gaslin, Cottonwood Dr, Fire District #1 Board of Trustees. Feels that the board has mitigated the concerns regarding their ability to levy tax. As well as addressed the notion that the board is a "Stovepipe" organization and how that related to their budget and the 9-mill cap. The Board tries to be good stewards of every dollar they receive from the taxpayers and welcomes any questions or comments from the council or citizens.

Presentations:

COUNCIL CONSIDERATION OF AGENDA ITEMS:

Appraisal Services for McIntyre Road Sanitary Sewer Interceptor Project

Valbridge Property Advisors has provided appraisal services for many of the City sanitary sewer projects, including the 7 Mi Creek Action Plan, 9 Mile Creek Action Plan, NW Sewer Interceptor, Eisenhower Commercial Extension, Ward One Upgrade, and most recently Town Centre extension. City staff have discussed the McIntyre Interceptor project with Valbridge Property Advisors, and they are eager to work for the City of Lansing again. Valbridge has submitted a new contract for the project at a cost of \$1,650 per parcel for twelve land appraisals and evaluations. The base costs associated with the appraisals are \$19,800, with a not to exceed cap of \$35,000, should the additional services be needed.

Councilmember Buehler made a motion to approve the contract with Valbridge Property Advisors for appraisal services in support of the McIntyre Sanitary Sewer Interceptor Project – City Project 2021-04 at a base cost of \$19,800 with a cap of \$35,000. Councilmember Studnicka seconded the motion. Councilmember Studnicka and Wastewater Director Anthony Zell discussed the size of the parcels. **Roll Call Vote: Aye: Councilmembers Gardner, Kirby, Majure, Garvey, Buehler, Clemons, Brungardt, and Studnicka. Nay: none; Abstain: none; Absent: none. The motion was approved.**

Parks & Recreation Advisory Board ex-officio appointment

Former Council Member Dave Trinkle served as one of the ex-officio members of the Parks & Recreational Advisory Board (PRAB), and with his resignation from the Governing Body it has created an opening. Council Member Kevin Gardner is a member of PRAB, and could fill the ex-officio role, which in turn would create an open position on the Parks and Rec Advisory Board.

Councilmember Brungardt made a motion to approve Council Member Kevin Gardner as an ex-officio member of the Parks and Recreation Advisory Board. Councilmember Garvey seconded the motion. No discussion took place. **Roll Call Vote: Aye: Councilmembers Gardner, Kirby, Majure, Garvey, Buehler, Clemons, Brungardt, and Studnicka. Nay: none; Abstain: none; Absent: none.** The motion was approved.

Executive Session - Economic Development

Councilmember Buehler made a motion to go into Executive Session for the preliminary discussion of Economic Development activities, K.S.A. 75-4319(b)(4) for 30 minutes, beginning at 7:10 PM and returning to the Council Chambers at 7:40 PM to include City Council, City Administrator Vandall, CED Director Joshua Gentzler, City Attorney Robinson, English Pope, Jacob Butler, and Ryan George. Councilmember Kirby seconded the motion. No discussion took place. **Roll Call Vote: Aye: Councilmembers Gardner, Kirby, Majure, Garvey, Buehler, Clemons, Brungardt, and Studnicka. Nay: none; Abstain: none; Absent: none.** The motion was approved.

Councilmember Kirby made a motion to return to Open Session at 7:40 PM. Councilmember Buehler seconded the motion. No binding action was taken. **Roll Call Vote: Aye: Councilmembers Gardner, 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: Now that the property appraisals for the McIntyre Sewer Project's getting rolling, hopefully they can have that done in about 45 days. In July on past sewer projects, we always pass a resolution for condemnation in advance just in case we're not able to come to an agreement. That way that can save us time. When the project goes out to bid, we're looking at that being in October. Selecting the contractor perhaps the first meeting in November. If everything goes smoothly, we would hope to see that McIntyre Sewer Project maybe breaking ground in late November. So, things are rolling on that. I put in my report a summary of our ARPA funds that we have remaining. A lot of that went to high-speed internet projects in Lansing for Clearwave Fiber, and a lot of that has gone for sewer projects. We have about \$817,704 remaining. Also keep in mind, we had talked about using a little bit of that to partner with Lan-Del in the waterline project. So, that number will be going down a little bit. At a future meeting we can talk about our match for that McIntyre Sewer Grant and how we want to do that. You all should have got invitations. Monday, May 22, from 6pm to 8pm we're having our ribbon cutting and open house at Bernard Park. So, we're going to have Mr. Dixon singing the national anthem. We'll have a ribbon cutting. We'll have a ceremonial first pitch. There will be concessions there. It's really going to be a great event. Please make an attempt to be there. We're really proud of that project. I think it's going to be a really fun night.

Governing Body:

Councilmember Gardner: Mr. Gaslin, Mr. George, thank you for coming in. I'm very much looking forward to Monday night.

Councilmember Kirby: Nothing to discuss.

Councilmember Majure: So, I'm excited about Monday, the 22nd. There's been a lot of great work going into that. Tim, I can't thank you and your staff and everyone's who had a great deal of getting that park out there. It looks amazing. It really does, and the traffic is going really well out there. Thanks, Rob. Thanks again for coming tonight. Thanks for keeping us well informed. I appreciate it. Intersection looks great, and I'm excited about the new oil change place going in. It's coming along and the dental clinic as well. It's moving along. Reminder, Saturday morning, I believe it's at 10 o'clock out at Bernard Park out at the Memorial Area. Isn't that where they're doing the brick ceremony?

City Administrator Vandall: I think they pushed that back because it interfered with graduation. So, it's the first Saturday of June.

Councilmember Brungardt: It's 3 June.

Councilmember Garvey: Thanks, Rob, for coming in and sharing your thoughts with us again. I appreciate that. Is there a particular reason we don't use the Monument sign in front of the prison anymore? It seems like a waste to have that big ol' sign. You could put something on it. There hasn't been anything on it in months.

City Administrator Vandall: We could look into it.

Councilmember Garvey: We need volunteers for different areas. It seems like a waste to have it sitting there doing absolutely nothing.

City Administrator Vandall: I know at one point we even looked into what it would cost to take it down but since there's electrical in it. It's either on a Department of Corrections easement or a KDOT easement. We looked into tearing it down, and it was a lot more complicated than just knocking it down. We can look into it. I know when we did the e-sign, we wanted to get away from switching it out every week or something like that. Because it takes a lot of time, but if there was something we wanted to put on there that lasted a month or so we might be able to.

Councilmember Garvey: Something that is going to be there a month would be great.

Councilmember Brungardt: The schools used that a lot. When I was at the middle school and we had something going on we wanted to advertise, they were very good about letting us use that.

Councilmember Garvey: Because I think you could post about events that are coming up in a month. You could put those on that sign. Like the baseball thing on Saturday, they could have been on there a month ago. That way people would know.

City Administrator Vandall: That's a good point. If it's something that far out, I think we might be open to it. We just didn't want to get into phone calls three days in advance, and Jim coming in and ...

Councilmember Garvey: I would almost, it might be selfish, but I would almost say don't let it be public use. Be a city use only. Just city information only, that's what I'm saying.

Councilmember Majure: I was going to say we used to use it for volunteers. We need a lot of volunteers for the Fire Department. It lives on volunteers versus the active. We used to recruit for volunteers all the time because all the traffic going back and forth.

City Administrator Vandall: We could figure something out to do with that.

Councilmember Buehler: Mr. Gaslin, thank you. Hey, it's National Police Week. So, Chief, to you and all your officers in the police department, thank you every day for what you and they do. We appreciate it. I know they do a great job keeping the City of Lansing safe. So, thank you very much. And on this day in 1652, Rhode Island passed the first law in the English-speaking North America making slavery illegal.

Councilmember Clemons: On Monday, the regional transportation meeting met. We got a copy of the minutes and what they discussed, and I'll be providing that to Tim to put in our next council packet. The LCPA met on Tuesday. We got the minutes from the previous meeting in the agenda from this one. And the transportation people want to extend the committee with regional transportation to coincide with the land search. So, we could do both of those. I included all of that in the agenda to Tim for possibly the next agenda's working session.

Councilmember Brungardt: Nothing to discuss.

Councilmember Studnicka: Nothing to discuss.

ADJOURNMENT:

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

The meeting was adjourned at 7:49 p.m.

ATTEST:

City Clerk Tish Sims, CMC

AGENDA ITEM

TO: Tim Vandall, City Administrator
FROM: Joshua Gentzler
DATE: May 26, 2023
SUBJECT: Fairway Estates Expansion Rezone

Overview: The Applicant proposes to rezone a 16.9-acre tract of land from A-1 to R-2. The Future Land Use Map of the Lansing Comprehensive Plan categorizes this property as Medium Density. The applicant is proposing to develop the property as a continuation of the Fairway Estates subdivision. The property has access to North De Soto Road. The rezoning would grant the ability to create 6,000 sq. ft. minimum single-family Residential lots, as per UDO Article 4.03 Permitted Uses.

Policy Consideration: n/a

Financial Consideration: n/a

Action: Staff recommends a motion to adopt Ordinance No. 1096 to amend the City of Lansing Zoning Map.

AGENDA ITEM

Fairway Estates Expansion Rezone
00000 De Soto Drive
Project # 2023-DEV-005 Rezone

Project Facts

Applicant

Michael Reilly
Reilly Development, LLC

Owner

Reilly Development

Address

00000 De Soto Road

Property ID

106-13-0-30-03-004.00

Zoning

A-1 (Agricultural District)

Future Land Use

Medium Density

Land

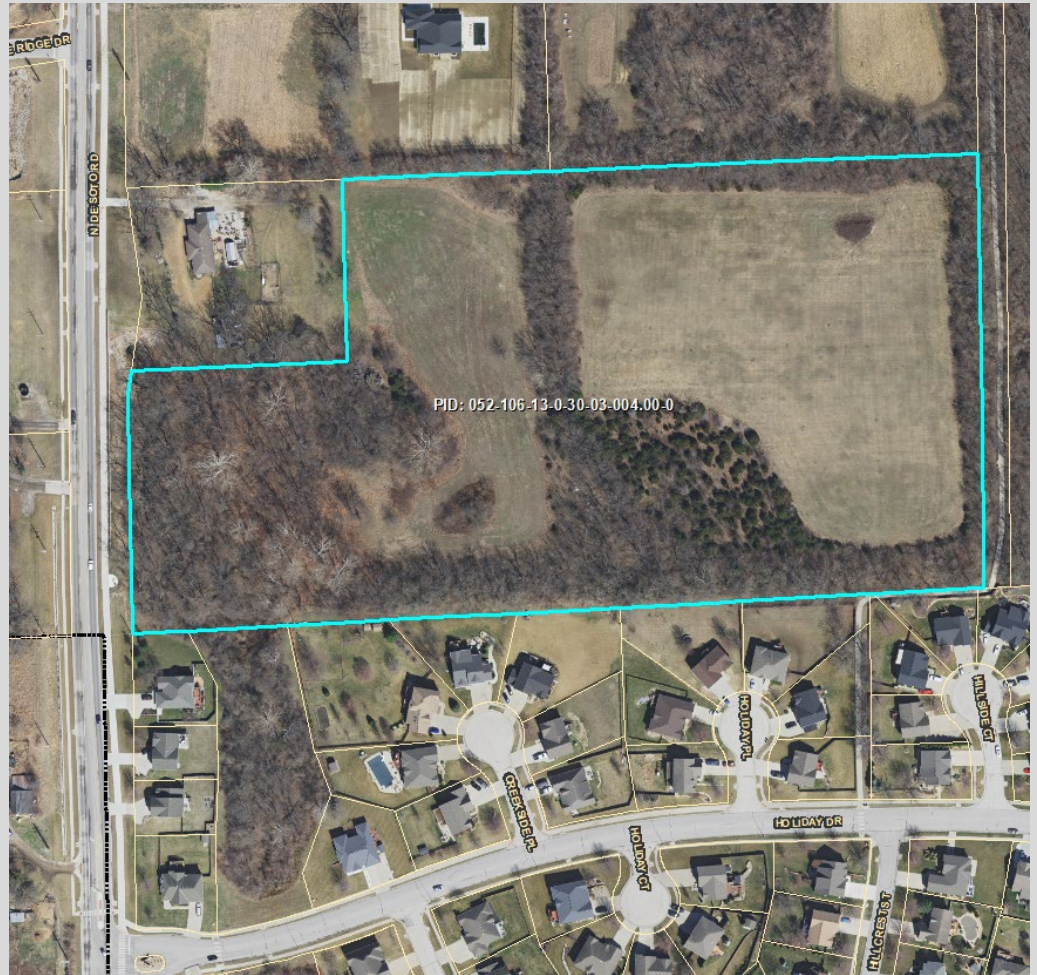
735,893 SF (16.9 acres)

Building

Existing: N/A
Proposed: Single-Family
Residential

Requested Approvals

Rezoning



Project Summary

The Applicant proposes to rezone a 16.9-acre tract of land from A-1 to R-2. The Future Land Use Map of the Lansing Comprehensive Plan categorizes this property as Medium Density. The applicant is proposing to develop the property as a continuation of the Fairway Estates subdivision. The property has access to North De Soto Road. The rezoning would grant the ability to create 6,000 sq. ft. minimum single-family Residential lots, as per **UDO Article 4.03 Permitted Uses**.

The CED office has had less than 10 conversations with residents concerning this application.

Recommendation

The Planning Commission voted 5-0 (2 absences) to recommend approval of Case No. 2023-DEV-005, Fairway Estates Expansion Rezone, at 00000 N De Soto Road.

Action Options

1. Approve Case No. 2023-DEV-005; or
2. Deny Case No. 2023-DEV-005 for specified reasons; or
3. Remand Case No. 2023-DEV-005 back to the Planning Commission.

Factors to Be Considered

The following factors are to be considered by the Planning Commission and the City Council when approving or disapproving this Rezone request:		
	Met	Not Met
1. Character of the neighborhood <i>Density: Surrounding parcels range in size from 0.2 acres to 76.3 acres in size. The average size of parcel is 5.7 acres in size. The surrounding residential properties within City limits average 1.8 Dwelling Units per Acre. Character: The neighborhood consists of Single-family residential and Agricultural uses.</i>	✓	
2. Zoning and uses of nearby property <i>Adjacent Uses: Single-Family Residential & Agricultural Adjacent Zoning: A-1, R-1, R-2, PUD</i>	✓	
3. Suitability of the Property for the uses to which it has been restricted <i>The Property is suitable for the land uses restricted by A-1 zoning.</i>		✓
4. Extent to which removal of the restrictions will detrimentally affect nearby property <i>Nearby properties are unlikely to be detrimentally affected if the current zoning were to remain in place</i>	✓	
5. Length of time the property has been vacant as zoned <i>Vacant: <input checked="" type="checkbox"/> - Property has been vacant since at least 1941. Not Vacant: <input type="checkbox"/></i>		
6. Relative gain to economic development, public health, safety and welfare <i>The requested rezoning application does have the potential to impact economic development, public health, safety or welfare. In the event of the approval of the rezoning, this will allow the applicant to develop a single-family residential subdivision on the property which would contribute to the economic development of the city via the addition of households within the City limits.</i>	✓	
7. Conformance to the Comprehensive Plan <i>Future Land Use Map Category: Medium Density Comprehensive Implementation Strategy (Article 6): The proposed use is not compatible with the future land use designation.</i>		✓

Discussion points from Checklist

The checklist was reviewed and completed by the Director of Community & Economic Development. There are no concerns marked as outstanding, and the application is in order.

Acknowledgments

The following City of Lansing staff members reviewed this project and provided information for this report:

- Joshua Gentzler – Director, Community & Economic Development
- Michael Spickelmier, P.E. – Director, Public Works / City Engineer
- Anthony Zell, MBA – Director, Wastewater

Staff Comments

The applicant is requesting a rezoning from A-1 –Agricultural District to R-2 – Single-Unit Residential District. The applicant has proposed to rezone and then subdivide this parcel, and the parcel in the northwest corner of the parcel to build an estimated 45-50 home expansion of Fairway Estates. Staff recommends approval.

Notice of City Codes

The Applicant is subject to all applicable City codes within the Municipal Code – whether specifically stated in this report or not – including, but not limited to, Zoning, Buildings and Construction, Subdivisions, and Sign Code. The Applicant is also subject to all applicable Federal, State, and local laws.

Attachments

1. Ordinance
2. Zoning Map
3. Future Land Use Map
4. Rezone Checklist
5. Public Comment

**AN ORDINANCE GRANTING A CHANGE OF ZONING
TO CERTAIN PROPERTY WITHIN THE CITY OF LANSING, KANSAS.**

WHEREAS, the Planning Commission of the City of Lansing has recommended to rezone particular real estate property within the City of Lansing, Kansas; and

WHEREAS, after proper legal publication and notice pursuant to the statutes of the State of Kansas, a public hearing was held on May 17, 2023, at 7:00 p.m. at the Lansing City Hall, Lansing, Kansas; and

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LANSING, KANSAS:

Section 1. Change of Land Uses. The land uses for the following property currently addressed as 00000 De Soto Rd. within the city limits of the City of Lansing, County of Leavenworth, State of Kansas, legally described as follows:

LEGAL DESCRIPTION:

A tract of land in the Southwest Quarter of Section 13, Township 9 South, Range 22 East of the 6th P.M., City of Lansing, Leavenworth County, Kansas, more fully described as follows:

THE SOUTH 1/2 OF THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 13, TOWNSHIP 9 SOUTH, RANGE 22 EAST OF THE 6TH P.M.,
EXCEPT: A TRACT OF LAND IN THE SOUTH 1/2 OF THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 13, TOWNSHIP 9 SOUTH, RANGE 22 EAST OF THE 6TH P.M., DESCRIBED AS FOLLOWS: BEGINNING AT A POINT ON THE WEST LINE OF SECTION 13, SAID POINT BEING, 662.91 FEET NORTH OF THE SOUTHWEST CORNER OF SAID SECTION; THENCE NORTH 87°43' EAST, 208.71 FEET TO A POINT; THENCE SOUTH AND PARALLEL TO THE WEST LINE OF SAID SECTION, 208.71 FEET TO A POINT; THENCE 87°43' WEST, 208.71 FEET TO A POINT ON THE WEST LINE OF SAID SECTION; THENCE NORTH ALONG SAID WEST LINE 208.71 FEET TO THE POINT OF BEGINNING, LESS PART TAKEN FOR ROAD PURPOSES. AS PER SURVEY RECORDED IN BOOK S-11, #31, MAY 16, 1979 IN THE OFFICE OF THE REGISTER OF DEEDS, LEAVENWORTH COUNTY, KANSAS.
EXCEPT: A TRACT OF LAND IN THE NORTHWEST 1/4 OF THE SOUTHWEST 1/4 OF THE SOUTHWEST 1/4 OF SECTION 13, TOWNSHIP 9 SOUTH, RANGE 22 EAST OF THE 6TH P.M., CITY OF LANSING, LEAVENWORTH COUNTY, KANSAS, DESCRIBED AS FOLLOWS: COMMENCING AT THE SOUTHWEST CORNER OF SAID SECTION 13; THENCE NORTH 01°20'07" EAST (ASSUMED), 394.07 FEET ALONG THE WEST LINE OF SECTION 13 TO THE POINT OF BEGINNING OF THIS TRACT; THENCE NORTH 01°20'07" EAST, 60.00 FEET ALONG SAID WEST LINE; THENCE NORTH 89°11'24" EAST, 208.71 FEET PARALLEL WITH THE NORTH LINE OF THE SOUTH 1/2 OF THE SOUTHWEST 1/4 OF SECTION 13; THENCE NORTH 01°20'07" EAST, 208.71 FEET TO THE NORTH LINE OF THE SOUTH 1/2 OF THE SOUTHWEST 1/4 OF SECTION 13; THENCE NORTH 89°11'24" EAST, 156.00 FEET ALONG SAID NORTH LINE; THENCE SOUTH 01°20'07" WEST, 268.71 FEET; THENCE SOUTH 89°11'24" WEST, 364.71 FEET TO THE POINT OF BEGINNING, LESS PART TAKEN OR USED FOR ROAD AND AS PER SURVEY DATED APRIL 30, 2008 BY DONALD G. WHITE.

EXCEPT AND SUBJECT TO: Easements, restrictions and assessments of record, and all the taxes and assessments that may be levied, imposed or become payable hereafter.

All in Leavenworth County, Kansas, less any part taken or used for road; presently zoned as "A-1" Agricultural District is hereby changed to "R-2" Single-Unit Residential District.

Section 2. Amend Zoning District Map. That upon the taking effect of this ordinance, the above zoning change shall be entered and shown on the Zoning District Map, and said official zoning map shall be and is hereby reincorporated as a part of the Zoning Ordinance as amended.

Section 3. Effective Date. This ordinance shall take effect and be enforced from and after its passage, approval, and publication in the official city newspaper, as provided by law.

Anthony R. McNeill, Mayor

ATTEST

Tish Sims, City Clerk

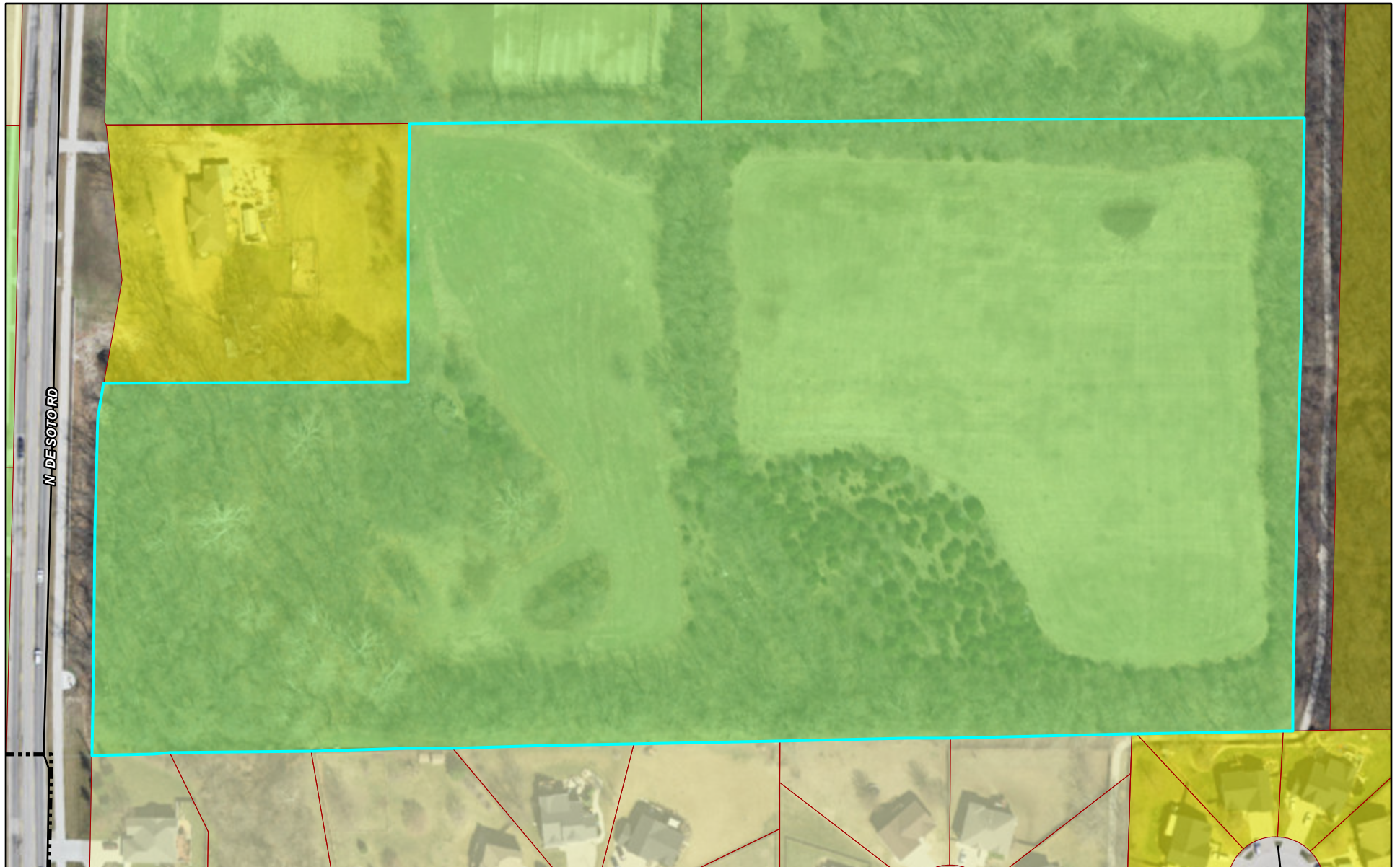
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Publication Date: _____

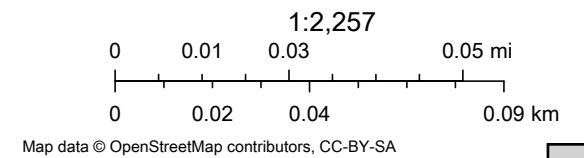
Published: The Leavenworth Times

2023-DEV-005 Zoning

Agenda Item 2.



May 11, 2023



2023-DEV-005 Future Land Use

Agenda Item 2.

Urban Growth Management Area



City Boundary


















Parcels



Future Land Use

Future Land Use

-  Airport
-  Business Park/Light Industrial
-  Civic
-  Proposed from Civic to Single Family Residential
-  Commercial
-  High Density
-  Proposed from High Density to Single Family Residential
-  Medium Density
-  Mixed Use
-  Office
-  Open Space Agriculture
-  Parks
-  Proposed from Parks to Single Family Residential
-  Rural Residential
-  Single-Family Residential



REZONING CHECKLIST

Checklist Completed by: Joshua Gentzler
Case No. 2023-DEV-005
Date Filed: April 20, 2023
Date Advertised: April 26, 2023
Date Notices Sent: April 26, 2023
Public Hearing Date: May 17, 2023

APPLICANT: Reilly Development LLC

LOCATION OF PROPERTY: 00000 De Soto Road, Lansing, KS 66043

PRESENT ZONING: A-1 **REQUESTED ZONING:** R-2

PRESENT USE OF PROPERTY: Undeveloped empty ground

SURROUNDING LAND USE AND ZONING:

<u>Direction</u>	<u>Land Use</u>	<u>Zoning</u>
North	Single-Family Residential	A-1
South	Single-Family Residential	R-1
East	Undeveloped	R-2
West	Single-Family Residential	A-1

CHARACTER OF THE NEIGHBORHOOD: The area is generally developed with single-family residential neighborhoods branching east off of DeSoto Road. Lots to the north of the subject property have been developed as large lot single-family residential properties.

NEAREST EQUIVALENT ZONING:

LOCATION: East

CURRENT USE: Single-family residential

RELATIONSHIP TO EXISTING ZONING PATTERN:

1. **Would proposed change create a small, isolated district unrelated to surrounding districts?** No
2. **Are there substantial reasons why the property cannot be used in accord with existing zoning?** Yes **If yes, explain:** The applicant intends to develop the property at a density of not allowed with the A-1 district. A-1 district requires 1 acre minimum sized lots.
3. **Are there adequate sites for the proposed use in areas already properly zoned?** Yes **If yes, where?** Immediately west. This development would provide greater connectivity for the existing and proposed Fairway Estates subdivision.

CONFORMANCE WITH COMPREHENSIVE PLAN:

1. **Consistent with Development Policies?** The Comprehensive Plan shows this area as medium density. The Comprehensive Plan defines medium density residential as 5-12 units per acre, so this request is not consistent with the Comprehensive Plan.
2. **Consistent with Future Land Use Map?** No.
3. **Are Public Facilities adequate?** Yes. All utilities have responded that they have facilities in the area, or facilities that can be extended to support the subject parcel and proposed development.

TRAFFIC CONDITIONS:

1. **Street(s) with Access to Property:** N De Soto Road
2. **Classification of Street(s):**
 Arterial X Collector _____ Local _____
3. **Right of Way Width:** 30' N De Soto Road
4. **Will turning movements caused by the proposed use create an undue traffic hazard?** No
5. **Comments on Traffic:** Traffic in the area would be slightly increased with future development on this property, but there are no concerns about traffic due to this rezoning request.

SHOULD PLATTING OR REPLATTING BE REQUIRED TO PROVIDE FOR:

1. **Appropriately Sized Lots?** The City and Applicant would submit a plat to divide the property before development.
2. **Properly Sized Street Right of Way?** The existing Right of Way along N De Soto Road was found to be sufficient by the Public Works Department.
3. **Drainage Easements?** Drainage easements will be considered under the submitted preliminary plat.
4. **Utility Easements:**
 Electricity? There are easements already in the area to provide access.
 Gas? There are easements already in the area to provide access.
 Sewers? There are easements already in the area to provide access.
 Water? There are easements already in the area to provide access.
5. **Additional Comments:** N/A

UNIQUE CHARACTERISTICS OF PROPERTY IN QUESTION: None

ADDITIONAL COMMENTS: N/A

From: [Patricia Weaver](#)
To: [Joshua Gentzler](#)
Subject: [EXTERNAL] Public hearing meeting rezoning 00000 N Desoto
Date: Wednesday, May 17, 2023 8:07:30 PM

[You don't often get email from pzweaver@gmail.com. Learn why this is important at <https://aka.ms/LearnAboutSenderIdentification>]

Hello Mr Gentzler,

Good evening! I am Mrs Weaver, a home owner in Woodland Hills. Our property backs to the path where this area is under the rezoning area. I apologize, was not able to attend the meeting. But, we are not in favor of destroying this beautiful area full of trees, just so Reilly can build homes on it. One of the reasons we love our house and the area is the peacefulness of this area directly behind our house. The trees and nature are priceless. I'm all for growth and progress. But not at this location. I do not want to have to move from this area that I love and enjoy. My husband, retired from the military, we moved off post and found this gem of a house! The tranquility of this area is second to none. Please don't destroy this area. Find another place to build Reilly more of his homes. Please, not on this slice of heaven. If you have not. Take the opportunity to walk the path and see how beautiful the trees and area is if you have not already. I appreciate the letter being sent out. Again, apologizes for not attending. There are plenty of neighbors that care, just not able to be at the meeting. I just wanted to add my 2 cents, if you will, to this issue. I know I'm just one person. But I have to speak up for the wildlife in this area. Lansing is a beautiful slice of tranquility in this crazy hectic high paced world. Don't destroy it.

Thank you for your time.
Patricia Weaver

Sent from my iPhone

From: [Cassie Collins](#)
To: [Joshua Gentzler](#)
Subject: [EXTERNAL] Fwd: Rezoning on 00000 Desoto, Lansing, KS 66043
Date: Wednesday, May 17, 2023 7:36:34 PM

You don't often get email from cassrco@gmail.com. [Learn why this is important](#)

Good evening Joshua -

I just want to voice that it seems like the city of Lansing is tearing down our canopy at an alarming rate and if we keep this up we are no different than Shawnee to Overland Park of a metropolitan concrete jungle. I feel that part of the charm, beauty and draw of Lansing is the breakup of the trees and all the beautiful birds we hear on a daily basis. I understand the need to develop from an economic standpoint but I thinking at the very least this rezoning should be to R-1, not R-2 and preserve some of these trees.

For the record I feel the same about the location for the city pool. It's a great amenity, but please, put it on a cleared lot and allow nature to continue to be a draw for Lansing, KS citizens.

Cassie Collins
303-827-6066

AGENDA ITEM

TO: Tim Vandall, City Administrator
 FROM: Tish Sims, City Clerk
 DATE: May 24, 2023
 SUBJECT: Temporary Special Event Permit – Lansing Independence Days

This year's Lansing Independence Days event will include an adult beverage truck, offering beer, wine, and alcoholic beverages for sale. Embrace the Grape of Kansas LLC will be the entity handling this.

Embrace the Grape has submitted the necessary information to the City Clerk's Office, and the next step is to have the Governing Body approve their ability to sell beer, wine, and alcoholic beverages at the event. If approved by the Governing Body, Embrace the Grape will submit the necessary paperwork to Kansas Alcohol Beverage Control.

Policy Consideration: Sec. 3-104E5 of the City Code states that any licensed caterer selling, serving and dispensing alcohol on public property listed herein must receive authorization from the Kansas Alcohol Beverage Control and the Governing Body.

Financial Consideration: N/A

Action: To approve the Temporary Special Event Permit and authorize Embrace the Grape of Kansas LLC to sell beer, wine, and alcoholic beverages at the Lansing Independence Days Event.

AGENDA ITEM

TEMPORARY SPECIAL EVENT LICENSE APPLICATION

Agenda Item 3.

Individual's Name Applying for License: Tish Sims, City Clerk C/O City of Lansing Date: 05/25/2023

Address: 800 1st Terrace, Lansing, KS 66043
Street Address City State Zip Code

Daytime Phone Number: 913-727-3233 Evening Phone Number: _____

Email: tsims@lansingks.org Business Name (if applicable): City of Lansing

I hereby apply for a license in the City of Lansing. This application is for the following type of temporary special event license:

- ☐ **Type 1:** Fundraising or non-commercial events for nonprofit religious, educational or community service organizations; including any structures in conjunction with the event.
- ☐ **Type 2:** Promotional activities or devices intended to attract attention to a specific place, business, organization, event or district, such as outdoor entertainment or display booths.
- ☐ **Type 3:** Outdoor commercial activities intended to sell, lease, rent or promote specific merchandise or services (such as a tent sale, farmers market or product demonstration) or indoor seasonal events which will draw additional visitors to a property (such as haunted houses), and including licensed transient merchants requiring use of a tent or structure.
- ☐ **Type 4:** Christmas Tree Sales
- ☒ **Type 5:** Public events intended primarily for entertainment or amusement, such as concerts or festivals.
- ☐ **Other:** Any special event not meeting the criteria of the Code of the City of Lansing, Chapter 5: Business Regulations, Sections 5-403 or 5-404

Event Location: Town Centre Lansing KS 66043
Street Address City State Zip Code

Name and address of owner(s) of the event location:

City of Lansing 800 1st Terrace Lansing KS 66043
Name Street Address City State Zip Code

Description of Event: Lansing Independence Days Celebration, rides for kids, live music, food trucks, adult beverage truck (beer, wine alcoholic beverages) and Fireworks show

Date(s) of Operation: Saturday, July 1, 2023 Hours of Operation: Noon to 10:00 PM

Anticipated Attendance: 3,000-4,000 State Tax Numbers: _____ Federal Tax Numbers: _____

Description of any structures to be used in conjunction with event: _____

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

1. 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 rights-of-way adjacent to the property.
2. A letter from the property owner or manager, if different from the applicant, providing permission for the special event to occur on the property.
3. A separate application will need to be made to the Community & Economic Development Department 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.

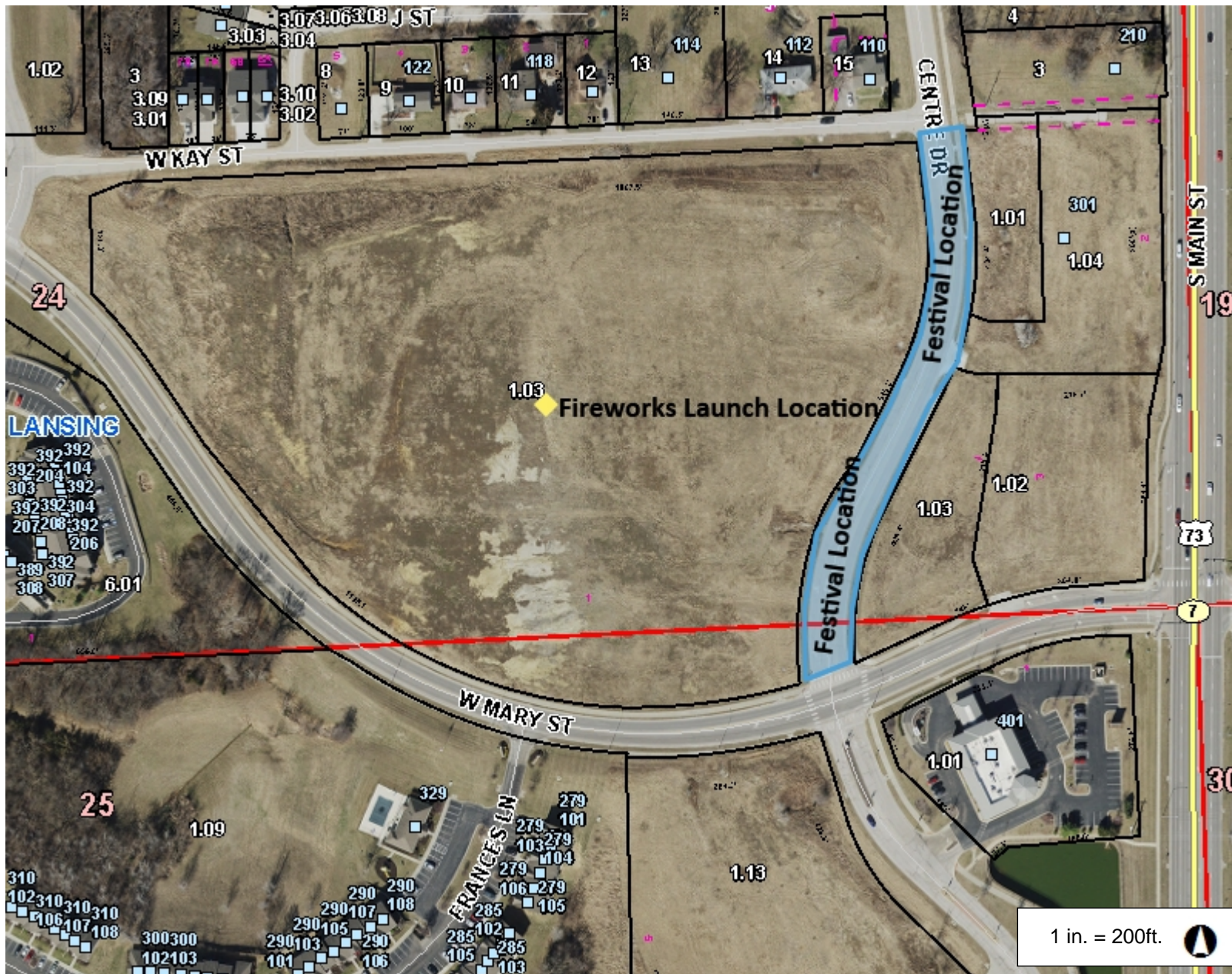
No city license shall be issued until the premise complies with all codes and ordinances of the City of Lansing. The Community & Economic Development Department must be contacted to schedule an inspection prior to license approval.

Signature of Applicant: Tish Sims Date: 05/25/2023

The following departments have reviewed this application and recommend approval.

Police Department Signature: <u>Steve L. Wayman</u>	Date: <u>05/25/2023</u>
Community & Eco. Development Signature: <u>John G. Gentry</u>	Date: <u>5-24-23</u>
City Clerk's Office Signature: <u>Tish Sims</u>	Date: <u>05/25/2023</u>

Lansing Independence Days



Agenda Item 3.

Legend

- Address Point
- Parcel Number
- Lot Line
- Parcel
- City Limit Line
- Major Road
- <all other values>
- 70
- Road
- <all other values>
- PRIVATE
- + Railroad
- + Section
- Section Boundaries
- County Boundary

Notes

This Cadastral Map is for informational purposes only. It does not purport to represent a property boundary survey of the parcels shown and shall not be used for conveyances or the establishment of property boundaries.

THIS MAP IS NOT TO BE USED FOR NAVIGATION

Kansas Alcoholic Beverage Control Division
Liquor License
Caterer

OWNER NAME: **Embrace the Grape of Kansas LLC**
 DBA: **Embrace the Grape**
 ADDRESS: **195 Southwest Boulevard**
J174
Kansas City, KS 66103

LICENSE NO: 12001520701

The licensee named above has been granted a liquor license by the Kansas Department of Revenue, Alcoholic Beverage Control Division. This license is neither transferable nor assignable and is subject to suspension or revocation.

PRIVILEGES:

Allows the licensee to sell and serve alcoholic liquor for consumption on unlicensed premises and other activities as authorized by K.S.A. 41-2643.

AGREEMENT:

By accepting this license, the licensee agrees to conduct business in compliance with all applicable federal, state, county and city statutes and regulations.

Debbi Beavers

Debbi Beavers
 Director, Alcoholic Beverage Control

Mark A. Burghart

Mark A. Burghart
 Secretary of Revenue

EFFECTIVE: 10/19/2022

EXPIRES: 10/18/2024

THIS LICENSE MUST BE FRAMED AND POSTED ON THE PREMISES IN A CONSPICUOUS PLACE

IMPORTANT INFORMATION

Contact the ABC Licensing Unit at 785-296-7015 or email Kdor_abc.licensing@ks.gov if you have any:

- questions regarding this license
- changes to your business name, location, ownership or officers
- questions about filing gallonage tax; if applicable

Contact your local ABC Enforcement Agent at 785-296-7015 or visit our website at <http://www.ksrevenue.gov/abccontact.html>

Contact the Miscellaneous Tax Segment at 785-368-8222 or email Kdor_miscellaneous.tax@ks.gov if you:

- need assistance with liquor drink or liquor enforcement taxes
- have questions about liquor drink tax bonds, bond relief or bond release

CLOSING YOUR BUSINESS

If you are closing your business, you must surrender your liquor license and complete the form at <https://www.ksrevenue.gov/pdf/abc824.pdf>



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).

PRODUCER RSC Insurance Brokerage, Inc. 120 W. 12th Street, Suite 1000 Kansas City MO 64105-1938		CONTACT NAME: Jon Nee PHONE (A/C, No. Ext): 816-843-4632 E-MAIL ADDRESS: jnee@risk-strategies.com		FAX (A/C, No): 816-472-5018
License#: 8015262 EMBRTHE-01		INSURER(S) AFFORDING COVERAGE		NAIC #
INSURED Embrace the Grape of Kansas, LLC 301 NW Central Street, Ste. J Lees Summit MO 64063		INSURER A: Mount Vernon Fire Insurance Company		26522
		INSURER B: AmTrust Insurance Company		15954
		INSURER C: CINCINNATI INSURANCE COMPANY*		10677
		INSURER D:		
		INSURER E:		
		INSURER F:		

COVERAGES

CERTIFICATE NUMBER: 1731252867

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	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Liquor Liability GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			CL 2668450H	10/14/2022	10/14/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ \$
C	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			EBA0669365	10/28/2022	10/14/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y / N <input checked="" type="checkbox"/> N	N / A	KWC1308311	2/1/2023	2/1/2024	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 100,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 100,000

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

CERTIFICATE HOLDER

CANCELLATION

City of Lansing
700 First Terrace, Suite 2
Lansing KS 66043

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

TO: Tim Vandall, City Administrator
FROM: Tish Sims, City Clerk
DATE: May 25, 2023
SUBJECT: Ordinance No. 1095 – Approval of Fee Schedule

Ordinance No. 1095 adopts the updated fee schedule for service charges and fees for various departments. Attachment A summarizes the schedule. To implement the changes, a new fee schedule must be adopted by ordinance.

Changes:

Finance:

- Increased the Residential Refuse Collection Service Charges – Waste Management has increased their fees.

Action: Staff recommends a motion to adopt Ordinance No. 1095.

AGENDA ITEM

**AN ORDINANCE AMENDING SERVICE CHARGES AND FEES
FOR FINANCE, AND FOR ADMINISTRATION THEREOF.**

**NOW, THEREFORE, BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY
OF LANSING, KANSAS:**

Section 1. That the service charges and fees for the department and division of Finance, and for administration thereof are hereby established. (See attachment A Schedule of Fees)

Section 2. That this ordinance shall take effect and be in force from and after its approval, passage, and publication in the official city newspaper as provided by law.

PASSED AND APPROVED by the governing body of the City of Lansing, County of Leavenworth, State of Kansas, this 1st day of June 2023.

Anthony R. McNeill, Mayor

ATTEST

Tish Sims, CMC, City Clerk

APPROVED AS TO FORM:

Gregory Robinson, City Attorney

Published: Leavenworth Times
Publication Date:

FORM OF SUMMARY FOR PUBLICATION OF ORDINANCE

Agenda Item 4.

Ordinance No. 1095: An Ordinance Amending Service Charges and Fees for Finance and for Administration Thereof.

Pursuant to the general laws of the State, a general summary of the subject matter contained in this ordinance shall be published in the official City newspaper in substantially the following form:

Ordinance No. 1095 Summary:

On June 1, 2023, the City of Lansing, Kansas, adopted Ordinance No. 1095, amending the service charges and fees for the department and division of Finance. A complete copy of this ordinance is available at www.lansingks.org or at City Hall, 800 First Terrace, Lansing, KS 66043. This summary was certified by Gregory Robinson, City Attorney.

This Summary is hereby certified to be legally accurate and sufficient pursuant to the laws of the State of Kansas.

DATED: June 2, 2023.

Gregory Robinson, City Attorney

ATTACHMENT A	
ACTIVITY CENTER	FEES
Classroom Rental	
Resident	\$5.00 per hour
Non-Resident	\$15.00 per hour
Deposit	\$75.00
Gym Rental	
Resident	\$15.00 per hour
Non-Resident	\$30.00 per hour
Deposit	\$150.00
ADMINISTRATION	FEES
Faxing	\$1.00 per page
Open Records Fees:	\$25.00 deposit
Open Records Research/Inspection Fees	\$18.00 per hour
Copies	\$0.25 per page
Email Electronic Documents/Videos	\$5.00 per email
Electronic Documents/Videos on USB	\$25.00 per USB
Notary Stamp	\$15.00 per stamp
Work Without A Permit Penalty	\$250.00/First Offense, \$500.00/Second Offense, \$1000.00 /Third and Subsequent Offenses
Reinspection Fee	\$75.00
BUSINESS LICENSES	FEES
License Fee for all Home Based Businesses	\$25.00
License Fee for all Non-Home Based Businesses	\$50.00
Late Fee for all Business Licenses - 30 days past due	\$10.00 per day
Lansing Business Door to Door License	\$30.00 per person for 6 month period
License Fees for new businesses will be Prorated based on the date an Occupancy Permit is issued to the Business	
Adult Retail Business Licensing Fees:	
Adult Business License	\$500.00
Managers License	\$50.00
Employee License	\$20.00
Independent Contractor License	\$20.00
Alarm Company Licenses:	
Alarm Responses (False):	
1-3 False Alarms Responses	\$50.00 each
4-5 False Alarm Responses	\$100.00 each
Over 5 False Alarm Responses	\$200.00 each
Alcoholic Beverages:	
Cereal Malt Beverages:	
Consumption on Premises/General Retailer	\$200.00
Not for Consumption on Premises/Limited Retailer	\$50.00
State Stamp Tax	\$25.00
Application Fee to Change Location	\$25.00
Temporary CMB License	\$50.00
Occupation Taxes Levied To Manufacture Alcohol & Spirits	\$2,500.00
Occupation Taxes Levied To Manufacture Beer:	
1-100 Barrel Daily Capacity or an part thereof	\$200.00
100-150 Barrel Daily Capacity	\$400.00
150-200 Barrel Daily Capacity	\$700.00
200-300 Barrel Daily Capacity	\$1,000.00
300-400 Barrel Daily Capacity	\$1,300.00
400-500 Barrel Daily Capacity	\$1,400.00
500 or More Barrel Daily Capacity	\$1,600.00
Occupation Taxes Levied To Manufacture Wine:	
First Year's Operation	\$1000 paid in advance
Spirits, Wine, or Beer Distributor (first and each additional place of business operating in the city by the same license)	\$1,000.00
Non-Beverage User:	
Class 1 (not to exceed 100 gallons)	\$10.00
Class 2 (not to exceed 1000 gallons)	\$50.00
Class 3 (not to exceed 5000 gallons)	\$100.00
Class 4 (not to exceed 10000 gallons)	\$200.00
Class 5 (in excess of 10000 gallons)	\$500.00
Temporary Alcohol Liquor Permit	\$25 per day
Drinking Establishment	\$800.00
Private Clubs	\$800.00
Retail Liquor	\$600.00
Arborist and/or Lawncare:	
Arborist License Fee	\$30.00
Lawncare License Fee	\$30.00
Arborist Dead Tree Removal License	\$30.00
Animals:	
Administrative Fee for Appeal	\$10.00
Auction:	
New Goods	\$25.00 per day
Other than New Goods	\$25.00 per day
Bath House or Massage Establishment:	
License Fee	\$300.00
Massage Establishment Renewal License Fee	\$150.00
Employee Permits	\$50.00
Carnivals and Circuses:	
Per Day	\$50.00
Per Week	\$250.00

Fireworks Stands/Retail Sale	\$500.00
Food Establishment License Fee	\$50.00
Food Service (Food Truck, Mobile Vehicle or Cart)	
Food Establishment License	\$50.00
General Business License	\$50.00
Ice Cream Vendor	\$75.00 per vehicle
Kennel License	\$25.00
Pawnbroker or Precious Metal Dealer License Fee	\$25.00
Solid Waste & Construction Disposal Refuse Collector	\$25.00 per truck
Special Use Permit	\$50.00
Temporary Special Event Permits:	
Types requiring Administrative Approval	\$50.00
Type 5 Permit & others requiring Government Body Approval	\$100.00
Tent Shows and Meetings	\$25.00
Tow Lot Conditional Use Permit	\$500.00
Transient Vendor License:	
3 consecutive days	\$25.00 per vendor
7 consecutive days (one week)	\$60.00 per vendor
One month	\$125.00 per vendor
Other Vendors Operating from a Motor Vehicle	\$75.00 per vehicle
COMMUNITY CENTER	
FEES	
Cleaning/Damage Deposit	\$75.00
Set-up Fee - Room 1, Room 2, and Room 2 with Kitchen Access	\$25.00 per event
Set-up Fee - Both Rooms 1 and 2 with Kitchen Access	\$50.00 per event
Selling or Serving Alcohol - Off Duty Officer Retainer Fee	\$35.00 per hour
Tier I - Residential Rates:	
Room 1 or Room 2 (No Kitchen Access)	\$20.00 per hour
Room 2 with Kitchen Access	\$25.00 per hour
Room 1 & 2 with Kitchen Access	\$30.00 per hour
Tier II - Non-Residential Rates:	
Room 1 and Room 2 (No Kitchen Access)	\$35.00 per hour
Room 2 with Kitchen Access	\$45.00 per hour
Room 1 & 2 with Kitchen Access	\$50.00 per hour
Tier III - Lansing Civic Organizations***	
Room 1 or Room 2 (No Kitchen Access)	\$10.00 per hour
Room 2 with Kitchen Access	\$15.00 per hour
Room 1 & 2 with Kitchen Access	\$20.00 per hour
***501c Designation Required	
COMMUNITY AND ECONOMIC DEVELOPMENT	
FEES	
Appeals	\$75.00
Blasting Application Fee	\$500.00
Comprehensive Plan/Zoning Ordinance - Electronic Copy	\$35.00
Comprehensive Plan/Unified Development Ordinance - Paper Copies	\$45.00
Conditional Use Permit:	
Application (Renewed every 5 years)	\$150.00
Maps	\$25.00
Nuisance Fees	
First Remediation Administrative Fee	\$100.00
Second Remediation Administrative Fee	\$150.00
Further Remediations Administrative Fee	Increases an additional \$100.00 for each offense
Chronic Nuisance Annual Monitoring Fee	\$300.00
Occupational and Trade Licenses:	
Occupational License Fee (Construction other than trade licenses)	\$100.00
Oil & Gas:	
Permit Filing Fee	\$300.00
Processing Fee (if permit is refused or withdrawn)	\$200.00
Parkland Fees:	
Residential Development Parkland Fee	\$400.00 per residential unit
Commercial/Industrial Development Parkland Fee	\$0.10 per sq. ft. of lot area
Permits:	
Building Permits (Other)	\$15.00 minimum
Demolition Permits	\$150.00
Electrical Permit	150.00 (New Single Family)
Fence Permits	\$100.00
Lawn Sprinkler System Permit	\$17.00
Mechanical Permit	\$60.00 (New Single Family)
Moving of Structure	\$250.00
Plumbing Permit	\$75.00 (New Single Family)
Pool Permits	\$20 less than 1000 gal. \$100.00 1000 gal. or more
In-Ground Electrical	\$45.00
Above Ground Electrical	\$17.00
Temporary Sign Permits	\$50.00
Sign Permits	\$100.00
Sign Permits with Electric	\$150.00
Planned Developments:	
Preliminary Plan	\$5.00 per Lot/\$300.00 Minimum
Final Plan	\$5.00 per Lot/\$300.00 Minimum
Plats:	
Administrative Plat	\$150.00
Preliminary Plats	\$5.00 per Lot/\$300.00 Minimum
Final Plats	\$5.00 per Lot/\$300.00 Minimum
Re-inspection Fee	\$75.00
Sewer Connection Fees:	
Private Sewer Connection Fee (Septic)	\$400.00
Sewer Hook-up Residential	\$3,000.00
Sewer Hook-up Commercial	\$3,500.00

Sewer Hook-up Industrial	\$4,500.00
Site Plans:	
Administrative Site Plan	\$150.00
Site Plan	\$250.00
Trade Licenses	
Electrical & Plumbing:	
*Contractor plus Master	\$125.00
*Master	\$25.00
*Journeyman	\$10.00
*Apprentice	\$5.00
Mechanical:	
*Contractor plus Master	\$125.00
*Master	\$25.00
*Installer	\$10.00
Exam Sponsors - Trades Test	\$50.00
Variances	\$75.00
Zoning Map Amendment	\$150.00
FINANCE	FEES
Return Check Fee	\$35.00
Utility Service Deposit (Refundable after 1 year)	\$75.00
Residential Refuse Collection Service Charge Change to \$18.00	\$17.13
Residential Refuse Collection Service Charge (Senior) Change to \$16.00	\$15.13
Sewer Usage Fee (Residential)	See Ordinance No. 977
Sewer Usage Fee (Commercial)	See Ordinance No. 977
PARKS AND RECREATION	FEES
Baseball:	
Age 7-8	\$40.00/\$45.00 Non-Resident of USD 469
Age 9-10	\$40.00/\$45.00 Non-Resident of USD 469
Age 11-12	\$40.00/\$45.00 Non-Resident of USD 469
Age 13-15	\$40.00/\$45.00 Non-Resident of USD 469
Basketball	\$45.00/\$50.00 Non-Resident of USD 469
Cheerleading	\$75.00/\$85.00 Non-Resident of USD 469
Football:	
Age 6-7	\$50.00/\$60.00 Non-Resident of USD 469
Age 8-9	\$115.00/\$125.00 Non-Resident of USD 469
Age 10-11	\$115.00/\$125.00 Non-Resident of USD 469
Soccer (Spring and Fall):	\$35.00/\$40.00 Non-Resident of USD 469
Softball:	\$40.00/\$45.00 Non-Resident of USD 469
T-Ball (Co-ed):	\$40.00/\$45.00 Non-Resident of USD 469
Field Rental Fee per Day **	
Per Field/No Lights	\$75 per day
Per Field/With Lights	\$100 per day
Field Rental Deposit	\$75.00
*Non-Residents pay \$5.00 more for programs under \$50.00 and \$10.00 more for programs over \$50.00. Late registration fees are \$10.00 per child up to a total of \$20.00 per family per sport. ** Rentals subject to Liability Release/Indemnification and additional Insurance.	
PUBLIC WORKS	FEES
Driveway/Sidewalk in ROW	\$25.00
Floodplain Development Permit	\$100.00
Lawn Sprinkler System in ROW	\$25.00
Permit for Temporary Right-of-Way Use	\$100.00
Stormwater Discharge Application Filing Fee	\$100.00
Utility Permit Base Fee	\$50.00
Linear Utility Fee	\$25.00 per block
* No fee for work performed by Franchisee's own employees	
LANSING COMMUNITY LIBRARY	FEES
Fax	\$1.00 per page
Black and White Copies/Prints	\$0.10 per page
Color Copies/Prints	\$0.25 per page
Processing Fee for broken cases, missing dust jacket, barcode, labels	\$3.00
Replacement fee for lost library card	\$1.00/ First time request is free
Lost or damaged item	Replacement value of item listed in system
Collections Processing Fee	\$25.00

AGENDA ITEM

TO: Tim Vandall, City Administrator

FROM: Mike Spickelmier, Director of Public Works *NEWS 5/30/23*

DATE: June 1, 2023

SUBJECT: Replacing sidewalk ramps during M&O

Background: The 2023 Mill & Overlay is operating near these sidewalk ramp locations. The replacement of these ramps while already mobilized is being presented as an option for consideration.

Policy Consideration: The aggregate cost for these ramp replacements require council approval.

Other Considerations: These ramps could also be addressed at later years, or under separate contract.

Financial Consideration: \$44,223.16 in contingency was allocated for the 2023 M&O, these costs will reduce that to \$21,273.16. CIP Line Item \$43322 has \$20k budgeted for sidewalk construction.

EXAMPLES:

Southfork & Cottonwood



Southfork & Canyon View



Lansing Lane (Community Center Entrance)

Action: Accept the \$22,950 in additional concrete sidewalk ramp work to be included in the 2023 Mill & Overlay project.

AGENDA ITEM



City of Lansing
800 First Terrace
Lansing, Kansas 66043

City Administrator's Report

June 1, 2023

Agenda Items:

Ordinance No. 1096 would update the zoning on a 16.9 acre parcel from A-1 to R-2. The future land use map shows this area as medium density. This change was recommended at the May 17th Planning Commission meeting by a unanimous vote. This parcel has access to DeSoto Road, and would end up being included in the next phasing of the Fairway Estates Subdivision.

This year's Lansing Independence Days event will include an adult beverage truck, offering beer, wine, and alcoholic beverages. Embrace the Grape of Kansas LLC was the contractor last year and did a satisfactory job. A Temporary Special Event Permit and authorizing Embrace the Grape of Kansas LLC to sell beer, wine, and alcoholic beverages at this year's festival is on the agenda.

Ordinance No. 1095 adopts the updated fee schedule. Based on the increase in costs from Waste Management, the only changes are increasing residential refuse collection from \$17.13 to \$18/month, and the senior rate from \$15.13 to \$16/month. In both cases, this is an increase of \$.87/month, or \$10.44/year. While the City is the go-between on billing, the rise in costs goes to Waste Management.

Library:

The Library will be honoring Debbie Kirby for her 25 years of service on Friday, June 2nd between 1pm – 3pm. We are also happy to welcome Elisha Herrell as our full-time Circulation Assistant and Katie Nordberg as one of our part-time Circulation Assistants. Finally, the Summer Reading Kickoff is also coming up on Saturday, June 3rd. We have the Kansas City Zoo coming to visit our community with a few of their animal ambassadors for you to meet and we'll be hosting an ice cream party once they've said goodbye. We hope you see many in the area at the library.

Wastewater:

Geotech work for the McIntyre Interceptor Sewer Project is scheduled for mid-June. The Wastewater Director has been meeting with affected property owners to secure right of entry agreements to discuss the overall impact of the project. Valbridge Property Advisors were selected to perform easements appraisals for the project. It is anticipated to take 45 days for appraisals and an additional 90 days for easement/property acquisition. Property acquisition will be performed by city staff and Skeens Consulting Group. We believe to get the line to the Epic Estates property, the project would likely need to be in the \$2.2-\$2.3Million range, which would increase the City's match. We can utilize Wastewater Funds on hand for our share of the project.

We can also potentially push back the Town Centre Sewer Replacement project to late 2024 as that improvement is not time sensitive. The next step for this project is to acquire easements or permission from landowners to perform geotechnical work to refine the cost estimate. Upon full completion, this project would extend sewers to McIntyre Road and include installation of nearly 9,500' of pipe.

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. The Town Center sewer project could be postponed to late 2024 to provide resources for our match on the McIntyre sewer project.

Update on ARPA Funds:

The City currently has \$817,704.76 remaining in ARPA Funds. The funds need to be committed by 12-31-2024, and spent by 12-31-2026. A summary of the total amount received from the federal government, and what we have spent the funds on is below.

- \$1,823,526.76 American Rescue Plan Act Funds Received
- \$800,000 High Speed Internet in Lansing
- \$90,822 Sewer Improvements near Fairlane
- \$80,000 Sewer Improvements near First Terrace
- \$35,000 Economic Development Data (Buxton)
- \$817,704.76 remaining.

While there is currently \$817,704.76 in ARPA funds remaining, we do not yet know the final amount of the Town Center water main, on which we are partnering with LanDel. We have also had residential developers reach out to us regarding sewer lines to assist and promote residential growth.

Public Works:

The K7/Eisenhower intersection project is substantially complete! Thanks to everyone who came out for the ribbon cutting on April 13th. This project will make the busiest intersection in Leavenworth County safer and will improve the flow of traffic.

Work on the Southfork pipe liner is complete. The City is holding back the final payment until grass is established on the area torn up by construction.

A decorative light pole subcommittee composed of Mr. Clemons, Mr. Kirby, and staff have reviewed pole options for the Town Center project. A link to the preferred light pole is below.

<https://www.scgrp.com/products/decorative-luminaires/post-tops/acorns/k423-allentown>

Concrete curb repairs have begun, with milling scheduled to begin on June 14th. We are hopeful the vast majority of the project will be complete by the time school begins in August.

Lawn restoration work continues. No right of way permits have been completed or closed at this time from either Clearwave or AT&T. Each company submitted a \$10,000 bid bond, so there is certainly an incentive for each company to restore soil within the right-of-way to preconstruction conditions. No permits will be released from bonds until soil restoration has been accepted.

Parks & Recreation:

Staff held a meeting with the aquatics design engineers in early May to review different layouts for the aquatics center. Due to existing drainage channels and the terrain, the civil construction cost to construct closer to the intersection is nearly double the cost further west, closer to Angel Falls Trail. This essentially means the City would get a better product with more features if we shift further west. A citizen advisory committee is scheduled to meet on May 30th to review different features and concepts of the proposed pool. The sales tax is slated to commence on July 1st, 2023. Although construction will not begin at that time, the City is beginning to receive invoices for design engineering.

We have a grand total of 269 total baseball participants in 2023, as opposed to 244 in 2022. We have 116 softball participants in 2023 and 113 in 2022. Great job to our Parks & Recreation staff for overseeing registration and the seasons. And thank you to our volunteer coaches, without whom none of this would be possible!

Community & Economic Development:

Construction of Take 5 Oil is underway. Although there may be minor delays, the City is working with the contractor to ensure adjacent property owners have access to their property at all times.

Steady progress has been made at 670 First Terrace (south of Mutual Savings). Once complete, this project will house a new 3,500 SF dental clinic; the lot is deep enough to also accommodate a large commercial building on the east side of the lot (to be built at a future date). Access for these properties will be off First Terrace.

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. We have been invited to tour the units, tentatively scheduled for 6pm on July 6th.

YTD Sales Tax Update:



City of Lansing
800 First Terrace
Lansing, Kansas 66043

	2022 YTD	2023 YTD	Difference
Local Sales & Use Tax (1.45%)	\$655,684	\$701,082	\$45,398, 6.92%
County Sales Tax	\$322,275	\$320,110	-\$2,165, -.67%
County Use Tax	\$123,868	\$122,826	-\$1,042, -.84%
Guest Tax	\$34,648	\$48,347	\$13,699, 39.54%

The .45% sales tax has generated \$217,334 in the first four months of 2023, on pace for \$652,001 in 2023. The new special sales tax for the pool will begin July 1, 2023, raising Lansing's overall nonfood sales tax rate to 9.4%.

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.

The City currently has multiple openings for Police Officer (I/II) and Animal Control Officer.

- Thursday, June 1st City Council Meeting, 7:00pm, City Hall
- Thursday, June 15th City Council Meeting, 7:00pm, City Hall
- Wednesday, June 21st Planning Commission Meeting, 7:00pm, City Hall
- Thursday, June 22nd City Council Work Session, 7:00pm, City Hall
 - 2024 Budget Construction & Review
- Saturday, July 1st Independence Day Celebration-Fireworks, Town Center
- Tuesday, July 4th Independence Day Holiday, City Offices Closed
- Thursday, July 6th City Council Meeting, 7:00pm, City Hall
- Wednesday, July 19th Planning Commission Meeting, 7:00pm, City Hall
- Thursday, July 20th City Council Meeting, 7:00pm, City Hall
- Thursday, July 27th City Council Work Session
 - Additional Budget Work Session (If needed)

Sincerely,

Tim Vandall