

## AGENDA

### CALL TO ORDER

### PLEDGE OF ALLEGIANCE

### ROLL CALL

### OLD BUSINESS

1. April 21, 2022 Minutes

### AUDIENCE PARTICIPATION

### PRESENTATIONS

### NEW BUSINESS

2. Ordinance No. 1082: An Ordinance to rezone 00000 Gilman Rd. from A-1 Agricultural District to I-1 Light Industrial District
3. Final Plat - Reeslon Addition
4. Lansing Planning Commission Appointment
5. Skidsteer Purchase

### 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.

**CITY OF LANSING**  
CITY COUNCIL MEETING

**REGULAR MEETING MINUTES**  
April 21, 2022

**Call To Order:**

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

**Roll Call:**

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

**Councilmembers Present:**

**Ward 1:** Gene Kirby and Dave Trinkle

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

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

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

**Councilmembers Absent:**

**Public Hearing for CID:** At 7:00 PM Councilmember Studnicka moved to open the public hearing for approving the CID request at 555 N. Main Street. Councilmember Garvey seconded the motion. The motion was unanimously approved.

At 7:01 PM Councilmember Studnicka moved to close the public hearing for approving the CID request at 555 N. Main Street. Councilmember Buehler seconded the motion. The motion was unanimously approved.

**OLD BUSINESS:**

**Approval of Minutes:** Councilmember Studnicka moved to approve the Regular Meeting Minutes of April 7, 2022, as presented. Councilmember Buehler seconded the motion. The motion was unanimously approved.

**Audience Participation:** Mayor McNeill called for audience participation and Clint Hiestand at 24120 147<sup>th</sup> Street came to the podium. He would like to add onto his driveway for landscaping and additional parking. Due to the cost of material, gravel is the preferred way to add on. He has spoken to the neighbors, and they are fine with it.

- Mayor McNeill stated the UDO requires the use of concrete but the driveway up to his house is gravel so why would concrete be necessary behind his house. There were several issues found in the UDO that the Council may want to change with this being one of them.
  - Community & Economic Development Director Matthew Schmitz added the UDO enforced the regulation that there can't be an additional gravel added anywhere in the city. The Council is the only one who can make the change. Discussion occurred.

**Presentations: none**

**COUNCIL CONSIDERATION OF AGENDA ITEMS:**

**Ordinance No. 1081:** Councilmember Buehler moved to approve Ordinance No. 1081. Councilmember Studnicka seconded the motion. The motion was unanimously approved.

**First Amendment to Development Agreement to 555 N. Main Street CID:** Councilmember Buehler moved to approve the first amendment to Development Agreement to 555 N. Main Street Community Improvement District. Councilmember Garvey seconded the motion. The motion was unanimously approved.

**Lansing Historical Society and Museum Board Request:** Debra Bates-Lamborn stated she is the President of the Lansing Historical Society. I was curious because in the packet the letter we wrote to Tim Vandall on October 28, 2021, is not included in that packet. I thought that was rather important information for you all to hear. Were you referencing this letter here.

- Mayor McNeill replied I was not. I was referencing your request.
  - Debra Bates-Lamborn responded right and then we also received from your attorney a response to that letter six weeks later. I can take the time to read this letter if you'd like to hear it or I can move on.

- Councilmember Buehler asked is this the one dated January 20, 2022.
  - Debra Bates-Lamborn replied no sir, this is dated October 28, 2021. We got a lot of dates floating around here. Ok, it will take me two seconds.
    - Mayor McNeill responded sure.
      - Debra Bates-Lamborn read it has recently come to our attention that money raised during a ten-year period by the Lansing Historical Society, note, I say Lansing Historical Society, a nonprofit entity was given to the City of Lansing by way of the Kansas Regional Prison Museum. Donations to the Lansing Historical Museum while it was owned and managed by the City of Lansing. This money is now a line item in the City’s budget and is earmarked for the Kansas Regional Prison Museum which was a non-profit entity that dissolved two years ago. Leonard Lockwood acting as an officer in the Kansas Regional Prison Museum who by the way was the treasurer for both of these entities had no right to relinquish all funds to the City of Lansing once the Kansas Regional Prison Museum was dissolved. By all rights, the money should have been returned to the Lansing Historical Society that spent a decade raising this money for the two entities. One a non-profit, the other a city government of the state of Kansas. We have documentation to support our claims. Our greatest fear is the general public will find out the memorials they gave for their deceased loved ones was used to benefit the coffers of the City of Lansing. Everything our membership did to raise money now sits as a line item in the City of Lansing’s budget. Recently we had to replace the Lansing Historical Society laptop that was once used by Mary Lou Allen, Secretary for the Lansing Historical Society, sister to the President Linda Lockwood, and sister-in-law to Leonard. The laptop was supposedly wiped clean of all information with the exception of the membership list. When PCK transferred the information onto the new laptop there was a lot more than what we expected to see in the membership. There were letters, templates to different businesses throughout this community, Hallmark Cards, Holiday Inn. Each one of those letters specifically stated it was the Lansing Historical Society raising this money to make our museum a better museum. Make your checks payable to the Lansing Historical Society using our 501c3. Now the Regional Prison Museum had their own by the way the Lansing Historical Society paid for that renewal every year. They didn’t even pay for their own non-profit status. We are here tonight on behalf of the Lansing Historical Society Museum. We are a non-profit museum whose mission is to preserve the history of Delaware Township, the City of Lansing, Kansas State Penitentiary at Lansing and the United States Penitentiary at Leavenworth. Well that kind of sounds like a regional prison museum to me. We are requesting you release the museums funds in excess of \$140,000 that was raised and donated with a promise of a better museum. Our museum has been located at 115 E Kansas Avenue on the front lawn of the state prison property for 30 years next week. The Lansing Historical Society raised the money to be used for a proposed Kansas Regional Prison Museum which would have been an

expansion of our museum as you can see with the display here that was circulated throughout the community. There was only one way into that Kansas Regional Prison Museum and that was through our front door. And back out our front door. There was not a separate museum there. They were one museum combined. An attempt was made to secure the gallows for a permanent exhibit which you can see inside there as part of the existing prison artifact collection of the Lansing Historical Society Museum. In a news article from 2004, a former museum director of the Kansas State Historical Society made it clear that it was unlikely that was ever going to happen yet three years later the Kansas Regional Prison Museum was formed after being told you will not get those gallows. We are here tonight to represent people of our community and members who donated in good faith to our museum with the promise of making it a better museum. The city is holding \$140,000 that we raised for a museum. We are that museum. We request that the money be returned to the Lansing Historical Society and Museum so that we may continue our mission. What I have here gentlemen, and this is very important, this is the articles of incorporation for the Kansas Regional Prison Museum. The officers, the governing body, Harley Russell, Kenny Wilk, who was a state Representative at the time, found out on Tuesday he was a charter member. He used the F word – fraud. His name was put on this form in order to induce contributions to the Kansas Regional Prison Museum. Also, on here, Jerry Reilly, knew nothing about this. How can you have a governing board, and they don't know they are on it. Then we have David McKune. David was on there the longest. He was on there until 2018. What I have here is a registered letter which Dave McKune wrote to the Secretary of State saying he had no knowledge of being on that board. And so was the same for Kenny Wilk and Jerry Reilly. These names were put on there random. So how can you even lend any credence to this thing here that has you know their by-laws. Who wrote them. Who wrote those by-laws because obviously the governing board that didn't know they were on it, they didn't write it. To me, it all began with this. That is your first mistake. The board was a fraud. Then we have this because I know it has been rumored that this was money raised from Lansing Daze. This was written by a city employee for Lansing, and they are requesting money be donated and I am not talking \$20, I'm not talking \$50. I'm talking \$1500 a pop from different people in the community. It's listed once again payable to the Lansing Historical Society. How can you use our name and then say that is our money. Well, it's not and it all began when they started this whole incorporation and they put people's names on there that did not even know they were part of that committee. They were not part of the governing board. And last but not least on the by-laws here, because on the dissolution of it and I am glad we all know what that is. It says here, they refer to it as assets. They weren't talking about money. They were talking about the items that were inside the museum. They were talking about that museum. Once it was built, if it

was dissolved, who would get that. So, they were talking about the City of Lansing getting it but they also talked about the State Historical Society getting it. It says it right here in the by-laws. The State Historical Society was the third option, but you know what, we're going after the 4th option. Because the 4<sup>th</sup> option says, if you don't like this take it to district court and that is where we will be heading. This was our last recourse here to come before you in a nice, polite way, state the facts, tell you what we know and then go from there. Thank you, gentlemen. Do you have any questions.

- Mayor McNeill asked anybody have any questions.
  - Councilmember Kirby stated well you brought stuff here tonight that I haven't seen or heard. The people that are named on this committee, who are now claiming, I don't know.
    - Debra Bates-Lamborn responded it's all in the Secretary of States office, it's all filed under Kansas Regional Prison Museum
  - Councilmember Kirby replied I'm not questioning it.
    - Debra Bates-Lamborn stated there's a website.
  - Councilmember Brungardt asked who came up with the people, Jerry Reilly, Kenny Wilk.
  - Debra Bates-Lamborn replied that would have been, thank you. The former mayor, there you go.
    - Councilmember Brungardt asked he came up with those names.
  - Debra Bates-Lamborn responded those names, and those gentlemen know nothing about being on that board. Let me tell you what it was 2018 when David McKune found out because I called him and asked him when he found out and he immediately called the Secretary of State's office and wrote a letter.
  - Councilmember Brungardt stated he was long gone.
- Debra Bates-Lamborn stated he was long gone by 2018 but we were still there, the Kansas Regional Prison Museum with that board. So, I don't know how you could have a board decide to give away money that was raised by the Lansing Historical Society. I don't know how you could have done it. I don't know how they could have done it. I don't know how you could have accepted it. Knowing the circumstances of just having three board members. That doesn't make a quorum.
  - Councilmember Kirby stated that is all that was available.
    - Debra Bates-Lamborn replied well if you didn't have a board, you should have dissolved before, but you had these members on there that really didn't, weren't on it. They didn't know they were on it. You know it's not our responsibility to make sure you got a board, but it is our responsibility to make sure the decisions you make, you have to have quorum. The by-laws state you had to have nine members of that governing.
      - Councilmember Kirby responded that is not our board though.
        - City Administrator Tim Vandall replied that is not our board.
          - Debra Bates-Lamborn stated I know that's not your board, but it is all part of City of Lansing
            - City Administrator Tim Vandall replied no it's not.
              - Debra Bates-Lamborn responded on here it says right here on the by-laws City of Lansing, City of Lansing, City of Lansing. I'm sorry, you are about as connected to this as you could possibly be. When you all, you

- Gene Kirby gave that money to the City of Lansing.
          - Councilmember Kirby replied I didn't give money to the City of Lansing.
      - Debra Bates-Lamborn asked who was on the board at the time.
        - Councilmember Kirby replied I was never on the board.
          - Debra Bates-Lamborn asked of the Kansas Regional Prison Museum.
            - Councilmember Kirby responded no.
        - Debra Bates-Lamborn stated well this document says you are. This document says you gave money to the city.
          - Councilmember Kirby stated I'd like to see that document.
      - Debra Bates-Lamborn replied you bet.
  - Councilmember Kirby responded I have never been on any board in any way connected with this.
    - City Administrator Tim Vandall stated I think the document you are referring to says he is a witness. I don't think it says board member. I think it says witness.
      - Debra Bates-Lamborn asked a witness. So that means there were only two people that voted on that.
        - Councilmember Buehler stated it says Mr. Lockwood and Mr. Young and that is it.
          - Councilmember Brungardt asked Debra, where did you get this information.
            - Debra Bates-Lamborn asked which part.
              - Councilmember Brungardt replied the majority of it. You said something about the Secretary of State.
                - Debra Bates-Lamborn responded oh that. Secretary of State's website under businesses. I mean you could look it up and see the Lansing Historical Society there but if you want to find the Kansas Regional Prison Museum you have to actually enter Leonard Lockwood's name in order to find any information. And all the reports that were ever filed from the beginning until the end are on there and everyone that was on there is listed. Think about it gentlemen.
                  - Councilmember Brungardt stated Mayor, I think we need some time to process all this, gather some information.
                - Debra Bates-Lamborn replied of course.
              - Mayor McNeill responded yeah; we're not doing anything now.
          - Councilmember Garvey stated there are a lot of things that are confusing and misunderstood. You said for ten years they collected money for the Historical Society and not for the Prison Museum right. But they put it all in one kitty. So why didn't someone notice that and separate it within ten years.
        - Debra Bates-Lamborn responded because it was in a private institution, and it was called the Federal Credit Union under United States Penitentiary. We did not have access to that. We did not even have access to the actual account number.

- Councilmember Garvey replied yet you are willing to sue us to get access. Why aren't you willing to sue them to get access to it.
  - Debra Bates-Lamborn responded I know, I know. Exactly.
  - Councilmember Garvey stated I don't understand that.
- Councilmember Buehler asked the Regional Prison Museum account. It's not the Historical Society.
  - Debra Bates-Lamborn replied yeah, no.
    - Councilmember Garvey asked so why didn't the Historical Society go after them and say part of the money in that account is ours. Why is it in your account. Why don't we separate it and have two separate accounts.
      - Mayor McNeill responded you should have two accounts.
        - Debra Bates-Lamborn stated we did not have knowledge of what was in that account. You know, I got to say the accounting boxes mysteriously showed up one day in the museum.
          - City Administrator Tim Vandall stated I don't understand how they were able to deposit funds though that weren't written out to them in checks. If there is a check written out to the Historical Society, how is the Regional Prison Museum fund able to deposit that. Shouldn't be that be something the Credit Union would have been able to make available.
            - Debra Bates-Lamborn replied because they were all part of the same account at the credit union. They were all part of that. There were five, maybe six accounts at least that we know of, but we were not able to see what was being deposited into the Kansas Regional Prison Museum. We only saw what was being deposited into the Lansing Historical Society. But he was taking those checks and running them through, so we have no idea.
              - City Administrator Tim Vandall asked who was.
                - Debra Bates-Lamborn replied Leonard Lockwood was Leonard. Leonard Lockwood was the treasurer for both. He was the treasurer for the Historical Society and the Kansas Regional Prison Museum. If that isn't a conflict, I don't know what is but I'm not going there.
                - Mayor McNeill replied it sounds like there is more issues.
              - Debra Bates-Lamborn responded there really are Mayor.
                - Councilmember Garvey asked the letters you spoke about on the computer that you found can you send those to Tim and Tim send them to us so we can read them for ourselves.
                  - Debra Bates-Lamborn replied certainly.
              - City Administrator Tim Vandall stated yeah, I have never seen those documents. So please feel free to send them to us.
                - Debra Bates-Lamborn replied yes, oh definitely.
              - Mayor McNeill stated I'd like to know if there is any accounts that is available
    - Debra Bates-Lamborn asked any what.
      - Mayor McNeill responded any accounts. I know the City itself did donate or helped raised funds for the prison museum right.
        - Debra Bates-Lamborn stated oh yeah. Right.

- Mayor McNeil asked so what portion of what they had in their assets was actually that and what portion are you planning was specifically for the Historical Society.
    - Debra Bates-Lamborn stated well we are claiming that the money that was raised that they used the Lansing Historical Society's name, ok. And when you are told to make checks payable to the Lansing Historical Society using our 501c3, not the Kansas Regional Prison museum's 501c3. Ours, the Lansing Historical Society and that is how they did it time and time again. In fact, back to this thing that was written.
      - Mayor McNeill responded but it was never deposited into any of your accounts is what you are saying.
        - Debra Bates-Lamborn stated we have no knowledge of that without subpoena.
          - City Attorney Greg Robinson stated you go to your bank to get it.
            - Debra Bates-Lamborn replied no it's a Federal Credit Union, it's private. They won't let us have access to that information.
          - City Attorney Greg Robinson asked so your entity, which is an organized entity that has a bank account there and you have no access to it.
        - Debra Bates-Lamborn replied we had no access to that information there.
          - City Attorney Greg Robinson responded alright.
      - Debra Bates-Lamborn stated when Leonard finally resigned and we had our new treasurer come in, they gave us one check, one check and there were six different accounts. But we weren't able to back and see what was going on with those accounts. We just got one check. Now you know gentlemen.
    - Mayor McNeill asked how much was that check for.
      - Councilmember Brungardt asked Debra, could you explain to me why they are not letting you have access to the account because I don't understand, I'm ignorant on this issue. I don't understand why you guys don't
        - Debra Bates-Lamborn replied because it is a private Credit union.
- Councilmember Garvey asked but you are a member.
  - Debra Bates-Lamborn responded no, not of that. I'm not a member of that. When we received the money from Leonard, we moved it into Country Club Bank. And now it's in Mutual Savings. He didn't have that available to us. What accounts were there and numbers that were at the Credit Union. We did not have access to that information. So, we have no idea how much was raised, how much was moved but we do know
    - Mayor McNeill replied but you did say when it dissolved and everything, you did get a check.
      - Debra Bates-Lamborn responded yes, we did.
        - Mayor McNeill asked and what was that.
          - Debra Bates-Lamborn stated I believe it was \$31,000.
            - Mayor McNeill stated ok. So right now, what we struggle with is what was really given to who in support of what.
              - Debra Bates-Lamborn replied right.
                - Mayor McNeill stated you are claiming and personally I think is a tad bit outrageous saying you want







governing body to at least hear Mr. Lockwood's side of the story as well. I really can't speak to the people who were part of the Regional Prison Museum board or not. At least some people on that board were meeting at some point. I don't know how many funds were raised but funds were raised for that, and it was a functioning board at one point. I don't know about the roster or anything like that. I do think it would be worthwhile for this board to hear Mr. Lockwood. In my experience with him, I found him to be a meticulous note taker and I think it would be worth it for at the very least the mayor a couple Councilmembers to sit down and hear his side of the story. I guess the other thing that is challenging too, and I don't think you were referring to us in this sense Ms. Lamborn. During this process in 2009, we included our auditors, we went through everything. I mean from our perspective; we have the Regional Prison Museum by-laws that states the assets go to the City of Lansing. So, when that board dissolved, right wrong or otherwise, we didn't force the Regional Prison board to dissolve. When they dissolved, we followed the by-laws to a T, so I wrestle with this insinuation that we are taking something when we didn't take anything from the Historical Society. The Regional Prison board dissolved, and we followed the by-laws. So, I do want to clarify the wording there.

- Debra Bates-Lamborn responded but I have a problem with members of that governing body because that is what they are called here, the governing body. That the majority of them didn't know they were part of it so how could they come up with by-laws. How could they be responsible for by-laws if they didn't even know they were on this governing body. There surely wasn't a vote taken that would have included them because they would have had to been there. And if they didn't even know they were on the board, how can you even take the by-laws as something that is important.
- City Administrator Tim Vandall asked if Mr. Lockwood can produce minutes from the Regional Prison Museum, would that satisfy you guys.



- Councilmember Garvey asked what did Tim just say. He said something.
  - City Administrator Tim Vandall stated she can drop off the documents whenever. I'm aware of the by-laws and we included them in the minutes but some of the things that she is referencing we've never seen before, we're not aware of. I don't know about them. Again, I am really good reviewing this stuff and I think Beth would review it with me. And maybe we can even talk to some accountants as well. I do think it would be worthwhile for the mayor and couple of people to speak with Mr. Lockwood since his name was dropped quite a bit and hear his perspective on this.
    - Mayor McNeill stated from my perspective, I would go back and get whatever documentation that builds your case. So that when we do meet, you can lay that out and say here is what we have.
      - Councilmember Brungardt stated I'd like to hear from former City Administrator Mike Smith. I think that would be some help too.
        - Debra Bates-Lamborn responded we would have had liked to have had him here as well.
          - Councilmember Trinkle asked do you think Mayor that we need to get Jerry Reilly and all the others that was accused and interview them.
        - Mayor McNeill stated they were either on the board or off the board. That's by gone to me. There were signed by-laws that is a legal document. What we are trying to figure out is whose money went where and is any of that money belonging to you. If you can show that to the Council and the governing body, then I would think we'd be favorable in doing something.
          - Debra Bates-Lamborn replied thank you.
      - Councilmember Clemons stated if we could get Mr. Lockwood, he was treasurer. He should be able to get into the bank records because he was on it.
        - Mayor McNeill stated Tim is going to set that up.
          - Debra Bates-Lamborn replied that would be awesome, that would be great.
    - City Administrator Tim Vandall stated every time I have called Mr. Lockwood, he calls me back right away. He has always provided the information that I have asked for. So again, I think we could set something up with him pretty quick.
      - Debra Bates-Lamborn replied that would be great. You just let us know.
- Mayor McNeill stated ok, thank you.
  - Debra Bates-Lamborn stated thank you gentlemen.
    - Councilmember Brungardt stated thank you
      - Councilmember Studnicka stated thanks Debra.

**Library Board Re Appointment:** Councilmember Clemons moved to approve the Lansing Community Library Advisory Board reappointment of Sharon Mueller to fill a term ending on April 30, 2026. Councilmember Majure seconded the motion. The motion was unanimously approved.

**Tree Board Appointments:** Councilmember Buehler moved to appoint Bethany Magee to the Lansing Tree Board for a term ending December 31, 2022, and Kathleen Gledhill for a term ending December 31, 2024. Councilmember Kirby seconded the motion. The motion was unanimously approved.

**Parks and Recreation Advisory Board Appointments:** Councilmember Brungardt moved to appoint Norine Lauhon to the Parks and Recreation Advisory Board for a term ending December 31, 2022. Councilmember Buehler seconded the motion.

- Councilmember Majure asked if any other applications were received.
  - Parks & Recreation Director Jason Crum stated not that he was aware of.

The motion was unanimously approved.

**South Activity Center Gym Doors Bid:** Councilmember Kirby moved to approve the bid of \$53,111 from Overhead Door Company of KC for the replacement of the south gym doors and authorize the necessary signatures. Councilmember Buehler seconded the motion.

- Councilmember Trinkle asked if it was just the outside doors.
  - Parks & Recreation Director Jason Crum replied it's the exterior doors only.

The motion was unanimously approved.

**2022 Pavement Preservation Program (Mill & Overlay) Bids:** Councilmember Kirby moved to accept the bids and unit prices as presented and award the low bid to Little Joes Asphalt Inc. for the Base Bid and Alternate #1 in the amount of \$789,344.45, with any budget overrun to be paid for out of the capital reserve account and authorize the necessary signatures. Councilmember Buehler seconded the motion. The motion was unanimously approved.

**Executive Session – Economic Development:** Councilmember Clemons moved to enter Executive Session to review Economic Development activities pursuant to the discussion of confidential data relating to the financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorship, pursuant to K.S.A. 75-4319(b)(4) for 30 minutes, beginning at 7:55 PM and returning to the Council Chambers at 8:25 PM. Councilmember Kirby seconded the motion. The motion was unanimously approved.

Councilmember Kirby moved to return to open session at 8:25 PM. Councilmember Garvey seconded the motion. The motion was unanimously approved.

**Executive Session – Preliminary Discussion of the Acquisition of Real Property:** Councilmember Kirby moved to enter Executive Session for the preliminary discussion of the acquisition of real property, pursuant to K.S.A 75-4319(b)(6) for 5 minutes, beginning at 8:27 PM and returning to the Council Chambers at 8:32 PM. Councilmember Brungardt seconded the motion. The motion was unanimously approved.

Councilmember Garvey moved to return to open session at 8:32 PM. Councilmember Buehler seconded the motion. The motion was unanimously approved.

Councilmember Kirby authorized Mayor to enter into negotiations for acquisition of real estate property. Councilmember Buehler seconded the motion. The motion was unanimously approved.

**REPORTS:**

**Department Heads:** Department Heads had nothing to report.

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

**City Administrator:** City Administrator Tim Vandall had nothing to report.

**Governing Body:** Councilmember Majure thanked all the volunteers and stated we got a lot accomplished tonight.

Councilmember Garvey thanked the volunteers and appreciates all they do for the city.

Councilmember Buehler thanked the volunteers. He also provided a fun fact, on this day in 1753, Romulus found Rome.

Councilmember Clemons let the Council know we did hear about the Base Grant and no one from Leavenworth County was approved.

Councilmember Kirby asked people to do whatever they can to help out Ukraine.

**ADJOURNMENT:**

Councilmember Kirby moved to adjourn. Councilmember Brungardt seconded the motion. The motion was unanimously approved. The meeting was adjourned at 8:36 p.m.

**ATTEST:**

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Assistant City Clerk, Shantel Scrogin

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# AGENDA ITEM

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TO: Tim Vandall, City Administrator  
FROM: Matthew R. Schmitz, MPA – Director, Community & Economic Development  
DATE: May 5, 2022  
SUBJECT: Ordinance No. 1082: An Ordinance to rezone 00000 Gilman Rd. from A-1 Agricultural District to I-1 Light Industrial District

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Explanation: Leon D. Osbourn, KS PE/RLS, Randall C. Purdue, KS PE, and Jason R. Loader, KS RLS, authorized agents for Robert E. Eberth, Bev Rench, and Ed Eberth, owners of property at 00000 Gilman Rd., have applied to rezone the subject property from A-1 Agricultural District to I-1 Light Industrial District. This rezoning, if approved, will allow the property owners to develop a business park in this area.

Please refer to the attached checklist and staff report for detailed analysis of the application.

At the April 20<sup>th</sup> Regular meeting of the Planning Commission, there were no comments received during the public hearing portion of the review process. Please refer to the attached meeting minutes from the Planning Commission for additional information.

The Planning Commission, voted to recommend approval of the rezone, with a 6-0 vote. The minutes from that meeting, the rezoning checklist, and the staff report (including a map of the property) are included for your review.

Policy Considerations: None.

Action: Approve, approve with conditions, remand back to Planning Commission, or deny with a super majority vote of the governing body Ordinance No. 1082: An Ordinance to rezone 00000 Gilman Rd. A-1 Agricultural District to I-1 Light Industrial District.

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# AGENDA ITEM #

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Rezone Case RZ-2022-1  
 00000 Gilman Rd.

**Project Facts**

**Applicant**

Kaw Valley Engineering Inc.

**Address**

00000 Gilman Rd.

**Property ID**

099-31-0-00-00-002.03-0

**Zoning**

A-1 Agricultural District

**Future Land Use**

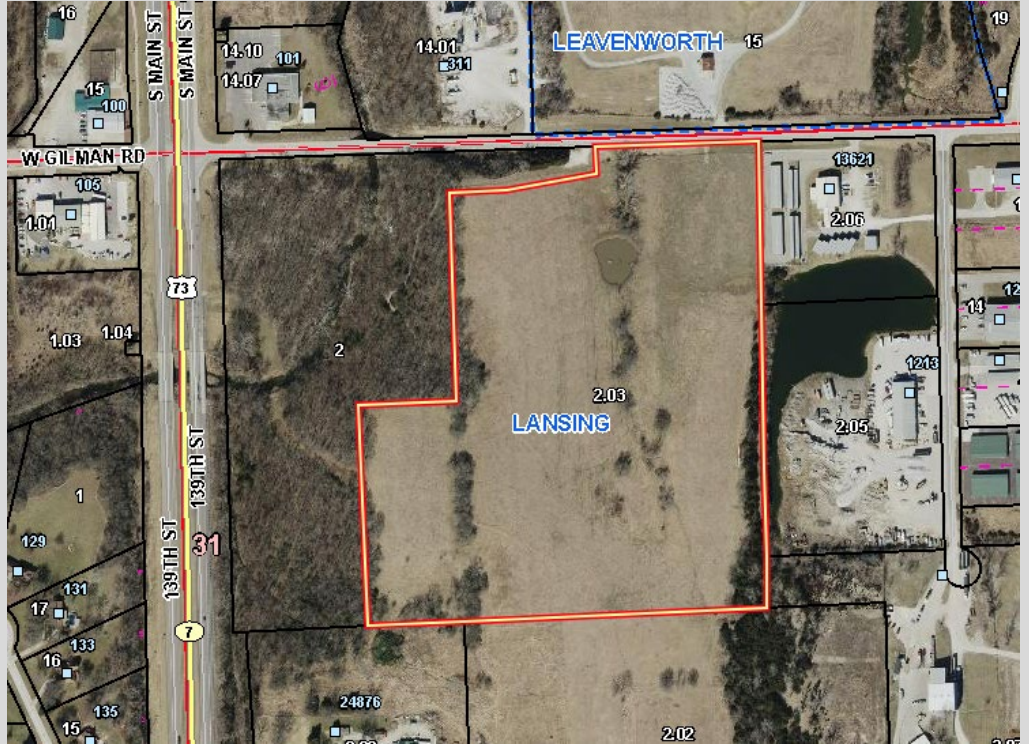
Business Park / Light Industrial

**Land**

1,237,533.22 S.F. (28.40 Acres)

**Requested Approvals**

Rezoning



**Summary**

Leon D. Osbourn, KS PE/RLS, Randall C. Purdue, KS PE, and Jason R. Loader, KS RLS, authorized agents for Robert E. Eberth, Bev Rench, and Ed Eberth, owners of property at 00000 Gilman Rd., have applied to rezone the subject property from A-1 Agricultural District to I-1 Light Industrial District. This rezoning, if approved, will allow the property owners to develop a business park in this area. A preliminary plat is also on the agenda for this subject property.

A public hearing notice was published in the *Leavenworth Times* on March 30, 2022, and the notice was mailed to property owners within 200 feet of the subject property on March 25, 2022.

### 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.

### Complaints / Questions

There have been no residents contact the City on behalf of this rezoning application.

### Acknowledgments

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

- Matthew R. Schmitz, M.P.A. – Director, Community & Economic Development

### 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.

### Recommendation

Staff recommends that the Planning Commission recommend approval of this rezoning request to the City Council.



## PLANNING COMMISSION APRIL REGULAR MEETING

Council Chambers, 800 1st Terrace, Lansing, KS 66043  
Wednesday, April 20, 2022 at 7:00 PM

### MINUTES

**CALL TO ORDER-** The regular April meeting of the Lansing Planning Commission was called to order by Chairman Jake Kowalewski at 7:00 p.m.

**ROLL CALL / QUORUM ANNOUNCEMENT-** In attendance were Chairman Jake Kowalewski, Commissioners Amy Baker, Mike Suozzo, Richard Hannon, Janette Labbee-Holdeman and Jerry Gies. Chairman Kowalewski noted there was a quorum present.

#### OLD BUSINESS-

**1. Approval of Minutes, March 16, 2022, Regular Meeting**

Motion was made by Commissioner Labbee-Holdeman to approve the meeting minutes as written. It was seconded by Commissioner Baker. Motion passed 5-0. Richard Hannon abstained.

#### NEW BUSINESS-

**2. Subdivision Case SDPP-2022-2**

*Leon D. Osbourn, KS PE/RLS, Randall C. Purdue, KS PE, and Jason R. Loader, KS RLS, authorized agents for Robert E. Eberth, Bev Rench, and Ed Eberth, owners of property at 00000 Gilman Rd., have applied for approval of a preliminary plat for the Gilman Road Business Park subdivision, which will replat an existing unplatted tract. This preliminary plat, if approved, will allow the property owners to continue the platting process and apply for a Final Plat, which will subdivide approximately 28.40 acres into fifteen lots and one tract allowing for the potential future construction of industrial projects. The property is currently zoned A-1, and a separate rezoning request is also on the agenda for consideration. No additional Right of Way was requested by Staff for this preliminary plat.*

Commissioner Labbee- Holdeman made a motion to accept the checklist of the finding of fact for the preliminary plat, and Commissioner Geis seconded, motion passed 6-0.

Commissioner Geis wanted to confirm that the right of way was sufficient, and Mr. Schmitz stated that it was sufficient. Chairman Kowalewski then asked if there was a requirement for sidewalks, and Mr. Schmitz stated that according to code, sidewalks are required.

Commissioner Labbee-Holdeman asked why there would be a desire to be zoned light industry if they do not currently have a plan. Mr. Schmitz stated that there is a site plan being worked on for 1-A.

Randy Perdue from Kaw Valley Engineering was in attendance and stated that there is a plan for 1-A and the rest is tentatively for sale. He hasn't received a final answer regarding if they are platting all of it or just 1-A. They are contemplating platting all of it at once. Commissioner Geis made a motion to accept the final plat contingent on the items in the staff report and was seconded by Commissioner Baker. Motion passed 6-0.

### 3. **Rezone Case RZ-2022-1**

*Leon D. Osbourn, KS PE/RLS, Randall C. Purdue, KS PE, and Jason R. Loader, KS RLS, authorized agents for Robert E. Eberth, Bev Rench, and Ed Eberth, owners of property at 00000 Gilman Rd., have applied to rezone the subject property from A-1 Agricultural District to I-1 Light Industrial District. This rezoning, if approved, will allow the property owners to develop a business park in this area. A preliminary plat is also on the agenda for this subject property.*

The public hearing was opened at 7:09 pm. With no input from the public, the public hearing was closed at 7:10 pm. There was no further discussion.

Commissioner Geis made a motion to accept the findings of facts, seconded by Commissioner Suozzo. Motion passed 6-0.

Commissioner Geis made a motion to recommend the approval of the rezoning request to the city council, seconded by Commissioner Baker. Motion passed 6-0.

### 4. **Subdivision Case # SDFP-2022-1**

*Brian & Lisa Rees, owners of property at 1217 S De Soto Road, and John & Donna Scanlon, owners of property at 1227 S De Soto Road, have applied for approval of a final plat for the Reeslon Addition subdivision, which will replat an existing unplatted tract (1217 S. De Soto Road) and Lot 1 (1227 S. De Soto Road) of Southern Hills Subdivision Plat 2. This final plat, if approved, will allow the property owners to subdivide approximately 10.48 acres from the existing two lots into three allowing for the potential future construction of a single-family home between the two existing homes along De Soto Road. No modification of zoning is being requested in association with this preliminary plat, however City Staff did request additional right-of-way in front of 1217 S De Soto Road to extend the right of way in this area so that it is uniform between the properties on the east side of De Soto Road.*

Commissioner Labbee-Holdeman expressed her concern when it comes to shared driveways, in regard to future occupants, and asked about the ordinance for shared driveways. Mr. Schmitz stated that as part of the UDO, shared driveways are allowed. Mr. Schmitz then stated that there is a fifteen-foot shared access easement on the North, and a Twenty-foot access on the South of the property. Commissioner Labbee-Holdeman stated that there are nine 'no's' on the checklist. Mr. Schmitz explained that it's based on the version that was submitted, and it hasn't been signed or executed by the property owner, planning commission or city council, therefore we must mark 'no' on all of those. Ideally, we would like to see it signed by property owner, surveyor, etc., when it comes into the planning commission. But that rarely happens.

Commissioner Kowalewski asked with the construction, if there is no additional impact with the storm runoff. Mr. Spickelmier stated that its required to have that certification and that all concerns were addressed. When asked if it would be sewer or septic, Mr. Schmitz stated that this home will be sewer, and that there is sewer on site, within 100 feet.

With no further discussion or comments, Commissioner Geis made a motion to recommend this plat to the city council with conditions and Commissioner Labbee-Holdeman seconded it. Motion passed 6-0.

Mr. Schmitz stated that the rezoning request and the final plat that were just approved by the planning commission will both go to the May City Council Meeting.

**NOTICES AND COMMUNICATIONS-** Mr. Schmitz stated that we will have discussion of maximum lot sizes on the agenda next month. Our code has minimum lot sizes but not maximum.

**REPORTS: Commission and Staff Members-** None

**ADJOURNMENT-** Commissioner Labbee-Holdeman made a motion to adjourn and was seconded by Commissioner Suozzo. The meeting was adjourned at 7:28 pm.

For information on how to view prior meetings, please visit our website at <https://www.lansingks.org>. If you require any special assistance, please notify the Community and Economic Development Director prior to the meeting.

Respectfully submitted,

Melissa Baker, Secretary

Reviewed by,

Matthew R. Schmitz, Community and Economic Development Director

DRAFT

**REZONING CHECKLIST**

**Checklist Completed by:** Matthew R. Schmitz  
**Case No.** RZ-2022-1  
**Date Filed:** March 21, 2022  
**Date Advertised:** March 30, 2022  
**Date Notices Sent:** March 25, 2022  
**Public Hearing Date:** April 20, 2022

**APPLICANT:** Kaw Valley Engineering Inc

**LOCATION OF PROPERTY:** 00000 Gilman Road, Lansing, KS 66048

**PRESENT ZONING:** A-1                      **REQUESTED ZONING:** I-1

**PRESENT USE OF PROPERTY:** Undeveloped empty ground

**SURROUNDING LAND USE AND ZONING:**

| <u>Direction</u> | <u>Land Use</u>           | <u>Zoning</u> |
|------------------|---------------------------|---------------|
| North            | Heavy Industrial District | I-2           |
| South            | Agricultural District     | A-1           |
| East             | Light Industrial District | I-1           |
| West             | Civic Property (Parkland) | CP            |

**CHARACTER OF THE NEIGHBORHOOD:** The area is generally developed as a industrial / business heavy use on most sides, with a grade seperated park to the west of the subject property (the park sits significantly lower than the subject property). Properties to the south are undeveloped open agricultural areas with one farmstead directly south of the subject property.

**NEAREST EQUIVALENT ZONING:**

**LOCATION:** East  
**CURRENT USE:** Light Industrial District (Existing storage facility and excavation company)

**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 utilize the property for a business park that may consist of some uses which are industrial in nature.
- 3. Are there adequate sites for the proposed use in areas already properly zoned?** Not in close proximity to this area. **If yes, where?** \_\_\_\_\_

**CONFORMANCE WITH COMPREHENSIVE PLAN:**

- 1. **Consistent with Development Policies?** The Comprehensive Plan shows this area as Business Park / Light Industrial, so this request is consistent with the Comprehensive Plan.
- 2. **Consistent with Future Land Use Map?** Yes.
- 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:** Gilman Road
- 2. **Classification of Street(s):**  
 Arterial \_\_\_\_\_ Collector  Local \_\_\_\_\_
- 3. **Right of Way Width:** 41'
- 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?** Platting is underway.
- 2. **Properly Sized Street Right of Way?** The existing Right of Way along Gilman Road was found to be sufficient by the Public Works Department. That being said, should future improvements to Gilman Road be needed, additional Right of Way will likely need to be obtained.
- 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

**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 April 20, 2022, 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 Gilman 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 Northwest Quarter of Section 31, Township 9 South, Range 22 East of the 6th P.m., City of Lansing, Leavenworth County, Kansas, more fully described as follows:

Commencing at the Northwest corner of said Northwest Quarter of Section 31; thence on the North line of said Northwest Quarter, North 88 degrees 14'58" East for a distance of 1200.33 feet to the Northeast Corner of the Real Property Described in a Quit Claim Deed recorded in The Register of Deeds Office as Deed Book 705 Page 392 and the Point of Beginning; Thence continuing on said North line, North 88 degrees 14'58" East for a distance of 447.70 feet to the Northwest Corner of the Real Property described in a General Warranty Deed recorded in The Register of Deeds Office as Document No. 2016R10111; Thence on the West line of said Real Property, South 1 degree 23'42" East for a distance of 468.57 feet to the Northwest Corner of Tract 1 of the Real Property described in a Limited Warranty Deed recorded in The Register of Deeds Office as Doc No. 2017R10652; Thence on the West line of said Tract 1 and the West line of Tract 2 of said Real Property, South 1 degree 27'11" East for a distance of 697.28 feet to the Northwest Corner of the Real Property described in a General Warranty Deed recorded in The Register of Deeds Office as Deed Book 729 Page 918; Thence on the West line of said Real Property, South 1 degree 23'42" East for a distance of 159.75 feet to the Southeast Corner of said Real Property, and on the North line of the Real Property described in a Warranty Deed recorded in The Register of Deeds Office as Deed Book 703 Page 1842; Thence on the North line of said Real Property, South 88 degrees 13'44" West for a distance of 1099.84 feet to the Southeast Corner of said Real Property described in Deed Book 705 Page 392; Thence on the Easterly line of said Real Property, North 3 degrees 9'50" West a distance of 604.67 feet; Thence continuing on the Easterly line of said Real Property North 85 degrees 21'45" East for a distance of 271.57 feet; Thence continuing on the Easterly line of said Real Property, North 3 degrees 17'31" West for a distance of 582.78 feet; Thence continuing on the Easterly line of said Real Property North 84 degrees 26'30" East for a distance of 150.91 feet; Thence continuing on the Easterly line of said Real Property North 79 degrees 50'14" East for a distance of 271.13 feet; Thence continuing on the Easterly line of said Real Property, North 1 degree 35'04" West for a distance of 75.55 feet to the Point of Beginning. Containing 28.63 Acres, More or Less.

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 "I-1" Light Industrial 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.



**PASSED AND APPROVED** by the governing body of the City of Lansing, Kansas, this 5th day of May, 2022.

Agenda Item 2.

\_\_\_\_\_  
Anthony R. McNeill, Mayor

ATTEST

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

(SEAL)

APPROVED AS TO FORM:

\_\_\_\_\_  
Gregory C. Robinson, City Attorney

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

Published: The Leavenworth Times

**CITY OF LANSING**  
**FORM OF SUMMARY FOR PUBLICATION OF ORDINANCE**

**Ordinance No. 1082: An Ordinance Granting a Change of Zoning to Certain Property Within the City of Lansing, Kansas.**

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. 1082 Summary:**

On May 5, 2022, the City of Lansing, Kansas, adopted Ordinance No. 1082, an ordinance granting a change of zoning to certain property within the City of Lansing, Kansas. A complete copy of this ordinance is available at [www.lansingsks.org](http://www.lansingsks.org) or at City Hall, 800 First Terrace, Lansing, KS 66043. This summary certified by Gregory C. Robinson, City Attorney.

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

DATED: May 5, 2022

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Gregory C. Robinson, City Attorney

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# AGENDA ITEM

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TO: Tim Vandall, City Administrator  
FROM: Matthew R. Schmitz, MPA – Director, Community & Economic Development  
DATE: May 5, 2022  
SUBJECT: Final Plat – Reeslon Addition

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Explanation: Brian & Lisa Rees, owners of property at 1217 S De Soto Road, and John & Donna Scanlon, owners of property at 1227 S De Soto Road, have applied for approval of a final plat for the Reeslon Addition subdivision, which will replat an existing unplatted tract (1217 S. De Soto Road) and Lot 1 (1227 S. De Soto Road) of Southern Hills Subdivision Plat 2. This final plat, if approved, will allow the property owners to subdivide approximately 10.48 acres from the existing two lots into three allowing for the potential future construction of a single-family home between the two existing homes along De Soto Road. No modification of zoning is being requested in association with this preliminary plat, however **City Staff did request additional right-of-way in front of 1217 S De Soto Road to extend the right of way in this area so that it is uniform between the properties on the east side of De Soto Road.**

The final plat has not been updated to reflect the conditions listed in the Staff Report, however those items were minimal such as changing the name of the Planning Commission chairman and the City Clerk. The final plat meets the requirements of the checklist, with the exception of final signatures for each required signatory. Those signatures will be obtained before the plat can be filed with Leavenworth County Register of Deeds.

The staff report, revised final plat, the checklist, and minutes from the April 20<sup>th</sup> Planning Commission meeting are attached for review.

The Planning Commission voted to recommend approval of this final plat application with a 6-0 vote.

Action: Staff recommends a motion to approve the final plat for Reeslon Addition.



Planning Commission Staff Report  
April 20, 2022

Subdivision Case SDFP-2022-1  
1217 S De Soto Road and 1227 S De Soto Road

Project Facts

**Applicant**

Brian & Lisa Rees  
John & Donna Scanlon

**Address**

1217 S De Soto Road  
1227 S De Soto Road

**Property ID**

107-36-0-20-02-002.00-0  
107-36-0-20-02-003.00-0

**Zoning**

A-1 Agricultural District

**Future Land Use**

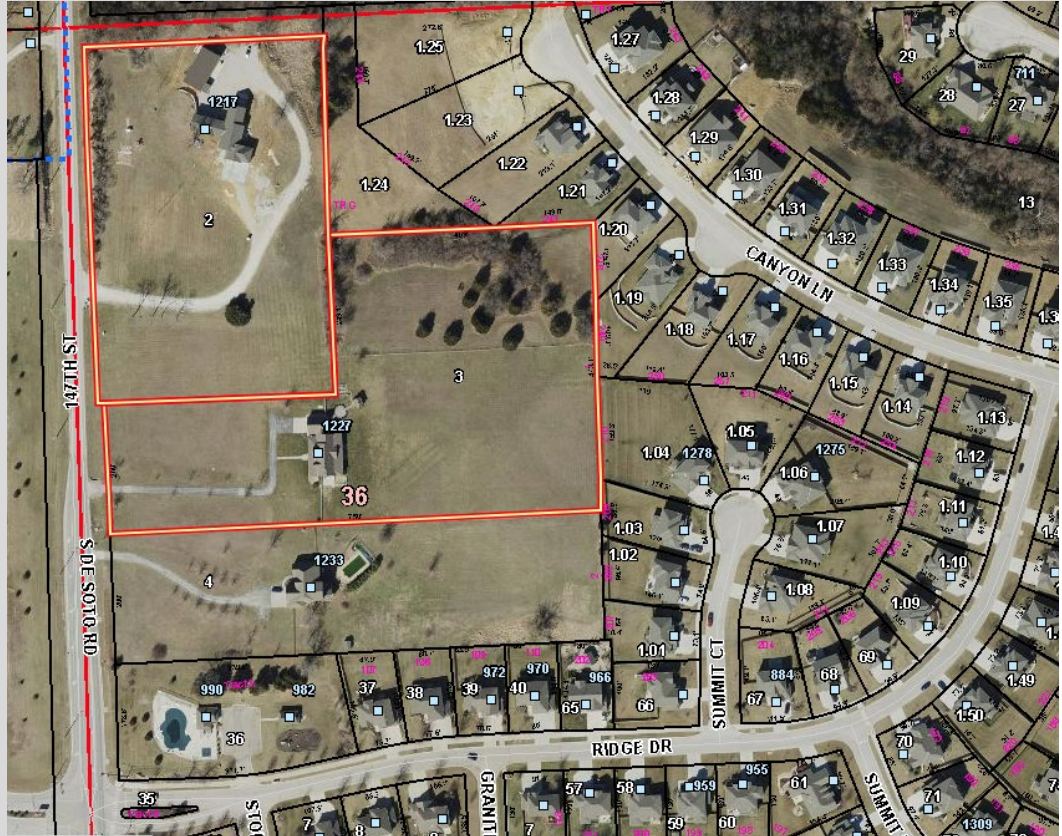
Single-Family Residential

**Land**

456,509 SF (10.48 acres)

**Requested Approvals**

Preliminary Plat



Summary

Brian & Lisa Rees, owners of property at 1217 S De Soto Road, and John & Donna Scanlon, owners of property at 1227 S De Soto Road, have applied for approval of a final plat for the Reeslon Addition subdivision, which will replat an existing unplatted tract (1217 S. De Soto Road) and Lot 1 (1227 S. De Soto Road) of Southern Hills Subdivision Plat 2. This final plat, if approved, will allow the property owners to subdivide approximately 10.48 acres from the existing two lots into three allowing for the potential future construction of a single-family home between the two existing homes along De Soto Road. No modification of zoning is being requested in association with this preliminary plat, however City Staff did request additional right-of-way in front of 1217 S De Soto Road to extend the right of way in this area so that it is uniform between the properties on the east side of De Soto Road.

A public notice for the review of this plat should have been published in the *Leavenworth Times* on February 22, 2022. Unfortunately, Staff did not get the notice to the paper in time for that to occur. Staff researched to determine if there is a Kansas State Statute that required this notice and found no such statute. In an effort to be as transparent as possible though, Staff immediately requested this to be published in the *Leavenworth Times* on March 12, 2022, and March 15, 2022. Additionally, even though it is not required by the Unified Development Ordinance, staff also requested an additional notice of Final Plat be published on March 29<sup>th</sup> in preparation for the Final Plat to be presented at the April Planning Commission meeting.

## Discussion points from Checklist

The checklist was reviewed and completed by the Director of Community & Economic Development. Items marked no are discussed below:

- Item 4 – Signatures have not been provided on the submitted plat.
- Item 7H – There are no streets or alleys to be dedicated with this plat.
- Item 7I – Not applicable.
- Item 7J – Not requested by PC during Preliminary Plat review.
- Item 8 – Not applicable.
- Item 9C – Not signed, but the proper acceptance is present on the plat.
- Item 9D – Not signed, but the proper acceptance is present on the plat.
- Item 9E – Not signed, but the proper acceptance is present on the plat.
- Item 9F – Not signed, but the proper acceptance is present on the plat.
- Item 9G – Not signed, but the proper acceptance is present on the plat.

## Community & Economic Development / Public Works and City Engineer / Wastewater Comments

**Comments on this final plat from the preliminary plat process have been addressed. Additional comments redlined on the plat have been identified and can be addressed before the plat is signed by the Chairman of the Planning Commission either before or after approval by the City Council.**

Final plats are a refined version of the preliminary plat that presents proposed ownership and development patterns, as well as the specific location of public facilities and public property based on detailed designs. After approval of the preliminary plat, the applicant may submit a final plat for all or portions of the preliminary plat area for consideration at the next scheduled Planning Commission meeting. A final plat must be reviewed by staff and brought before the Planning Commission for approval, approval with conditions, or denial.

### Community & Economic Development Review (from Article 2.02-E of the UDO):

- The layout and design of the final plat is in substantial compliance with the approved preliminary plat considering the number of lots or parcels; the block layout, street designs and access; the open space systems and civic design elements; the infrastructure systems; or other elements of coordinated developments.
  - The final plat appears to be consistent with the approved preliminary plat.
- The construction plans for any utilities, infrastructure or public facilities meet all technical specifications.
  - No construction plans related to any utilities, infrastructure, or public facilities have been reviewed as no construction is planned at this time.
- The phasing and timing of public improvements ensures construction and performance guarantees.
  - No construction plans or phasing plans were provided at this time, as no construction is planned.
- Any deviations in the final plat from the preliminary plat brings the application in further compliance with the Comprehensive Plan and the purposes and intent of this Code.
  - The final plat does not deviate from the approved preliminary plat.
- The recommendations of professional staff, or any other public entity asked to officially review the plat.
  - Based on substantial compliance with the approved preliminary plat, and subject to the review of any technical drawings or legal review, Staff from Community & Economic Development find this proposed final plat acceptable, subject to revisions noted in this report.

**Public Works / City Engineer:**

- Public Works / City Engineer comments have been addressed, including receiving a letter from a Professional Engineer clearly stating that this Final Plat will not impact neighboring property owners in terms of stormwater runoff.

**Wastewater:**

- Wastewater reviewed the final plat and had no comments.

**Acknowledgments**

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

- Matthew R. Schmitz, MPA – Director, Community & Economic Development
- Michael Spickelmier, P.E. – Director, Public Works / City Engineer
- Anthony Zell, MBA – Director, Wastewater

**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.

**Recommendation**

Staff recommends that the Planning Commission approve the Final Plat and recommend to the City Council approval of this final plat, with the condition of modification of the plat to rectify the items outlined herein.

**CHECKLIST FOR COMPLETENESS  
OF  
APPLICATION FOR PLANNING COMMISSION  
REVIEW AND APPROVAL  
OF  
FINAL PLAT  
FOR**

**Reeslon Addition  
(Name of Subdivision)**

Matthew R. Schmitz  
**Person Completing Checklist**

04/14/2022  
**Date**

COMPLETION OF THIS CHECKLIST IN NO WAY CONSTITUTES AN EVALUATION OF THE MERITS OR ACCURACY OF THE PLANS, DESIGN OR ENGINEERING OF THE FINAL PLAT. THIS STEP IS INTENDED ONLY AS AN ADMINISTRATIVE REVIEW OF THE COMPLETENESS OF THE APPLICATION FOR APPROVAL BEFORE IT UNDERGOES STAFF EXAMINATION BY THE CITY ENGINEER FOR HIS RECOMMENDATION TO THE PLANNING COMMISSION.

## FINAL PLAT CHECKLIST

|    |  | <u>YES</u>                          | <u>NO</u>                           |
|----|--|-------------------------------------|-------------------------------------|
| 1. | Preliminary Plat has been approved.  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| 2. | One (1) hard copy has been provided, along with an electronic copy either emailed, delivered on a USB Drive, or uploaded, to the Community and Economic Development Department | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| 3. | Material is submitted at least fourteen (14) days prior to Planning Commission meeting at which it is desired to be considered.  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| 4. | Original copy contains names and duly acknowledged and notarized signatures of the owner(s) of the property.   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| 5. | Final Plat is drawn at scale of at least 1" = 200'   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| 6. | Size of sheet on which final plat is prepared is at least 36 inches by 24 inches. If more than one sheet required, all are same size and index map is provided.                | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| 7. | <b>FINAL PLAT CONTAINS:</b>  |                                     |                                     |
| A. | Name of Subdivision  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| B. | Location, including section, township, range, county and state   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| C. | Location and description of existing monuments or benchmarks.  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| D. | Location of lots and blocks with dimensions in feet and decimals of feet   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| E. | Location of alley, street and highway rights-of-way, parks and other features including radii on curves with dimensions in feet and decimals of feet.                          | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| F. | Clear numbering for all lots.  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| G. | Clear numbering or lettering.  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| H. | Locations, widths and names of all streets and alleys to be dedicated.   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| I. | Boundaries and descriptions of any areas other than streets to be dedicated or reserved for public use. (If applicable)  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| J. | Minimum area and associated minimum elevation for the building on each lot (building site). (If requested by Planning Commission)  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |



Final Plat Checklist

Page 2

|   | <u>YES</u>                          | <u>NO</u>                           |
|---|-------------------------------------|-------------------------------------|
| K. Building setback lines along all streets, with dimensions  | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| L. Name, signature, seal of licensed engineer or registered land surveyor preparing plat.   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| M. Scale of plat, (shown graphically) date of prep and north point.   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| N. Statement dedicating all easements, streets, alleys and all other public areas not previously dedicated.   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| 8. A copy of any restrictive covenants applicable to the subdivision is provided. (N/A if not applicable)   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| 9. Required certifications/acknowledgements are present:  |                                     |                                     |
| A. Certificate signed and acknowledged by all parties having any record, title or interest in the land subdivided, and consenting to the preparation and recording of said subdivision map.   | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| B. Certificate (as above) dedicating or reserving all parcels of land shown on the final plat and intended for any public or private use including easements, and those parcels which are intended for the exclusive use of the lot owners of the subdivision, their licensees, visitors, tenants and servants. | <input checked="" type="checkbox"/> | <input type="checkbox"/>            |
| C. Certificate of responsibility by registered land surveyor preparing final map, accompanied by seal.  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| D. Certificate(s) signed by City Clerk and County Treasurer that all taxes and special assessments due and payable have been paid.  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| E. Notary acknowledgement in proper form.   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| F. Endorsement by Planning Commission in proper form.   | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |
| G. Public use acceptance by Governing Body in proper form.  | <input type="checkbox"/>            | <input checked="" type="checkbox"/> |



## PLANNING COMMISSION APRIL REGULAR MEETING

Council Chambers, 800 1st Terrace, Lansing, KS 66043  
Wednesday, April 20, 2022 at 7:00 PM

### MINUTES

**CALL TO ORDER-** The regular April meeting of the Lansing Planning Commission was called to order by Chairman Jake Kowalewski at 7:00 p.m.

**ROLL CALL / QUORUM ANNOUNCEMENT-** In attendance were Chairman Jake Kowalewski, Commissioners Amy Baker, Mike Suozzo, Richard Hannon, Janette Labbee-Holdeman and Jerry Gies. Chairman Kowalewski noted there was a quorum present.

#### OLD BUSINESS-

**1. Approval of Minutes, March 16, 2022, Regular Meeting**

Motion was made by Commissioner Labbee-Holdeman to approve the meeting minutes as written. It was seconded by Commissioner Baker. Motion passed 5-0. Richard Hannon abstained.

#### NEW BUSINESS-

**2. Subdivision Case SDPP-2022-2**

*Leon D. Osbourn, KS PE/RLS, Randall C. Purdue, KS PE, and Jason R. Loader, KS RLS, authorized agents for Robert E. Eberth, Bev Rench, and Ed Eberth, owners of property at 00000 Gilman Rd., have applied for approval of a preliminary plat for the Gilman Road Business Park subdivision, which will replat an existing unplatted tract. This preliminary plat, if approved, will allow the property owners to continue the platting process and apply for a Final Plat, which will subdivide approximately 28.40 acres into fifteen lots and one tract allowing for the potential future construction of industrial projects. The property is currently zoned A-1, and a separate rezoning request is also on the agenda for consideration. No additional Right of Way was requested by Staff for this preliminary plat.*

Commissioner Labbee- Holdeman made a motion to accept the checklist of the finding of fact for the preliminary plat, and Commissioner Geis seconded, motion passed 6-0.

Commissioner Geis wanted to confirm that the right of way was sufficient, and Mr. Schmitz stated that it was sufficient. Chairman Kowalewski then asked if there was a requirement for sidewalks, and Mr. Schmitz stated that according to code, sidewalks are required. Commissioner Labbee-Holdeman asked why there would be a desire to be zoned light industry if they do not currently have a plan. Mr. Schmitz stated that there is a site plan being worked on for 1-A.

Randy Perdue from Kaw Valley Engineering was in attendance and stated that there is a plan for 1-A and the rest is tentatively for sale. He hasn't received a final answer regarding if they are platting all of it or just 1-A. They are contemplating platting all of it at once. Commissioner Geis made a motion to accept the final plat contingent on the items in the staff report and was seconded by Commissioner Baker. Motion passed 6-0.

**3. Rezone Case RZ-2022-1**

*Leon D. Osbourn, KS PE/RLS, Randall C. Purdue, KS PE, and Jason R. Loader, KS RLS, authorized agents for Robert E. Eberth, Bev Rench, and Ed Eberth, owners of property at 00000 Gilman Rd., have applied to rezone the subject property from A-1 Agricultural District to I-1 Light Industrial District. This rezoning, if approved, will allow the property owners to develop a business park in this area. A preliminary plat is also on the agenda for this subject property.*

The public hearing was opened at 7:09 pm. With no input from the public, the public hearing was closed at 7:10 pm. There was no further discussion.

Commissioner Geis made a motion to accept the findings of facts, seconded by Commissioner Suozzo. Motion passed 6-0.

Commissioner Geis made a motion to recommend the approval of the rezoning request to the city council, seconded by Commissioner Baker. Motion passed 6-0.

#### 4. **Subdivision Case # SDFP-2022-1**

*Brian & Lisa Rees, owners of property at 1217 S De Soto Road, and John & Donna Scanlon, owners of property at 1227 S De Soto Road, have applied for approval of a final plat for the Reeslon Addition subdivision, which will replat an existing unplatted tract (1217 S. De Soto Road) and Lot 1 (1227 S. De Soto Road) of Southern Hills Subdivision Plat 2. This final plat, if approved, will allow the property owners to subdivide approximately 10.48 acres from the existing two lots into three allowing for the potential future construction of a single-family home between the two existing homes along De Soto Road. No modification of zoning is being requested in association with this preliminary plat, however City Staff did request additional right-of-way in front of 1217 S De Soto Road to extend the right of way in this area so that it is uniform between the properties on the east side of De Soto Road.*

Commissioner Labbee-Holdeman expressed her concern when it comes to shared driveways, in regard to future occupants, and asked about the ordinance for shared driveways. Mr. Schmitz stated that as part of the UDO, shared driveways are allowed. Mr. Schmitz then stated that there is a fifteen-foot shared access easement on the North, and a Twenty-foot access on the South of the property. Commissioner Labbee-Holdeman stated that there are nine 'no's' on the checklist. Mr. Schmitz explained that it's based on the version that was submitted, and it hasn't been signed or executed by the property owner, planning commission or city council, therefore we must mark 'no' on all of those. Ideally, we would like to see it signed by property owner, surveyor, etc., when it comes into the planning commission. But that rarely happens.

Commissioner Kowalewski asked with the construction, if there is no additional impact with the storm runoff. Mr. Spickelmier stated that its required to have that certification and that all concerns were addressed. When asked if it would be sewer or septic, Mr. Schmitz stated that this home will be sewer, and that there is sewer on site, within 100 feet.

With no further discussion or comments, Commissioner Geis made a motion to recommend this plat to the city council with conditions and Commissioner Labbee-Holdeman seconded it. Motion passed 6-0.

Mr. Schmitz stated that the rezoning request and the final plat that were just approved by the planning commission will both go to the May City Council Meeting.

**NOTICES AND COMMUNICATIONS-** Mr. Schmitz stated that we will have discussion of maximum lot sizes on the agenda next month. Our code has minimum lot sizes but not maximum.

**REPORTS: Commission and Staff Members- None**

**ADJOURNMENT-** Commissioner Labbee-Holdeman made a motion to adjourn and was seconded by Commissioner Suozzo. The meeting was adjourned at 7:28 pm.

For information on how to view prior meetings, please visit our website at <https://www.lansings.org>. If you require any special assistance, please notify the Community and Economic Development Director prior to the meeting.

Respectfully submitted,

Melissa Baker, Secretary

Reviewed by,

Matthew R. Schmitz, Community and Economic Development Director

DRAFT

# REESLON ADDITION

A Replat of Lot 1, SOUTHERN HILLS SUBDIVISION PLAT 2, and a tract of land in the Northwest Quarter of Section 36, Township 9 South, Range 22 East of the 6th P.M., City of Lansing, Leavenworth County, Kansas.

PREPARED FOR:  
Brian G. & Lisa M. Rees  
1227 S. Desoto Street  
Lansing, KS 66043  
PID # 107-36-0-20-02-002

Donna Scanlon Trust  
1227 S. Desoto Road  
Lansing, KS 66043  
PID # 107-36-0-20-02-003

## FINAL PLAT

**SURVEYOR'S DESCRIPTION:**  
A tract being all of Lot 1, SOUTHERN HILLS SUBDIVISION PLAT 2, and a tract of land in the Northwest Quarter of Section 36, Township 9 South, Range 22 East of the 6th P.M., City of Lansing, Leavenworth County, Kansas, as written by Joseph A. Herring PS-1296 on January 14, 2022, more fully described as follows: Commencing at the Northwest corner of said Section 36; thence North 87 degrees 13'21" East for a distance of 40.01 feet along the North line of said Northwest Quarter to the TRUE POINT OF BEGINNING; thence continuing North 87 degrees 13'21" East for a distance of 356.53 along said North line to the Northwest corner of ROCK CREEK RIDGE 4th PLAT; thence South 02 degrees 46'33" East for a distance of 30.00 feet along the West line of said ROCK CREEK RIDGE 4th PLAT; thence South 01 degrees 52'40" East for a distance of 311.83 feet along said West line to Northwest corner of Lot 1, SOUTHERN HILLS SUBDIVISION PLAT 2; thence North 87 degrees 13'22" East for a distance of 403.00 feet along the North line and to the Northeast corner of said Lot 1; thence South 01 degrees 52'40" East for a distance of 443.15 feet along the East line and to the Southwest corner of said Lot 1; thence South 87 degrees 13'22" West for a distance of 750.00 feet along the South line and to the Southwest corner of said Lot 1; thence North 01 degrees 52'35" West for a distance of 200.00 feet along the West line and to the Northwest corner of said Lot 1; thence South 87 degrees 14'56" East for a distance of 10.00 feet along an extension of said Lot 1 to the East right of way line of 147th Street; thence North 01 degrees 52'35" West for a distance of 584.97 feet along said East right of way line to the point of beginning, together with and subject to covenants, easement and restriction of record.  
Said property contain 10.48 acres, more or less, including road right of way.  
Error of Closure - 1 : 150191

**CERTIFICATION AND DEDICATION**  
The undersigned proprietors state that all taxes of the above described tract of land have been paid and that they have caused the same to be subdivided in the manner shown on the accompanying plat, which subdivision shall be known as: REESLON ADDITION.

Easements shown on this plat are hereby dedicated for public use, the rights of way which are shown with dashed lines on the accompanying plat, and said easements may be employed to locate and maintain sewers, water lines, gas lines, poles and wires and any other form of public utility now and hereafter used by the public over, under and along the strips marked "Utility Easement" (U/E) or "Drainage Easement" (D/E).

An easement to enter and exit under or over the area outlined and designated on this plat as "Shared Access Easement", is hereby granted over Lot 1 and 2 for the benefit of Lots 1 and 2. Maintenance is to be shared between the owners of said Lots 1 and 2.

Streets shown on the accompanying plat and not heretofore dedicated for public use are hereby so dedicated.

Building Lines or Setback Lines (B.S.L.) are hereby established as shown on the accompanying plat and no building or portion thereof shall be built or constructed between this line and the street line.

In accordance with KSA 12-512b, all rights, obligations, reservations, easements, or interest not shown on this plat shall be vacated as to use and as to title, upon filing and recording of this plat. The proprietors, successors and assigns of property shown on this plat hereby absolve and agree, jointly and severally, to indemnify the City of Lansing, Kansas, of any expense incident to the relocation of any existing utility improvements heretofore installed and required to be relocated in accordance with proposed improvements described in this plat.

**IN TESTIMONY WHEREOF,**  
We, the undersigned owners of REESLON ADDITION, have set our hands this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Brian G. Rees  
\_\_\_\_\_  
Lisa M. Rees

Donna Scanlon - Trustee Donna Scanlon Trust

**NOTARY CERTIFICATE:**  
Be it remembered that on this \_\_\_\_\_ day of \_\_\_\_\_, 2022, before me, a notary public in and for said County and State came Brian G. Rees and Lisa M. Rees, husband and wife, to me personally known to be the same persons who executed the foregoing instrument of writing, and duly acknowledged the execution of same. In testimony whereof, I have hereunto set my hand and affixed my notary seal the day and year above written.

**NOTARY PUBLIC**  
My Commission Expires: \_\_\_\_\_ (seal)

**NOTARY CERTIFICATE:**  
Be it remembered that on this \_\_\_\_\_ day of \_\_\_\_\_, 2022, before me, a notary public in and for said County and State came Donna Scanlon, Trustee to the Donna Scanlon Trust, to me personally known to be the same persons who executed the foregoing instrument of writing, and duly acknowledged the execution of same. In testimony whereof, I have hereunto set my hand and affixed my notary seal the day and year above written.

**NOTARY PUBLIC**  
My Commission Expires: \_\_\_\_\_ (seal)

**APPROVALS**  
This Plat of REESLON ADDITION has been submitted and approved by the Lansing Planning Commission this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

Chairman - Ron Barry  
Secretary - Melissa Baker  
Chairman is Jake Kowalewski

This Plat approved by the City Council of Lansing, Kansas, this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

Mayor - Anthony R. McNeill  
Attest: City Clerk - Sarah Bodensteiner  
City Clerk is Tish Sims, CMC

Director of Public Works - Michael Spickelmier, P.E.  
Director of Community & Economic Development  
Matthew R. Schmitz, MPA

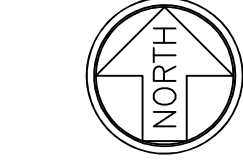
City Attorney - Gregory Robinson

I hereby certify, as the County Treasurer of Leavenworth County, Kansas, that all taxes and special assessments due and payable on the foregoing subdivision have been paid on this \_\_\_\_\_ day of \_\_\_\_\_, 2022.

Leavenworth County Treasurer - Janice VanParys

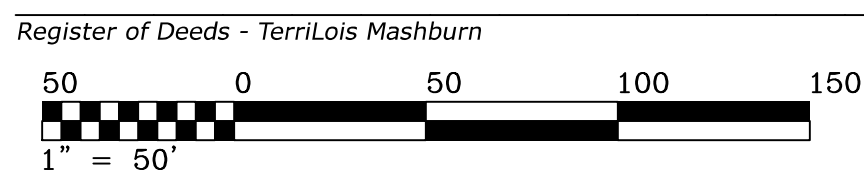
I hereby certify this plat meets the requirements of KSA-58-2005. The face of this plat was reviewed based on Kansas Minimum Standards for Boundary Surveys. No field verification is implied. This review is for surveying information only.

LEAVENWORTH COUNTY SURVEY REVIEWER  
Michael J. Bogina, KS PS-1653



Scale 1" = 50'

**REGISTER OF DEED CERTIFICATE:**  
Filed for Record as Document No. \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_, 2022 at \_\_\_\_\_ o'clock \_\_\_\_\_ M in the Office of the Register of Deeds of Leavenworth County, Kansas,

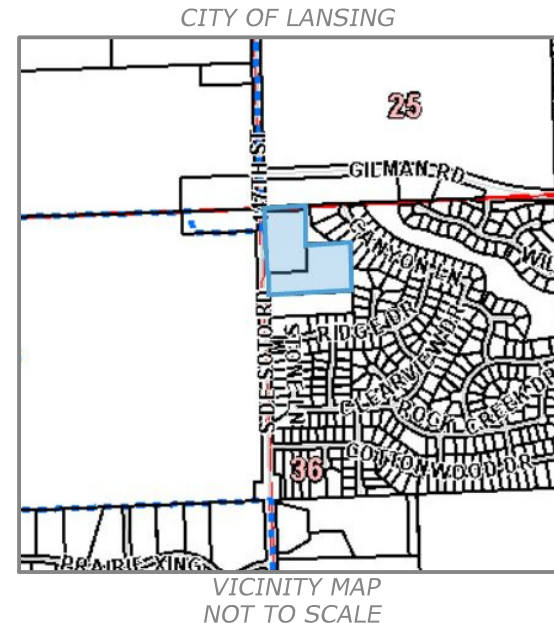
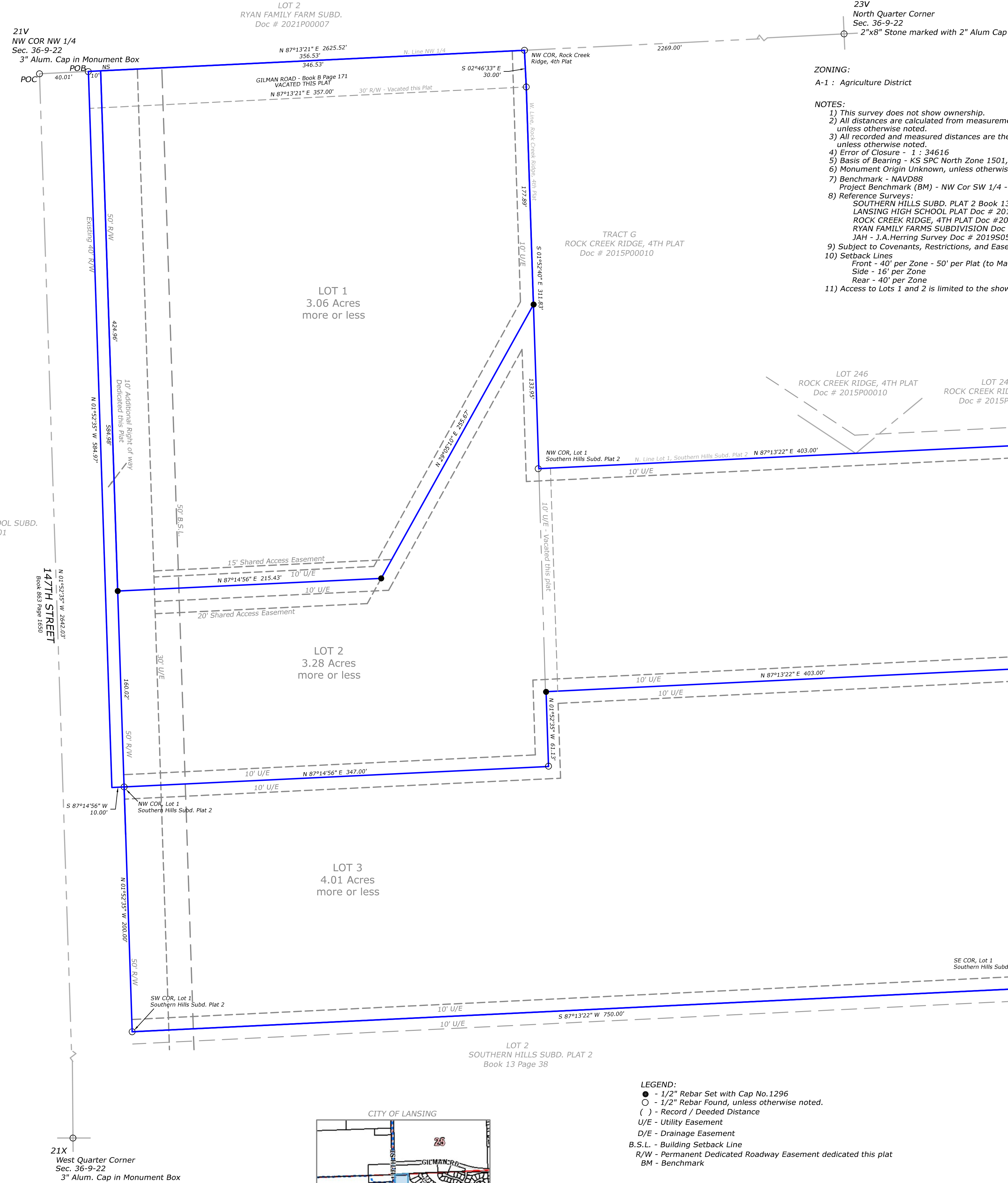


J. Herring, Inc. (dba)  
**HERRING SURVEYING COMPANY**  
315 North 5th Street, Leav., KS 66048  
Ph. 913.651.3858 Fax 913.674.5361  
Email - survey@herringinc.com

### SURVEYOR'S CERTIFICATE:

I, the undersigned, do hereby certify that I am a professional surveyor in the State of Kansas with experience and proficiency in land surveying, that the heretofore described property was surveyed and subdivided by me, or under my supervision, that all subdivision regulations of the City of Lansing, Kansas have been complied with in the preparation of this plat, that this survey conforms to the Kansas Minimum Standards for Boundary Surveys, and that all monument shown hereon actually exist and their positions are correctly shown to the best of my knowledge and belief. The field work was completed on \_\_\_\_\_, 2022.

BY:  
Joseph A. Herring, KS PS # 1296



**LEGEND:**  
● - 1/2" Rebar Set with Cap No.1296  
○ - 1/2" Rebar Found, unless otherwise noted.  
( ) - Record / Deeded Distance  
U/E - Utility Easement  
D/E - Drainage Easement  
B.S.L. - Building Setback Line  
R/W - Permanent Dedicated Roadway Easement dedicated this plat  
BM - Benchmark

**Reviewed By PW**  
04/07/2022 10:20:38 AM  
By mspickelmier

Comment: Signature continent upon receipt and review of stormwater

**Reviewed By WW Dept**  
No Comments  
04/07/2022 2:43:58 PM  
By T Zell

**Reviewed By CED**  
04/14/2022 6:23:21 PM  
By mschmitz

- ZONING:**  
A-1 : Agriculture District
- NOTES:**  
1) This survey does not show ownership.  
2) All distances are calculated from measurements or measured this survey, unless otherwise noted.  
3) All recorded and measured distances are the same, unless otherwise noted.  
4) Error of Closure - 1 : 34616  
5) Basis of Bearing - KS SPC North Zone 1501, W. Line NW 1/4  
6) Monument Origin Unknown, unless otherwise noted.  
7) Benchmark - NAVD88  
Project Benchmark (BM) - NW Cor SW 1/4 - 914'  
8) Reference Surveys:  
SOUTHERN HILLS SUBD. PLAT 2 Book 13 Page 38, 1998  
LANSING HIGH SCHOOL PLAT Doc # 2014P00001  
ROCK CREEK RIDGE, 4TH PLAT Doc # 2015P000010  
RYAN FAMILY FARMS SUBDIVISION Doc # 2021P000007  
JAH - J.A.Herring Survey Doc. # 2019S050  
9) Subject to Covenants, Restrictions, and Easements of Record.  
10) Setback Lines  
Front - 40' per Zone - 50' per Plat (to Match Plat to South)  
Side - 16' per Zone  
Rear - 40' per Zone  
11) Access to Lots 1 and 2 is limited to the shown "Shared Access Easement".

LOT 248  
ROCK CREEK RIDGE, 4TH PLAT  
Doc # 2015P000010

LOT 249  
ROCK CREEK RIDGE, 4TH PLAT  
Doc # 2015P000010

LOT 250  
ROCK CREEK RIDGE, 4TH PLAT  
Doc # 2015P000010

LOT 210  
ROCK CREEK RIDGE, 4TH PLAT  
Doc # 2015P000010

LOT 209  
ROCK CREEK RIDGE, 4TH PLAT  
Doc # 2015P000010

I hereby certify that this survey was made by me, or under my direct supervision, on the ground during the month of January 2022 and this map or plat is correct to the best of my knowledge.

Joseph A. Herring  
PS # 1296

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## AGENDA ITEM

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TO: Tim Vandall, City Administrator  
FROM: Matthew R. Schmitz, MPA – Director, Community & Economic Development  
DATE: May 5, 2022  
SUBJECT: Lansing Planning Commission Appointment

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Explanation: There are (2) positions on the Planning Commission whose terms expired on April 30, 2022. These positions have been advertised, but only one application has been received. The application received is from an existing board member, wishing to continue service on the Planning Commission.

Action: A motion to appoint Jake Kowalewski to the Lansing Planning Commission for a three-year term that will expire on April 30, 2025.



800 First Terrace, Lansing, Kansas 66043 - Telephone: 913-727-3036  
Fax: 913-828-4579 - www.lansingsks.org

**APPLICATION FOR LANSING PLANNING COMMISSION**

**Name:** Jake Kowalewski

**Lansing Address:** 600 Cottonwood Drive Lansing Kansas 66043

**Home Phone:** 913-704-9846

**Business Phone:** \_\_\_\_\_

**E-mail:** Jakeski17@yahoo.com

Please attach a one-to-two-page written statement expressing your interest in being appointed to the Lansing Planning Commission. Your written statement should address the following four topics:

1. Qualifications for the position.
2. Personal philosophy of the Lansing Planning Commission and development in Lansing.
3. Desired accomplishments as a Lansing Planning Commission member.
4. Willingness to attend meetings.

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

This volunteer position is for the Lansing Planning Commission for a three (3) year term ending on April 30, 2025. Applicants must be at least 18 years of age and a U.S. Citizen. Applicants must also be a resident of the City of Lansing or live within the Urban Growth Management Area outside of city limits.

All applications should be returned to Lansing City Hall, 800 First Terrace, marked "Attention of the City Clerk".

- 1) Currently I am the sitting chairman on the Lansing Planning Commission. During my first term on the commission, I feel like we were able to assist the growth of Lansing and align strategies with City Council. In addition to my role on the planning commission I sit on the board of directors for Lan Del water district, have went through Lansing Citizens Academy, and most recently completed the Leadership Southern Leavenworth County cohort. I have decided to be a servant leader to the community as much as my time will allow.
- 2) My philosophy as a member of the planning commission is ensure that were utilizing the comprehensive planning and future use map as a guide for growth. I do believe both documents are fluid and are a guide not the rule. Making the best decisions for as many citizens as we can is my #1 factor when making decisions.
- 3) My desired accomplishment for the planning commission would be to help facilitate commercial growth and continue to make Lansing a great city to live in. Additionally, I would love to see more residential growth because without adding rooftops growing commercially will be difficult.
- 4) In my first term on the planning commission, I have only missed one meeting and that was due to it being a special meeting that coincided with my obligations at Lan Del.



**References:**

Jody Carlson  
Director of Operations – NW – Missouri American Water  
816-344-2325  
[Jody.Carlson@amwater.com](mailto:Jody.Carlson@amwater.com)

Roger Sparks  
Engineering Manager – Western Missouri – Missouri American Water  
816-752-8106  
[Roger.W.Sparks@amwater.com](mailto:Roger.W.Sparks@amwater.com)

David Van Parys  
Leavenworth County Kansas – County Commission Attorney  
913-684-0415  
[dvanparyslaw@gmail.com](mailto:dvanparyslaw@gmail.com)

Joshua Vincent  
Water District One of Johnson County – Lead Engineer  
913-895-5766  
[jvincent@waterone.org](mailto:jvincent@waterone.org)

# AGENDA ITEM

TO: Tim Vandall, City Administrator

FROM: Mike Spickelmier, Director of Public Works *NEWS 4/28/22*

DATE: April 28, 2022

SUBJECT: Skid Steer Purchase

The price quotes for the purchase of a skid-steer are listed below

| Vendor             | Manufacturer  | Model        | Price               |
|--------------------|---------------|--------------|---------------------|
| Foley Equip.       | CAT           | 262D         | \$ 61,507.00        |
| <b>KC Bobcat</b>   | <b>Bobcat</b> | <b>S66T4</b> | <b>\$ 56,907.84</b> |
| Victor L. Phillips | Case          | SV280B       | \$ 57,676.00        |
| Heritage Tractor   | John Deere    | 342G         | \$ 55,900.00        |

Policy Considerations: The quotes listed were solicited in accordance with the SourceWell Government Purchasing agreement. This cooperative purchasing consortium has been used my multiple jurisdictions throughout Kansas, and the MARC region.

Financial Considerations: The purchase of a skid steer loader and trailer was identified is part of Budget Line Item 10-014-43301 for \$77,000

The Trailer was purchased from Austin Sales for \$8,040.00 leaving a balance of \$68,960

Other Consideration: This is replacing the 1997 Bobcat 763. All the additional attachments will maintain full compatibility with this system and continue to be utilized. Additionally, the crew tested this unit as well as a similar Case Skid steer. The consensus of the staff is that the Bobcat is the best value for purchase.

We feel that the compatibility with our current tools and the Parks & Rec Tool cat make this the most cost-effective alternative.

Action: (Public Works Recommendation)  
Accept the Price Quote from KC Bobcat for the purchase of the S66T4 Bobcat Skid Steer Loader with specified equipment for \$56,907.84 and authorize staff to sign the purchase order.

# AGENDA ITEM #



# Bobcat

## Product Quotation

Quotation Number: AMS-04928v1  
Date: 2022-04-26 11:16:41

|   |  |   |
|---|--|---|
| <b>Customer Name/Address:</b>   | Bobcat Delivering Dealer   | ORDERS TO BE PLACED WITH:<br>Contract Holder/Manufacturer   |
| <b>CITY OF LANSING</b><br>Attn: KENNETH<br>800 1ST ST<br>LANSING, KS 66043<br>Phone: (913) 680-7503<br>Email:<br>KPAYNE@LANSING.KS.US | Aaron Phares<br>K.C. Bobcat, Tracy, MO<br>100 TRACY DR<br>TRACY MO 64079<br>Phone: (816) 431-3001<br>Fax: (816) 431-3002 | <b>Clark Equipment Company</b><br>dba Bobcat Company<br>250 E Beaton Dr<br>West Fargo, ND 58078<br>Phone: 701-241-8719<br>Fax: 855-608-0681<br>Contact: Heather Messmer<br>Heather.Messmer@doosan.com |

| Description   | Part No   | Qty   | Price Ea.   | Total              |
|---|---|---|-------------|--------------------|
| <b>S66 T4 Bobcat Skid Steer Loader</b>  | M0347   | 1   | \$38,221.40 | \$38,221.40        |
| 74.0 HP Tier 4 V2 Bobcat Engine<br>Auxiliary Hydraulics: Variable Flow<br>Backup Alarm<br>Bob-Tach<br>Bobcat Interlock Control System (BICS)<br>Controls: Bobcat Standard<br>Cylinder Cushioning - Lift, Tilt<br>Engine/Hydraulic Performance De-rate Protection<br>Glow Plugs (Automatically Activated)<br>Horn<br>Instrumentation: Standard 5" Display (Rear Camera Ready) with Keyless Start, Engine Temperature and Fuel Gauges, Hour meter, RPM and Warning Indicators. Includes maintenance interval notification, fault display, job codes, quick start, auto idle, and security lockouts.<br>Lift Arm Support<br>P68 Performance Package<br>Power Bob-Tach<br>7-Pin Attachment Control Kit<br>High Flow | <b>Lift Path: Vertical</b><br><b>Lights, Front &amp; Rear LED</b><br><b>Operator Cab</b>              |   |             |                    |
|   |   | <ul style="list-style-type: none"> <li>• Includes: Adjustable Vinyl Suspension Seat, Top and Rear Windows, Parking Brake, Seat Bar and Seat Belt</li> <li>• Roll Over Protective Structure (ROPS) meets SAE-J1040 and ISO 3471</li> <li>• Falling Object Protective Structure (FOPS) meets SAE-J1043 and ISO 3449, Level I; (Level II is available through Bobcat Parts)</li> </ul> |             |                    |
|   |   | Parking Brake: Wedge Brake System<br>Tires: 31x12x16.5, 10 PR, Super Float Tires<br>Two Speed Travel<br>Warranty: 2 years, or 2000 hours whichever occurs first   |             |                    |
| <b>C68 Comfort Package</b><br>"Enclosed Cab with HVAC<br>Sound Reduction<br>Touch Display with Radio & Bluetooth  | M0347-P06-P68   | 1   | \$3,388.70  | \$3,388.70         |
|   | <b>2-Speed</b><br><b>Hydraulic Bucket Positioning</b><br><b>Automatic Ride Control</b>                |   |             |                    |
| <b>Selectable Joystick Controls</b><br>10-16.5, 10PR, Bobcat Heavy Duty Tires<br>Strobe Light Kit, Amber<br>68" Heavy Duty Bucket<br>--- Bolt-On Cutting Edge, 68"<br>--- Standard Bolt-on tooth kit  | M0347-P07-C68   | 1   | \$5,440.40  | \$5,440.40         |
|   | <b>Heated Cloth Air Ride Suspension Seat</b><br><b>Premium LED Lights</b><br><b>Rear View Camera"</b> |   |             |                    |
|   | M0347-R01-C04   | 1   | \$567.70    | \$567.70           |
|   | M0347-R09-C02   | 1   | \$0.00      | \$0.00             |
|   | 7375339   | 1   | \$263.09    | \$263.09           |
|   | 7272679   | 2   | \$991.80    | \$1,983.60         |
|   | 6718006   | 1   | \$275.31    | \$275.31           |
|   | 7355991   | 8   | \$52.08     | \$416.64           |
| <b>Total of Items Quoted</b>  |   |   |             | <b>\$50,556.84</b> |
| <b>Dealer P.D.I.</b>  |   |   |             | <b>\$150.00</b>    |
| <b>Freight Charges</b>  |   |   |             | <b>\$1,293.00</b>  |
| <b>Dealer Assembly Charges</b>  |   |   |             | <b>\$322.00</b>    |
| <b>Other Charges: Material and Logistics</b>  |   |   |             | <b>\$4,586.00</b>  |
| <b>Quote Total - US dollars</b>   |   |   |             | <b>\$56,907.84</b> |

Notes:

\*Prices per the Kansas NASPO Construction - SW192  
 \*Terms Net 60 Days. Credit cards accepted.  
 \*FOB Origin – Prepay and Add to Quote  
 \*State Sales Taxes apply. IF Tax Exempt, please include Tax Exempt Certificate with order.  
 \*TID# 38-0425350  
 \*Orders Must Be Placed with Clark Equipment Company dba Bobcat Company, Govt Sales, 250 E Beaton Drive, West Fargo, ND 58078.  
 \*Quote valid for 30 days

**ORDER ACCEPTED BY:**

|                      |                       |
|----------------------|-----------------------|
| SIGNATURE            | DATE                  |
| PRINT NAME AND TITLE | PURCHASE ORDER NUMBER |

DELIVERY ADDRESS: \_\_\_\_\_

BILLING ADDRESS (if different than Ship To): \_\_\_\_\_

TAX EXEMPT?    \_\_\_\_\_ YES    \_\_\_\_\_ NO

Exempt in the State of \_\_\_\_\_

Tax Exempt ID:

FEDERAL - \_\_\_\_\_

STATE - \_\_\_\_\_

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



City of Lansing  
800 First Terrace  
Lansing, Kansas 66043

**City Administrator’s Report**  
May 5, 2022

**Agenda Items:**

Ordinance No. 1082 would rezone a 28.4 acre parcel on Gilman Road from Agriculture to I-1 Light Industrial. The parcel is directly east of Kelly Grove Park and west of Crestline Storage and the Leavenworth County Transfer Station. There was no public concern or comment at the Planning Commission’s public hearing. This modification was recommended by the Planning Commission 6-0 at their April 20<sup>th</sup> meeting.

The Reeslon Addition would take two lots, totaling approximately 10.4 acres along South DeSoto Road, and subdivide the lots to create a buildable third lot. There is no change in zoning associated with this plat, but staff did request additional right-of-way in front of 1217 South DeSoto to ensure consistency in ROW throughout the area. This plat was recommended by the Planning Commission 6-0 at their April 20<sup>th</sup> meeting.

Reappointment of Planning Commission Chairman Jake Kowalewski is on the agenda for Thursday evening. Following this reappointment, there will still be one opening on the Planning Commission.

During the budget process last year, the City budgeted \$77,000 for the purchase of a new skid loader to replace our 1997 Bobcat 763. The City solicited quotes in accordance with the Sourcewell Government Purchasing agreement. The bids are below:

| Vendor             | Manufacturer | Model  | Price        |
|--------------------|--------------|--------|--------------|
| Foley Equip.       | CAT          | 262D   | \$ 61,507.00 |
| KC Bobcat          | Bobcat       | S66T4  | \$ 56,907.84 |
| Victor L. Phillips | Case         | SV280B | \$ 57,676.00 |
| Heritage Tractor   | John Deere   | 342G   | \$ 55,900.00 |

Based on the functionality of the Bobcat unit, and the savings associated with having our existing Bobcat accessories remain compatible, staff is recommending purchase of the Bobcat S66T4 for \$56,907.84.

**Wastewater:**

Easement documents for the Town Centre Trunk Sewer Replacement project were delivered to Valbridge Property Advisors for appraisal work. The draft geotechnical report was received and reviewed. The results of the rock coring found significant amounts of limestone throughout the



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project at shallow depths. Staff has requested additional rock cores between manhole locations to further quantify the amount of rock present. GBA will develop a revised cost estimate given this new information, but the volume of rock will add cost to the project. Previous cost estimates put the project near \$775,000, which includes a 20% contingency. Construction of this project will follow, as directed by the Council.

Twelve flow meters were installed on March 25<sup>th</sup>, which was in time to collect data from the recent rainfall events where Lansing received 1.3-1.5” of rain. Data collection will continue for 90 days.

**Year End Sales Tax Update:**

|  | <b>2021 YTD</b> | <b>2022 YTD</b> | <b>Difference</b>   |
|--|-----------------|-----------------|---------------------|
| <b>Local Sales &amp; Use Tax (1.45%)</b> | \$546,526       | \$655,684       | \$109,158, 19.97%   |
| <b>County Sales Tax</b>                  | \$309,901       | \$322,275       | \$12,374 (3.99%)    |
| <b>County Use Tax</b>                    | \$87,983        | \$123,868       | \$35,885 (40.79%)   |
| <b>Guest Tax</b>                         | \$55,277        | \$21,421        | -\$33,856 (-61.25%) |

Through the April disbursement, the .45% sales tax has generated \$203,262, on pace for \$609,786 throughout the year. The 2022 debt payment for DeSoto Road is \$388,075. Based on current projections, this would leave \$250,829 toward park improvements this year.

**P&R Baseball/Softball Participants:**

|                         | <b>2021 Baseball #s</b> | <b>2022 Baseball #s</b> |
|-------------------------|-------------------------|-------------------------|
| <b>Tball</b>            | <b>100</b>              | <b>87</b>               |
| <b>8U (Coach Pitch)</b> | <b>50</b>               | <b>61</b>               |
| <b>10U</b>              | <b>47</b>               | <b>44</b>               |
| <b>12U</b>              | <b>27</b>               | <b>28</b>               |
| <b>15U</b>              | <b>22</b>               | <b>22</b>               |

|            | <b>2021 Softball #s</b> | <b>2022 Softball #s</b> |
|------------|-------------------------|-------------------------|
| <b>8U</b>  | <b>31</b>               | <b>32</b>               |
| <b>10U</b> | <b>29</b>               | <b>24</b>               |
| <b>12U</b> | <b>22</b>               | <b>28</b>               |
| <b>15U</b> | <b>20</b>               | <b>29</b>               |



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**Public Works:**

Seasonal mowing has begun and street sweeping will begin in the next two weeks.

Design for the drainage pipe at 4H and Valley is at 50%. The temporary repairs were completed last fall. Our engineers anticipate this major stormwater pipe replacement to be in the neighborhood of \$500,000. We will bring up this project during budget season to evaluate if it can be completed in 2023.

KDOT submitted all necessary paperwork to the City on May 2<sup>nd</sup>. A preconstruction meeting and NTP (Notice to Proceed) will be issued shortly. Please encourage drivers to utilize detours or to drive the intersection during non-peak hours. There will be traffic congestion.

The proposed ward maps that we presented and discussed in February need to be modified. Initially, the City attempted to split census tracts along arterials roads (4H, Gilman, etc), which would have made the maps cleaner and easier to explain to residents. However, we have been told by the Secretary of State’s Office that we are not able to split census tracts, regardless of how little sense the tracts make. Staff will work to update the maps and present at a future Council meeting. The updated maps will likely be fairly similar to the 2012 ward boundaries.

**Meetings & Announcements:**

The City is currently accepting applications for Police Officer I/II. The City has a volunteer opening on the Planning Commission.

We are hopeful the vehicles purchased in January will be delivered later this month.

The VFW/Boy Scout fundraiser VFW Commander Vodarick referenced last month is May 7<sup>th</sup> in the Lansing Community Center. The memorial ceremony for the new bricks at the Bernard Park Veteran’s Memorial is on May 21<sup>st</sup>. Please strive to attend both events, if able.

- Thursday, May 5<sup>th</sup> City Council Meeting, 7:00pm, City Hall
- Saturday, May 7<sup>th</sup> Fishing Derby, Bernard Park
- Fri-Sat May 13-14<sup>th</sup> Bernard BBQ Battle (not open to the public)/Citywide yard sale
- Thursday, May 19<sup>th</sup> City Council Meeting, 7:00pm, City Hall
- Thursday, May 26<sup>th</sup> City Council Work Session, 7:00pm, City Hall
- Monday, May 30<sup>th</sup> Memorial Day Holiday-City Offices Closed
- Thursday, June 2<sup>nd</sup> City Council Meeting, 7:00pm, City Hall
- Wednesday, June 15<sup>th</sup> Planning Commission Meeting, 7:00pm, City Hall
- Thursday, June 16<sup>th</sup> City Council Meeting, 7:00pm, City Hall



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- Thursday, June 23<sup>rd</sup>
- Thursday, June 23<sup>rd</sup>

Special Meeting, 6:30pm, Approval of KBP GO Bonds  
Budget Work Session, 7:00pm, City Hall

Sincerely,

Tim Vandall