

AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

OLD BUSINESS

1. Approval of Minutes

AUDIENCE PARTICIPATION

PRESENTATIONS

NEW BUSINESS

2. Boy Scouts after hours use of the Activity Center for Anti-Campout
3. Final Plat - The Dunes
4. Executive Session - Attorney/Client Privilege

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

5. City Administrator Report

PROCLAMATIONS

OTHER ITEMS OF INTEREST

ADJOURNMENT

Regular meetings are held on the first and third Thursday of each month. For information on how to view prior meetings, please visit our website at <https://www.lansingks.org>. Any person wishing to address the City Council, simply proceed to the microphone in front of the dais after the agenda item has been introduced and wait to be recognized by the Mayor. When called upon, please begin by stating your name and address. A time designated "Audience Participation" is listed on the agenda for any matter that does not appear on this agenda. The Mayor will call for audience participation. Please be aware that the City Council and staff may not have had advance notice of your topic and that the City Council may not be able to provide a decision at the meeting. If you require any special assistance, please notify the City Clerk prior to the meeting.

AGENDA ITEM

TO: Tim Vandall, City Administrator
FROM: Tish Sims, City Clerk
DATE: January 25, 2024
SUBJECT: Approval of Minutes

The Regular Meeting Minutes of January 18, 2024 are enclosed for your review.

Action: Staff recommends a motion to approve the Regular Meeting Minutes of January 18, 2024, as presented.

CITY OF LANSING
CITY COUNCIL MEETING

REGULAR MEETING MINUTES
January 18, 2024

Call To Order:

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

Roll Call:

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

Councilmembers Present:

Ward 1: Kevin Gardner and Gene Kirby
Ward 2: Marcus Majure and Don Studnicka
Ward 3: Kerry Brungardt and Jesse Garvey
Ward 4: Dan Clemons and Pete Robinson

Councilmembers Absent:

OLD BUSINESS:

The Regular Meeting minutes of January 4, 2024, were provided for review.

Councilmember Clemons made a motion to approve the Regular Meeting Minutes of January 4, 2024, as presented. Councilmember Majure seconded the motion. No discussion took place.

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

Audience Participation:

Presentations:

COUNCIL CONSIDERATION OF AGENDA ITEMS:

Election of Council President

Per Ordinance No. 1038, the Governing Body shall elect one of its own bodies as President of the Council at the second meeting in January. The President of the Council shall preside at all meetings of the Council in the absence of the Mayor.

Councilmember Brungardt made a motion to nominate Councilmember Kirby for President of Council. Councilmember Gardner seconded the motion.

Councilmember Majure made a motion to nominate Councilmember Studnicka for President of the Council. Councilmember Garvey seconded the motion.

Councilmember Robinson made a motion to nominate Councilmember Clemons for President of the Council. Councilmember Gardner seconded the motion.

Councilmember Kirby withdrew from nomination for President of the Council.

Councilmember Gardner made a motion to appoint Councilmember Studnicka as President of the Council. Councilmember Kirby seconded the motion. No discussion took place.

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

Equipment Replacement Request – Non-Potable Water Pumps

The treatment facility creates non-potable water from the treatment process and uses that water throughout the facility, most notably for operation of the belt filter press. On a typical day, nearly 30,000 gallons of effluent are recycled and used. In December, the second of three pumps broke down, leaving only one pump in operation.

Staff solicited bids for replacement pumps from our supplier network and two bids were received:

- C&B Equipment \$24,036.00
- Cogent (Fluid Equipment) \$29,383.29.

Staff recommend the purchase from Cogent, as they bid stainless steel pump housings and impellers vs. mild steel. Funds for this purchase in the Utility’s base acquisition account 50-05-43301.

Councilmember Brungardt made a motion to accept the bid from Cogent (Fluid Equipment) in the amount of \$30,853.00, (base bid plus 5% contingency of \$1,470) for the replacement and installation of the non-potable water system pumps. Councilmember Gardner seconded the motion. Councilmembers Gardner, Brungardt, and Studnicka discussed with Wastewater Director Zell the difference between the mild steel and stainless-steel options, the timing of the request, contingencies if third pump fails, and the reasons why all three pumps should be replaced.

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

Flood Plain Management Annual Report

The City of Lansing participates in the Federal Emergency Management Agency (FEMA) National Flood Insurance Program (NFIP) Community Rating System (CRS) to provide discounts to residents. Public Works Director Mike Spickelmier delivered the report, which is an annual recap of community activity and the impacts to that rating. No action was taken.

Resolution No. B-1-2024 - A Resolution of the city of Lansing, Kansas, authorizing improvements to the sewerage system of the city; and providing for the payment of the costs thereof.

Bond counsel, Gilmore & Bell, has prepared Resolution B-1-2024 that authorizes improvements to the sewerage system for the Town Centre sewer project. The total cost of the project is estimated to be \$1,100,000.

Councilmember Brungardt made a motion to adopt Resolution No. B-1-2024 - A Resolution of the city of Lansing, Kansas, authorizing improvements to the sewerage system of the city; and providing for the payment of the costs thereof. Councilmember Kirby seconded the motion. Councilmember Garvey and Wastewater Director Zell clarified that the improvements would connect the new appropriately sized pipes from Town Centre to the new pipe network and should resolve some of the issues around Ida. Director Zell stated that this improvement would allow for the development coming to Town Centre. He explained that the project would start at Kay Street and go north to Kansas Street and just beyond to 7 Mile Creek. Councilmember Studnicka

and Director Zell discussed whether the old lines would be abandoned and how that would affect the residents tied to those lines.

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

Resolution No. B-2-2024 - A Resolution authorizing the offering for sale of General Obligation Bonds of the city of Lansing, Kansas

The Bond Counsel, Gilmore & Bell, has prepared Resolution B-2-2024, authorizing the offering for sale of General Obligation Bonds. These bonds will fund the McIntyre Sewer Project, the Town Centre Sewer Project, and the Aquatic Center Project.

Councilmember Garvey made a motion to adopt Resolution No. B-2-2024 - A Resolution authorizing the offering for sale of General Obligation Bonds of the city of Lansing, Kansas. Councilmember Studnicka seconded the motion. Councilmember Gardner discussed with Finance Director Sanford and City Administrator Vandall how the combining of funds for the bond determines distribution. Director Sandford explained that Town Centre was able to be added because the McIntyre Project came in significantly less than the initial estimate. She further clarified why the Town Centre improvements are General Obligation Bonds and not Temp Notes. Councilmember Clemons and Director Sanford discussed the funds needed for the McIntyre Project in addition to the grant money received.

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

Executive Session - Economic Development

Councilmember Kirby made a motion to go into Executive Session for the preliminary discussion of Economic Development activities, K.S.A. 75-4319(b)(4) for 20 minutes, beginning at 7:23 PM and returning to the Council Chambers at 7:43 PM. Councilmember Brungardt seconded the motion.

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

Councilmember Garvey made a motion to return to Open Session at 7:44 PM. No binding action was taken. Councilmember Kirby seconded the motion. No further discussion took place.

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

REPORTS:**Department Heads:**

Wastewater Director Zell: A quick update on the McIntyre Project. Tree clearing is still ongoing. We've been hampered by the cold weather. Some of the pipe has arrived. Some of the pipe is held up because of supply chain issues with the gaskets. Manhole structures should go into production later this month. We anticipate seeing those in the second week of February. So, we will probably start laying pipe before Valentine's Day. The bore pit will be constructed here in the next couple of weeks as weather permits. Blasting will resume as weather permits.

City Attorney: Nothing to report.

City Administrator: We communicated with USD469 Superintendent about the fireworks event. So, we're going to be on the school board agenda on February 12 to ask the school board about that. Even if there is concern about that or it doesn't work out on the school property, that still gives us four months to plan for it at Bernard Park. March 2 is the strategic planning meeting for the city council and department heads. We're still finalizing the time, but it will be about five hours. The people purchasing the property for the apartment complex are still hoping to have the property purchased by January 31, but they said there is a small chance it could be that first full week of February. The contract goes until January 31. They said if it looks like there's going to be a delay, they will let us know early next week. If that's the case, we could have a 15-minute special meeting in front of the work session to extend the closing date a week and a half. They said they try to close on the tax credits and closing on the property pretty close to the same time. We have already extended the contract once, and it was a one-page document. The LCDC annual meeting is tomorrow at the Riverfront Center. For those that have RSVP'd for that, try to be there around 11:30 tomorrow. The Chamber of Commerce banquet is Friday, February 16. If anyone wants to go to the Annual Chamber of Commerce banquet, let me know. One bit of challenging news, we did get our updated property and auto insurance rate the other day. As far as claims go, we really had very few claims. But when the cost of construction explodes, that means the cost of replacing buildings also goes up on your insurance policy. So, unfortunately, our insurance policy went up \$24,000. We would still be with Travelers. There are several insurance companies that wouldn't even provide a bid.

Governing Body:

Councilmember Studnicka: Big thank you and kudos to our people that cleared the streets and treated the streets. I got a couple of phone calls complimenting how quickly we got out there and how good our roads look compared to the communities right next to us. I'd also like to thank the council for having faith in me to be your president for the next year.

Councilmember Gardner: Thank you, Directors Zell, Spickelmeier, and Sanford, for coming tonight. Last night thank you to CED Director Gentzler and City Attorney Robinson for answering my questions and getting me squared away.

Councilmember Kirby: I'm going to chime in on the roads. I know it's not just the Street Department. It's a big group effort, and they do a great job. I'd like to congratulate Councilmember Brungardt on being elected Vice President of the School Board.

Councilmember Majure: Congrats to Councilmember Studnicka and thank you Councilmember Brungardt for serving in that position over the last year. Echoing the street crews. Great job on the

street crews. First Responders, Police, and Fire out there as well. Go Chiefs. Thank you so much Director Sanford on the budget and your hard work on the budget. I appreciate it.

Mayor McNeill: I'd like to thank Councilmember Brungardt for being the president for the last year.

Councilmember Garvey: Ditto to everything that's been said. The whole city was working on snow removal. It's a hard job. We really appreciate all the hard work they do out there. It's a tough job. Thank you to all the directors for the reports tonight. I appreciate all the hard work you are doing to improve our city. Thank you, Councilmember Studnicka, for serving as president for the next year.

Councilmember Robinson: Echo thank you Councilmember Studnicka for stepping in. Thank you for the road crews for all they do. I'd like to mention our community citizens. When I walked around my neighborhood, there were neighbors helping neighbors. We worked together as a team. It warmed my heart to see the kids out there helping elderly neighbors. Lansing, thank you for doing the right thing even when no one's looking.

Councilmember Clemons: Echo what everyone else said to Councilmember Studnicka. We did have an LCPA meeting this week. I sent the Port Authority packet out to all of you. Let me know if you have any questions. We talked with Lisa at LCDC about getting with all of the towns that are a member of the Port Authority. We asked her to get a hold of City Administrator Vandall to come before the council and brief everyone together on what the Port Authority is doing. KDOT study has not been released yet. They are expecting it to be released at the end of this month or the first full week of February.

Councilmember Brungardt: Ditto on what everybody said about the streets crew. Congratulations Councilmember Studnicka

ADJOURNMENT:

Councilmember Brungardt made a motion to adjourn. Councilmember Garvey seconded the motion. No discussion took place.

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

The meeting was adjourned at 7:56 PM.

ATTEST:

City Clerk Tish Sims, CMC

AGENDA ITEM

TO: Tim Vandall, City Administrator
FROM: Jason Crum, Parks and Recreation Director
DATE: January 25, 2024
SUBJECT: After hours use of the Activity Center

Randy Brown with Lansing Boy Scout Troop 165 has requested to use the Lansing Activity Center after hours from 5:00 p.m. on February 24th until 8:00 a.m. on February 25th for the Boy Scout Anti Campout. Mr. Brown and I will be at the City Council meeting in order to answer any questions. The Special Event Application, Release of Liability and Agreement to Indemnify, facility request, fee waiver application, and the certificate of insurance are attached. A deposit of \$300.00 will be required if the request is approved.

Policy Consideration: N/A

Financial Consideration: N/A

Action:

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

AGENDA ITEM # 2

LANSING ACTIVITY CENTER

Facility Request Form

NAME OF PERSON REQUESTING FACILITY: Randy Brown (Boy Scout Troop 165)
(The person named here must pay for the rental fees, will be refunded the damage deposit, if applicable, and will be held responsible for the facility.)

Purpose of Function: Anti-campout indoor campout and associated activities

Address: 1534 Southern Hills Terrace City: Lansing State/Zip: KS 66043

Telephone: (Home) _____ (Work) _____

(Cell): 913-240-4490

Date(s) Requested	Day of Week	Time Requested
<u>24-25 February 2024</u>	<u>Sat to Sunday</u>	<u>5 pm</u> To <u>8 am</u>
_____	_____	To _____

Please check the category that applies to this reservation request:

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

Number of people attending: 24 How many tables? - How many chairs? -
(Tables & chairs available: 14 rectangle tables 6' length-seats six / 46 chairs)

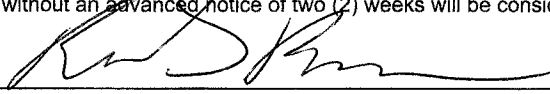
Other Information: Scouts will play games in the classrooms and stay overnight

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

STATEMENT OF RESPONSIBILITY:

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

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

Applicant's Signature:  Date: 2 January 2024

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

ACTIVITY CENTER FEE SCHEDULE

Description	Resident Fee	Non-Resident Fee	Cleaning/Damage Deposit
Classroom	\$5.00 per hour	\$15.00 per hour	\$75.00
Gymnasium	\$15.00 per hour	\$30.00 per hour	\$150.00
<i>Room(s) will be available one hour before the function.</i>			

Room Set-up:

COMMENTS:

Scouts will set up rooms for games/activities. Rooms will be returned to their original setup when we leave.

Room Set-up:

STAFF USE ONLY:

_____ hours x \$ _____ per hour = \$ _____

Cleaning/Damage Deposit \$ _____

Key # _____

TOTAL DUE \$ _____

Amount Paid \$ _____

Balance Due \$ _____

ACCOUNT STATUS:

Rental Receipt # _____ • Cash • Check

Deposit Receipt # _____ • Cash • Check

Staff Member Signature Date

**Activity Center
Fee Waiver Application**

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

Name of Organization / Individual: Boy Scout Troop 165 / Randy Brown

Address: 1534 Southern Hills Terrace, Lansing

Phone Number: 913 - 240 - 4490

Date of Activity Center Reservation: 24-25 February 2024

Room(s) Rented: Classrooms and Gym

Beginning and Ending Time of function: 5 pm (Sat) to 8 am (Sun)

Briefly describe the purpose of this function: Anti-campout indoor
campout and associated activities.



For Office Use Only

Approved _____

Disapproved _____

By: _____ Date: _____

Applicant informed by: _____ Date: _____



CITY OF LANSING PARKS SPECIAL EVENT PERMIT APPLICATION

Individual's Name Applying for License: Randy Brown Date: 2 January 2024

Daytime Phone Number: 913-240-4490 Evening Phone Number: same

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

Address: 1534 Southern Hills Terrace, Lansing KANSAS 66043
Street Address City State Zip Code

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

Description of Event: Anti-campout indoor campout and associated activities

Date(s) of Operation: 24-25 February 2024 Hours of Operation: 5pm (Sat) to 8am (Sun)

Anticipated Attendance: 24 State Tax Numbers: _____ Federal Tax Numbers: _____

Description of any structures to be used in conjunction with event: classrooms and gym.

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

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

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

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

Signature of Applicant: *Randy Brown* Date: 2 January 2024

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

Police Department Signature: _____ Date: _____

Community Development Signature: _____ Date: _____

Parks & Recreation Department Signature: _____ Date: _____

City Clerk's Office Signature: _____ Date: _____

RELEASE OF LIABILITY & AGREEMENT TO INDEMNIFY

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

Sponsor:

Boyscout Troop 165

Activities, including all other conduct related thereto:

Anti-campout indoor campout and associated activities

Location:

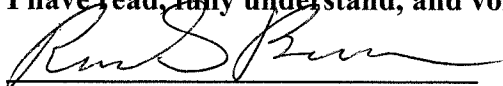
Lansing Activity Center

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

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

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

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


Sponsor & Authorized Agent
for Boy Scout Troop 165

2 January 2024
Date



CERTIFICATE OF LIABILITY INSURANCE

Agenda Item 2.

06/01/2023

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

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

PRODUCER Marsh & McLennan Agency LLC 8144 Walnut Hill Lane, 16th Floor Dallas TX 75231	CONTACT NAME: Laura Craig	
	PHONE (A/C, No, Ext): 972-770-1402	FAX (A/C, No): 972-770-1699
E-MAIL ADDRESS: laura.craig@marshmma.com		
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A : Evanston Insurance Company		35378
INSURER B :		
INSURER C :		
INSURER D :		
INSURER E :		
INSURER F :		

INSURED BSALFLCA
 Boy Scouts of America, National Council and All of its affiliates and subsidiaries

Heart of America Council
 10210 Holmes Rd
 Kansas City, MO 64131

COVERAGES **CERTIFICATE NUMBER:** 1851896660 **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			V3P0009142	3/1/2023	3/1/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 7,000,000 PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		Y/N	N/A			<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 Certificate holder is named as an additional insured by virtue of a written or oral contract or by the issuance/existence of a permit or certificate of insurance but only with respect to operations by or on behalf of the Insured, or to facilities of, or facilities used by the Insured and then only of the limits of liability specified in such contract for the event specified. Primary and Non-Contributory applies as required by written contract or agreement. Waiver of Subrogation applies when required by written contract or agreement. Sexual Molestation coverage is incorporated in the policy and addressed by endorsement and is subject to the policy period, terms, limits and conditions of the policy.

For All Official Scouting Activities


CERTIFICATE HOLDER **CANCELLATION**

Lansing Parks and Recreation Department
 108 S Second St.
 Lansing, KS 66043

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

AUTHORIZED REPRESENTATIVE

AGENDA ITEM

TO: Tim Vandall, City Administrator
FROM: Joshua Gentzler 
DATE: January 29, 2024
SUBJECT: The Dunes Final Plat

Overview: The applicant is requesting the approval of a Final Plat for The Dunes Subdivision. The proposed Final Plat subdivides approximately 32.6 acres into eight (8) lots allowing for the potential future construction of a single-family subdivision development. No modification of zoning is being requested in association with this Final Plat.

On January 17th, 2024, the Planning Commission approved the Final Plat by a vote of 6-0.

Policy Consideration: n/a

Financial Consideration: n/a

Action: Staff recommends a motion to approve the dedication of land as described by The Dunes Final Plat.



Planning Commission Staff Report
February 1, 2024

Case 2023-DEV-016 The Dunes Final Plat
00000 Eisenhower Road

Project Facts

Applicant

Back 9 Development

Owner

Back 9 Development

Address

00000 Eisenhower Road

Property ID

105-15-0-00-013.00

Zoning

"A-1" Agricultural District

Future Land Use

Commercial

Land

32.6 acres

Building

Existing: N/A

Proposed: N/A

Requested Approvals

Preliminary Plat



Summary

The applicant is requesting the approval of a Final Plat for The Dunes Subdivision (the preliminary plat was approved as "Sunningdale Estates". The proposed Final Plat subdivides approximately 32.6 acres into eight (8) lots allowing for the potential future construction of a single-family subdivision development. No modification of zoning is being requested in association with this Final Plat.

The Planning Commission voted 6-0 to approve the Final Plat.

Discussion points from Checklist

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

- Item 6– Letters from utilities were not requested due to the proposed plat being located an existing area with utility service already in place.

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

The following comments on this Final Plat have not been addressed to date are administrative in nature and can be addressed before submittal by the City Council.

- The City has requested the expansion of the easement along New Lawrence Road from 50' to 60' as is standard practice for roadways within the City.
- The County Surveyor has a number of items to be addressed prior to recording the document.

Review by Community & Economic Development based on Article 2.02-D of the UDO: (Copied from Preliminary Plat Report)

- The application is in accordance with the Comprehensive Plan and in particular the physical patterns, arrangement of streets, blocks, lots and open spaces, and public realm investments that reflect the principles and concepts of the plan.
 - The proposal supports the following goals (pg. 39-40):
 - Coordinating Educational, Recreational, and Commercial endeavors that take advantage of the diversity of the Lansing Community;
 - Provide single family dwellings which accommodate a diverse community.
 - The City's 2030 Comprehensive Plan Future Land Use Map has defined this area as commercial use. The proposed use does not conform with the future land use map. Lansing Towne Centre is generally categorized as Mixed-Use.
- Compliance with the requirements of this Land Development Code, and in particular the blocks and lots proposed are capable of meeting all development and site design standards under the existing or proposed zoning.
 - The current zoning for the site is A-1 Agricultural District. All proposed lots have the potential to provide building sites conforming to City zoning requirements.
- Any phasing proposed in the application is clearly indicated and demonstrates a logical and coordinated approach to development, including coordination with existing and potential development on adjacent property.
 - No phasing has been indicated on the preliminary plat.
- Any impacts identified by specific studies or technical reports, including a preliminary review of storm water, are mitigated with generally accepted and sound planning, engineering, and urban design solutions that reflect long-term solutions and sound fiscal investments.
 - The Public Works Director / City Engineer has reviewed the preliminary plat.
- The application does not deter any existing or future development on adjacent property from meeting the goals and policies of the Comprehensive Plan.
 - The current use conforms with the goals and policies of the Comprehensive Plan, and the application would not deter future development from meeting current goals and policies.
- The design does not impede the construction of anticipated or planned future public infrastructure within the area.
 - There are no impacts to planned future public infrastructure within the area.
- The recommendations of professional staff, or any other public entity asked to officially review the plat.
 - There are no items outstanding other than those listed in specific sections within this report.

Public Works / City Engineer:

- Access
 - Restrictions on access to public roads has been noted on the face of the plat.
- Stormwater
 - Staff requests a statement or letter from a licensed engineer that affirms compliance with the City’s net increase in stormwater runoff from the property.
- Traffic
 - The Traffic Impact Analysis was accepted by the City.

Wastewater:

- None

Acknowledgments

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

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

Recommendation

Staff recommends approval of Case 2023-DEV-016, The Dunes Final Plat.

Action Options

1. Approve Case No. 2023-DEV-016; or
2. Deny Case No. 2023-DEV-016 for specified reasons; or
3. Table the case to another date, time and place.

Notice of City Codes

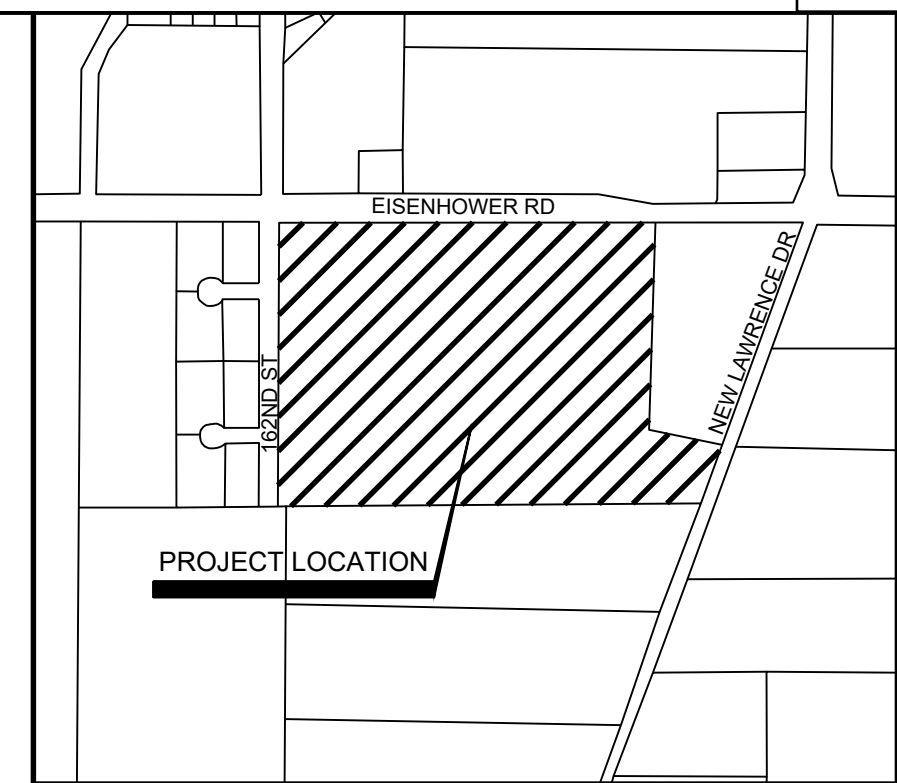
The Applicant is subject to all applicable City codes within the Municipal Code – whether specifically stated in this report or not – including, but not limited to, Zoning, Buildings and Construction, Subdivisions, and Sign Code. The Applicant is also subject to all applicable Federal, State, and local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

Attachments

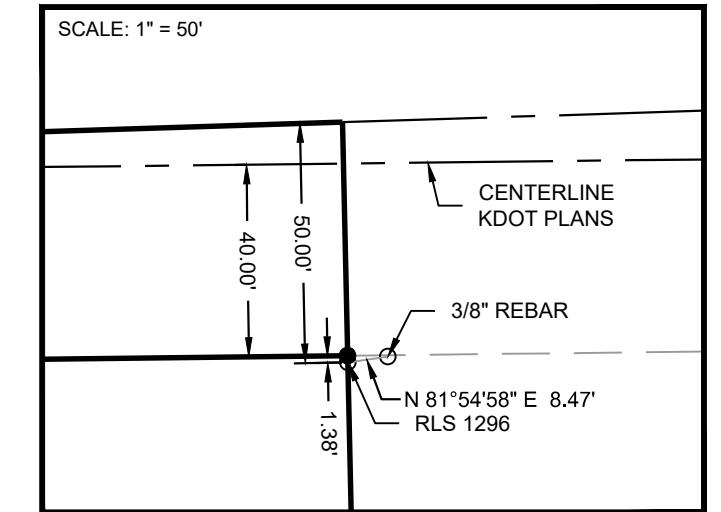
1. Final Plat
2. Final Plat Checklist
3. Plat with Comments from City
4. Zoning Map
5. Aerial
6. Application
7. Planning Commission Minutes

Final Plat THE DUNES

A PART OF THE SW 1/4 OF SECTION 15, TOWNSHIP 9 SOUTH, RANGE 22
EAST OF THE 6TH PRINCIPAL MERIDIAN, CITY OF LANSING, COUNTY OF
LEAVENWORTH, STATE OF KANSAS



VICINITY MAP
(NOT TO SCALE)

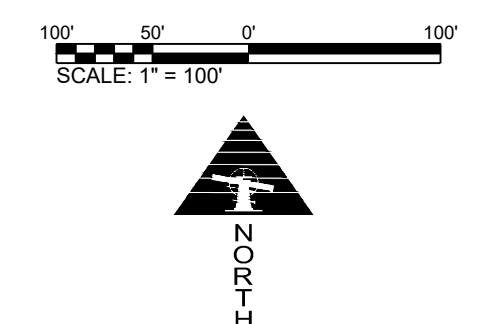


SYMBOL LEGEND		LINETYPE LEGEND	
△	SECTION CORNER, NOTE: ALL SECTION CORNER MONUMENT ORIGINS ARE UNKNOWN UNLESS OTHERWISE NOTED.	---	ADJACENT PROPERTY LINE
○	FOUND 1/2" REBAR, ORIGIN: WHISPERING WINDS SUBDIVISION, UNLESS OTHERWISE NOTED.	---	PROPERTY LINE
●	1/2" X 24" REBAR W/ CLS66 CAP	---	SECTION LINE
+	ASSUMED BEARING	---	PROPOSED ACCESS EASEMENT
(D)	DEED DIMENSION	---	EXISTING RIGHT-OF-WAY
(S)	SURVEYED DIMENSION	---	BUILDING SETBACK
(CS1)	CERTIFICATE OF SURVEY DIMENSION BY HERRING SURVEYING COMPANY, DATED 2-2-2018 (DOCF 2018S008)	---	UTILITY EASEMENT
(CS2)	CERTIFICATE OF SURVEY DIMENSION BY DG WHITE & ASSOCIATES, DATED 10-2-2002 (DOCF 2018S009)	---	INGRESS/EGRESS EASEMENT

Notes:
No easements, restrictions, reservations, setbacks, or other matter of record, if any, affecting the title of this property are shown, except as platted, as per agreement with the landowner.
No gaps or overlaps exist.
There are no lines of possession that affect this survey.
All building setback requirements shall be determined by the zoning district, unless otherwise noted.
Basis of bearing is the North line of Section 15, T09S, R22E being assumed N 88°10'07" E.
Lot 4 to utilize existing curb cut access point to Eisenhower Road.
Lots 2 & 3 will share one access point to Eisenhower Road.
Lots 1, 8, 7, & 6 will have one access point each to 162nd Street.
Lot 5 will have one access point to New Lawrence Drive.
Lot areas do not include Road Right-of-Way.

Utility Notes:
Any utility company that locates facilities in any easement shall have the right to prune, remove, eradicate, cut and clear away any trees, limbs, vines and brush on the utility easement now or at any future time and prune and clear away any tree limbs, vines, and brush on lands adjacent to the utility easement whenever, in the utility companies judgment, such may interfere with or endanger the construction, operation, or maintenance of its facilities, together with the right of ingress to and egress from the utility easement and contiguous land subject to this plat for the purpose of surveying, erecting, constructing, maintaining, inspecting, rebuilding, replacing, and with or endangering the construction, operation or maintenance of said facilities.

Floodplain Note:
Flood Plain: Flood Zone X, an area determined to be outside the 0.2% annual chance floodplain, FEMA FIRM (Flood Insurance Rate Map) Community Panel Number 20103C0139G, effective date, July 16, 2015.



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Drawn By: EDM Project 2308-0284 DD #TDS 94

JANUARY 2024

Final Plat THE DUNES

A PART OF THE SW 1/4 OF SECTION 15, TOWNSHIP 9 SOUTH, RANGE 22 EAST OF THE 6TH PRINCIPAL MERIDIAN, COUNTY OF LEAVENWORTH, STATE OF KANSAS

Plat of The Dunes Closure Table

POINT ID	ANG RT	BEARING	DISTANCE	POINT ID	NORTHING	EASTING
42		N 88°10'00"E	1371.15	43	354523.15	2176025.80
43	89°26'23"	S 01°16'18"W	765.50	108	353757.84	2176042.78
108	254°34'09"	S 75°50'25"E	238.74	1025	353897.06	2176323.32
1025	86°02'00"	S 18°07'35"W	213.67	1026	353484.19	2176256.91
1026	110°14'15"	S 87°53'20"W	1560.34	106	353426.71	2174697.63
106	90°11'20"	N 02°18'00"W	1053.47	42	354479.33	2174655.35
42	89°11'53"					

PERIMETER: 5253.26 CUMULATIVE PERIMETER: 5253.26
APPROX. SQ. FEET: 1490063 ACRES: 34.21
ACCUUM. - SQ. FEET: 1490063 ACRES: 34.21

CORRECT END - N: 354479.331 E: 2174655.348
CALC. END - N: 354479.331 E: 2174655.350
ERROR - N: -0.001 E: 0.002 TOTAL: 0.002 BRG: S 68°33'18" W
DISTANCE TRAVERSED: 5253.26 CLOSURE: 2754522

The Dunes, Lot 6 Closure Table

POINT ID	ANG RT	BEARING	DISTANCE	POINT ID	NORTHING	EASTING
106		N 02°18'00"W	160.00	1018	353586.58	2174691.21
1018	89°48'40"	N 87°53'20"E	630.00	1015	353609.79	2175320.78
1015	249°25'05"	N 18°28'15"E	369.17	1011	353959.94	2175437.74
1011	90°00'00"	S 71°31'45"E	211.75	1013	353892.85	2175638.58
1013	95°46'03"	S 12°42'12"W	445.99	1014	353457.78	2175540.51
1014	104°48'52"	S 87°53'20"W	843.45	106	353426.71	2174697.63
106	90°11'20"					

PERIMETER: 2660.37 CUMULATIVE PERIMETER: 11419.18
APPROX. SQ. FEET: 212215 ACRES: 4.87
ACCUUM. - SQ. FEET: 1110075 ACRES: 25.48

CORRECT END - N: 353426.709 E: 2174697.629
CALC. END - N: 353426.709 E: 2174697.629
ERROR - N: 0.000 E: 0.001 TOTAL: 0.001 BRG: S 66°01'48" W
DISTANCE TRAVERSED: 2660.37 CLOSURE: 2865940

Legal Description (Doc. No. 2023R05319):

A tract of land in the Southwest 1/4 of Section 15, Township 9 South, Range 22 East of the 6th P.M., Leavenworth County, Kansas, described as follows: Commencing at the Northwest corner of the Southwest 1/4 of Section 15; thence, South 89°26'41" East, (assumed), 716.65 feet (measured), 716.20 feet (deed) along the North line of said Southwest 1/4 to the Point of Beginning of this tract; thence, South 89°26'41" East, 745.46 feet along said North line; thence, South 00°50'19" West, 645.48 feet; thence, South 89°30'21" East, 622.38 feet; thence, South 00°53'51" West, 120.75 feet; thence, South 73°26'33" East, 289.33 feet to the centerline of New Lawrence Road; thence, South 20°33'17" West, 213.36 feet along said centerline; thence, North 89°43'34" West, 1560.24 feet; thence, North 00°04'44" East, (measured), North 00°05'06" West, (plat), 1053.51 feet to the Point of Beginning, EXCEPT that part in roads

AND

A tract of land in the Northeast 1/4 of the Southwest 1/4 of Section 15, Township 9 South, Range 22 East of the 6th P.M., Leavenworth County, Kansas, described as follows: Commencing at the Northwest corner of the Southwest 1/4, thence, South 89°26'41" East, (assumed), 1462.11 feet along the North line of said Southwest 1/4 to the Point of Beginning of this tract; thence, South 89°26'41" East, 623.04 feet along said North line; thence, South 00°53'51" West, 664.82 feet; thence, North 89°30'21" West, 622.38 feet; thence, North 00°50'19" East, 665.48 feet to the Point of Beginning, EXCEPT that part in roads.

SURVEYOR:

TIM SLOAN, VICE-PRESIDENT
SMH CONSULTANTS, P.A.
2017 VANESTA PLACE, SUITE 110
MANHATTAN, KS 66502
(785) 776-0541

OWNER/DEVELOPER:

BACK 9 DEVELOPMENT
TJ VILKANSKAS
1213 HYLTON HEIGHTS ROAD, SUITE 129
MANHATTAN, KS 66502
(785) 236-0161

OWNER'S CERTIFICATE

STATE OF KANSAS)
COUNTY OF LEAVENWORTH) SS

The undersigned proprietors to the above described tract of land have caused the same to be subdivided in the manner as shown on the accompanying plat, which subdivision and plat shall hereafter be known as "The Dunes".

The undersigned proprietors of said property shown on this plat do hereby dedicate for public use and public ways and thoroughfares, all parcels and parts of land indicated on said plat as streets, terraces, places, roads, avenues, lanes, and alleys.

Given under my hand at _____, Kansas this _____ day of _____, 2024.

Back 9 Development

TJ Vilkinskas, President

NOTARY CERTIFICATE

STATE OF KANSAS)
COUNTY OF LEAVENWORTH) SS

BE IT REMEMBERED, that on this _____ day of _____, 2024, before me, the undersigned, a notary public in and for the County and State aforesaid, came _____

TJ Vilkinskas, President, Back 9 Development

who is personally known to me to be the same persons who executed the within instrument of writing, and such persons duly acknowledged the execution of the same for himself and the use and purposes herein set forth.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my Notarial Seal on the day and year last above written.

Notary Public

My Commission Expires: _____

SURVEYOR'S CERTIFICATE

STATE OF KANSAS)
COUNTY OF LEAVENWORTH) SS

I, the undersigned, do hereby certify that I am a Professional Surveyor in the State of Kansas, with experience and proficiency in land surveying; and that the heretofore described property was surveyed and subdivided by me, or under my supervision, that all subdivision regulations have been complied with in the preparation of this plat, and that all the monuments shown herein actually exist and their positions are correctly shown to the best of my knowledge and belief.

Given under my hand and seal at Manhattan, Kansas this _____ day of _____ A.D., 2024. Fieldwork for this project was completed on October 3, 2023.

SMH Consultants
By: Tim Sloan



Tim Sloan, P.S.
Vice-President

APPROVALS:

Approved by the Planning Commission of the City of Lansing, Leavenworth County, Kansas, on this _____ Day of _____, 20__.

Jake Kowalewski, Planning Commission Chairman Melissa Baker, Planning Commission Secretary

Approved by the City Engineer of the City of Lansing, Leavenworth County, Kansas on this _____ Day of _____, 20__.

Michael Spickelmier, City Engineer

Approved by the Community and Economic Development Director of the City of Lansing, Leavenworth County, Kansas, on this _____ Day of _____, 20__.

Joshua Gentzler, Community and Economic Development Director

Approved by the Governing Body of the City of Lansing, Leavenworth, Kansas on this _____ Day of _____, 20__.

Mayor: Anthony R. McNeil Attest: Tish Sims, City Clerk

I hereby certify this survey plat meets the requirements of K.S.A. 58-2005. The face of this survey plat was reviewed for compliance with Kansas minimum standards for Boundary surveys. No field verification is implied. This review is for Survey Information only.

Daniel Baumchen, PS-1363
County Surveyor

Terrilois Mashburn, Register of Deeds



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Drawn By: EDM Project 2308-0284 DD #TDS 94

JANUARY 2024

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

**The Dunes
(Name of Subdivision)**

Joshua Gentzler
Person Completing Checklist

10 January 2024
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 type="checkbox"/>	<input checked="" 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 checked="" type="checkbox"/>	<input 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.	FINAL PLAT CONTAINS:		
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 checked="" type="checkbox"/>	<input type="checkbox"/>
I.	Boundaries and descriptions of any areas other than streets to be dedicated or reserved for public use. (If applicable)	<input checked="" type="checkbox"/>	<input 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 type="checkbox"/>

Final Plat Checklist

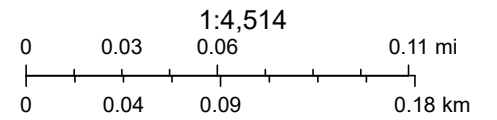
Page 2

	<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 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 checked="" type="checkbox"/>	<input 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 checked="" type="checkbox"/>	<input type="checkbox"/>
F. Endorsement by Planning Commission in proper form.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
G. Public use acceptance by Governing Body in proper form.	<input checked="" type="checkbox"/>	<input type="checkbox"/>

Sunningdale Estates Zoning



December 13, 2023



Map data © OpenStreetMap contributors, CC-BY-SA

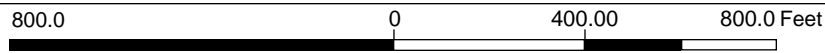
2023-DEV-012 Sunningdale Estates



Legend

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

1 in. = 400ft.



This Cadastral Map is for informational purposes only. It does not purport to represent a property boundary survey of the parcels shown and shall not be used for conveyances or the establishment of property boundaries.
THIS MAP IS NOT TO BE USED FOR NAVIGATION

Notes



PLANNING COMMISSION DECEMBER REGULAR MEETING

Council Chambers, 800 1st Terrace, Lansing, KS 66043
 Wednesday, December 20, 2023, at 7:00 PM

MINUTES

CALL TO ORDER

The regular December 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 Brian Payne, Janette Labbee-Holdeman, Jerry Gies, Nancy McDougal and Richard Hannon. Commissioner Suozzo later arrived at 7:05pm after roll call was taken. Chairman Jake Kowalewski noted that there was a quorum present.

OLD BUSINESS-

1. Approval of Minutes, October 25th, 2023, Regular Meeting

A motion was made by Commissioner McDougal to approve the minutes as written and it was seconded by Commissioner Hannon. Motion passed 6-0. Commissioner Suozzo was not present for the vote at that time.

NEW BUSINESS-

2. Sunningdale Estates Preliminary Plat Case # 2023-DEV-012

The applicant is requesting the approval of a preliminary plat for the Sunningdale Estates subdivision. This preliminary plat, if approved, will allow the applicant to continue the platting process and apply for a Final Plat, which will subdivide approximately 32.6 acres into eight (8) lots allowing for the potential future construction of a single-family subdivision development. No modification of zoning is being requested in association with this Preliminary Plat.

Discussion began with Commissioner Hannon asking if the water district for this area was approached, to which Mr. Gentzler, Community and Economic Director, replied yes and that the water is available. It was stated that there is no sewer from the city in that area and it won't be available for many years at that location. Mr. Gentzler then referred to the picture of the plat that there are purposed areas for septic, but they are not definite. And that if there is not sewer within 100 feet, they are not required to connect to the sewer system. Mr. Gentzler added that when more development occurs, we will work with Leavenworth County and their standards for septic. Commissioner McDougal asked if we are allowing them to leave it zoned as agricultural during the platting process, to which Mr. Gentzler responded that yes, it will remain agricultural and that it is allowed have family homes built on agricultural land. Commissioner Lebbee-Holdeman then asked if it will be required to have sidewalks on that side of the road, and Mr. Gentzler stated that it will not be required on the south side of Eisenhower. There will be a connection across Eisenhower on the NW corner, but due to the multiuse trail/path that was

built, sidewalks will not be required. Commissioner Hannon then asked about the number of entrances that they plan to have into the housing areas, and it was stated that there will be individual driveways to the homes. Director of Public Works, Michael Spickelmier stated that there is an exception, and mentioned that there is an existing curb cut that will be utilized, which was placed when the Eisenhower Road project was done. He went on to say that there will be one additional shared access on Eisenhower Road. It was explained that Lot One will have access off of 162nd St. Lots Two and Three will be sharing access to Eisenhower Road. Lot Four will use the existing curb cut that was previously mentioned. And Lot Five will have access off New Lawrence Dr.

Commissioner Hannon then turned the discussion to TJ Vilkanskas, with Back 9 Development, and asked why there were not more houses being built due to the amount of acreage there. Mr. Vilkanskas explained that they have been building custom homes for 15 years and they have never built the same house twice. He stated that with the larger lots with access to water, it makes sense for what they are wanting to accomplish for that area. He stated that they are hoping that it leads to their ability to get more custom home clients and that it feeds into the product that they are comfortable working on. Commissioner Hannon asked what the square footage is for the homes, to which Mr. Vilkanskas stated that they are still working on the specific guidelines, but the smallest house would be in the between 5,000-6,000 square footage range, with some of the homes in the range of 10,000 square foot. Mr. Vilkanskas then gave some background about the company including what kind of projects they like to do, and where they operate from. Commissioner Geis asked if they had looked at the soil to make sure the septic would work for that area. Mr. Vikanskas stated that they did look into it and that the sellers assured them it would work. It was noted that the homes across the street are septic as well.

With no further discussion, a motion was made to accept the checklist as finding of fact by Commissioner McDougal and it was seconded by Commissioner Hannon. Motion passed 7-0. A motion was then made by Commissioner Gies to approve the preliminary plat application and it was seconded by Commissioner Labbee-Holdeman. Motion passed 7-0.

NOTICES AND COMMUNICATIONS- None

REPORTS- None

- Commission Members
- Director, Community & Economic Development
- Director, Public Works / City Engineer
- Director, Wastewater Utility
- Building Inspector, Community & Economic Development

ADJOURNMENT-

Commissioner Hannon made a motion to adjourn the meeting, the motion was seconded by Commissioner Suozzo and the meeting was adjourned by acclamation at 7:16 pm.

Respectfully submitted,
Melissa Baker, Secretary

Reviewed by,
Joshua Gentzler, Community and Economic Development Director

AGENDA ITEM

TO: Tim Vandall, City Administrator
FROM: Tish Sims, City Clerk
DATE: January 26, 2024
SUBJECT: Executive Session – Consultation with Attorney

Executive Session will be called for consultation with Attorney for the City which would be deemed privileged in an Attorney-Client relationship, K.S.A. 75-4319(b)(2) for a period of 20 minutes.

AGENDA ITEM # 4



City of Lansing
800 First Terrace
Lansing, Kansas 66043

City Administrator’s Report
February 1, 2024

Agenda Items:

Approval of The Dunes final plat is on the agenda for Thursday evening. The final plat consists of eight lots and is located on West Eisenhower, directly west of the property formerly used as a go-kart track. The total parcel is 32.6 acres and is planned for single family homes. No modification of zoning is requested in association with this plat. The subdivision is well beyond our closest sewer line so the homes will be on septic. The final plat was recommended by the Planning Commission unanimously at their January 17th meeting, with their unapproved minutes included in the agenda. Representatives of the owners will be present to answer any questions.

Boy Scout Troop 165 has requested to use the Lansing Activity Center from 5pm on February 24th to 8am on February 25th for the Boy Scout Anti Campout. All necessary paperwork is included, and a \$300 deposit will be required in the request is approved.

A 20-minute executive session for attorney client privilege is on the agenda.

Public Works:

We anticipate installation of the new light poles to take place in the next few months. The islands have been removed, with asphalt being poured the week of November 13th. A total asphalt overlay is not included at this time, but staff is planning to list Center Drive as an alternate on the 2024 CIP bids.

Staff has followed up with a property owner about completing the drainage project on Robin Road. Unfortunately, the failing pipe is not within an easement since there was no drainage easement established when Sherwood Forrest was platted as a county-subdivision in the 1980s. In order for the City to complete this project, the property owner would need to grant a utility easement.

Based on discussion at the January 25th work session, we will likely delay the box culvert repairs on 147th Street to 2025. The goal of this delay is to not have two major roads in close proximity closed concurrently during the summer of 2024.

The decorative wayfinding signs were installed by Young Sign Company. Once the weather permits, we will remove the previous signage to declutter the southern entrance into Lansing and beautify the area when arriving into Lansing from the south. Installation of these two signs will allow the City to remove eight existing wayfinder signs with the green background.



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The City is looking to apply for a grant from the KDOT Transportation Alternatives program to fund a 10' trail from Lansing High School to the existing trail that terminates on 4H Road, at the northwest corner of the Wyndham Subdivision. Please note this area has no curb or gutter, which may need to be evaluated as part of our application. We will work to receive community feedback from residents to help support our application. Lansing's Angel Falls Trail was funded by the Transportation Alternatives program.

The Public Works Department has been working with an engineering firm to design minor repairs for the bridge in Bernard Park. Depending on budget considerations, we may schedule the work for 2024. We are also looking to add the LES Crosswalk as an alternate for the annual CIP. Staff is currently working on street evaluations and ratings for mill and overlay in 2024.

Wastewater:

January 2nd clearing began on the residential lots on the west side of K7. The blasting contractor has begun drilling for the placement of charges but has faced some setbacks with drilling equipment. Some pipe has been delivered to the site, however supply chain issues have delayed the delivery of other pipe sizes, as well as precast manholes. A shipping update is expected in late January. The weather has slowed progress this week. Blasting will only be used on vacant land east of K7 Highway. The substantial completion date is listed at November 17th, and Final Completion is set for December 17th, 2024. The City is receiving \$1,300,000 in grant funding from the State, and also received \$240,000 from Leavenworth County for engineering design of the project.

Based on favorable bids on the McIntyre Sewer project, staff is recommending proceeding with the Town Center Sewer Project this fall. This project would alleviate many of the issues we experienced along Ida Street over the last few months. This project and the McIntyre Sewer project will be paid for by a short-term General Obligation Bond, which will be paid off with money freed up from the final payment of the Wastewater Treatment Plant.

Update on ARPA Funds:

A summary of the total amount received from the federal government, and what we have spent the funds on is below. The ARPA funds need to be committed by 12-31-2024 and spent by 12-31-2026. ARPA funds can be used for fire equipment.

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



City of Lansing
800 First Terrace
Lansing, Kansas 66043

- \$314,667.73 Water Line Center Drive
- \$503,037.03 ARPA Funds Remaining

YTD Sales Tax Update:

The final year-end sales tax updates are below.

	2022 Year End	2023 Year End	Difference
Local Sales & Use Tax (1.45%)	\$2,152,907	\$2,431,676	\$278,769, 12.95%
County Sales Tax	\$1,019,942	\$962,955	-\$56,987, -5.59%
County Use Tax	\$374,361	\$375,517	\$1,156, .31%
Guest Tax	\$93,461	\$104,902	\$11,441, 12.24%

The total non-food sales tax rate in Lansing is broken down as follows:

- **6.5%** State Sales Tax (varies on food)
- **1%** Countywide Sales Tax
- **1%** City General Sales Tax-General Fund
- **.45%** DeSoto Road & Park Improvements (20 years)
- **.45%** Aquatic Center (20 years)
 - **9.4%**
- **1%** Community Improvement Dist. (Mainstreet Chrysler Dodge Jeep Ram property only)

The special sales tax to pay for DeSoto Road and Bernard Park improvements generated \$671,405 this year.

The special sales tax for the aquatic center, which began on July 1st, generated \$282,565 this year.

Community & Economic Development:

A portion of concrete pavement in the alley east of Take5 Oil was poured last week, but the project is not yet complete. Once the existing pole is removed, the final concrete pours will take place. Curbing in the alley was poured so while the alley is not completed, you get an idea of the layout further west. The City recently paved the southern portion of the alley, which was discussed in a City Council meeting back in 2022.

Closing for the 4.7-acre Zimmerman Parcel is scheduled for January 31st.

Meetings & Announcements:

The annual Chamber of Commerce Banquet is the evening of February 16th. Please let me know



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if you'd like to attend on behalf of the City. Spouses have attended in the past, as well. Please let me know so the City can reserve tables if necessary.

There are currently openings for Police Office (I/II). There are two openings on the Tree Board, and numerous openings on the Building and Plumbing Trade Boards of Appeal.

Staff will be present at the USD 469 School Board meeting on February 12th. Please let me know if any elected officials would like to attend with staff to discuss the potential of our annual fireworks show at Lansing High School.

A police vehicle was totaled last week. Since we recently received bids in January for a Dodge Durango, staff will likely utilize those bids to purchase the replacement for the totaled Durango.

- Thursday, February 1st City Council Meeting, 7:00pm, City Hall
- Thursday, February 15th City Council Meeting, 7:00pm, City Hall
- Monday, February 19th President's Day, City Offices Closed
- Wednesday, February 21st Planning Commission Meeting, 7:00pm, City Hall
- Thursday, February 29th City Council Work Session, 7:00pm, City Hall
 - Development Trends/Ideas/Guidance & UDO
- Saturday, March 2nd City Council Strategic Planning Event-Time tbd, City Hall
- Thursday, March 7th City Council Meeting, 7:00pm, City Hall
- Wednesday, March 20th Planning Commission Meeting, 7:00pm, City Hall
- Thursday, March 21st City Council Meeting, 7:00pm, City Hall
- Thursday, March 28th City Council Work Session, 7:00pm, City Hall

Sincerely,

Tim Vandall