



CITY OF LANSING
Council Chambers
800 1st Terrace
Lansing, KS 66043

COUNCIL AGENDA
Regular Meeting
Thursday, July 16, 2020
7:00 P.M.

WELCOME TO YOUR CITY COUNCIL MEETING

Regular meetings are held on the first and third Thursday of each month at 7 pm and are televised on Cable Television Channel 2 on Monday 7 pm, Tuesday 10 am & 7 pm, Friday 5 pm, Saturday 1 pm and Sunday 7 pm.

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.

Call To Order

Pledge of Allegiance

Roll Call

AMENDED

OLD BUSINESS:

1. Approval of Minutes

NEW BUSINESS:

Audience Participation

Presentations:

2. Concrete Curb and Sidewalk Condition Inventory

Council Consideration of Agenda Items:

3. Treasurer's Report for Quarter Ending June 30, 2020
4. K-7/Eisenhower Memorandum of Understanding
5. Ordinance No. 1041 – Coronavirus Relief Funding
6. Executive Session – Non-Elected Personnel

Reports:

Department Heads: City Attorney; City Engineer; City Administrator; Councilmembers

Proclamations

Other Items of Interest:

- Monthly Department Vehicle and Equipment Mileage Reports
- Community & Economic Development Permits/Licenses & Code Enforcement Report
- Thank You – Lansing Police Department

Adjournment

AGENDA ITEM

TO: Tim Vandall, City Administrator *T*
THRU: Sarah Bodensteiner, City Clerk *SB*
FROM: Shantel Scrogin, Assistant City Clerk *SS*
DATE: July 8, 2020
SUBJECT: Approval of Minutes

The Regular Meeting Minutes for July 2, 2020 are enclosed for your review.

Action: Staff recommends a motion to approve the Regular Meeting Minutes for July 2, 2020 as presented.

AGENDA ITEM #

Call To Order:

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

Roll Call:

Mayor Mike Smith 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

Ward 4: Tony McNeill and Gregg Buehler

Councilmembers Absent: Kerry Brungardt

OLD BUSINESS:

Approval of Minutes: Councilmember Kirby moved to approve the regular meeting minutes of June 18, 2020, as presented. Councilmember Studnicka seconded the motion. The motion was approved with Councilmember Buehler abstaining.

Audience Participation: Mayor Smith called for audience participation and there was none.

Presentations

COUNCIL CONSIDERATION OF AGENDA ITEMS:

Service Agreement – Institute for Building Technology and Safety: Councilmember Trinkle moved to authorize the Mayor to sign the 2-year service agreement with the Institute of Building and Safety. Councilmember McNeill seconded the motion. The motion was unanimously approved.

DeSoto Road Speed Limit: Councilmember Majure stated I'm trying to understand. What is the speed limit now. I thought it was 35.

- Councilmember McNeill replied 35.
 - Councilmember Studnicka responded 35.
 - Councilmember Majure asked the whole distance, right.
 - Public Works Director Mike Spickelmier replied yes sir.
 - Councilmember Majure asked isn't it from Eisenhower all the way to 4-H, is 35.
 - Public Works Director Mike Spickelmier responded yes.
 - Councilmember Majure stated based on this the recommended speed limit, they are saying move it up to 40 from Ida to 4-H.
 - Public Works Director Mike Spickelmier responded nope. This would be the entire section of the roadway.
 - Mayor Smith asked when you say entire Mike, is that up to 4-H.
 - Public Works Director Mike Spickelmier replied yes, sorry from 4-H Road to Eisenhower Road.
- Councilmember Kirby asked what brought this up.
 - Public Works Director Mike Spickelmier replied when we opened the new roadway, they put up 45 mph speed limit sign but you can't put up speed limit signs without regulatory action to make these changes. Since we just invested the money in the north end of the roadway, we conducted a speed study just to make sure we were still in compliance with everything we were supposed to be doing. So, in order to better enhance our roadway network, the speed study shows that we do have the option, if we so choose, to change the speed limit on that section of road. It matches our plan for arterial roads. It matches the

road to the south which is 147th St south of DeSoto and really provides a more efficient operation for the roadway.

- Councilmember Kirby stated go ahead.
 - Councilmember Trinkle asked Eisenhower is 40 right.
 - Public Works Director Mike Spickelmier responded I believe so.
 - Mayor Smith replied yes.
 - Councilmember Trinkle stated 4-H Road is 40, that one would be 40, 4th Street is 40. I think we ought to put it at 40.
 - Mayor Smith stated the one at the high school is 40 also.
 - Councilmember Garvey asked it'll still be 5 miles under the study speed.
 - Public Works Director Mike Spickelmier responded yes, the design speed was 45 and that is actually fairly common to engineer your road 5 miles an hour faster than you intend to post it. That's a pretty standard practice in the industry. It provides an additional margin of safety.

Councilmember Buehler moved to concur with the recommendations of the DeSoto Road Speed Study and direct staff to include the recommendations into the next version of the Standard Traffic Ordinance. Councilmember Garvey seconded the motion.

- Councilmember Trinkle asked that makes it 40.
 - Mayor Smith stated go ahead Gene.
 - Councilmember Kirby asked so 40 on the new section.
 - Public Works Director Mike Spickelmier Mike Spickelmier replied yes.
 - Councilmember Kirby stated which I get but you're still going to get down to that bottleneck in the old bridge and that is what I sort of have an issue with raising it to 40.
 - Public Works Director Mike Spickelmier responded and to address that we are going to post advisory speed limits which is the yellow signs that say 35. That will advise people that we have geometry that's less than the current modern national design standard. The speed study does show that people are already driving 41 on the road which is kind of what people do and this is before today. Today, I'm curious, we might even do another speed survey.
 - Councilmember Buehler stated I drove on the part up to West Mary, coming up the hill. It was beautiful.
 - Public Works Director Mike Spickelmier replied I have not been on that yet.
 - City Administrator Tim Vandall asked the new asphalt part.
 - Councilmember Buehler stated you know, where they put the new asphalt.
 - Councilmember Majure asked they just did it.
 - City Administrator Tim Vandall stated it happened today.
 - Mayor Smith stated Mike let me ask this, did they mill the bridge down.
 - Councilmember Buehler replied they did the bridge and everything.

- Mayor Smith stated the bridge has come down too. That use to be on revenue hill as the police officers use to call it, right Steve. They've milled that down quite bit too so it's a little safer. No doubt that bridge is old but that is going to be another phase.
 - Councilmember Buehler responded but it's smooth, it's not up and down like this.
- Mayor Smith stated yeah, I came by there a while ago.
 - Public Works Director Mike Spickelmier stated we fixed a lot of deficiencies with this overlay and hopefully they will be finished by 8pm tonight. That's the goal.
 - Mayor Smith responded they were out there when I came by.
 - Councilmember Kirby replied again my concern is you've got this nice wide road and then you got to narrow down and then the bridge. That's my issue and I get that it's designed to handle it. I just see trouble.
 - Councilmember McNeill asked they still have to go down speed when they get towards the school and all that right.
 - Public Works Director Mike Spickelmier responded well the schools have their own.
 - Councilmember McNeill stated because DeSoto Road goes all the way past McIntyre for us.
 - Mayor Smith replied no that's 40 too. That's 40 miles an hour also.
 - Councilmember McNeill asked what's that.
 - Mayor Smith replied 40.
 - Councilmember Buehler stated and they do have the school zone speed limit though.
 - Mayor Smith responded yeah.
 - Councilmember Buehler stated by the high school.
 - Councilmember Garvey stated the way I look at it, we put McIntyre in and we wanted to set it a different speed limit and we didn't have any say so it seem like. We actually got some say so in this one.
 - Mayor Smith responded yeah. Any other discussion. We've got a motion and a second on the floor.

The motion was approved with Councilmember Kirby voting against the motion.

Request to Complete Easement Acquisition - City Project 20-04: Ward 1 Sewer Rehab

Project: Councilmember Kirby moved to authorize staff to complete easement acquisition activities for the Ward 1 Sewer Rehab Project. Councilmember Trinkle seconded the motion.

- Councilmember Trinkle asked have you had a reasonable discussion with these people or anything.
 - Wastewater Utility Director Tony Zell replied I have talked with one of the property owners.
 - Councilmember Trinkle asked Eric.
 - Wastewater Utility Director Tony Zell responded yep. We're on board. I've left several messages for both of the others.
 - Councilmember Trinkle replied ok. I understand that part. I just wondered if everything, I didn't think Eric would have any problems.
 - Wastewater Utility Director Tony Zell responded no we're good.
 - Mayor Smith asked any other questions.
 - Councilmember Trinkle asked this is just making it a formality or making it official right.
 - Wastewater Utility Director Tony Zell replied this authorizes staff to actually spend this money and actually go out and acquire the easements.
 - Mayor Smith asked we're good. Go ahead Sarah.

The motion was unanimously approved.

Condemnation Resolution No. B-2-2020 – City Project 20-04: Ward 1 Sewer Rehab Project:

Councilmember McNeill moved to adopt Resolution No. B-2-2020 as presented. 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 Engineer: City Engineer Matt Harding had nothing to report.

City Administrator: City Administrator Tim Vandall wished everyone a Happy Independence Day.

Governing Body: Councilmember Majure wished everyone a happy 4th of July and to enjoy the weekend but stay safe. Coronavirus cases are increasing so wash your hands often, avoid crowds and keep 6ft apart.

Councilmember Studnicka, Trinkle, Kirby, Garvey and Buehler echoed Councilmembers Majure’s statement wishing everyone a happy 4th of July.

Councilmember McNeill stated DeSoto Road looks great and they did a great job on it. He has had a lot of comments of the road being open again.

Councilmember Kirby announced QuikTrip will be opening next Thursday at 6am.

Councilmember Garvey stated coronavirus cases are going up because there has been an increase in testing but there is less talk about deaths which is a positive. He is hoping we get through this and get through it in a hurry.

Councilmember Buehler also provided a fun fact, on this day in 1962, the very first Wal-Mart opened in Rogers, Arkansas. Also, on this day in 1964, President Lyndon B. Johnson signed the Civil Rights Act of 1964 which prohibits discrimination and segregation in public places.

ADJOURNMENT:


Councilmember Buehler moved to adjourn. Councilmember Garvey seconded the motion. The motion was unanimously approved. The meeting was adjourned at 7:13 p.m.

ATTEST:

Michael W. Smith, Mayor

Sarah Bodensteiner, City Clerk

AGENDA ITEM

TO: Tim Vandall, City Administrator 

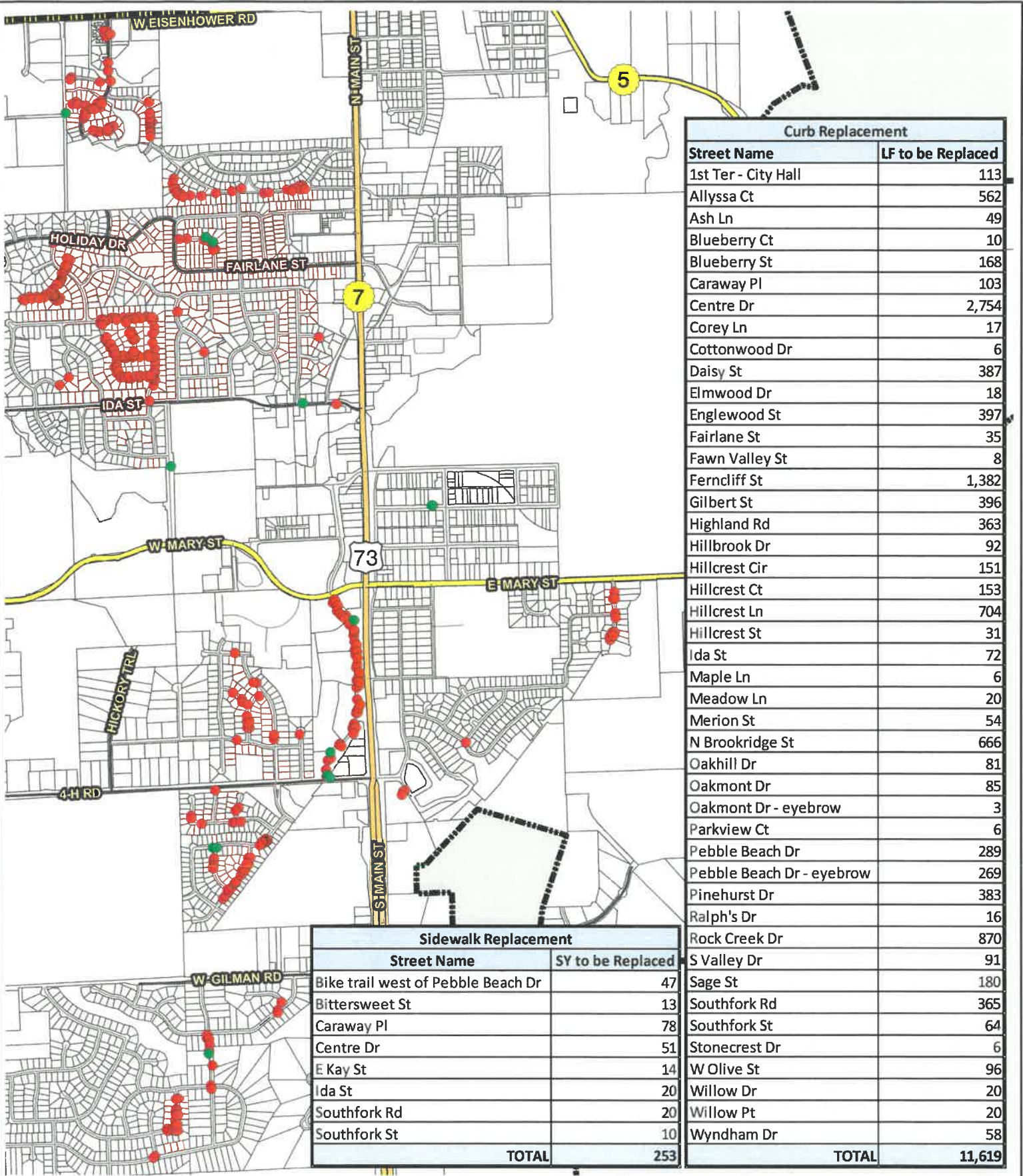
FROM: Mike Spickelmier, Director of Public Works *MWWS 7/10/2020*

DATE: July 10, 2020

SUBJECT: 2020 Concrete Curb and Sidewalk Condition Inventory

In the spring of 2020, the Public Works staff conducted an inventory of the existing conditions of the concrete curbs, gutters, and sidewalks. The attached map shows the identified deficiencies and their locations. It is the intention to integrate this work with the pavement management evaluation to better identify infrastructure priorities.

Policy Consideration: The Public Works Department has received feedback from citizens regarding curbs, particularly in front of their driveways. Specifically, we have been asked if there is any "cost share" available to assist homeowners in repairing curb/sidewalk/driveway within public right of way. Currently there are not any identified programs or resources for this work, but if the council would like to discuss, this could be a topic for a future work session.



Curb Replacement	
Street Name	LF to be Replaced
1st Ter - City Hall	113
Allyssa Ct	562
Ash Ln	49
Blueberry Ct	10
Blueberry St	168
Caraway Pl	103
Centre Dr	2,754
Corey Ln	17
Cottonwood Dr	6
Daisy St	387
Elmwood Dr	18
Englewood St	397
Fairlane St	35
Fawn Valley St	8
Ferndcliff St	1,382
Gilbert St	396
Highland Rd	363
Hillbrook Dr	92
Hillcrest Cir	151
Hillcrest Ct	153
Hillcrest Ln	704
Hillcrest St	31
Ida St	72
Maple Ln	6
Meadow Ln	20
Merion St	54
N Brookridge St	666
Oakhill Dr	81
Oakmont Dr	85
Oakmont Dr - eyebrow	3
Parkview Ct	6
Pebble Beach Dr	289
Pebble Beach Dr - eyebrow	269
Pinehurst Dr	383
Ralph's Dr	16
Rock Creek Dr	870
S Valley Dr	91
Sage St	180
Southfork Rd	365
Southfork St	64
Stonecrest Dr	6
W Olive St	96
Willow Dr	20
Willow Pt	20
Wyndham Dr	58
TOTAL	11,619

Sidewalk Replacement	
Street Name	SY to be Replaced
Bike trail west of Pebble Beach Dr	47
Bittersweet St	13
Caraway Pl	78
Centre Dr	51
E Kay St	14
Ida St	20
Southfork Rd	20
Southfork St	10
TOTAL	253

Legend

- Sidewalk Replacement Locations
- Curb Replacement Locations
- Parcels
- City Boundary

**Curb and Sidewalk Replacement Locations
Lansing, Kansas**



0 1,750 3,500

Feet

1 inch = 1,750 feet

**CITY OF
LANSING
KANSAS**
www.lansingks.org

AGENDA ITEM

TO: Tim Vandall, City Administrator 
FROM: Elizabeth Sanford, Director of Finance 
DATE: July 9, 2020
SUBJECT: Treasurer's Report for Quarter Ending June 30, 2020

Please find the Treasurer's Report for the second quarter (April through June 30, 2020) attached for your review. This report is published quarterly in accordance with KSA 12-1608, 12-1609.

Action:

Staff recommends a motion to approve the Treasurer's Report for the quarter ending June 30, 2020 as presented.

AGENDA ITEM #

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CITY OF LANSING
TREASURER'S REPORT - QUARTER ENDING JUNE 30, 2020

Fund Name	Fund Number	Unencumbered Cash Balance 3/31/20 DR / (CR)	Receipts	Disbursements	Audit Adj. & Net Encumb. Liquidated 6/30/20	Unencumbered Fund Balance 6/30/20 DR / (CR)	Add Reserves, Account Payable, and Encumbrances	Subtract Receivables, Other Assets, and Net Fixed Assets	Treasurer's Cash Balance 6/30/20
General:	10	2,669,807.71	1,672,157.92	1,532,403.92	0.00	2,809,561.71	227,326.93	18,168.23	3,018,720.41
Special Revenue:									
Library	20	196,019.80	120,681.92	71,783.63	0.00	244,918.09	9,300.33	0.00	254,218.43
Consolidated Street & Highway	22	313,345.61	122,699.09	129,857.47	0.00	306,187.23	9,981.39	0.00	316,168.63
Special Parks & Recreation	23	372,974.30	7,200.55	519.88	0.00	379,654.97	0.00	0.00	379,654.97
Special Alcoholic Liquor	24	41,975.66	4,156.06	0.00	0.00	46,131.72	0.00	0.00	46,131.72
Sales Tax (\$.45) Fund	26	428,262.78	113,470.36	182,472.66	0.00	359,260.48	0.00	0.00	359,260.48
KS Regional Prisons Museum	62	0.00	0.90	0.00	0.00	0.00	0.00	0.00	0.00
Hillbrook Subdivision Escrow	66	0.00	0.00	0.00	0.00	0.00	17,935.40	0.00	17,935.40
Agency:									
Bonds Posted	41	0.00	0.00	0.00	0.00	0.00	12,358.89	0.00	12,358.89
Park Land Trust	59	23.62	0.00	0.00	0.00	23.62	0.00	0.00	23.62
Mayor's Christmas	61	16,028.77	12.00	0.00	0.00	16,040.77	0.00	0.00	16,040.77
Transient Guest Tax	63	69,514.45	19,939.19	8,350.05	0.00	81,103.59	0.00	0.00	81,103.59
Facilities Renovation	73	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Debt Service:									
Bond & Interest	40	1,413,303.78	1,355,009.29	0.00	0.00	2,768,313.07	0.00	0.00	2,768,313.07
Enterprise:									
Wastewater Utility	50	13,261,891.80	687,148.59	980,464.51	541,310.76	12,427,265.12	268,014.52	10,951,905.70	1,743,373.94
Solid Waste Utility	51	541,597.48	141,224.43	162,827.36	152,487.18	367,507.37	0.00	213,389.17	154,118.20
Investment Fixed Assets	90	3,992,316.82	0.00	0.00	0.00	3,992,316.82	0.00	3,992,316.82	0.00
Capital Projects:									
Capital Projects Fund	70	903,040.22	234,999.99	30,333.69	0.00	1,107,706.52	0.00	0.00	1,107,706.54
Equipment Reserve Fund	80	134,399.30	48,024.99	0.00	0.00	182,424.29	0.00	0.00	182,424.29
Police Equipment Reserve Fund	45	25,693.42	1,321.50	0.00	0.00	27,014.92	0.00	0.00	27,014.92
Desoto Road Project Fund	84	(303.80)	100,000.00	59,944.88	0.00	39,751.32	0.00	0.00	39,751.32
Sewer Improvement Project	85	421,632.19	0.00	309,927.42	0.00	111,704.77	0.00	0.00	111,704.77
		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Total All Funds		24,801,523.91	4,628,046.78	3,468,885.47	693,797.94	25,266,886.38	544,917.46	15,175,779.92	10,636,023.97

STATEMENT OF BOND INDEBTEDNESS				
Bonds	General Obligation		Waste Water Revenue	Total
	Improvement	Revolving Loans		
Outstanding as of 4/1/20	\$ 25,825,000	\$ -	\$ -	\$ 25,825,000
Retired	-	-	-	-
Issued	-	-	-	-
Refunded	-	-	-	-
Outstanding as of 6/30/20	\$ 25,825,000	\$ -	\$ -	\$ 25,825,000
Temporary Notes	\$ -	-	-	-
Total Outstanding 6/30/20				\$ 25,825,000

*Published quarterly in accordance with KSA 12-1608, 12-1609 - Elizabeth Sanford, Director of Finance.

AGENDA ITEM

TO: Mayor Mike Smith, Lansing City Council
FROM: Tim Vandall, City Administrator 
DATE: July 10, 2020
SUBJECT: K7/Eisenhower Memorandum of Understanding

The intersection of K7 and Eisenhower will undergo major improvements in 2021 that will result in improved safety and more efficient traffic flow. The City has secured a \$1,680,000 (80%/20%) grant from KDOT for the upgrade. Staff from Lansing and Leavenworth have worked together to come to an agreement on any costs that are not grant eligible. Items of note; land acquisition is slated to take place exclusively on the west side of project, which is fully in Lansing. QT already dedicated a piece of their property for the project, so Lansing will need to acquire a slim parcel of property from the SW quadrant. Lansing would also be responsible for the relocation of the Evergy poles in front of QT. Both parties will work together on construction and construction inspection.

We anticipate this MOU to be on the Leavenworth City Commission agenda on July 28th.

Budget Considerations: Based on our grant application, we estimated construction costs at \$2,100,000. If the bids come in at the originally budgeted amount, Lansing would be responsible for \$281,400 and Leavenworth would be responsible for \$138,600. However, we are hopeful and optimistic the project will come in under budget. Lansing's share of the funds are available for this project within the CIP and Special Highway Fund, and debt should not need to be issued.

Policy Considerations: The contract has been reviewed by Greg Robinson.

Action: Approval of the K7/Eisenhower MOU with the City of Leavenworth, as presented.

AGENDA ITEM #

4

**AN AGREEMENT PURSUANT TO THE AUTHORITY GRANTED BY K.S.A. 12-2908,
BETWEEN THE CITIES OF LANSING AND LEAVENWORTH, KANSAS, FOR
CERTAIN IMPROVEMENTS TO THE INTERSECTION OF EISENHOWER ROAD
AND KANSAS HIGHWAY SEVEN**

WHEREAS the cities of Lansing and Leavenworth, Kansas are authorized by K.S.A. 12-2908 to enter into a cooperative agreement in order to undertake projects of common interest and benefit; and

WHEREAS the cities of Lansing and Leavenworth, Kansas desire that such improvements to the intersection of Eisenhower Road and Kansas Highway Seven be undertaken to benefit the citizens of Lansing and Leavenworth; and

WHEREAS the cities of Lansing and Leavenworth have been awarded a \$1,680,000 grant from the Kansas Department of Transportation to assist with the improvements to said intersection; and

WHEREAS the cities of Lansing and Leavenworth, Kansas have previously agreed to maintenance responsibilities for Eisenhower Road on the 11th day of August, 1998, and this agreement supplements the previous agreement for this specific improvement;

WHEREAS, the grant requires local participation matching funds, and additional non-grant eligible expenses are expected

NOW BE IT THEREFORE AGREED

- 1. Purpose** The stated purpose of this agreement between the Cities of Lansing and Leavenworth is to agree upon a funding agreement to take advantage of the KDOT grant intended to improve the intersection of Eisenhower Road and Kansas Highway Seven, making the intersection safer and improving the traffic flow for patrons of the businesses along the corridor and the citizens of both communities
- 2. Cooperation** The parties shall cooperate in the project through mutual consultation and timely communication. The parties shall execute future agreements and documents as may be needed to achieve the common purpose of improving the intersection, making it safer for citizens and improving traffic flow.
- 3. No Separate Entity Created** This agreement is entered into under the provision of K.S.A. 12-2908 and no separate entity is created.
- 4. Breakdown of Costs** The parties hereby agree that:
 - a. Leavenworth and Lansing are currently working with consultants from Alfred Benesch & Company for design engineering. Cities agree for Lansing to pay ½ of design engineering and Leavenworth to pay for ½ of design engineering. The Alfred Benesch contract totals \$299,428.
 - b. Lansing will pay two-thirds (2/3) of construction costs consisting of KDOT matching funds and other agreed upon non-KDOT eligible expenses, while Leavenworth will pay one-third (1/3) of construction costs.

- c. Lansing will pay two-thirds (2/3) of construction inspection costs, while Leavenworth will pay one-third (1/3) of construction inspection costs for a mutually agreed upon inspector.
 - d. The parties agree that the KDOT funds will be used to the maximum extent practicable for all eligible expenses, and all matching funds and any non-eligible construction and inspection costs will be shared 2/3 Lansing and 1/3 Leavenworth.
 - e. In the event of any land acquisition, land acquisition costs will be paid by the entity in which the land resides.
 - f. Utility relocation costs
 - i. Utility relocation costs will be paid for by the entity in which the utility resides; more specifically, the Evergy poles located west of Fourth Street/Main Street within the City limits of Lansing and north approximately 1,225 feet from Eisenhower Road to north line of Home Depot Property, will be moved at Lansing's and/or Evergy's expense; photographs of the poles are included in Appendix A.
- 5. Scope of Project** This project is currently under design by Alfred Benesch & Company, with feedback from the Public Works staff from both communities. At the time of this writing, the general scope of this project includes: (list from Benesch memo dated 5-7-2020)
- a. Add additional northbound left-turn lane (Dual left-turn lanes)
 - b. Eastbound and westbound exclusive left-turn lanes
 - c. Eastbound right-turn lane
 - d. Southbound right-turn lane
 - e. New signal poles and controller
 - f. Continued connection to MARC/OGL
- 6. Maintenance** Upon completion of the project and expiration of the project's maintenance bond, maintenance shall be conducted in accordance with the Memorandum of Understanding dated August 11, 1998.
- 7. Cash Basis Law** The provisions of this agreement, as they pertain to the parties, shall be subject to the provisions of the laws of the State of Kansas, to include the cash-basis laws of the State.
- 8. Severability** In the event that any court, tribunal, or administrative agency with competent jurisdiction over the matters addressed within this agreement determines that any specific provision of this agreement is void or ultra-vires, the remaining provisions, terms, and obligations set forth herein shall remain binding upon the parties.
- 9. Authority to enter into the Agreement** Each of the undersigned state and covenant that they have the express authority of their respective governing bodies to enter into this agreement and bind them to the terms contained herein.
- 10. Date of Entry into Agreement** That this agreement shall become binding upon the parties upon the date of execution of this agreement by the last party to do so.

FOR THE CITY OF LANSING, KANSAS

Mayor

Date: _____

Attest: _____

FOR THE CITY OF LEAVENWORTH, KANSAS

Mayor

Date: _____

Attest: _____

Appendix A



AGENDA ITEM

TO: Mayor Smith; Lansing City Council
FROM: Tim Vandall, City Administrator
DATE: July 14, 2020
SUBJECT: Ord. 1041-COVID Relief Funding

Explanation: The State Finance Council approved the Strengthening People and Revitalizing Kansas (SPARK) Taskforce's proposal to distribute money to Counties to help address challenges inflicted by COVID-19. Leavenworth County is receiving \$19,204,954 to allocate toward eligible entities in the County. Of that amount, the City of Lansing is eligible for \$2,245,456. Staff is currently working on items that qualify and will present the items to the City Council at our July 30th, 2020 work session. Eligible items include payroll of employees substantially dedicated to COVID-19 mitigation or response, technological improvements to facilitate distance learning, improving telework capabilities, grants to small businesses, etc. Funds cannot be used to make up for lost revenues.

Policy Considerations: Leavenworth County is overseeing the program locally and will distribute eligible funds to cities.

Financial Considerations: Staff is currently updating our reimbursements for qualifying expenditures already made, as well as evaluating Direct Aid Requests, which are for future expenditures meant to mitigate and reduce the impact of COVID 19 in Lansing and the region. Overall, Lansing is eligible for \$2,245,456. The funds cannot be used to make up for lost revenues, and must be COVID related.

Action: Approval of Ordinance 1041, as presented.

ORDINANCE NO. 1041

AN ORDINANCE OF THE CITY OF LANSING, KANSAS REGARDING THE CORONAVIRUS RELIEF FUND

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

WHEREAS, securing the health, safety, and economic well-being of our residents is the City of Lansing's top priority;

WHEREAS, the City of Lansing is facing both a public health and economic crisis – the pandemic and public health emergency of COVID-19 – which has resulted in illness, quarantines, school closures, and temporary closure of businesses resulting in lost wages and financial hardship to Kansas citizens;

WHEREAS, the World Health Organization declared a pandemic on March 11, 2020;

WHEREAS, on March 13, 2020, the President of the United States pursuant to Sections 201 and 301 of the National Emergencies Act, 50 U.S.C. § 1601, et seq. and consistent with Section 1135 of the Social Security Act, as amended (42 U.S.C. § 1320b-5), declared a national emergency that the COVID-19 outbreak in the United States constitutes a national emergency beginning March 1, 2020;

WHEREAS, as of this date, in Leavenworth County there have been 1,227 reported positive cases of COVID-19, including seven deaths with a likely second wave of COVID-19 cases expected in the Fall;

WHEREAS, the City of Lansing must remain flexible to account for the evolving nature and scope of the unprecedented public health emergency posed by COVID-19, while also simultaneously beginning the process of safely, strategically, and incrementally reopening business and facilitating economic recovery and revitalization;

WHEREAS, for the aforementioned and other reasons, and in recognition and furtherance of my responsibility to provide for and ensure the health, safety, security, and welfare of the people of Lansing, the City of Lansing has determined that the evolving public health and economic threats posed by COVID-19 require a proactive approach to provide immediate financial relief and long-term economic investment in the City of Lansing;

WHEREAS, in these challenging times, the City of Lansing will do whatever it can to avoid immediate dangers to the health, safety, and welfare of our constituents and prepare for future waves of COVID-19;

WHEREAS, on June 16, 2020 the State Finance Council approved the Strengthening People and Revitalizing Kansas (SPARK) Taskforce's proposal to distribute money to Leavenworth County to help address the health and economic challenges inflicted by COVID-19 based on Leavenworth County's population and impact from COVID-19 with funds provided for reimbursement of COVID-19 related costs and as direct aid unless otherwise approved by the

SPARK Taskforce.

WHEREAS, to ensure that all educational and municipal entities within counties receive Coronavirus Relief Funds to meet their respective health and economic challenges, the SPARK Taskforce Executive Committee passed a motion on June 2, 2020, to direct counties to allocate and share Coronavirus Relief Funds with public educational and municipal entities within their counties.

WHEREAS, Leavenworth County adopted a Resolution to accept and distribute funds to cities within Leavenworth County.

Be it resolved that, pursuant to the authority vested in the City of Lansing, Kansas, City Council, including the authority granted to this body by constitutional home rule in order to begin the process of safely, strategically, and proactively providing the resources the city needs to both mitigating the spread of COVID-19 and invest in long-term economic recovery, the Lansing City Council accepts any funds appropriated to Lansing by the State of Kansas through the State's Coronavirus Relief Fund and distributed by Leavenworth County pursuant to the following terms designed to ensure the lawful use of funds and transparency, equity, and accountability:

1. Section 5001 of the Coronavirus Aid, Relief, and Economic Security ("CARES") Act, as codified in 42 U.S.C. § 801, provides the eligible purposes for which Coronavirus Relief Fund ("CRF") payments may be used. Under 42 U.S.C. § 801(d) funds may be used for:
 - a. necessary expenditures incurred due to the public health emergency with respect to Coronavirus Disease 2019 (COVID-19);
 - b. not accounted for in the budget most recently approved for the county as of March 27, 2020; and
 - c. incurred during the period that begins on March 1, 2020 and ends on December 30, 2020.
2. The following are examples of public health expenditures allowed pursuant to paragraph 1.a. above and 42 U.S.C. § 801(d):
 - COVID-19 related expenses of public hospitals or clinics
 - COVID-19 testing and quarantine costs
 - Payroll of employees substantially dedicated to COVID-19 mitigation or response
 - Expenses for establishing and operating public telemedicine capabilities
 - Technological improvements to facilitate distance learning
 - Improving telework capabilities
 - Grants to small businesses to reimburse the costs of business interruption caused by required closures
 - Government payroll support program
 - Unemployment insurance costs related to COVID-19
3. The following are examples of public health expenditures NOT allowed pursuant to paragraph 1.a. above and 42 U.S.C. § 801(d):
 - Damages covered by insurance
 - Payroll or benefits for employees not substantially dedicated to mitigating or responding to COVID-19

- Expenses that will be reimbursed under any federal program
 - Reimbursement to donors for donating items or services
 - Workforce bonuses other than hazard pay or overtime
 - Severance pay
 - Legal settlements
4. Additionally, as outlined in guidance issued by the Congressional Research Service on April 14, 2020, “Coronavirus Relief Fund payments may not be used to directly account for revenue shortfalls related to the COVID-19 outbreak. Such funds, however, may indirectly assist with revenue shortfalls in cases where expenses paid for by the Coronavirus Relief Fund would otherwise widen the gap between government outlays and receipts.”
 5. To ensure effective and timely oversight of local spending, Lansing will comply with reporting requirements established by Leavenworth County.
 6. To ensure transparency and accountability in the deliberation, expenditure, and oversight processes associated with CRF funds, Lansing will comply with all requirements of the Kansas Open Meetings Act.
 7. The COVID-19 pandemic has disproportionately impacted racial minorities within the State of Kansas, illustrating long-standing health disparities for African-American, Latino, and other racial minority populations in the United States. Accordingly, Lansing will consider and incorporate efforts to address such disproportionate impacts on racial minorities in its direct aid plan.
 8. As provided in 42 U.S.C. § 801(f), the Inspector General of the Department of the Treasury determines whether CRF payments have been used for eligible purposes. Fund payments that are deemed to have been used for ineligible purposes are treated as a debt owed by the implementing government to Treasury. This resolution signifies that, upon approval, Lansing agrees to cooperate with any audits or inquiries by the Department of the Treasury concerning CRF funds and agrees to pay any debt incurred to the Department of the Treasury due to ineligible expenditures of appropriated CRF funds.
 9. Lansing understands that the United States Department of the Treasury or the Governor’s Office of Recovery may issue guidance regarding the transfer, expenditure, reimbursement, or other use of CRF funds.
 10. The City of Lansing understands and agrees that any unspent funds must be returned to the State for recoupment. Lansing understands that Leavenworth County must return all unspent funds no later than December 30, 2020, and will make any unspent funds available for return prior to December 30, 2020. All reconciliation documents submitted to the SPARK Taskforce will be made publicly available by the Governor’s Office of Recovery, including supporting documentation submitted by the City of Lansing to Leavenworth County.

This document shall be filed with the City Clerk. This ordinance shall take effect from and after its passage, approval and publication in the official City newspaper.

PASSED AND APPROVED by the Governing Body of the City of Lansing, County of Leavenworth, State of Kansas, this 16th day of July 2020.

{SEAL}

Michael W. Smith, Mayor

Attest:

Sarah Bodensteiner, City Clerk



APPROVED AS TO FORM:

Gregory Robinson, City Attorney

Published: *Leavenworth Times*

Date Published:

AGENDA ITEM

TO: Tim Vandall, City Administrator 
FROM: Sarah Bodensteiner, City Clerk 
DATE: July 13, 2020
SUBJECT: Executive Session – Personnel Matters of Non-Elected Personnel

Executive Session will be called to discuss personnel matters of non-elected personnel.

AGENDA ITEM #

6

Parks and Recreation Fleet Report June 2020

Vehicles:

Year	Make	Model	Description	Mileage Start	Mileage Ending	Miles Driven	Current Use	Comments
2011	Dodge	Charger	passenger car	78144	78182	38	AC/Parks use	
2014	Ford	F-350	Dump truck	14917.6	15790	872.4	Parks maintenance	
2016	Jeep	Patriot	SUV	64705	64721	16	Activity Center use	
2017	Chevrolet	Silverado	truck	13971	14167	196	Parks maintenance	
2018	Ford	F-350	4-dr crew	14028	14806	778	Parks maintenance	
Total						1900.40		

Equipment:

Year	Make	Model	Description	Hours Start	Hours End	Hours used	Current Use	Comments
1992	Massey Ferguson	1020	Tractor	1980.7	1980.7	0	Parks maintenance	
2005	Kubota	F3060	mower	302.4	308.6	6.2	Parks maintenance	
2007	Turbo Tool Cat	5600	utility vehicle	1157.7	1161.5	3.8	Parks maintenance	
2012	Wright	ZK	stander mower	1077.9	1085.7	7.8	Parks maintenance	
2014	Kubota	ZD331LP-72	mower	1416	1416	0	Parks maintenance	
2016	ABI	Force	infield groomer	228.3			Parks maintenance	<i>out for service</i>
2017	Kubota	ZD1211	mower	522.5	545.9	23.4	Parks maintenance	
2018	Polaris	Ranger	utility vehicle	150.9	171.6	20.7	Parks maintenance	
2019	Exmark	LZ 72	mower	202.4	228.7	26.3	Parks maintenance	
2019	Emark	LZ 96	mower	124.7	143.6	18.9	Parks maintenance	
Total						107.10		

Lansing Police Department
 Vehicle Fleet End of Month Report

Jun-2020

Unit	Year	Make/Model	Last 5 VIN	Mileage as of 06/01	Mileage as of 07/02	Miles Driven	Current Use	Future Use	Comments
1	2013	Ford Explorer	40459	81393	81679	286	Detective	Detective	Limited Use - Detective
2	2020	Dodge Durango	96952	500	1643	1143	Patrol	Patrol	Fit for patrol duty
3	2015	Ford Explorer	40975	66840	67782	942	Patrol	Patrol	Fit for patrol duty
4	2015	Ford Explorer	40976	50196	50873	677	Patrol	Patrol	Fit for patrol duty
5	2012	Dodge Charger	07027	45078	45578	500	Patrol	Patrol	Fit for patrol duty
6	2019	Dodge Durango	85334	17497	19223	1726	Sergeants	Sergeants	Limited Use - Sergeants
7	2018	Ford Explorer	34004	7172	7524	352	Captain	Captain	Limited Use - Captain
8a	2017	Dodge Charger	86270	46662	48618	1956	Patrol	Patrol	Fit for patrol duty
9	2018	Ford Explorer	34003	27098	28232	1134	Patrol	Patrol	Fit for patrol duty
10	2011	Dodge Charger	52349	59592	61012	1420	Lieutenant	Lieutenant	Limited Use - Lieutenant
11	2003	Ford F150	64639	84025	84271	246	Animal Control	Animal Control	Fit for animal control duty
12	2019	Dodge Durango	85335	6559	7103	544	Chief	Chief	Limited Use - Chief
13a	2017	Dodge Charger	96163	47278	47919	641	Patrol	Patrol	Fit for patrol duty
15	2018	Ford Explorer	34002	27936	28231	295	Patrol	Patrol	Fit for patrol duty
17	2016	Dodge Charger	23367	41863	42834	971	Patrol	Patrol	Fit for patrol duty
					Mileage Total:	12833			

Lansing Public Works Department**Monthly Fleet Report**Month June Year 2020**Vehicles**

Year	Make	Model	Description	Mileage Starting	Mileage Ending	Miles Driven	Comments
2008	Ford	Ranger XLT	LT. Pick-up Ext	57,666	57,744	78	
2007	Ford	Ranger XLT	LT. Pick-up Ext	49,074	49,569	495	
1998	Ford	1/2 ton	Pick-up	66,374	66,538	164	
2005	Ford	Ranger	LT. Pick-up Ext	46,614	46,935	321	
2005	Sterling	LT 8500	Dump Truck	54,587	55,365	778	
2007	Elgin	Crosswind J+	Street Sweeper	6,546	6,547	1	
1992	Ford	700	Dump Truck	64,361	64,361	0	
2017	Chevrolet	3500	Pick-up Truck	17,841	18,396	555	
2011	International	7400	Dump Truck	18,464	18,594	130	
2016	Ford	F350 4x4	One-ton Dump Truck	12,777	12,982	205	
2013	Ford	Explorer	SUV	67,348	67,858	510	
2019	Ford	Ecosport	SUV	3,404	3,775	371	

Equipment

Year	Make	Model	Description	Hours Starting	Hours Ending	Hours Used	Comments
1997	JD	770BH	Grader	2,080	2,080	0	
2004	IR	DD-24	Asphalt Roller	288	289	1	
2006	IR	185	Air Compressor	210	210	0	
1997	Bobcat	763	Skid Steer	2,196	2,202	6	
2014	Case	580 SNWT	Backhoe	1,427	1,435	8	
2002	Crafco	110	Crack Sealer	808	808	0	
2003	Kubota	L3710	Tractor	1,619	1,631	12	
2009	Case	465	Skid Steer	653	655	2	
2018	John Deere	5065E	Tractor	57	81	24	

June

City Influent	28.11 MG	City Avg Daily	.937 MGD
LCF Influent	5.24 MG	LCF Daily Avg	.175 MGD
Total Biosolids	1.14	Precip	2.1"

Vehicles

Year	Make	Model	Description	Mileage Start	Mileage Ending	Miles Driven	Current Use	Comments
1999	Sterling	Vactor	Jet Truck	8272	8272	0	Collection System	
2012	Chevrolet	Tahoe	SUV	104424	104424	0	Ops/Maint.	
2019	Ford	F250	Pick Up Truck	5203	5626	423	Ops/Maint.	
2019	Ford	F250	Flatbed Truck	1649	1678	29	Ops/Maint.	
2005	Freightliner	M2106	Dump Truck	24073	24159	86	Biosolids Disposal	
Total						538		

Equipment

Year	Make	Model	Description	Hours Start	Hours Ending	Hours Used	Current Use	Comments
1991	Case	1825	Uni-Loader	959	959	0	Plant Activities	
1999	Sterling	Vactor	Jet Truck	2254	2254	0	Collection System	
2004	John Deere	7920	Tractor	1250	1254	4	Biosolids Disposal	
2005	Polaris	Ranger #1	Utility Vehicle	1331	1337	6	Operations	
2004	Case	621D	Loader	2361	2365	4	Operations	
2005	Polaris	Ranger #2	Utility Vehicle	1372	1378	6	Maintenance	
2006	JCB	531-70	Telehandler	609	612	3	Plant Activities	

**COMMUNITY AND ECONOMIC DEVELOPMENT
PERMITS/LICENSES AND CODE ENFORCEMENT REPORT FOR JUNE**

TO: Tim Vandall, City Administrator

FROM: Matthew R. Schmitz, Director, Community and Economic Development



DATE: July 1, 2020

PERMITS AND LICENSES:	<u>Current Month</u>	<u>Year to Date</u>
Number of permits issued.....	58	192
Number of permits for new single-family housing completed.....	0	3
Number of permits for new multi-family housing completed.....	0	0
Number of occupancy certificates issued.....	0	12
Number of permits for new single-family housing currently in process or pending issuance.....	2	2
Number of permits for new multi-family housing currently in process or pending issuance.....	2	2
Total valuation of residential and commercial construction and remodeling for which permits were issued.....	\$1,361,071.91	\$3,619,882.74
Permit fees.....	\$12,688.00	\$40,678.50
Number of inspections performed.....	52	321
Number of trade licenses issued.....	10	310
Total trade contractor licenses issued.....	5	106
Number of occupational licenses issued.....	12	99
 CODE ENFORCEMENT:	 <u>Current Month</u>	 <u>Year to Date</u>
<u>Nuisance Report</u>		
Three Day Warnings:.....	18	135
Certified Letters Sent:.....	0	4
Compliance:.....	12	100
Compliance Review:.....	16	121
<u>Vehicle Report</u>		
Warning Letters/Verbal:.....	7	32
Certified Letters Sent (20 Days):.....	2	2
Compliance:.....	6	20
Compliance Review:.....	7	35
<u>Weeds Report</u>		
Three Day Warnings:.....	9	59
Certified Letters Sent:.....	1	8
Compliance:.....	4	28
Compliance Review:.....	16	56
<u>Infiltration of Storm Water System</u>		
Three Day Warnings:.....	0	0
Certified Letters Sent:.....	0	0
Compliance:.....	0	0
Compliance Review:.....	0	0
<u>Additional Actions</u>		
Violation Publications:.....	0	0
Number of Court Actions:.....	0	0
Abated:.....	3	4
Citations:.....	1	1
Contracted for Work:.....	1	4



Deanna Hanson ▶ **Lansing Kansas Police Department**

Yesterday at 3:01 PM · 🌐

Wanted to share a story. Last night, 06/29/20 my husband and I were sleeping. At 12:59 a.m. our daughter knocks at our bedroom door. We asked what is wrong and her response, "The police are at the front door!" Hubby and I jump up and start getting dressed. Fear was overwhelming because the only notifications that occur in the middle of the night are usually death notifications. We were starting down the stairs when our son told us to relax because all was ok. Turns out we had left our garage door open and they wanted to make sure that we were safe and that nothing was stolen! My husband and I looked at each other and responded, "We love this city and our first responders!" Thank you Lansing, Kansas Police Department!!!! With you on the watch, we can rest easy!
Dee Hanson

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 Message

