

**LOUISBURG CITY COUNCIL
REGULAR MEETING
AUGUST 3, 2020
6:30 P.M.**

1. CALL TO ORDER
2. PLEDGE OF ALLEGIANCE
3. CONSENT AGENDA
 - A. Adopt Agenda
 - B. Approval of Minutes of the Regular Meeting July 20, 2020
 - C. Approval of the Bills
4. RECOGNITION OF SCHEDULED VISITOR
 - A. Chris Drake – concerned with traffic on N. Ninth St.
 - B. Dan Hamilton – driveway issues at 5 N. Broadway
5. PUBLIC COMMENTS: Persons who wish to address the Mayor and Council on items not on the agenda may do so at this time. Speakers will be limited to three (3) minutes. Any presentation is for informational purposes only.
6. DEPARTMENT REPORTS
7. CITY ATTORNEY’S REPORT
8. MAYOR’S REPORT
9. ADMINISTRATOR’S REPORT
 - A. International Fire Code Revisited
 - B. Stormwater Priority Projects 3-6
 - C. Recreational Trails Grant Application Authorization
10. COUNCIL/COMMISSION REPORTS
11. ADJOURNMENT

**CITY OF LOUISBURG, KANSAS
MINUTES OF REGULAR MEETING
JULY 20, 2020**

The Council of the City of Louisburg, Kansas met at 6:30 p.m. in regular session in the City Hall Council Chambers. Mayor Marty Southard presiding.

Council Members Steve Town, Kalee Smith, Sandy Harris, Donna Cook, Thorvald McKiernan
City Administrator Nathan Law
City Clerk Traci Storey
City Attorney Kelly Stohs
Police Chief Tim Bauer
Fire Chief Gerald Rittinghouse
Communications Coordinator Jean Carder
Public Works Supervisor
Press Doug Carder
Visitors Members of the Community

PLEDGE OF ALLEGIANCE

Councilmember Steve Town led the pledge of allegiance.

APPROVAL OF CONSENT AGENDA

Councilmember Thorvald McKiernan wanted to make sure that everyone in attendance tonight would be able to speak. Mayor Southard said yes, each person would be able to make a comment. Councilmember Cook and McKiernan asked questions regarding the bills. Councilmembers had discussion. Councilmember Thorvald McKiernan requested that the G&B Construction line item be called out from the bills list. He made a motion, seconded by Councilmember Donna Cook and carried 5-0, to approve the consent agenda to include adoption of the agenda, approval of the regular meeting July 6, 2020 minutes.

VISITORS

None

PUBLIC COMMENTS

Members of the Community that spoke against the mask ordinance, included Cathy Detherage, Nathan Mayberry, Shawn Baus, John Holmes, Jessica Henderson. Emails were read that were sent from Mike Gregg, Jennifer Goodman, Kimberly Burris, Chris Kelly, Torrie Battle and Bryan Sterner in opposition to a mask ordinance.

Emails were read from those that were in favor of the mask ordinance including: Ann Mathison, Cari Dixon, Janelle Ryals and Haley Hammer.

DEPARTMENT REPORTS

Fire Department: None

Police Department: None

CITY ATTORNEY'S REPORT

None

MAYOR'S REPORT

First National Bank Proclamation: Mayor Marty Southard said the First National Bank in Louisburg is celebrating its centennial year of serving Louisburg and the surrounding area on July 30, 2020. Mayor Southard presented a Proclamation that proclaims Thursday, July 30, 2020 as First National Bank of Louisburg Day. Councilmember Kalee Smith moved, seconded by Councilmember Donna Cook and carried 5-0, to approve the First National Bank Proclamation.

Mask Draft Ordinance: Mayor Southard asked the Council for thoughts or questions regarding the draft mask ordinance. Councilmember Smith said this ordinance says how schools will also operate not just the city. It also says that school athletes must be 6 foot apart. What sport would that include? Mayor Southard said the Governor just came out today with more information. Councilmember Smith thinks we should all have a choice if we want to wear a mask or not. Councilmember McKiearan said is there an interest in doing any different than we did two weeks ago? Smith said if we don't vote can this issue come up again. Mayor Southard said he just wanted to have a healthy discussion. McKiearnan said he thought there was enough discussion two weeks ago. Mayor Southard said that was before other cities,

including other municipalities in the county, approved mask ordinances. Councilmember Cook said she has received half yes and half no for the masks. Councilmember Town asked if it was mandated for school. Councilmember Smith directed the question to audience member Dave Tappan (Assistant Superintendent). Mr. Tappan said there is a school Site Council that has been set up and more information will be available after tomorrow. Councilmember Harris said he appreciates all the emails everyone sent him. Harris said he has watched lots of videos and read information regarding masks. He would like to see a 6 month time limit, and revisit the mandate as needed in the meantime or extend it at that time if necessary. Councilmember Cook said she received half yes and half no votes, but the majority is a no. Councilmember McKiernan feels that we have small amount of numbers and masks don't slow down the virus. Mayor Southard asked if anyone wanted to make a motion. Councilmember Smith does not want this brought back to future meetings. Councilmember Kalee Smith made a motion to not mandate masks and the motion died for lack of a second. Councilmember Sandy Harris made a motion to adopt the ordinance. Motion died for lack of a second. Councilmember Town said he encourages masks and social distancing, but can't see enforcing it on people.

ADMINISTRATOR'S REPORT

Stormwater-Pipe Pricing: At the last meeting Council directed staff to price various stormwater pipe materials and return the information for review. Below is a list of per foot and per item pricing for various materials from two companies, with the cheaper pricing for all material types listed.

- N12 Dual Wall HDPE - \$14.15/ft; \$39.69 per split coupling; \$307.25 for a 45 bend plain end; no delivery cost.
- Galvanized - \$18.97/ft; \$45.00 per hugger band; \$192.00 for an end section; \$220 delivery cost.
- Aluminized - \$19.86/ft; \$48.00 per hugger band; \$250 for an end section; \$220 delivery cost.
- Reinforced Concrete - \$32/ft; \$700 for an end section (maybe optional), \$1,500 with a toe wall; \$250 delivery cost.

Additionally, the question was whether there is a way to connect varying types of materials. In a HDPE manual there is a prescription for a geotextile wrap between two pipe materials with a concrete collar poured in place around the pipe sections. There is an option for a dissimilar pipe material coupler by way of reinforced

rubberized mastic bands, which is likely more expensive than the geotextile wrap and concrete option.

Financial Consideration: HDPE, galvanized and aluminized come in 20' pipe sections, whereas reinforced concrete comes in 8' sections. Assuming a total project footage of 36', the project pricing for the various materials is estimated to be:

- N12 Dual Wall HDPE - \$566.00 with no end section. Unknown cost for concrete collars; of which there may be three total depending on the project scope.
- Galvanized - \$758.80 with no end section and delivery. Also unknown for concrete collars.
- Aluminized - \$794.40 with no end section and delivery. Also unknown for concrete collars.
- Reinforced Concrete - \$1,530 with no end section and delivery

Councilmember McKiearnan asked if the City provides the pipe in similar instances and the homeowner puts it in. Administrator Law said that was correct. Councilmembers had discussion. Councilmember Thorvald McKiearnan moved, seconded by Councilmember Steve Town and carried 5-0, to approve the HDPE 40 ft.

Authorization for Publication of Draft Budget: Administrator Law presented the proposed budget for publication. Councilmember Kalee Smith moved, seconded by Councilmember Thorvald McKiearnan and carried 5-0, to authorize publication of the 2021 budget summary and notice of budget hearing.

Reconsideration Request – Tobacco Restriction in Parks: Administrator Law said during discussion at the Parks and Tree Board meeting the topic of smoking in proximity to ballfields was brought up as a follow-up to the decision by Council not to pursue at a meeting earlier in the year. The board representative for Lewis-Young Park noted a recent concern with heavy smoking by a couple individuals near baseball fields. With the Louisburg Recreation Commission (LRC) Director in attendance at the park board meeting, that representative asked if LRC has experienced issues with tobacco use near playing areas. LRC has experienced issues regularly, with individuals being asked to not smoke near the fields, near the dugouts, or near seating areas. The Board asked staff what the interest level of the Council had been when presented with a draft no smoking policy. Staff provided a recollection of discussion by individual Councilmember comments on the matter, which ultimately resulted in a lack of support for a tobacco restriction policy.

Through additional discussion the Parks and Tree Board voted to send a request to Council for reconsideration of a ban on the use of tobacco and related products except for within designated areas at each park facility, with those designated areas to coincide with parking lots. The vote was unanimous of the four board members present.

Councilmember Smith is not in favor of a smoking policy. Councilmember Town and Cook asked if signs could be put up. Councilmember Smith asked if this would have to be done in all parks. Administrator Law said it would need to be a policy to be enforceable. When asked by the Council, LRC Director Diana Moore said that people have been asked to move to the parking lot area while smoking. Councilmember Harris asked if courtesy sign could be placed asking to smoke in other areas. No action was taken.

CDBG-CV Use of Funds: In May staff helped notify the community of the possibility of CDBG-CV funds, asking that local businesses complete a needs survey. Once the CDBG-CV funding announcement was made, the selected grant administrator sent to those same businesses an application for business resources and/or employee payroll needs, to help establish those businesses and/or employees that qualify based on the grant funding requirements. Of the initial 32 businesses or organizations that responded to the needs survey, 11 completed and returned the application for funds. Two of the eleven did not qualify, and one will likely qualify once additional information is received. There are a total of 38 employees spread across the nine qualifying applications. With this being the case, Council is asked to advise staff and grant administrator how best to split the available funding, with an understanding there are total award limits for businesses based on number of employees.

In order to remove any possibility of favoritism, staff recommends Council consider establishing weighting criteria for application awards. If this were solely based on number of qualifying employees, there would be no inclusion of factors like years in business, years in business within the community, economic impact, etc. A set of scoring criteria would be given to the grant administrator for ranking applications, compiling a recommendation of funding awards, and returning to Council for approval.

Councilmember McKiernan asked if the City was still paying for a grant administrator. City Administrator Law said yes. Councilmembers had discussion, which resulted in the following scoring recommendation:

Economic Impact	- 30 points available
Years in Service in Community	- 30 points available
Future Growth	- 20 points available
Years in Business	- 20 points available

Councilmembers had discussion. City Administrator will bring information regarding recommended awards to businesses at a later time.

COUNCIL REPORTS

Councilmember Town: Councilmember Steve Town said he and others have been contacted to see if there would be interest to keep the pool open since the start of the school year has been pushed back to Sept. 9 if the pool could be extended if appropriately staffed. City Administrator Law will check with the pool managers on staffing availability and keeping the pool open would not compete with school or athletics potentially. Mr. Law reminded Council when the pool was open weekends only a few years ago that attendance was low and there is a real cost for chemicals. Councilmember Steve Town moved, seconded by Councilmember Kalee Smith and carried 5-0, to keep the pool open until Labor Day if staff is available and allow staff to determine if the hours should be shortened to allow for staffing.

Councilmember Cook: Councilmember Donna Cook asked how many permits have we sold for the UTVs. Chief Tim Bauer replied 29 to date. Cook would like a list of what all is inspected to get the tag. Chief Bauer will provide that information.

Councilmember Harris: Councilmember Sandy Harris said he attended the recent Park and Tree Board meeting. The Board is busy. He said the Board discussed installing a community garden in the lots the city owns between AuBurn Pharmacy and Sonic. Administrator Law said that could be one of the considerations, but there are other uses as well it could become. This Board also discussed vandalism at the Lake Trail and on a story board, copperhead snakes out at Lewis-Young Park, and that the disc golf course is almost done out at Lewis-Young Park.

Harris asked if there were any leads regarding the vandalism at the lake trails. Chief Bauer said not at this time.

ADJOURNMENT

At 8:13p.m. Councilmember Thorvald McKiernan moved, seconded by Councilmember Sandy Harris and carried 5-0, to adjourn the meeting.

Approved:

Marty Southard, Mayor

Attest:

Traci Storey, City Clerk

BILLS 08/03/2020

VENDOR	AMOUNT	DEPARTMENT
ADP LLC	\$25.00	SUI SETUP - ADMIN
ARLAN COMPANY, INC.	\$248.75	SUPPLIES - PARKS
BLUE CROSS/BLUE SHIELD	\$25,791.36	INSURANCE - ALL
BP	\$2,153.14	FUEL - FIRE, PWD, PUA
CROSSLAND HEAVY CONTRACTORS	\$541,206.78	WWTP PROJECT C20-2010-01
ELLIOTT INSURANCE INC	\$344.50	INSURANCE - FREEDOM
EVERGY	\$9,307.90	ELECTRICITY - ALL
FAMILY CENTER OF PAOLA	\$51.48	SUPPLIES - POOL, PWD
FORENSIC PSYCHOLOGY	\$450.00	TESTING - POLICE
GERKEN RENT-ALL, INC.	\$216.00	FREEDOM FEST
HICKEY, KRAIG	\$350.00	SERVICES - CEMETERY
IN BLOOM	\$75.00	FUNERAL BOUQUET - ADMIN
INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS	\$170.00	MEMBERSHIP - ADMIN
JENE & TERESA VICKREY	\$500.00	FLIP GRANT
JJ CLEANING	\$1,000.00	CLEANING - CITY HALL, POLICE
JOHN DEERE FINANCIAL	\$1,685.93	EQUIPMENT, SUPPLIES - PWD
KANSAS STATE TREASURER	\$555,353.75	DEBT SERVICE
KARNS PLUMBING	\$780.00	REPAIRS - FIRE
LAMP, RYNERSON & ASSOC	\$27,600.00	WWTP CONSTRUCTION PHASE
MAYBERRY NATHAN	\$30.00	PERMIT ADJUSTMENT
MCON LLC	\$182,696.33	WWTP PROJECT C20-2010-01
MCTVLIVE LLC	\$300.00	LIVESTREAM - ADMIN
MO-KAN DIAL, INC.	\$1,448.54	TELEPHONE - ALL
PRINCIPAL LIFE INSURANCE	\$238.40	LIFE INSURANCE - ALL
ROMANS OUTDOOR POWER	\$99.70	SUPPLIES - PARKS
SAMS CLUB MC/SYNCB	\$3,857.03	EQUIPMENT, SUPPLIES - ALL
SECURITY 1ST TITLE LLC	\$150.00	TITLE SEARCH - SEWER
STAPLES BUSINESS CREDIT	\$85.42	SUPPLIES - FIRE
SUMNER ONE	\$62.00	COPY SERVICES - ADMIN
TRI COUNTY PEST CONTROL	\$600.00	PEST CONTROL - ALL
UCI	\$75.00	TESTING - POLICE
VISA	\$6,541.27	EQUIPMENT, SUPPLIES, TRAINING - ALL
	\$1,363,493.28	

Memo

To: Louisburg Governing Body

From: Nathan Law

Date: July 31, 2020

Re: International Fire Code Revisited

Background: Staff was directed by Council in June to provide additional consideration to the International Fire Code, 2018 Edition, regarding agricultural properties and ability to have aboveground fuel storage tanks. In the previous ordinance regarding this code, fuel gas storage is specifically exempted from a number of zoning districts existing at the time of the previously ordinance approval. Not included in the specific prohibition by ordinance is: C-2 Central Business District, C-3 General Business District, C-4 Special Use Business District, C-S Highway Service District, BP Business Park District, I-1 Light Industrial District, I-2 Heavy Industrial District. Previous zoning regulations compared to current regulations show the same slate of zoning classifications, but has since added HC-O Highway K-68 Corridor Overlay District.

Staff reviewed the current zoning regulations for any mention of allowing aboveground storage tanks, as well as city code book. Zoning Regulations 2010 does not include mention of allowing tanks in most zoning classifications except for I-2 Heavy Industrial, wherein it mentions allowing “manufacturing or storage of bulk oil, gas and explosives” by Special Use Permit only. City Code simply prohibits the use of aboveground or underground propane storage tanks, aside for 20 pounds or less in size, but does allow for tanks utilizing anhydrous ammonia with certain limitations (City Code, section 14-402).

Kansas Statute Annotated (KSA) 65-34,101 et seq. address the allowance of storage tanks in this regard. The allowances are limited to certain size tanks, require permitting on an annual basis, but do not address safety considerations of distancing from structures, neighboring structures, local permitting, or local notification of change. Information regarding permitted tanks may be identified through the state, but would require annual staff search of existing and permitted tanks, unaware of accuracy of those records.

There is an apparent gap between the specifically prohibited (by ordinance), the specifically allowed (by statute), and the unidentified or otherwise not addressed (by zoning regulations or city code). This

highlights the reason of having local regulations or other guidance to either prohibit or allow, and should be addressed accordingly.

In regard to agricultural aboveground tanks, currently there are 20 properties located within the City of Louisburg that are currently zoned as A-L Agricultural Land exclusively. There are another 10 properties that have partial A-L classification and partial additional zoning classification (C-3, I-2, and R-1).

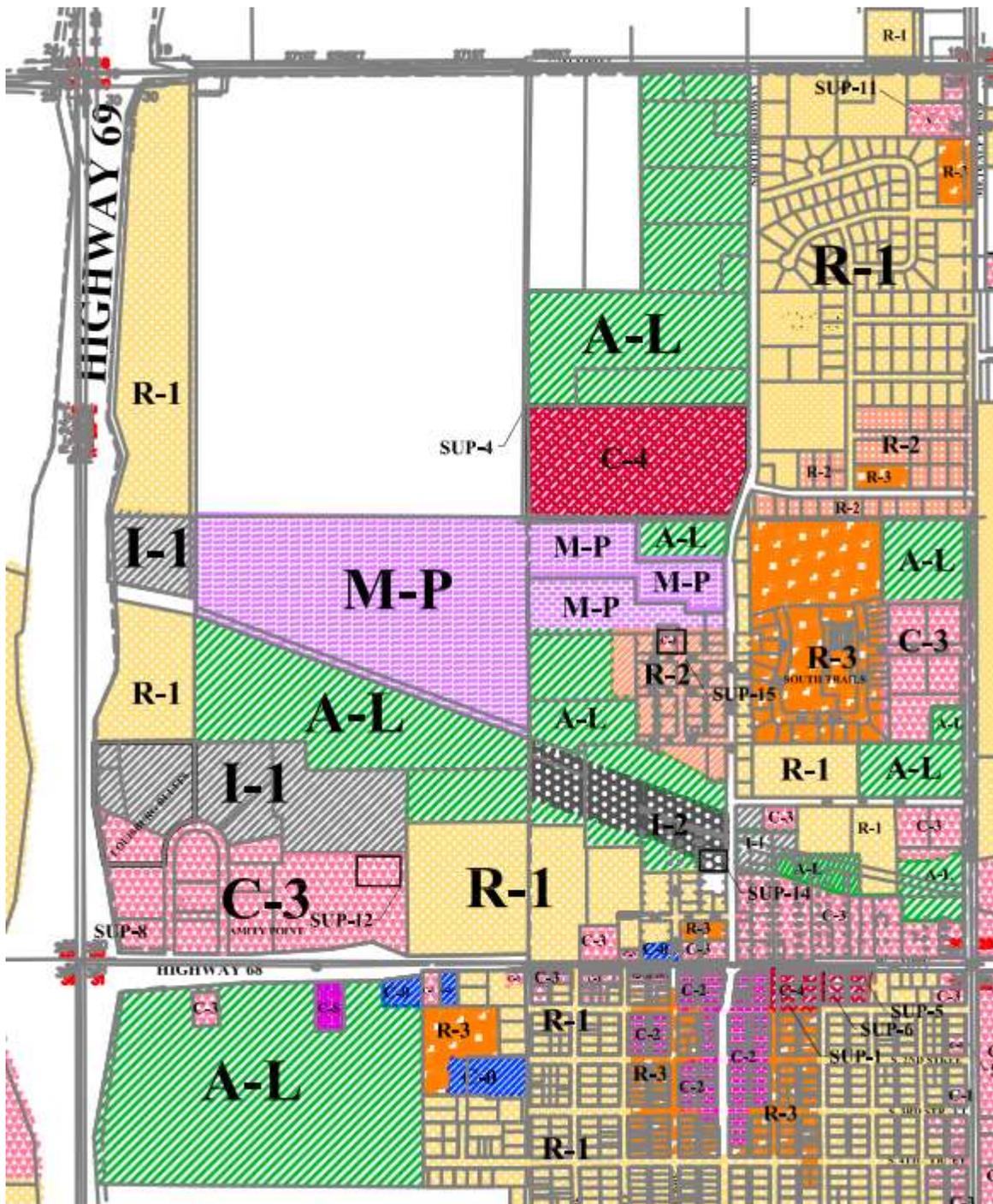
Attached is an updated ordinance reflective of the previous version. Additional zoning classifications have been added to match the current zoning regulation's lack of specific allowance of the aboveground tank consideration whether by regular use or special use. If Council would like to see Agricultural Land allowed to have aboveground storage tanks for various fuel types, staff suggests the following considerations:

- Storage tanks must be permitted through the State of Kansas and provide proof thereof to the City of Louisburg;
- Storage tanks must be located 150' from any structure on a neighboring property (KSA 65-34,105);
- Storage tanks must be located 50 feet from any property line, and must be located farther away from any public access than the primary structure (KSA 65-34,105);
- Property owner to provide proof of annual permit and inspection as required by state of Kansas, and must be inspected and re-permitted whenever an agriculturally zoned property changes from one ownership to another, regardless of sale, forfeiture or inheritance;
- Limit the petroleum allowed to be stored to include certain types of fuel only;
- Limit the volume of fuel to be stored to less than a certain quantity? (less than 660 gallons, and/or less than 1,100 gallons for farm or residential non-commercial use, as is permitted by the Kansas Department of Health and Environment and KSA 65-34,101 et seq.);
- Enter into an agreement with the state to have the local fire department, building inspection department, health department, department of environmental control or other municipal agency to act as the secretary's agent to carry out the provisions of the state act, allowing for civil penalty for any violation in an amount up to \$10,000 (not sure if that goes to City or state)

Financial: Publication cost.

Legal: Depending on the direction desired, there are allowances for rules and regulations under KSA 65-34,105.

Recommendation: Discuss draft International Fire Code ordinance as needed. Direct staff according to Council desire regarding allowable installation of aboveground fuel storage tanks.



ORDINANCE NO. _____

AN ORDINANCE OF THE CITY OF LOUISBURG, KANSAS, ADOPTING THE 2018 EDITION OF THE *INTERNATIONAL FIRE CODE*, REGULATING AND GOVERNING THE SAFEGUARDING OF LIFE AND PROPERTY FROM FIRE AND EXPLOSION HAZARDS ARISING FROM THE STORAGE, HANDLING AND USE OF HAZARDOUS SUBSTANCES, MATERIALS AND DEVICES, AND FROM CONDITIONS HAZARDOUS TO LIFE OR PROPERTY IN THE OCCUPANCY OF BUILDINGS AND PREMISES IN THE CITY OF LOUISBURG, KANSAS; PROVIDING FOR THE ISSUANCE OF PERMITS AND COLLECTION OF FEES THEREFOR; REPEALING ORDINANCE NO. 870 OF THE CITY OF LOUISBURG, KANSAS, AND ALL OTHER ORDINANCES AND PARTS OF THE ORDINANCES IN CONFLICT THEREWITH.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LOUISBURG, KANSAS, AS FOLLOWS:

SECTION 1. That a certain document, three (3) copies of which are on file in the Building & Zoning office of the City of Louisburg, Kansas, being marked and designated as the *International Fire Code*, 2018 Edition, as published by the International Code Council, be and is hereby adopted as the Fire Code of the City of Louisburg in the State of Kansas, regulating and governing the safeguarding of life and property from fire and explosion hazards arising from the storage, handling and use of hazardous substances, materials and devices, and from conditions hazardous to life or property in the occupancy of buildings and premises as herein provided; providing for the issuance of permits and collection of fees therefor; and each and all of the regulations, provisions, penalties, conditions and terms of said Fire Code on file in the office of the City of Louisburg, Kansas, are hereby referred to, adopted, and made a part hereof, as if fully set out in this ordinance, with the additions, insertions, deletions and changes, if any, prescribed in Section 2 of this ordinance.

SECTION 2. The following sections are hereby revised:

Section 101.1 - Insert: City of Louisburg, Kansas

SECTION 3. That the geographic limits referred to in certain sections of the 2018 International Fire Code are hereby established as follows:

Section 3204.3.1.1 - Storage of flammable cryogenic fluids in stationary containers outside of buildings is prohibited within the limits of the City of Louisburg, Kansas.

Section 3404.2.9.5.1 - Storage of Class I and Class II liquids in above-ground tanks outside of buildings is prohibited in the following City of Louisburg, Kansas, zoning districts: R-1; R-2; R-3; M-P; PUD; C-0; C-1; C-2; C-3; C-4; C-S; B-P; I-1; and A-L.

Section 3406.2.4.4 - Storage of Class I and Class II liquids in above-ground tanks is prohibited within the limits of the City of Louisburg, Kansas.

Section 3804.2 - Storage of liquefied petroleum gas is restricted for the protection of heavily populated or congested areas and is prohibited in the following city of Louisburg, Kansas, zoning districts: R-1; R-2; R-3; M-P; PUD; C-0; C-1; C-2; C-3; C-4; C-S; B-P; I-1; and A-L.

SECTION 4. Penalties. The violation of this ordinance by any person, whether owner, tenant, contractor or other person, shall be punishable by a fine of not to exceed Five Hundred (\$500.00) Dollars for each offense. In case any activity is, or is proposed to be, used in violation of this ordinance, the Building Inspector, City Attorney, or other appropriate authority of the municipality may, in addition to other remedies, institute injunction, mandamus, or other appropriate action or proceeding to prevent such unlawful activity.

SECTION 5. That Ordinance No. 870 of City of Louisburg, Kansas, and all other ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 6. That if any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. The Governing Body of the City of Louisburg, Kansas, hereby declares that it would have passed this ordinance, and each section, subsection, clause or phrase thereof, irrespective of the fact that any one or more sections, subsections, sentences, clauses and phrases be declared unconstitutional.

SECTION 7. That nothing in this ordinance or in the Fire Code hereby adopted shall be construed to affect any suit or proceeding impending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed as cited in Section 5 of this ordinance; nor shall any just or legal right or remedy of any character be lost, impaired or affected by this ordinance.

SECTION 8. That this ordinance shall take effect and be in full force from and after its adoption by the Governing Body of the City of Louisburg, Kansas, and publication in the official City newspaper.

PASSED and approved by the Governing Body, this _____ day of _____, 2020.

Marty Southard, Mayor

ATTEST:

Traci Storey, City Clerk

(seal)

Memo

To: Louisburg Governing Body

From: Nathan Law

Date: July 31, 2020

Re: Stormwater Priority Projects 3 - 6

Background: Early last year Olsson presented the Louisburg Stormwater Master Plan document to Council. Following Council's acceptance of that report, staff sought to obtain construction documents through Olsson and an engineer's estimate of construction costs for the first two projects on the priority list. Having either bypassed or completed the first two projects, and having sought out updated proposals for continued engineering work on the list of priority projects, attached with this memorandum is the engineer's estimate for the next four projects. The cost estimates for these projects is for engineering only, and does not include construction documents, construction itself, or construction oversight. As shown in the estimate, the combined cost for engineering the four projects is \$443,280. There may be a price reduction if all four projects are engineered at the same time, as the current estimate is for each project individually.

Financial Consideration: The 2020 budget includes \$433,259 budget authority for capital outlay, which would ideally be utilized for this effort. There is another \$50,000 budget authority in the current year for stormwater maintenance. To date that fund has utilized \$249,357 budget authority between annual maintenance and capital outlay, allowing for \$233,902 remaining budget authority in 2020 to be allocated towards these four priority projects. However, there is currently \$547,512 cash on hand in the stormwater utility fund, and may accommodate a budget amendment to allow for currently available project funds of that full amount (adding additional budget authority), plus any additional utility revenue realized between now and when the budget amendment occurs.

Legal Consideration: Any budget amendment must follow the same process as adopting any annual budget.

Recommendation: Discuss priority project engineering estimate and direct staff accordingly.



STORMWATER PROJECT SUMMARY

7/15/2020

PROJECT LOCATION	SURVEY AND DESIGN FEE
9th and Metcalf	\$61,180
1st and Vine	\$116,420
5th and Broadway	\$144,990
9th and Rogers	\$136,740
TOTAL	\$459,330
Single Bid Package Reduction	-\$16,050
COMBINED TOTAL	\$443,280

HOURLY FEE BREAKDOWN OF PROFESSIONAL ENGINEERING SERVICES N 9th and N Metcalf

Task No.	TASK DESCRIPTIONS	Staff Assignment:							Survey (field) 2-man	Total Hours	Professional Hourly Fees	Reimb. Expenses	TOTALS
		Project Manager	Project Engineer	Asst. Engineer	GIS/CAD Tech.	Admin. Asst.	Surveyor (RLS)	Hourly Rate:					
		\$195	\$125	\$110	\$100	\$70	\$150	\$140					
Phase 100 - Project Kickoff and Benefit District Determination													
1	Kick-off meeting and plan review	2		2						4	\$610	\$30	\$640
	SUBTOTAL	2	0	2	0	0	0	0	0	4	\$610	\$30	\$640
Phase 200 - Topographical Survey													
1	Field topographical survey and title work (4 properties)								40	40	\$5,600	\$800	\$6,400
2	Prepare topographic and property basemap				40			8		48	\$5,200		\$5,200
3	Easement documents (4 properties)				16			6		22	\$2,500		\$2,500
	SUBTOTAL	0	0	0	56	0	14	40	110	\$13,300	\$800	\$14,100	
Phase 300 - Prepare Final Design plans													
1	Design/analysis of stormwater improvements	8	8	100	80					196	\$21,560		\$21,560
2	Determine property and easement requirements	2		8						10	\$1,270		\$1,270
3	Field verify proposed improvements	4		4						8	\$1,220	\$30	\$1,250
4	Utility coordination meeting (1)	4		8						12	\$1,660		\$1,660
5	Traffic control plan	2		4	16					22	\$2,430		\$2,430
6	Prepare specifications and contract documents	12	4	16		12				44	\$5,440		\$5,440
7	Prepare bid quantities and opinion of probable construction costs	2		8						10	\$1,270		\$1,270
8	Public Meeting (1)	4		8	4					16	\$2,060		\$2,060
9	Submit final plans and contract documents			4						4	\$440		\$440
	SUBTOTAL	38	12	160	100	12	0	0	322	\$37,350	\$30	\$37,380	
Phase 400 - Permitting													
1	KDHE NOI Permit and SWPPP	2		24	4	4				34	\$3,710		\$3,710
	SUBTOTAL	2	0	24	4	4	0	0	34	\$3,710	\$0	\$3,710	
Phase 500 Bidding Services													
1	Provide plans and contract documents to e-planroom	2		8		4				14	\$1,550		\$1,550
2	Answer questions from contractors during bidding	8			4					12	\$1,960		\$1,960
3	Review bids and recommend contractor	8				4				12	\$1,840		\$1,840
	SUBTOTAL	18	0	8	4	8	0	0	38	\$5,350	\$0	\$5,350	
Total All Phases		60	12	194	164	24	14	40	508	\$ 60,320	\$ 860	\$ 61,180	
Exclusions													
1	Construction Services												
2	Geotechnical borings and investigations												
3	Easement acquisition services												
4	Structural design and details												
5	Sanitary sewer relocation plans												
6	Utility relocation plans												

HOURLY FEE BREAKDOWN OF PROFESSIONAL ENGINEERING SERVICES S 9th and Rogers

Task No.	TASK DESCRIPTIONS	Staff Assignment:							Survey (field) 2-man	Total Hours	Professional Hourly Fees	Reimb. Expenses	TOTALS
		Project Manager	Project Engineer	Asst. Engineer	GIS/CAD Tech.	Admin. Asst.	Surveyor (RLS)	Hourly Rate:					
		\$195	\$125	\$110	\$100	\$70	\$150	\$140					
Phase 100 - Project Kickoff and Benefit District Determination													
1	Kick-off meeting and plan review	2		2					4	\$610		\$610	
	SUBTOTAL	2	0	2	0	0	0	0	4	\$610	\$0	\$610	
Phase 200 - Topographical Survey													
1	Field topographical survey and title work (23 properties)	1						10	80	91	\$12,895	\$4,600	\$17,495
2	Prepare topographic and property basemap				72			12		84	\$9,000		\$9,000
3	Easement documents (23 properties)	2			92			35		129	\$14,765		\$14,765
	SUBTOTAL	3	0	0	164	0	57	80	304	\$36,660	\$4,600	\$41,260	
Phase 300 - Prepare Final Design plans													
1	Design/analysis of stormwater improvements	16	40	240	240					536	\$58,520		\$58,520
2	Determine property and easement requirements	4		40						44	\$5,180		\$5,180
3	Field verify proposed improvements	8		8						16	\$2,440	\$30	\$2,470
4	Utility coordination meeting (2)	8		30						38	\$4,860	\$60	\$4,920
5	Traffic control plan	2	8		20					30	\$3,390		\$3,390
6	Prepare specifications and contract documents	16	8	16		12				52	\$6,720		\$6,720
7	Prepare bid quantities and opinion of probable construction costs	2		12						14	\$1,710		\$1,710
8	Public Meeting (1)	4		8	8					20	\$2,460		\$2,460
9	Submit final plans and contract documents			4						4	\$440		\$440
	SUBTOTAL	60	56	358	268	12	0	0	754	\$85,720	\$90	\$85,810	
Phase 400 - Permitting													
1	KDHE NOI Permit and SWPPP	2		24	4	4				34	\$3,710		\$3,710
	SUBTOTAL	2	0	24	4	4	0	0	34	\$3,710	\$0	\$3,710	
Phase 500 Bidding Services													
1	Provide plans and contract documents to e-planroom	2		8		4				14	\$1,550		\$1,550
2	Answer questions from contractors during bidding	8			4					12	\$1,960		\$1,960
3	Review bids and recommend contractor	8				4				12	\$1,840		\$1,840
	SUBTOTAL	18	0	8	4	8	0	0	38	\$5,350	\$0	\$5,350	
Total All Phases		85	56	392	440	24	57	80	1,134	\$ 132,050	\$ 4,690	\$ 136,740	
Exclusions													
1	Construction Services												
2	Geotechnical borings and investigations												
3	Easement acquisition services												
4	Structural design and details												
5	Sanitary sewer relocation plans												
6	Utility relocation plans												

HOURLY FEE BREAKDOWN OF PROFESSIONAL ENGINEERING SERVICES S 1st and S Vine

Task No.	TASK DESCRIPTIONS	Staff Assignment:							Survey (field) 2-man	Total Hours	Professional Hourly Fees	Reimb. Expenses	TOTALS
		Project Manager	Project Engineer	Asst. Engineer	GIS/CAD Tech.	Admin. Asst.	Surveyor (RLS)	Hourly Rate:					
Phase 100 - Project Kickoff and Benefit District Determination													
1	Kick-off meeting and plan review	2		2						4	\$610		\$610
SUBTOTAL		2	0	2	0	0	0	0	0	4	\$610	\$0	\$610
Phase 200 - Topographical Survey													
1	Field topographical survey and title work (18 properties)							8	80	88	\$12,400	\$3,600	\$16,000
2	Prepare topographic and property basemap				48			12		60	\$6,600		\$6,600
3	Easement documents (18 properties)				72			27		99	\$11,250		\$11,250
SUBTOTAL		0	0	0	120	0	0	47	80	247	\$30,250	\$3,600	\$33,850
Phase 300 - Prepare Final Design plans													
1	Design/analysis of stormwater improvements	20	20	180	180					400	\$44,200		\$44,200
2	Determine property and easement requirements	4		40						44	\$5,180		\$5,180
3	Field verify proposed improvements	8		8						16	\$2,440	\$30	\$2,470
4	Utility coordination meeting (2)	8		40						48	\$5,960	\$30	\$5,990
5	Traffic control plan	2	8		24					34	\$3,790		\$3,790
6	Prepare specifications and contract documents	16	4	16			12			48	\$6,220		\$6,220
7	Prepare bid quantities and opinion of probable construction costs	2		16						18	\$2,150		\$2,150
8	Public Meeting (1)	4		8	8					20	\$2,460		\$2,460
9	Submit final plans and contract documents			4						4	\$440		\$440
SUBTOTAL		64	32	312	212	12	0	0	0	632	\$72,840	\$60	\$72,900
Phase 400 - Permitting													
1	KDHE NOI Permit and SWPPP	2		24	4	4				34	\$3,710		\$3,710
SUBTOTAL		2	0	24	4	4	0	0	0	34	\$3,710	\$0	\$3,710
Phase 500 Bidding Services													
1	Provide plans and contract documents to e-planroom	2		8		4				14	\$1,550		\$1,550
2	Answer questions from contractors during bidding	8			4					12	\$1,960		\$1,960
3	Review bids and recommend contractor	8				4				12	\$1,840		\$1,840
SUBTOTAL		18	0	8	4	8	0	0	0	38	\$5,350	\$0	\$5,350
Total All Phases		86	32	346	340	24	47	80	955	\$ 112,760	\$ 3,660	\$ 116,420	
Exclusions													
1	Construction Services												
2	Geotechnical borings and investigations												
3	Easement acquisition services												
4	Structural design and details												
5	Sanitary sewer relocation plans												
6	Utility relocation plans												

HOURLY FEE BREAKDOWN OF PROFESSIONAL ENGINEERING SERVICES S 5th and Broadway

Task No.	TASK DESCRIPTIONS	Staff Assignment:							Survey (field) 2-man	Total Hours	Professional Hourly Fees	Reimb. Expenses	TOTALS
		Project Manager	Project Engineer	Asst. Engineer	GIS/CAD Tech.	Admin. Asst.	Surveyor (RLS)	Hourly Rate:					
Phase 100 - Project Kickoff and Benefit District Determination													
1	Kick-off meeting and plan review	2		2					4	\$610		\$610	
	SUBTOTAL	2	0	2	0	0	0	0	4	\$610	\$0	\$610	
Phase 200 - Topographical Survey													
1	Field topographical survey and title work (22 properties)							12	80	92	\$13,000	\$4,400	\$17,400
2	Prepare topographic and property basemap				56			10		66	\$7,100		\$7,100
3	Easement documents (22 properties)				88			33		121	\$13,750		\$13,750
	SUBTOTAL	0	0	0	144	0	55	80	279	\$33,850	\$4,400	\$38,250	
Phase 300 - Prepare Final Design plans													
1	Design/analysis of stormwater improvements	30	20	280	280					610	\$67,150		\$67,150
2	Determine property and easement requirements	8		48						56	\$6,840		\$6,840
3	Field verify proposed improvements	8		8						16	\$2,440	\$30	\$2,470
4	Utility coordination meeting (2)	8		40						48	\$5,960	\$30	\$5,990
5	Traffic control plan	2	8		24					34	\$3,790		\$3,790
6	Prepare specifications and contract documents	16	4	16		12				48	\$6,220		\$6,220
7	Prepare bid quantities and opinion of probable construction costs	2		12						14	\$1,710		\$1,710
8	Public Meeting (1)	4		8	8					20	\$2,460		\$2,460
9	Submit final plans and contract documents			4						4	\$440		\$440
	SUBTOTAL	78	32	416	312	12	0	0	850	\$97,010	\$60	\$97,070	
Phase 400 - Permitting													
1	KDHE NOI Permit and SWPPP	2		24	4	4				34	\$3,710		\$3,710
	SUBTOTAL	2	0	24	4	4	0	0	34	\$3,710	\$0	\$3,710	
Phase 500 Bidding Services													
1	Provide plans and contract documents to e-planroom	2		8		4				14	\$1,550		\$1,550
2	Answer questions from contractors during bidding	8			4					12	\$1,960		\$1,960
3	Review bids and recommend contractor	8				4				12	\$1,840		\$1,840
	SUBTOTAL	18	0	8	4	8	0	0	38	\$5,350	\$0	\$5,350	
Total All Phases		100	32	450	464	24	55	80	1,205	\$ 140,530	\$ 4,460	\$ 144,990	
Exclusions													
1	Construction Services												
2	Geotechnical borings and investigations												
3	Easement acquisition services												
4	Structural design and details												
5	Sanitary sewer relocation plans												
6	Utility relocation plans												

Memo

To: Louisburg Governing Body

From: Nathan Law

Date: July 31, 2020

Re: Recreational Trails Grants Application Authorization

Background: Staff is looking at another opportunity to enhance the City of Louisburg sidewalk and trail system with an option to apply for a recreational trails grant through the Kansas Department of Wildlife, Parks and Tourism. The idea is that this grant would perhaps coincide with the Metcalf 2.0 project, allowing the City to continue the trail planned along S. Metcalf Road – which currently may end just south of the Ron Weers Park entrance – taking it to the north side of the S. 16th/287th Street intersection, crossing west, continuing on the north side of S. 16th Street, and turning north along S. Rogers Road on either the east or west side, connecting to the Hidden Creek Phase I entrance sidewalks. This would consist of approximately three-quarters of a mile worth of trail. Staff does not have a cost estimate for this project currently, but with a September 1, 2020, date for submitting applications for this funding, staff is seeking Council guidance at this time. Staff is not seeking funding for a motorized project, as is listed as one of the options. The following is information on the specific grant:

RECREATIONAL TRAILS GRANTS

The Kansas Department of Wildlife, Parks and Tourism (KDWPT) is accepting applications for Recreational Trails Funding until September 1, 2020. The program provides 80 percent reimbursement to selected outdoor recreation projects. Projects that provide for motorized recreation activities are encouraged, as 30% of the funding is to be devoted to motorized projects. Qualifying projects include new trail or trailhead construction, maintenance or reconstruction of existing trails, enhancements or upgrades to existing trails/trailheads, development and planning, or land acquisition and easements. Your application must include the completed forms available for download below and a detailed cost breakdown along with a detailed site plan. This program is very similar to the Land and Water Conservation Program. Many of the same guidelines, forms and documentation will be utilized. Generally, overhead or administrative costs will not be funded from this program, but a portion of these costs may be used as part of the local match. The objective of the program is to get trails and trail facilities on the ground and not to fund administration. The local match must be detailed on the application form and may not be from any other Federal source. All projects selected must fall into one or more of three categories:

motorized, non-motorized, or diversified recreational trail or trail-related projects. Proposals that provide for improved ADA and environmental impacts will receive a high priority.

If approved, this application would realize 80% funding of the total amount requested, whereas the previous KDWPT Land and Water Conservation Fund matching dollars for the Lewis-Young Park projects is 50% funding. This could greatly stretch City dollars for connecting people with places, a goal that has been in the works for years.

The proposed project is simply a good opportunity to extend a project that is already planned and has finances secured. The Metcalf 2.0 project is planned for 2022. Should Council view the Master Trails Plan - https://louisburgkansas.gov/DocumentCenter/View/789/Louisburg-Master-Trails-Plan-2017_FINAL-PDF - and determine a better location for a recreational trail that connects people with recreation locations, please direct staff accordingly.

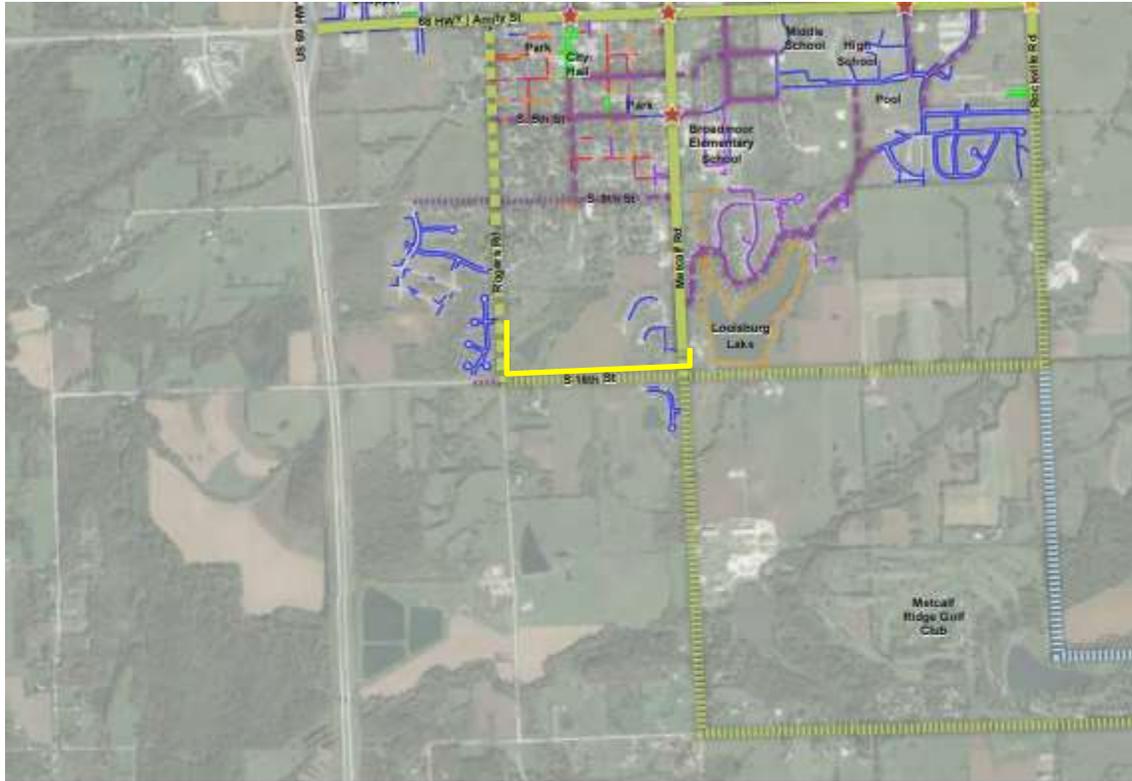
Financial: Without having the details completely worked through, a rough estimate by staff of the cost of an engineered trail, with necessary easements procured, is \$400,000. Of that estimate, \$50,000 is estimated for engineering, \$35,000 for easement acquisition, and \$315,000 for construction. It is hoped those are over-estimated, and offered simply for the sake of discussion and approval to proceed with the application process.

Funding of the 20% local match may be from Infrastructure Improvement Reserve or from Streets Fund.

Legal: Approval of this application and associated projects does not obligate the City to proceed with or allocate funding for the listed projects.

Recommendation: Authorize staff to complete, sign and submit the application and include budget consideration toward the stated project for future budget years, with a local match not to exceed \$80,000 of a \$400,000 project.

Authorize Mayor to sign any necessary documentation.



Legend

- | | | | |
|--|----------------------------|--|--------------------------------------|
| | Short-term Bike/Ped Routes | | Short-term Intersection Improvements |
| | Mid-term Bike/Ped Routes | | Mid-term Intersection Improvements |
| | Long-term Bike/Ped Routes | | Long-term Intersection Improvements |
| | Short-term Sidewalk Routes | | 5 Rated - Existing Walk |
| | Mid-term Sidewalk Routes | | 4 Rated - Existing Walk |
| | Long-term Sidewalk Routes | | 3 Rated - Existing Walk |
| | Mid-term Greenway Routes | | 2 Rated - Existing Walk |
| | Long-term Greenway Routes | | 1 Rated - Existing Walk |

Bright yellow line is the currently proposed trail.