



City of Leavenworth  
100 N. 5<sup>th</sup> Street  
Leavenworth, Kansas 66048

CITY COMMISSION STUDY SESSION  
COMMISSION CHAMBERS  
TUESDAY, FEBRUARY 16, 2021 7:00 P.M.

Welcome to your City Commission Study Session – Please turn off or silence all cell phones during the meeting  
Meetings are televised everyday on Channel 2 at 7 p.m. and midnight and available for viewing on YouTube and Facebook Live

In accordance with Kansas Open Meetings Act (KOMA), the meeting can be viewed on Channel 2 and via Facebook Live. The public is encouraged to view the meeting using one of those options. The Leavenworth City Commission meeting is open to the public with limited seating capacity. To mitigate the spread of COVID-19 face coverings and social distancing is **REQUIRED** to attend the meeting. To attend the meeting in person, email [cwilliamson@firstcity.org](mailto:cwilliamson@firstcity.org) no later than 4:00 pm on the day of the meeting to reserve a seat. Seats are available on a first come first serve basis. If you are not attending the meeting but would like to submit comments on an agenda item to be read during discussion on that topic, email your comments to [cwilliamson@firstcity.org](mailto:cwilliamson@firstcity.org) no later than 6:00 pm on the day of the meeting.

**Study Session:**

1. Report from Leavenworth Public Library (pg. 2)
2. Citywide Spring Cleanup 2021 Update (pg. 3)
3. Review 2021 Pavement Management (pg. 5)

**STUDY SESSION POLICY REPORT  
SEMI-ANNUAL REVIEW  
PRESENTED BY  
LEAVENWORTH PUBLIC LIBRARY**

**February 16, 2021**

Library Director Matt Nojonen will provide the semi-annual update to the City Commission.

## Policy Report

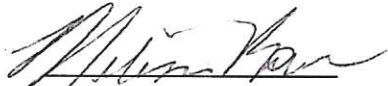
Citywide Spring Cleanup planning for 2021

Feb. 16, 2021

Prepared by:

Approved by:

Approved by:



Melissa Bower, PIO



Taylor Tedder,  
Assistant City Manager



Paul Kramer, City Manager

The City of Leavenworth would like to hold a pandemic-friendly Citywide Spring Cleanup on April 10, 2021. City staff are confident that with the public's increase in knowledge about how to prevent the spread of the pandemic, we can safely hold this event to keep our city streets clean. This event also benefits our children by teaching them how small acts can make a difference in our community. With the general consensus of the City Commission, staff will begin marketing this event.

- We would not hold a kick-off event. Volunteer trash pick-up teams would meet at their respective locations at 9 a.m. April 10.
- The City will provide packages for each team with t-shirts, trash bags, disposable face masks and gloves. We need volunteers to sign up by March 26 to receive a free t-shirt, but everyone will get a face mask, gloves and trash bags and set of instructions (attached).
- Services offered to residents on Saturday, April 10 include open Brush Site, Recycling Center, Large Item Drop-Off and Electronics Recycling. We coordinate with the Leavenworth County Transfer Station once a year during the Spring Cleanup to provide Household Hazardous Waste drop-off at the Municipal Service Center.
- Citizens Savings and Loan is excited to partner with us again for the citywide paper shredding event that takes place at both bank locations. The bank staff will wear facial coverings as they volunteer to help those in vehicles dispose paper to shred. The Solid Waste Division will provide a staff member on-site to help with disposal items such as plastic bags or boxes that cannot be shredded.
- Bill McKeel at the Fire Department has leftover face masks from community give-aways and can order more if needed.
- Staff are researching options to provide doughnut gift certificates to give out to teams in advance.

## Team instructions

Thank you for participating in the Leavenworth Citywide Spring Cleanup 2021. We are so thrilled to have you back and volunteering again after the pandemic forced us to cancel the 2020 event. Thank you very much to our team leaders and volunteers. Your efforts to help pick up trash throughout the city are very important. Removing trash from streets and parks not only helps our city look cleaner, but also prevents trash from entering our streams and rivers.

Face masks, gloves and trash bags are included for you. Items should be bagged as much as possible. Please do not pick up broken glass or sharp objects. For those cleaning up today, April 10, there are two options for full trash bags:

1) Haul full bags to the Municipal Service Center, 780 Thornton. Make sure you tell staff it's part of the Citywide Spring Cleanup.

2) Leave full bags on a street corner and call Melissa Bower at 913-306-2900 or e-mail [melissab@firstcity.org](mailto:melissab@firstcity.org) Please call me if you need any additional items such as trash bags, face masks, gloves or more t-shirts.



**POLICY REPORT PWD NO. 21-07**

**CONSIDER APPROVAL OF THE PROPOSED  
2021 PAVEMENT MANAGEMENT PROGRAM**

**City Project No. 2020-942**

**February 16, 2021**

Prepared By:



Michael G. McDonald, P.E.,  
Director of Public Works

Reviewed By:



Paul Kramer,  
City Manager

**ISSUE:**

Consider approval of the proposed 2021 Pavement Management Program (PMP).

**BACKGROUND:**

In 2016, staff contracted with Stantec to provide an independent objective pavement condition analysis of the City streets using digital evaluation techniques. The result of that effort was that Pavement Management Programs between 2016 and 2019 included a large Granite Seal Program that concentrated on stabilizing streets City-wide. There was also a mill and overlay program during those years concentrated on significant repairs to 20th Street from Spruce Street to Eisenhower Road. Staff used the services of Stantec again in 2019 to re-evaluate the pavement condition of City streets.

During the budget process for 2020, the Commission increased funding for the PMP beginning in 2020 and for future years. The total design/construction/inspection budget for the 2021 program is approximately \$2,100,000 with a focus on repairs City-wide. The goal was to identify the best streets for the mill and overlay re-surfacing operations and selection of streets for various sealing options. The long-range goal is to improve street conditions with an emphasis on bringing the City's overall street PCI (Pavement Condition Index) rating up to a range of 65 – 75 (fair to satisfactory).

Affinis engineers were awarded the design of the 2021 PMP by the Commission on October 13, 2020.

The Commission reviewed City-owned parking lots in 2020 for inclusion in 2020 and 2021 Programs. Two lots below were identified to have designs for repair completed. The lot at the NW Corner of 3rd and Delaware was repaired in 2020 and the lot east of Pullman will be repaired in the 2021 Pavement Management Program. Parks Department has separate funding to address the entrance road and parking lot at Cody Park.

Staff reviewed the performance of the granite seal program. In general – the granite seal works fine for streets that do not have many driveways and have at least a moderate traffic volume. It does not work well in modern cul-de-sacs. Several alternative methods and materials were evaluated for future projects. Staff visited with contractors and several local communities having a history of granite seal projects to see how their programs have evolved over the years. Ultimately – it was decided to try a different product in 2021 known as "Pressure Pave". This has been used successfully by the Unified Government and several Johnson County cities. The product forces asphalt into surface cracks and seals the top of the pavement. There is no loose gravel, and takes a few hours to set up. It is more costly than granite seal, but less expensive than mill/overlay.

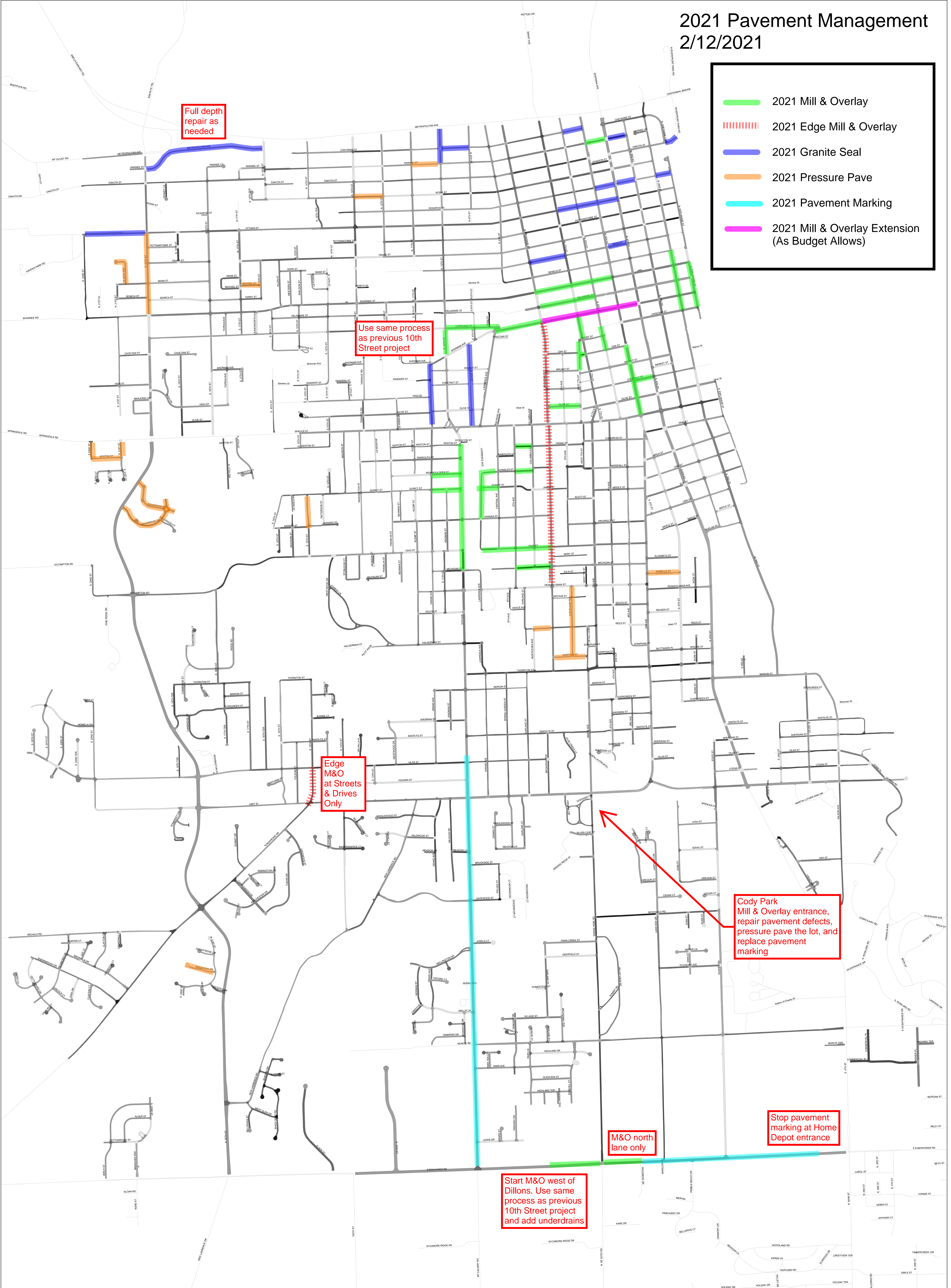
In general, work to be completed in the 2021 program is estimated as shown below. It is worth noting that due to world events, the price of asphalt is less than seen in recent years, and additional work has been identified to take advantage of this opportunity.





# 2021 Pavement Management 2/12/2021

- 2021 Mill & Overlay
- - - - - 2021 Edge Mill & Overlay
- 2021 Granite Seal
- 2021 Pressure Pave
- 2021 Pavement Marking
- 2021 Mill & Overlay Extension (As Budget Allows)



Full depth repair as needed

Use same process as previous 10th Street project

Edge M&O at Streets & Drives Only

Cody Park Mill & Overlay entrance, repair pavement defects, pressure pave the lot, and replace pavement marking

M&O north lane only

Start M&O west of Dillons. Use same process as previous 10th Street project and add underdrains

Stop pavement marking at Home Depot entrance



City of Leavenworth, Kansas  
2021 Pavement Management

Proposed Budget for Mill & Overlay, Pressure Pave, Full Depth Replacement,  
Pavement Marking, Parking Lot, and Cody Park

February 12, 2021

<b>DRAFT Budget - Assumptions</b>			<b>Budget goals</b>	<b>Mill &amp; Overlay \$1,800,000</b>	<b>Pressure Pave \$150,000</b>	<b>Granite Seal \$140,000</b>	<b>Cody Park M&amp; O + Pressure Pave</b>
Collector/arterials Residential	Mobilization	L.S.		\$40,000	\$25,000	\$25,000	\$10,000
	Traffic Control	L.S.		\$30,000	\$5,000	\$5,000	
	Pavement Marking	L.S.		\$50,000	\$3,000	\$3,000	\$2,500
	Parking Lot	L.S.		\$100,000			
	Full-Depth Repair	Assumed 2.5% of M&O Area at \$80 per sq. yd.	\$250k or 3,125 SY	\$201,000		\$14,000	\$2,400
	Mill & Overlay	Mill \$3/sq. yd. Asphalt \$80/ton		\$426,000			
	Mill & Overlay	Mill \$3/sq. yd. Asphalt \$80/ton		\$787,000			\$7,914
	Granite Seal	\$3 per sq. yd.				\$115,566	
	Pressure Pave	\$4 per sq. yd.			\$124,000		\$9,332
	Reconstruction	Includes 15% Contingency					\$9,008
		5% Contingency		\$71,000	\$6,000	\$6,000	\$1,000
	<b>PMP Total Cost</b>		<b>\$1,705,000</b>	<b>\$163,000</b>	<b>\$168,566</b>	<b>\$42,154</b>	

Final Street	Mill & Overlay	Extend Mill and Overlay on Cherokee East of Broadway Until Budget Used Up
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Mill & Overlay  
entrance and pressure  
pave parking lot.

	<b>Estimated Cost</b>
Mill & Overlay, Parking Lot, Pavement Marking	\$1,705,000
Pressure Pave	\$163,000
Granite Seal	\$168,566
Cody Park	\$42,154
<b>PMP Total Cost</b>	<b>\$2,078,720</b>