



City of Leavenworth
100 N. 5th Street
Leavenworth, Kansas 66048

CITY COMMISSION STUDY SESSION
COMMISSION CHAMBERS
TUESDAY, FEBRUARY 7, 2023 6:00 P.M.

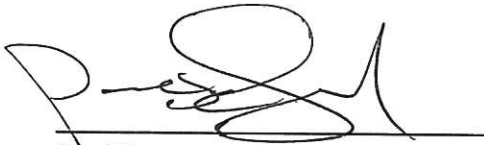
Welcome to your City Commission Study Session – Please turn off or silence all cell phones during the meeting
Meetings are televised everyday on Channel 2 at 6 p.m. and midnight and available for viewing on YouTube and Facebook Live

Study Session:

1. Big Brothers Big Sisters Presentation (pg. 2)
2. Project Update – 4th Street/K-7 Between Choctaw and Seneca (pg. 3)
3. Solid Waste Operations Discussion – Enforcement Approach (pg. 13)

**Policy Report
Big Brothers Big Sisters Presentation
February 7, 2023**

Prepared by:

A handwritten signature in black ink, appearing to read 'Paul Kramer', written over a horizontal line.

Paul Kramer
City Manager

ISSUE:

Big Brothers Big Sisters will present an overview to the City Commission.

POLICY REPORT NO. 23-07

PROJECT UPDATE – 4th STREET/K-7 BETWEEN CHOCTAW & SENECA
PROJECT NO. 2020-939

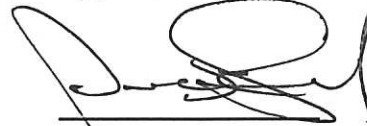
February 7, 2023

Prepared By:



Brian Faust, P.E.,
Public Works Director

Approved By:



Paul Kramer,
City Manager

ITEM:

The design of the improvements to 4th Street between Choctaw and Seneca is nearly complete. Final Check Plans were submitted to KDOT and the City for review. Comments on the plans were provided back to our design consultant and they are in the process of incorporating those comments into the plans.

The project was initially scheduled to bid in March of this year, but was pushed back to June. The main reasons for pushing the bid to June are (1) time for right-of-way and easement acquisition and (2) to incorporate changes to the plans based on added subsurface work that is required.

This evening, BHC will be providing an update to the City Commission that includes:

- Updated cost estimates that include both storm sewer and sanitary sewer replacement costs that were not included in the original project scope.
- Overview of improvements.
- Project challenges.
- Updated schedule based on a June 2023 bid letting.

Presenting tonight will be David Smalling from BHC.

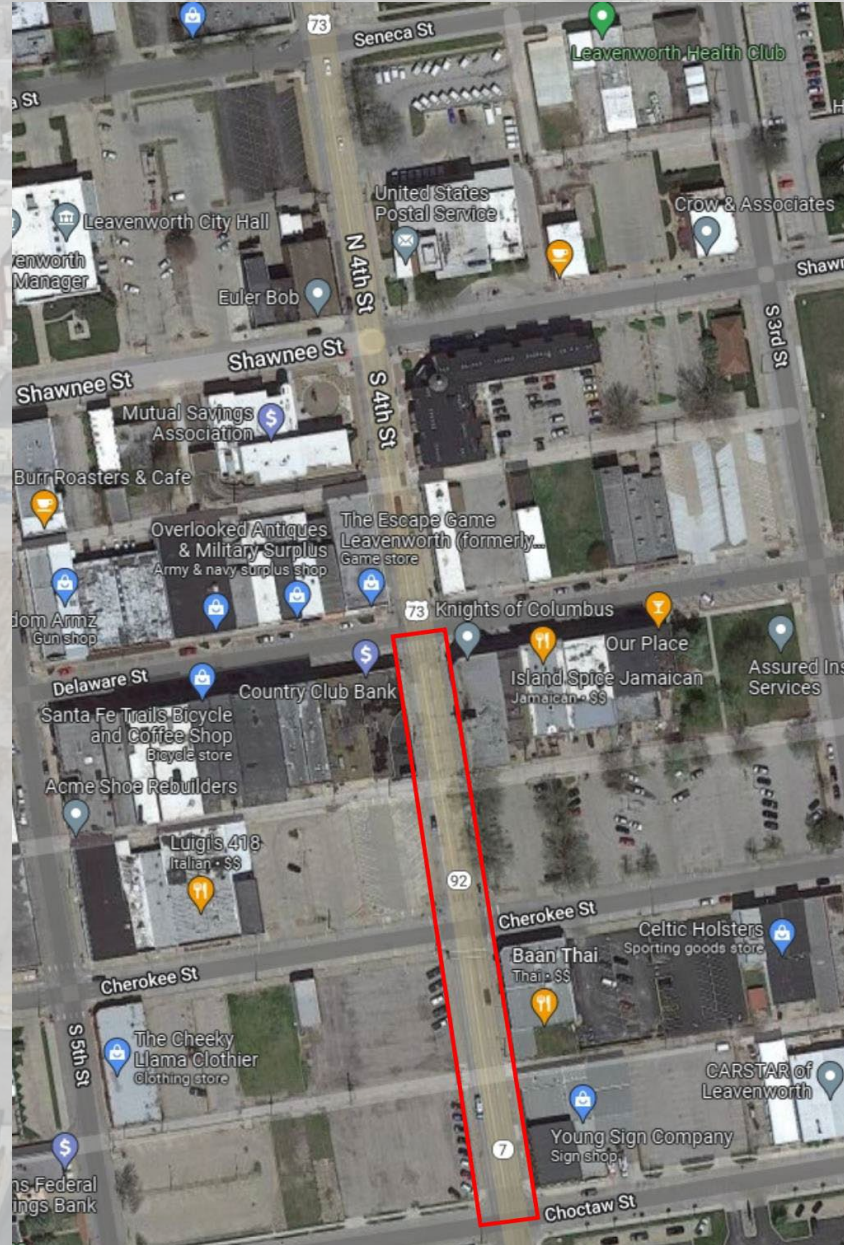
ATTACHMENTS:

PowerPoint Presentation

4th Street (Choctaw to Seneca)

Original Length

- Choctaw to Delaware (2 Blocks)
- As authorized by KDOT 9/30/20

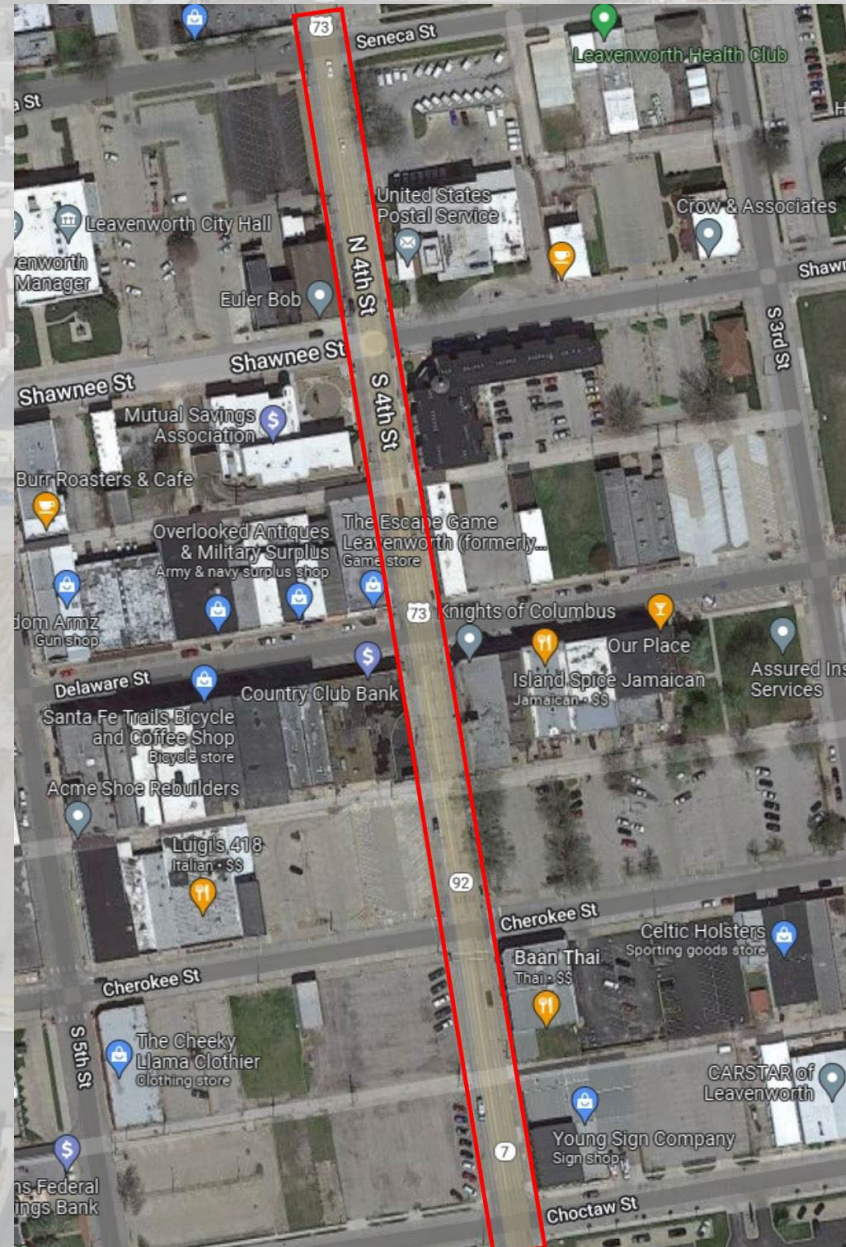


CIVIL ENGINEERING / SURVEYING / UTILITIES

4th Street (Choctaw to Seneca)

Revised Length

- Choctaw to Seneca (4 Blocks)
- As scoped for design on 11/17/21
- The 4-Block project initially focused on the street and sidewalk and did not account for replacing the aging underground infrastructure



CIVIL ENGINEERING / SURVEYING / UTILITIES

4th Street (Choctaw to Seneca)

The Infrastructure Added includes:

- Storm Sewer
 - 2,450 LF of Storm Sewer (Concrete Pipe Sizes: 18" to 66")
 - 44 Storm Structures
- Sanitary Sewer
 - 1,425 LF of Sanitary Sewer
 - 11 Sanitary Manholes
- Traffic Signals (Cherokee, Delaware, Shawnee)
 - Radar Detection
 - Interconnect
 - Emergency Vehicle System
- Street Lighting (*more information in "Features"*)
- Streetscaping

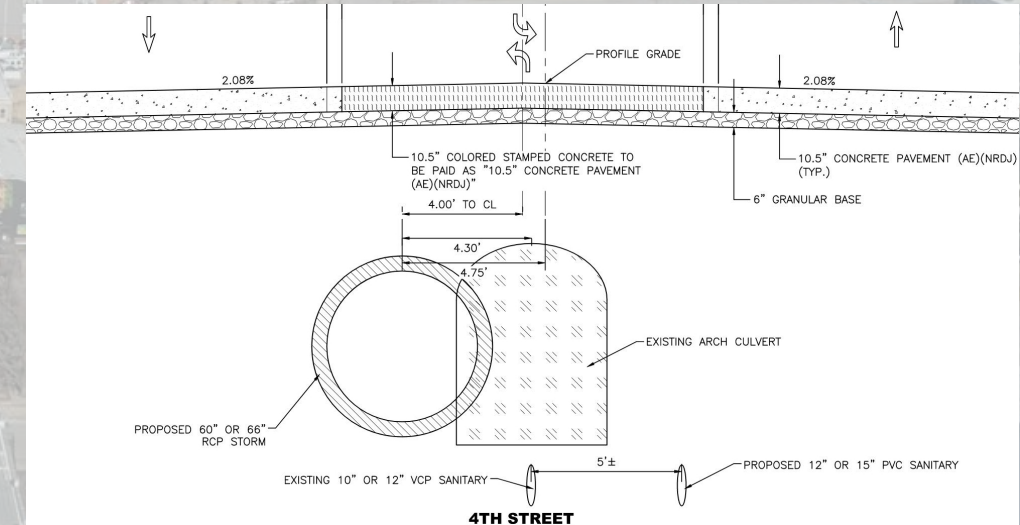


CIVIL ENGINEERING / SURVEYING / UTILITIES

4th Street (Choctaw to Seneca)

Why was the Infrastructure Added?

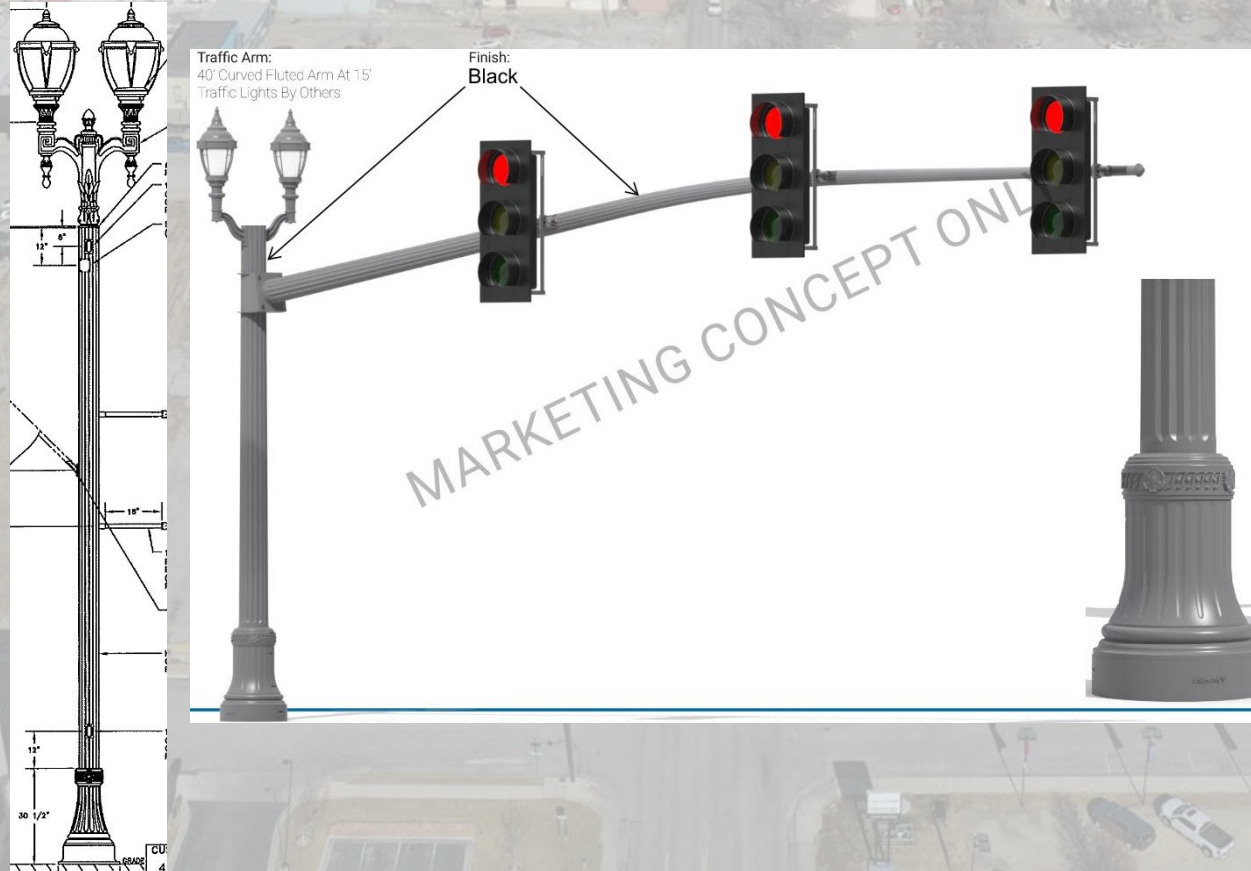
- Storm Sewer
 - The existing storm main line is an arch culvert made of brick and mortar.
 - Removing existing pipe connections and adding new pipe connections will result in the culvert collapsing in multiple locations.
- Sanitary Sewer
 - The existing sanitary main is made of clay pipe and runs directly under the storm main.
 - Sanitary manholes rest in the flowline of the storm sewer.
- Traffic Signals – To improve traffic flow for the main line and side street pedestrian and vehicular traffic
- Street Lighting – To provide illuminate the corridor and match the features along Delaware
- Streetscaping – To enhance the aesthetic appeal to downtown



4th Street (Choctaw to Seneca)

Features (Traffic Signals & Street Lighting)

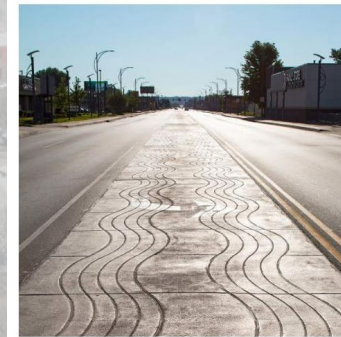
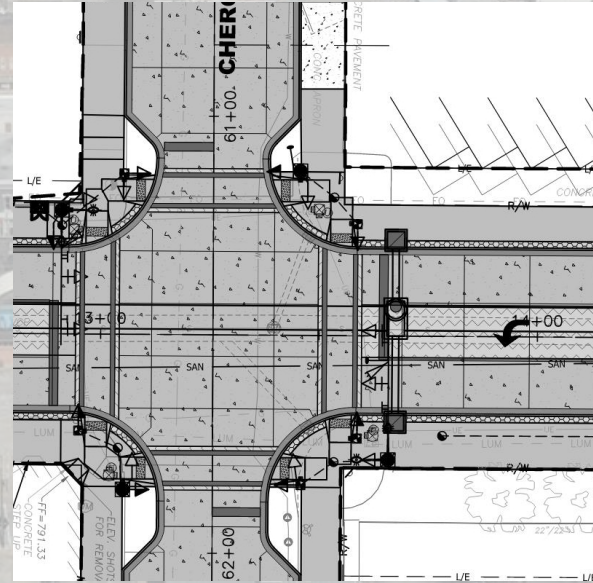
- Match existing style along Delaware for both Traffic Signal and Street Lighting
- Street Lighting
 - Double luminaire light poles (like Delaware) in nearly each quadrant at Choctaw and Seneca
 - Double luminaires on traffic signal poles in SW & NE quadrants (Cherokee, Delaware, Shawnee)



4th Street (Choctaw to Seneca)

Features (Colored Stamped Concrete)

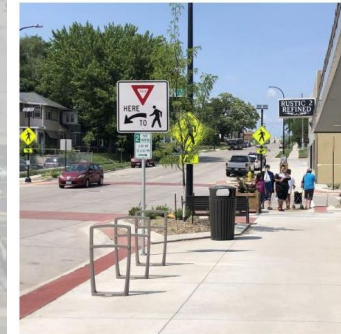
- Center Turn Lane (Median)
- Crosswalks
- Behind the Curb (Maintenance Edge)



MEDIAN PAVING PATTERN



COLORED CONCRETE CROSSWALKS



MAINTENANCE EDGE



MAINTENANCE EDGE



CIVIL ENGINEERING / SURVEYING / UTILITIES

4th Street (Choctaw to Seneca)

Challenges

- Existing Underground Walkway & Coal Chutes
- Proposed Sidewalk Ramps
- Right-of-Way and Easements
 - Right-of-Way: 5 locations (minimal areas)
 - Drainage Easement: 1 location
 - Temp. Const. Easement: 11 locations



CIVIL ENGINEERING / SURVEYING / UTILITIES

4th Street (Choctaw to Seneca)

Cost (in 2023 Dollars)

- Original Construction Cost
 - 2 Blocks - \$838,896
 - 4 Blocks - \$1,579,510
- Current Costs
 - Construction cost is \$4,251,059 (does not include inspection or landscaping)
 - Construction Inspection (estimated at 11% of the construction cost) is \$467,616
 - Construction and Inspection total (2023 dollars) is \$4,718,675
 - Total with 10% Contingency: \$5.2M

 - Exact impacts from supply chain issues or higher inflation rates are unknown
 - Landscape (estimate) – not included with this project is \$768,000



4th Street (Choctaw to Seneca)

Schedule

- 3/3/23 – PS&E Plans to City & KDOT
- 5/5/23 – Utilities *Must* be Relocated
- 5/12/23 – Final Letting Plans to KDOT
- May 2023 – Public Meeting
- 5/22/23 – Advertise Project to Contractors
- 6/21/23 – Determine the Apparent Winning Contractor (6 to 8 weeks to get a Contract)
- 8/8/23 or 8/22/23 – City to Award Contractor / Contractor Notice to Proceed
- Order / Receive Traffic Signal and Pedestrian Poles and Equipment
- Order / Receive Storm Sewer and Structures
- Order / Receive Sanitary Sewer and Manholes
- Review Shop Drawings
- “Last Minute” Utility Relocations
- 2024 – Start Construction



CIVIL ENGINEERING / SURVEYING / UTILITIES

Policy Report
Solid Waste Operations Discussion – Enforcement approach
February 7, 2023

Prepared by:



Paul Kramer
City Manager

Background:

At the Sept. 6, 2022 City Commission Study Session, the Commission provided consensus on a process related to proposed modification to the solid waste collection system. In brief, that process included addressing the following issues in the order in which they are noted:

- 1) Collection approach: Hybrid poly-carts and new regulations.
- 2) Bulky item pickup: Frequency and new regulations
- 3) Enforcement approach: Warnings and citations
- 4) Trash bags

At the Sept. 29, 2022 Commission meeting, the Commission discussed item #1, "Collection approach: hybrid poly-carts and new regulations. At the Dec. 6, 2022 Commission meeting, the Commission discussed item #2, "Bulky item pick up: frequency and new regulations."

This policy report and the Commission and staff discussion will focus on item #3, "Enforcement approach: warning and citations."

Solid Waste Task Force Position:

In regards to enforcement of the new refuse regulations, the Solid Waste Task Force stated as follows:

Recommend the city should not have ordinances that it cannot or will not enforce. Have city staff prepare a series of warnings and fines for residents who violate ordinances regarding solid waste pickup. Enforcement is necessary. Recommend enforcement of the 24-hour curbside placement of refuse through random residential checks by the Solid Waste Foreman. The TF also recommends the city Commission look at fine mechanisms in order to provide a warning for the first violation and the ability for the Solid Waste Foreman to issue additional warnings or fines for any additional occurrences.

Issues:

Based on the Task Force report and staff work, there are three areas of appropriate discussion:

- 1) Warning and education period
- 2) Enforcement options
- 3) Enacting enforcement

Warning and education period

Staff recommends a 90-120 day education period following the implementation of the program. As part of that education period, staff would create a small variety of stickers to be attached to items or piles that were not in conformance with rules. Those stickers would identify non-compliance, offer alternative actions and provide a phone number and web address to access more information.

In addition, information will be provided with the poly-carts, through direct mailers, through the City's social media, web site, Ch. 2, newsletter, and other methods of standard communication.

Staff intends also to use our rental property coordinator's connections with property owners to explain the rules and requirements of the refuse program.

Enforcement options

In preparing for this meeting, staff discussed the issues with other municipalities with similar programs. Two clear themes emerged:

- 1) Education and voluntary compliance were stressed;
- 2) Enforcement can be done through direct referral to municipal court, or through the code enforcement division.

Enacting enforcement

Regardless of which direction the Commission decides to go on enforcing, equal weight should be given to enacting applicable ordinances and official actions prior to the start of the program, or to begin the process to prepare the preferred method of enforcement, but hold off on implementation until staff and the governing body has been able to compile more information.

The ability to assess the problems with compliance through the warning and education period might change the approach to enforcement.

Conclusion: Feedback based on the items above will inform the creation of a new City of Leavenworth enforcement approach.