

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

OLD BUSINESS:

1. Approval of Minutes

NEW BUSINESS:

Audience Participation

Presentations

Council Consideration of Agenda Items:

2. Reservation for Street De-Icing Salt
3. Amendment to Existing Conditional Use Permit – 1151/1153/1155 Industrial Terrace
4. Ordinance No. 1012 – City Code Text Amendment Chapter 4
5. Final Plat – Saddle Ridge Estates, 1st Plat Revised
6. Executive Session – Acquisition of Real Estate

Reports:

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

Proclamations

Other Items of Interest:

7. Monthly Department Vehicle and Equipment Mileage Reports
8. Community & Economic Development Permit/Licenses and Code Enforcement Report
9. Note of Appreciation – Police Department

Adjournment



City of Lansing
800 First Terrace
Lansing, Kansas 66043

City Administrator's Report

November 15, 2018

Agenda Items:

Reservations for street deicing salt is on the agenda for Thursday evening. Approval of this action locks in the price for what we would pay for salt for the street department. Currently, we have enough salt leftover from 2018 that we could handle a storm if one arose in the next few weeks. The salt would be purchased in coordination with Leavenworth County from Independent Salt in Kanopolis, Kansas. Street Superintendent Jeff Focht or Public Works Director Jeff Rupp will be on hand to answer questions from the council.

An amendment to the Conditional Use Permit for Leavenworth County Humane Society is on the agenda for Thursday evening. This would allow for a play area on the property the LCHS currently owns in the Business & Industrial Park. To date, no property owners near the property in question have raised concerns. Crystal Swann Blackdeer will be present to address any questions from the governing body.

Following the discussion at the October work session, we have updated our regulations for pool fencing. This changes the height restriction from 6' to 5', which is a more common height for privacy fences in our subdivisions. It is worth noting, a 4' chain link fence would still need additional height in order to be compliant with our regulations.

The updated final plat for Saddle Ridge Estates is on the agenda. This update makes corrections for the right-of-way typo. This update also includes a traffic study. This was approved unanimously by the Planning Commission. Community & Economic Development Director Matt Schmitz will be available to answer any questions.

We will need a 15-minute executive session to brief the council on land acquisition for the upcoming wastewater project.

Wastewater:

A pre-bid meeting for the Northwest Sewer Relief Project is scheduled for November 15th. Staff and our consultant continue to work on land acquisition. Authorization to bid the project was approved on 11-1-18, with bid opening slated for November 26th. We expect bonding documentation to be on the agenda in December, with funds available in late January or early February.

Design of the Nine Mile Interceptor Relief Sewer Extension is ongoing. Staff has reviewed sewer plans for the Saddle Ridge development and returned comments to the design engineer.



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Public Works:

The Public Works Director has been working to finalize bid specifications for the Bittersweet Bridge project in 2019. It's our goal to have as minimal of a disruption as possible, but the projected construction timeline and limited summer vacation could pose a challenge. Staff recently held a meeting with Dr. Stufflebeam from USD 469 to talk about timing of the project. We currently anticipate the contractor to begin immediately after school concludes in May. This would leave approximately 75 days for construction. We passed along to the Superintendent that if there are extended weather delays, its possible construction could extend slightly to the beginning of the school year.

Recently many of the streetlights along Town Center were not working. We originally thought replacing the bulbs would solve the problem, but we needed to hire an electrician to replace the ballast, which caused the breakers to trip.

YTDs:

	2018 Budgeted Exp.	2018 YTD Exp	Remaining Balance
General Fund	\$6,106,967	\$4,966,270	\$1,140,697
Library Fund	\$299,522	\$248,243	\$51,279
Bond & Interest	\$2,854,461	\$2,839,591	\$14,870
Wastewater	\$2,899,800	\$2,554,828	\$344,972
Special Parks & Rec	\$204,200	\$128,630	\$75,570
Guest Tax Fund	\$157,304	\$130,754	\$26,550
Equip. Replacement	\$166,937	\$150,804	\$16,133
Special Highway	\$508,853	\$371,947	\$136,906
Capital Improvement	\$1,069,200	\$584,214	\$484,986

*YTD's as of 11-7-18

Community & Economic Development:

Staff is working on finalizing the RFP for retail recruitment firms. We are aware of three firms that have already expressed interest.

The November 14th Planning Commission meeting includes an application for a lot split at 101 N Main St. The replat for the Carriage Hill shopping center has been postponed. The goal of the Carriage Hill replat was to enable individual units to be sold.

The Fairway Estates subdivision final plat was approved at the October 4th City Council meeting. Preliminary site work and clearing has begun and is visible from Pebble Beach Drive on the Holiday Drive side. Staff will be meeting with the developer soon to further discuss the special assessment idea.



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A full report for code enforcement and building inspections is included in the council materials under the Other Items of Interest section.

Meetings & Announcements:

There is currently an opening for the Tree Board.

We have invited our customer service representative from Deffenbaugh to a future council meeting to discuss recycling. We are still working to finalize a date.

The Annual Mayor's Christmas Tree Lighting Ceremony has been such a well-attended event, that we've outgrown the Lansing Community Center. This year's event will take place at the Lansing Middle School Auditorium on Sunday, December 2, 2018, starting at 6:00 p.m., so mark your calendars! The community is invited to participate in the ceremony which includes music and entertainment, before ending the night with the tree lighting and caroling. This year, we will also have a 50/50 raffle, with 50% of the proceeds going to the winning ticket holder and the other 50% going to the Mayor's Christmas Tree Program.

- Monday, November 12 Veteran's Day Holiday, City Offices Closed
- Thursday, November 15 City Council Meeting, 7:00pm, City Hall
- Saturday, November 17 Coffee with the City Administrator, 8:00am, City Hall
- Thursday, November 22 Thanksgiving Holiday, City Offices Closed
- Sunday, December 2 Mayor's Christmas Tree Lighting Ceremony
 - Lansing Middle School Auditorium, 6:00pm
- Thursday, December 6 City Council Meeting, 7:00pm, City Hall
- Thursday, December 20 City Council Meeting, 7:00pm, City Hall
- Monday, December 24 Christmas Eve, City Offices Closed
- Tuesday, December 25 Christmas, City Offices Closed
- Tuesday, January 1 New Year's Day, City Offices Closed

Respectfully Submitted,

Tim Vandall