



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

**COUNCIL AGENDA**  
*Regular Meeting*  
**Thursday, January 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***

**OLD BUSINESS:**

1. Approval of Minutes

**NEW BUSINESS:**

***Audience Participation***

***Presentations:***

2. Lansing Community Library Update

***Council Consideration of Agenda Items:***

3. Election of Council President
4. Treasurer's Report for Quarter Ending December 31, 2019
5. Change Order Request #2 – City Project 18-02
6. Parks & Recreation Advisory Board Appointment
7. Parks & Recreation Master Plan Presentation

***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

***Adjournment***



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## City Administrator's Report

January 16, 2020

### Agenda Items:

Library Director Terri Wojtalewicz will present a 2019 annual review of the Lansing Community Library.

Election of the Council President is on the agenda for Thursday evening. The Council President presides over meetings in the absence of the Mayor. Councilman Kirby is the current Council President.

The Treasurer's Report for the final quarter of 2019 is on the agenda for approval.

We have an application to appoint Dana Fontenot to the Parks & Recreation Advisory Board.

A change order for \$30,550 to accommodate for additional rock along the ongoing sewer project is on the agenda. Funds are available to accommodate the request. The previous change order was based on an estimate for rock to be removed within the project. Now that the work is complete, the actual volume of rock excavated is more than originally estimated.

Representatives from Linaweaver Construction will be present to answer any questions from the Governing Body.

Shannon Gordon with Landworks Studio will be attending the City Council meeting in order to brief the Governing Body on the proposed Parks & Recreation Master Plan. This is the consultant's final presentation before the governing body, so this is a great opportunity to ask questions. There will be a review period following our meeting for further comments.

### Public Works:

We have not yet received resolution on the asphalt quantity shortfall on PEC's calculations. PEC believes there could be some quantity overages from the bid package, which would reduce the amount the City would be responsible for on the asphalt overage cost. Based on this thought process, staff has been keeping PEC posted on the quantities thus far for the project. It is likely we will not know how PEC's miscalculation will be rectified until the completion of the project. We also received preliminary radar counts on traffic speeds along DeSoto, with the 85<sup>th</sup> percentile at 41mph. The review of traffic speeds was in response to citizen comments of utilizing the old speed limit on a wider and improved road. This issue is not pressing but will come up again once the road is complete. Also, keep in mind the intersection of DeSoto and Eisenhower will cause congestion in that area later this spring and early summer. Please encourage citizens to utilize different routes to access those areas.



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Lansing and Leavenworth were awarded a \$1.68 million grant for improvements to the K7/Eisenhower intersection! The engineer has begun work on the project. As previously discussed, a southbound right turn lane is a component of this project, and QT has offered to donate the needed right of way for the right turn lane. We also expect to see an additional northbound left turn lane. Staff will update the council once we have an idea on potential right-of-way acquisition for the project.

Staff from Public Works and Community & Economic Development are working to utilize GIS services throughout different departments. Staff anticipates contracting out the work. Utilization of GIS services will improve our ability to track our infrastructure and improvements that we have made long term. For instance, this will give us a database that can concisely outline size/age/material of stormwater pipe, the center line of our streets, functional classification of our roadways, zoning maps, etc.

**Wastewater:**

The Northwest Relief Sewer Project is still ongoing. To date, approximately 5,200 feet of pipe have been installed along with 24 manholes. Performance testing on these sections are complete, and the new sewer main is in service. The project is approximately 56% complete but is slightly behind schedule. There are currently two crews working to install pipe. The casing under K7 is in place, and the contractor is waiting on backordered pipe spacers, with a delivery date of mid-January. A temporary two-week closure of Woodland Road, originally scheduled for the beginning of January 2020, may move to later in the month depending on the arrival of the pipe spacers.

The final inspection for the Eisenhower Sewer Extension Project was completed on January 3rd. Final grading and mulching are complete. Permanent seeding will be completed during the spring seeding season. Aldi is now connected to the gravity sewer line and their pump station has been decommissioned.

Final plans for the 9 Mile Interceptor Relief Sewer Extension project have been returned to the design engineer with signatures. The plans will be sent to KDHE for final approval. The timeline of this project is still currently on hold. This project will service 148 new homes in the Saddle Ridge subdivision. Depending on the final costs, this project could be funded with cash on hand in the Wastewater Fund.

**Community & Economic Development:**

COOP is continuing work on construction of their facilities on Gilman Road. The warehouse is closed in. Work is continuing for the pumps for the gas station portion for COOP.



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QuikTrip and KDOT are still discussing the entrance off of Main Street, but we believe this should be resolved shortly. QuikTrip's proposed entrance is on the far north side of their property, and reduces the entrances along the total property from five to two. The buildings have been completely removed, and the areas has been graded. Columns were installed last week to support the gas canopy.

Staff recently met with the developer for the Spec Building at 400 North Main. We are hopeful to see movement in 2020. This improvement will generate more money in property taxes in the long term and should make traffic along K7 safer by connecting the property Santa Fe Drive, where it can then access the light at K7/Fairlane. We also believe a newer building will be an aesthetic improvement to our main street corridor.

The City received the road and storm sewer plans for Fairway Estates. Staff is in the process of reviewing the submittal. The City also received a preliminary plat for the Park Estates Subdivision, which includes four single family homes along North 2<sup>nd</sup> Street, south of Fern St and northwest of City Park. The preliminary plat is currently being reviewed by Public Works, the City Engineer, and Community & Economic Development.

The Public Information Officer sent out a Request for Proposals for a new City website. If you have any feedback on what you'd like to see on our City website, please let me know.

The BBQ contest has been renamed from part of the Lansing Daze event to the Bernard BBQ Brawl in Lansing. Marketing for the BBQ contest will begin soon.

There is no January Planning Commission meeting; however, we expect to review the Park Estates Subdivision and possibly the updated plat for Lansing Heights at the February Planning Commission meeting.

The Community & Economic Development year-end statistics are included at the end of the agenda packet. Throughout the entire year, we had nine building permits for single/multi family completed, and another three permits still pending, for a total of 12 new homes in Lansing this year.

### **Library:**

The library was able to work with Sabatini Architects through a partnership and grant opportunity with the Northeast Kansas Library System. They conducted a space planning audit for the library to find ways to utilize the current space more efficiently. Sabatini found a few ways we could better use the current space available. In order to find funding for the suggested changes, the Library Director, Terri Wojtalewicz, spoke with the Friends of the Library organization. The Friends agreed to fund this project with money raised through the book sale,



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donations, and fundraisers. We will move forward with remodeling the library during the week of February 24<sup>th</sup>. To aid in the remodel, we will also close on Monday, February 10<sup>th</sup> to move and rearrange some of the items in the storage areas. More detailed information will be presented in the Library’s Annual Update.

**Sales Tax Updates:**

	<b>2018 YTD</b>	<b>2019 YTD</b>	<b>Difference</b>
<b>Local Sales &amp; Use Tax (1.45%)</b>	\$1,438,938	\$1,458,725	\$19,786 (1.38%)
<b>County Sales Tax</b>	\$882,656	\$889,615	\$6,959 (.79%)
<b>County Use Tax</b>	\$173,046	\$196,454	\$23,408 (13.53%)
<b>Guest Tax</b>	\$108,935	\$103,765	-\$5,171 (-4.75%)

The special sales tax generated \$452,205 in 2019. 2019’s debt payment for DeSoto Road totaled \$385,000.

**Meetings & Announcements:**

The new council member orientation with Councilman Majure was completed. As a reminder, if any current council members ever want to review our projects on-site or ride along with myself or a department head, you are always welcome.

The City received its Commercial/Liability Insurance renewal for 2020. All coverages and deductibles are staying the same, with only a 3.44% increase. This is a very favorable renewal, as market-wide, renewal rates are seeing an increase of 10-15% on average. We are also working to beef-up our technology insurance.

The City is accepting applications for the positions of Police Officer I and/or II.

There are currently openings on the Tree Board.

- Monday, January 13                      Special City Council Meeting, 6:00pm
- Thursday, January 16                    City Council Meeting, 7:00pm, City Hall
- Monday, January 20                      Martin Luther King, Jr Day, City Offices Closed
- Thursday, January 30                    City Council Work Session
  - Perimeter Street Fees, K7/Gilman Intersection
- Thursday, February 6                    City Council Meeting, 7:00pm, City Hall
- Friday, February 7                        Power Lunch (Business Appreciation), Comm Center



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Respectfully Submitted,

Tim Vandall