



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

**COUNCIL AGENDA**  
**Regular Meeting**  
**Thursday, November 16, 2017**  
**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***

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

2. Reservation for Street De-Icing Salt

***Reports:***

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

***Proclamations***

***Other Items of Interest:***

3. Department Vehicle and Equipment Mileage Reports

***Adjournment***



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**City Administrator's Report**  
 November 16, 2017

**Agenda Items:**

The reservation for street de-icing salt is on the agenda for this evening.

We originally planned on having an appointment to the LCFD#1 board on the agenda for this evening; however, due to a scheduling conflict, this appointment has been moved to December 7<sup>th</sup>.

**Sales Tax Figures/Financials:**

	2016 YTD	2017 YTD	Difference
Local Sales & Use Tax	\$784,634	\$818,287	\$33,653 (4.3%)
County Sales Tax	\$692,851	\$728,207	\$35,356 (5.1%)
County Use Tax	\$125,288	\$138,911	\$13,623 (10.9%)
Guest Tax	\$143,895	\$126,684	-\$17,211 (-11.9%)

As the year winds down, I always enjoy looking at our budgeted figures, compared to our year to date actuals. There are still three pay periods remaining, transfers, as well as 1.5 months left, but spending typically slows down in December as we prepare to close our books for the year.

Below is a table of some of our major funds, outlining how our expenses are shaping up compared to our budgeted figures:

	2017 Budgeted Exp.	2017 YTD Exp.	Remaining Balance
General Fund	\$5,899,705	\$4,730,219	\$1,169,486
Library Fund	\$299,695	\$230,164	\$69,531
Bond & Interest	\$2,902,010	\$2,884,976	\$17,033
Wastewater	\$2,630,272	\$2,129,875	\$500,397
Special Parks & Rec	\$161,700	\$145,220	\$16,480
Guest Tax Fund	\$159,974	\$116,300	\$43,674
Equip. Replacement	\$196,895	\$88,265	\$108,629
Special Highway	\$533,136	\$373,174	\$159,962

**Public Works:**

Land acquisition for the DeSoto Road project is near completion. The preliminary condemnation hearing for one tract is scheduled for November 29<sup>th</sup>. There is another tract that is currently in foreclosure, so we are working to track down a representative from a national bank to sign the



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easement. Staff continues keeping KDOT apprised of our progress, and barring any further delays, KDOT has confirmed a February 2018 bid letting.

County staff has scheduled a project meeting for McIntyre Road on Wednesday, November 29<sup>th</sup> at 7pm in the Lansing Community Center.

### **Wastewater:**

Survey and design work continues on the Wastewater Master Plan Project #1. We anticipate plans to be 30% complete in December.

Sewer cleaning is continuing and took place in neighborhoods south of LCF last week. We also had a contractor performing root control in some neighborhoods west of K7 on November 10<sup>th</sup> and 11<sup>th</sup>.

### **Community & Economic Development:**

October Building Permits:

- 19 Building Permits Issued (One Single Family Home)
- Construction Valuation of \$230,296

October Code Enforcement:

- Nuisance: 25 warnings, One Certified Letter, 29 compliance reviews
- Vehicles: 4 warnings, 2 compliance reviews
- Weeds: 5 warnings, 12 compliance reviews

Our code enforcement public relations campaign will begin Friday, November 17<sup>th</sup>. Staff will have a new code enforcement tip every Friday, and will try to tie in the tip with hot button issues (i.e. sidewalk shoveling in winter, grass in streets in spring, etc). Additionally, we will have door hangers to place on doors in certain neighborhoods to educate people on topics specific to them.

The museum will be open on Friday's from 1pm-5pm, and by appointment. We have notified the chair people of the Lansing Historical Society and KRPM, and have posted updated hours to our website and the museum's facebook page. We are still planning on discussing a long term vision for the museum at our January 25<sup>th</sup> work session.

### **Meetings & Announcements:**

The City received a rebate from our work comp provider, KERIT, in the amount of \$7,701. As we have done in the past, we have deposited ½ into the General Fund and ½ into the Employee Wellness Fund. Kudos to our employees for emphasizing safety in their duties!



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We have open positions for Wastewater Technician, Community & Economic Development Director, and two openings for Police Officer.

We currently have an opening on the Board of Zoning Appeals!

- Friday, November 10<sup>th</sup> Veteran's Day Holiday Observed, City Offices Closed
- Wednesday, November 15 City Council Joint Work Session with Planning Commission, 7:00pm, City Hall
- Thursday, November 16 City Council Meeting, 7:00pm, City Hall
- Thursday, November 23 Thanksgiving Holiday, City Offices Closed
- Sunday, December 3 Mayor's Christmas Tree Lighting Ceremony, 6:00pm, Lansing Community Center
- Thursday, December 7 City Council Meeting, 7:00pm, City Hall
- Thursday, December 21 City Council Meeting, 7:00pm, City Hall
- Friday, December 22 Christmas Eve Holiday Observed, City Offices Close at Noon
- Monday, December 25 Christmas Holiday, City Offices Closed

Respectfully Submitted,

Tim Vandall