

## AGENDA

### CALL TO ORDER

### PLEDGE OF ALLEGIANCE

### ROLL CALL

### OLD BUSINESS

- [1.](#) Approval of Special Meeting Minutes
- [2.](#) Approval of Regular Meeting Minutes

### AUDIENCE PARTICIPATION

### PRESENTATIONS

### NEW BUSINESS

- [3.](#) Executive Session

### REPORTS - City Attorney, City Administrator, Department Heads, Councilmembers

- [4.](#) CED Monthly Report
- [5.](#) Fleet Reports
- [6.](#) City Administrator Report

### PROCLAMATIONS

### OTHER ITEMS OF INTEREST

### ADJOURNMENT

Regular meetings are held on the first and third Thursday of each month. For information on how to view prior meetings, please visit our website at <https://www.lansingks.org>. 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.

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# AGENDA ITEM

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TO: Tim Vandall, City Administrator  
FROM: Tish Sims, City Clerk  
DATE: July 13, 2023  
SUBJECT: Approval of Minutes

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The Special Meeting Minutes of July 6, 2023 are enclosed for your review.

Action: Staff recommends a motion to approve the Special Meeting Minutes of July 6, 2023, as presented.

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## AGENDA ITEM #

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**CITY OF LANSING**  
CITY COUNCIL MEETING

**SPECIAL MEETING MINUTES**  
July 6, 2023

**Call To Order:**

The special meeting of the Lansing City Council was called to order by Mayor McNeill at 6:00 p.m.

**Roll Call:**

Mayor McNeill called the roll and indicated which Councilmembers were in attendance.

**Councilmembers Present:**

**Ward 1:** Gene Kirby

**Ward 2:** Don Studnicka

**Ward 3:** Kerry Brungardt and Jesse Garvey

**Ward 4:** Dan Clemons and Gregg Buehler

**Absent:** Kevin Gardner and Marcus Majure

**COUNCIL CONSIDERATION OF AGENDA ITEMS:**

**Tour of the Townhomes on Fairlane Street and the Fawn Valley South Subdivision Duplexes.**

Jeremy Greenamyre led the tour of the rental properties that his company has built. Handouts provided are attached to and made part of the minutes.

**ADJOURNMENT:**

**Mayor McNeill stated the meeting was adjourned.**

The meeting adjourned at 6:37 p.m.

**ATTEST:**

\_\_\_\_\_  
City Clerk Tish Sims, CMC

## Fairlane Town Homes

14 Units (One duplex, four triplex)

- DUPLEX: 91 and 91 Fairlane St. are leased, beginning July 15
- TRIPLEXES: Expect to complete one per month

\$1150 per month

Vacant units are experiencing multiple showing every week

100+ e-mail forms submitted (via URL on sign)

2000 post engagements on Facebook

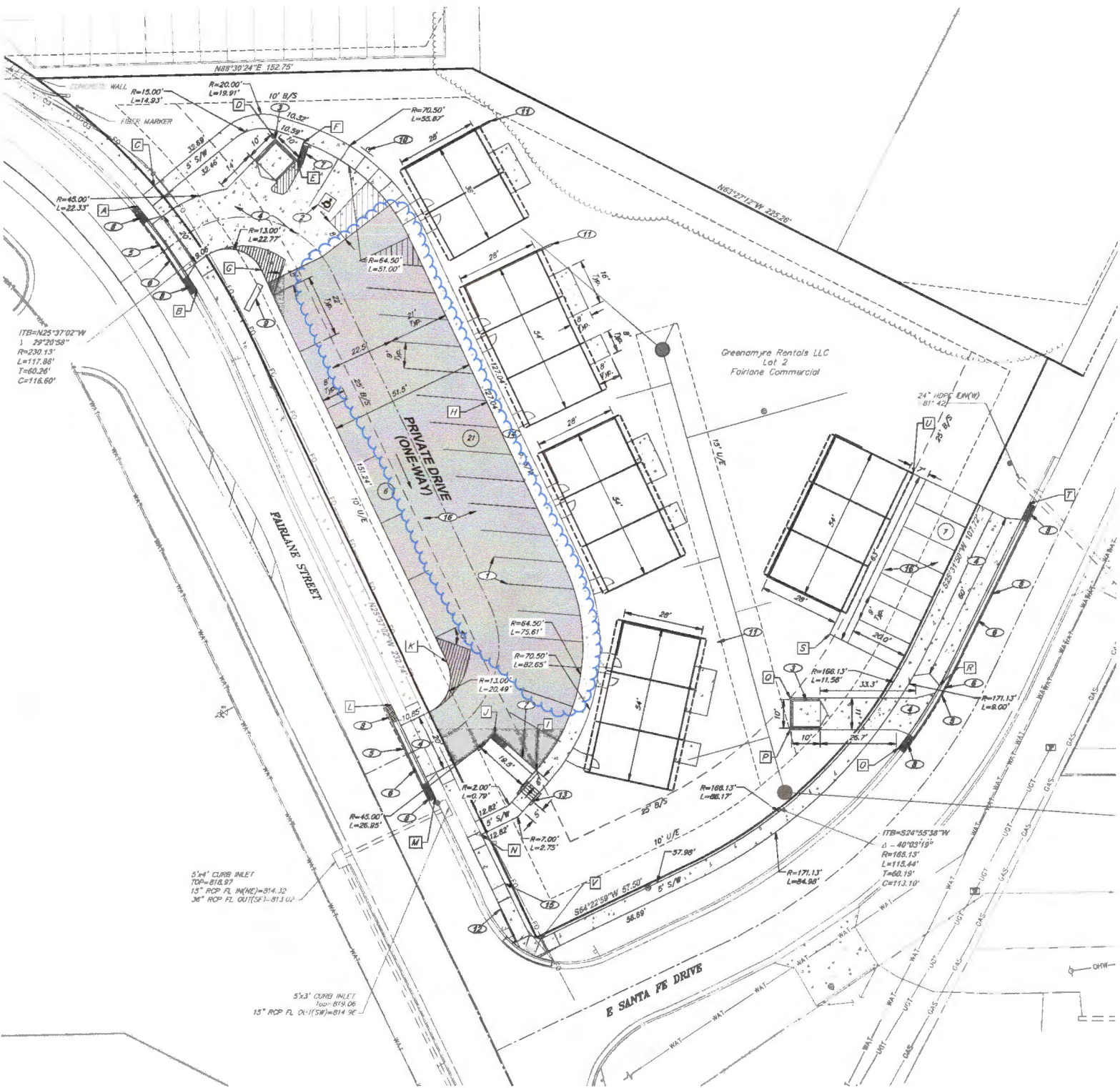
Interested?

Crystal Dooley, Property Manager

Greenamyre Rentals, Inc.

(913) 828-4232

Crystal@Greenamyre.com



## Fawn Valley South

8 Units (Four duplexes)

\$1750 per month

Upgraded finishes:

- Zero-entry garages
- Vaulted ceilings
- Heated kitchen and master bathroom floors
- High-efficiency HVAC
- Covered patios
- Sprinklers, lawn and landscaping included

Four of eight units are currently occupied.

Unit we are touring is leased, waiting to move in pending completion.

Three remaining units are experiencing multiple showings every week.

Project should finish by end of August.

Interested?

Crystal Dooley, Property Manager

Greenamyre Rentals, Inc.

(913) 828-4232

Crystal@Greenamyre.com

Final Plat of

# FAWN VALLEY SOUTH, 2ND PLAT

A Replat of Block 10 and portions of Blocks 7, 8, 9 and 11, Fawn Subdivision in the City of Lansing, Leavenworth County, Kansas

**NOTES:**

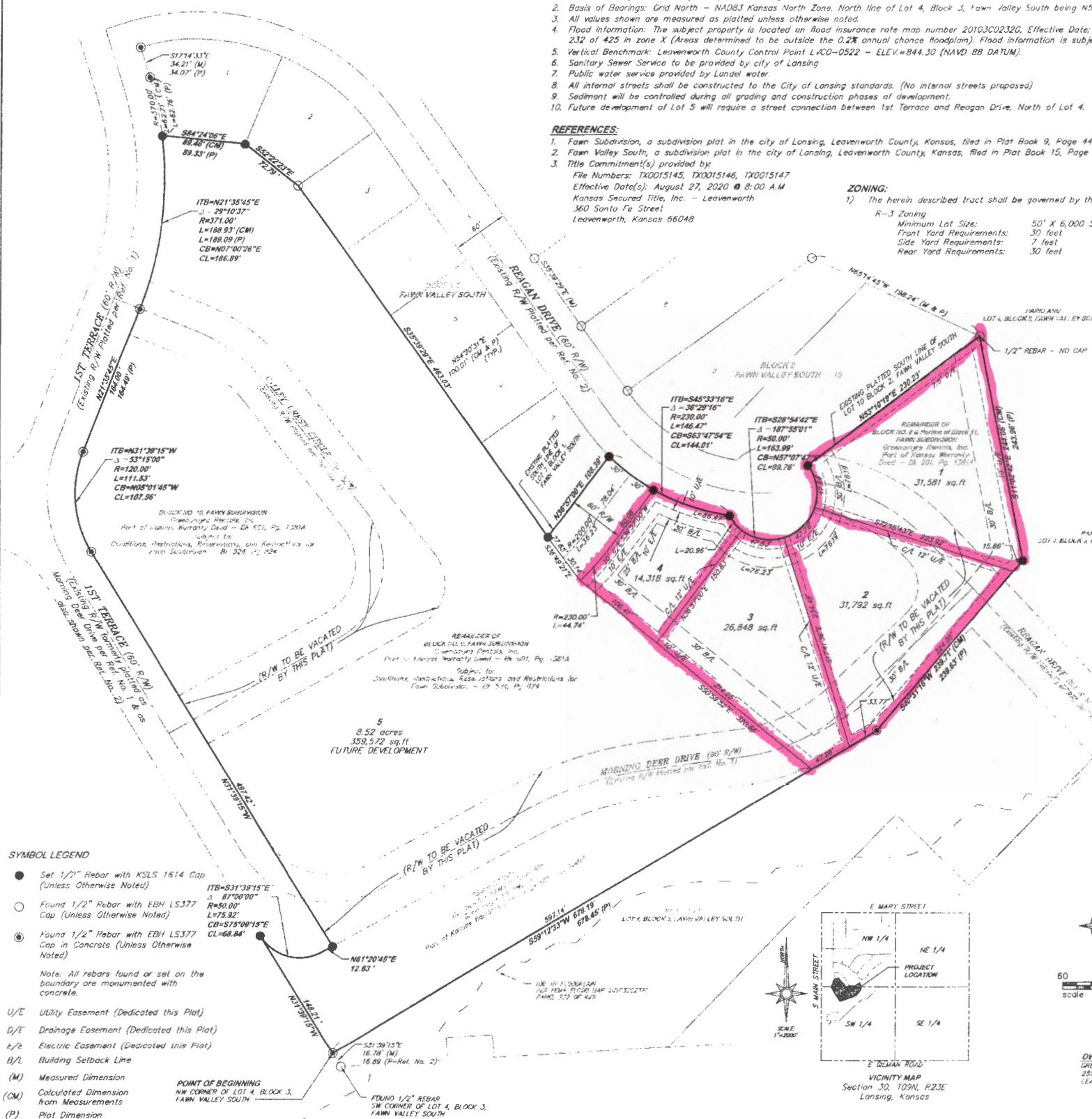
1. Date of Survey: Field Survey was performed August 28, 2020.
2. Basis of Bearings: Grid North - NAD83 Kansas North Zone. North line of Lot 4, Block 3, Fawn Valley South being N59°17'14.33"E 34.21' (M) 34.07' (P).
3. All values shown are measured as platted unless otherwise noted.
4. Flood Information: The subject property is located on flood insurance rate map number 20103C0232C, Effective Date: 2/3/20 of 425 in zone X (Areas determined to be outside the 0.2% annual chance floodplain). Flood information is subject to change.
5. Vertical Benchmark: Leavenworth County Control Point LVCO-0522 - ELEV.=844.30 (NAVD 88 DATUM).
6. Sanitary Sewer Service to be provided by city of Lansing.
7. Public water service provided by Landis water.
8. All internal streets shall be constructed to the City of Lansing standards. (No internal streets proposed).
9. Sediment will be controlled during all grading and construction phases of development.
10. Future development of Lot 5 will require a street connection between 1st Terrace and Reagan Drive, North of Lot 4.

**REFERENCES:**

1. Fawn Subdivision, a subdivision plat in the city of Lansing, Leavenworth County, Kansas, filed in Plat Book 9, Page 44.
2. Fawn Valley South, a subdivision plat in the city of Lansing, Leavenworth County, Kansas, filed in Plat Book 15, Page 11.
3. Title Commitment(s) provided by:  
File Numbers: TX0015145, TX0015146, TX0015147  
Effective Date(s): August 27, 2020 @ 8:00 A.M.  
Kansas Secured Title, Inc. - Leavenworth  
360 Santa Fe Street  
Leavenworth, Kansas 66048

**ZONING:**

- 1) The herein described tract shall be governed by the R-3 Zoning  
Minimum Lot Size: 50' X 6,000 S.F.  
Front Yard Requirements: 30 feet  
Side Yard Requirements: 7 feet  
Rear Yard Requirements: 30 feet



- SYMBOL LEGEND**
- Set 1/2" Rebar with KSL5 1514 Cap (Unless Otherwise Noted)
  - Found 1/2" Rebar with EBH LS377 Cap (Unless Otherwise Noted)
  - ⊙ Found 1/2" Rebar with EBH LS377 Cap in Concrete (Unless Otherwise Noted)
- Note: All rebars found or set on the boundary are monumented with concrete.

- U/E Utility Easement (Dedicated this Plat)
- D/E Drainage Easement (Dedicated this Plat)
- E/E Electric Easement (Dedicated this Plat)
- B/L Building Setback Line
- (M) Measured Dimension
- (CM) Calculated Dimension from Measurements
- (P) Plot Dimension

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# AGENDA ITEM

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TO: Tim Vandall, City Administrator  
FROM: Tish Sims, City Clerk  
DATE: July 13, 2023  
SUBJECT: Approval of Minutes

---

The Regular Meeting Minutes of July 6, 2023 are enclosed for your review.

Action: Staff recommends a motion to approve the Regular Meeting Minutes of July 6, 2023, as presented.

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## AGENDA ITEM #

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**CITY OF LANSING**  
CITY COUNCIL MEETING

**MEETING MINUTES**  
July 6, 2023

**Call To Order:**

The regular meeting of the Lansing City Council was called to order by Mayor McNeill at 7:00 p.m.

**Roll Call:**

Mayor McNeill called the roll and indicated which Councilmembers were in attendance.

**Councilmembers Present:**

**Ward 1:** Gene Kirby

**Ward 2:** Don Studnicka and Marcus Majure

**Ward 3:** Kerry Brungardt and Jesse Garvey

**Ward 4:** Dan Clemons and Gregg Buehler

**Absent:** Kevin Gardner

**OLD BUSINESS:**

Approval of Minutes of the Regular Meeting of June 15, 2023, as presented.

**Councilmember Brungardt made a motion to approve Regular Meeting Minutes of June 15, 2023, as presented. Councilmember Buehler seconded the motion. No discussion occurred. Roll Call Vote: Aye: Councilmembers Garvey, Buehler, Clemons, Brungardt, Studnicka, Kirby, and Majure. Nay: none; Abstain: none; Absent: Councilmember Gardner. The motion was approved.**

**Audience Participation:** Rob Gaslin, Cottonwood Drive, with Fire District #1 Board of Trustees and Fire District #1 Chief Michael Stackhouse provided a handout, which is attached to and made and made part of the minutes, regarding the Insurance Services Organization Rating. Public Protection Classification (PPC) was created by ISO to help communities fight fires effectively. ISO Class is not a means for designing and operating a fire department. It is a way of measuring the results of fire suppression systems relevant to a community. The standards for designing and operating a fire department are to come from the National Fire Protection Association based on fire science and empirical history of firefighting. They continued discussing the fire district's readiness level.

**Presentations:**

**COUNCIL CONSIDERATION OF AGENDA ITEMS:**

**Aquatic Center Site Location**

Jeff Bartley, Waters Edge Aquatic Design will brief Council on the progress and the two site options. A decision on the location will need to be made in order to start on more detailed design work. A citizen advisory committee has been formed and is comprised of Dana Fontenot, Amy Crumpacker, David Bresser, Adam Bremer, Norine Lahoun, Janette Labbee-Holdeman and Larry Boswell. Staff to include City Administrator Tim Vandall and Parks and Recreation staff Cody Burnett, Christina Moberly and Jason Crum have been in attendance of these meetings as well. The committee consensus recommendation is for the plan B2 location.

Jeff Bartley recognized the members of the Aquatics Advisory Committee as well as Ben Gasper from SMH Engineering before discussing the site proposals. Councilmember Buehler, Brungardt, Clemons, Garvey discussed with Mr. Bartley if the trees would remain on the east side of the site between the proposed parking lot and Bittersweet, whether the size of the facility differed in any way based on the east or west site location, how the number of parking spots was determined, what was included in the estimated costs presented, the floodplain related to the east site location, the differences in construction timelines for the two sites, ease of access, and sales tax restrictions based on site

location comparison. Mr. Bartley then gave updates on the proposed features, the survey results for preferred features by the committee and citizens and discussed the option for 8 lanes and 25 meters versus 6 lanes and 25 yards. Councilmember Buehler and David Bresser from Lansing High School Swim Team discussed the 6 versus 8 lane and yards versus meters differences. Discussion continued regarding adjustments to estimated capacity size and updating parking to reflect the increased capacity if the larger pool was approved. Mr. Bartley also stated that the tentative timeline would have the pool opening summer of 2025. Discussion occurred.

**Councilmember Brungardt made a motion to approve concept B2 for placement of the Aquatic Center on the site. Councilmember Buehler seconded the motion.** No further discussion occurred. **Roll Call Vote: Aye: Councilmembers Garvey, Buehler, Clemons, Brungardt, Studnicka, Kirby, and Majure. Nay: none; Abstain: none; Absent: Councilmember Gardner. The motion was approved.**

**Update-Housing Analysis & Assessment**

Marty Shukert, RDG Planning & Design, will be present to update the City Council on the progress of the housing analysis and assessment along with the results of the housing survey.

Community Input involved two elements. One from conversations with key stakeholders (builders, developers, realtors), and a community survey completed by 2% of the non-prison population. The second part is a snapshot of the housing conditions, population, demographics that are pertinent to the projections for the next step. That provides the demand for housing as well as price points. The next step allows for goals to be developed for the housing program and future strategies. Mayor McNeill stated that the size of the city population increased but the prison population went down by 600 in the last census. Discussion occurred.

**NO FORMAL ACTION IS NECESSARY.**

**Santa Fe Townhomes Phase II Rezone**

The applicant proposes to rezone a 1.8-acre tract from B-3 to R-4 and is proposing to develop the property as a continuation of the Santa Fe Townhomes. The Planning Commission voted 5-0 to recommend approval.

**Councilmember Buehler made a motion to adopt Ordinance No. 1097 to amend the City of Lansing Zoning Map. Councilmember Brungardt seconded the motion.**

**Rick Huhn**, 601 N 2<sup>nd</sup> Terrace, spoke against the rezoning due to the possibility of future traffic issues along Santa Fe and decrease in home values.

**Crystal Taylor**, 114 Fern St., spoke against the rezoning due to removal of natural habitat, tacky design, future traffic issues, and a possible decrease in home values.

**James Andrews**, 118 Fern St., spoke against the rezoning relating to the tacky design, traffic flow if approved, and safety issues for children that ride the bus.

**Leigh Shirley**, 220 Fern St., spoke against the rezoning over concerns about low-income housing, traffic issues, decrease in home values, and removal of natural habitat.

**Mayor McNeill** addressed the natural habitat comments from the citizens. He clarified that the property owner is allowed to remove trees on their own property as they choose. Natural habitats are normally in the Master Plan as conservation areas that the city would put in the city plan. Certain areas the city doesn't want anybody to actually build in. He continued by acknowledging that it might have been a little haven, but it wasn't a designated city conservation area.

**Ms. Shirley** stated that if you tear down a tree, you should plant a tree. Trees supply oxygen ...

**Mayor McNeill** continued by stating Lansing is a Tree City USA, and we plant them every year. The other item he addressed was that they are not low-income housing. They are market rate townhomes.

**Jeremy Greenamyre**, Greenamyre Rentals, acknowledged that the lots might look like an eye-sore right now because they lack landscaping. They have met every city requirement during the development process. They've had no issues with city inspectors. If any issues occur, he encouraged the citizens to call Code Enforcement. He continued regarding the history with the lot. This request passed the Planning Commission meeting on May 17. There was a prior attempt in 2021 to rezone this to R-4. That also passed the Planning Commission unanimous, 7-0. Ran into problems with the City Council, the same body. Hopefully, it was zoom related. As far as the zoning on this lot we're talking about, even if he wasn't here requesting something for himself, I still think the zoning doesn't make any sense. It's currently zoned B-3. The history on that, when it was part of the Econo Lodge, the B-3 made sense. It was part of a lot that faced K7. It had a more commercial use. But using the definition for the City's Unified Development Ordinance of a B-3 zoning says the intent of the B-3 district is to provide for those commercial uses which are intensive in nature and require larger lots and direct access to major streets. The B-3 district is most appropriate for automobile oriented, regional, commercial, and office development. For those of you who have been by the lot or seen pictures, does that lot meet any of these criteria? Large lot...he doesn't think so. It's sitting at 1.8 acres. He doesn't consider that a large lot. Direct access to a major street...Not at all. He doesn't think anyone would consider Santa Fe a major street. Automobile oriented...there seems to be some real concern about traffic because the street is so small that he doesn't think it meets any of the city's definitions of the B-3 zoning. Mr. Greenamyre continued by stating typically, in zoning, city's use different zoning categories to have transitional zoning from agricultural on one end all the way to heavy industry on the other end. That's where he thinks this lot makes sense for a R-4 zoning which would put it right between the B-3 to the west and the more residential uses and zoning to the east. Back to the city's UDO for the R-4 zoning, which is what he is requesting. The intent of the R-4 district is to provide for high density residential development including single unit, two unit, and multi-family residences in strong residential neighborhoods. As a lot of people in the crowd would agree, this fits the definition of a strong residential neighborhood. It's entirely a residential neighborhood, and their zoning provides the transition between the heavier commercial use and the houses. What they're requesting is exactly what was requested and approved for the land that they're currently building on in 2017. It's also no different than the request that was made to this body back in May of this year by the folks who were interested in a housing development on Lansing Town Centre which was also unanimously passed. As a reminder, what's being determined tonight is the appropriateness of R-4 zoning in this location. It's not about past projects, it's not about the types of tenants that are going to live here, the style of house, the rents that are going to be charged or any amenities. It's about how appropriate is this zoning in this location. No questions were asked of Mr. Greenamyre by the council.

**Councilmember Kirby** stated that when you live in a city, you move into a house where there is a wooded lot next door. I don't know that you should expect that to remain a wooded lot forever. It's privately owned by a businessman who is trying to make money. I guess if the woods are that important to you, maybe you should have dug into it a little bit more. I don't blame Jeremy for wanting to...I mean, he's a businessman, and we can agree on that. But I think for people to expect that to remain a wooded area forever is not a reasonable expectation.

**Councilmember Garvey** stated that you have to remember that it's zoned B-3 right now. So, real world, he could build storage units on that property and tear down the trees without rezoning. He could build whatever he wants to that way.

**Mr. Huhn** stated that we've been hit with that before with Jeremy's grandfather, and I argued this years before. Businesses go home at 5 o'clock whereas residents come home at 5 o'clock. You've got 68 families there. Businesses go home at 5 o'clock...

**Mayor McNeill** stated you could also have an automobile repair place there. So, there's a lot of businesses that could go in there that could be as disruptive.

**Mr. Huhn** asked why Mr. Greenamyre didn't build the duplexes like he built on Ida Street?

**Councilmember Kirby** asked if Mr. Greenamyre had, would Mr. Huhn be happy.

**Mr. Huhn** stated he would.

**Councilmember Kirby** asked what's the difference?

**City Administrator Tim Vandall** wanted to clarify one thing. He stated he didn't want to speak for City Attorney Gregg Robinson, but at that planning commission meeting when Mr. Robinson tried to veer the discussion away from a specific number of units...when you rezone, you're just talking about land use. You're not talking about specific number of units. I think that's probably why he said that. I think tentatively, they're thinking around 18 or 20 units or something like that. But again, that's tentatively. This is just looking at land use. So, again, I'm not sure but maybe we can double check really quick. But it's possible duplexes or triplexes would also be R-4 zoning. This is purely land use. We're not talking about the paint color, the brick style, the roof pitch, or anything like that. This is just purely land use, and I think that's what was trying to be emphasized at that planning commission.

**Mr. Huhn** stated I understand that Jeremy's gotta make money, but what he's built there is cheap trash...

**City Administrator Vandall** said procedurally one other thing to keep in mind since this is more land use, there's still one more step beyond this. So, it would go to the Planning Commission from a site plan standpoint. If it is objectionable to the Planning Commission, they could evaluate that. If he's trying to put up a hot pink apartment complex, the Planning Commission can vote it down. So, there's still one more step that would go to the Planning Commission to ensure it's a quality unit.

**Mayor McNeill** responded by saying which means it meets our code.

**City Attorney Greg Robinson** emphasized to the council that we don't want to get into the weeds of what could be based on our codes. This is entirely whether or not this would be an appropriate land use between a residential area and a commercial area. Is this what the UDO actually promotes? I think the answer to that is, yes. Because it creates the buffer between a primary residential area, to multi-family, to commercial. But that's your decision. What I don't want this council to do is to take into account things that aren't for consideration, and that is paint color, layout. Because we're not there yet. So, do not...

**Mayor McNeill** clarified that this is specifically to a piece of land being rezoned from one to another. That's all this vote is on.

**City Attorney Robinson** wanted to be sure that we don't have discussion on sizes, units, cars because that's not part of the zoning.

**Crystal Taylor** asked if they could request it be re-zoned for agricultural use versus houses?

**Mayor McNeill** responded if you owned it, you could do it. Unfortunately, it's the owner that would request the rezoning not the community.

**Roll Call Vote: Aye: Councilmembers Garvey, Buehler, Clemons, Brungardt, Kirby, and Majure. Nay: Councilmember Studnicka; Abstain: none; Absent: Councilmember Gardner. The motion was approved.**

**Approval of Carpet Bids for CED/PW Offices**

Below are the bids that were solicited. The two that were received were opened on June 29, 2023:

- City Wide \$39,964.93
- Siefert's Flooring \$21,776.68

**Councilmember Brungardt made a motion to accept the low bid of \$21,776.68 and award the project to Siefert's Flooring of Tonganoxie for the installation of carpet per the bid specifications. Councilmember Buehler seconded the motion.** Councilmember Kirby, Councilmember Majure, and Public Works Director Michael Spickelmier discussed the difference in

price on the bids and scope of work included in the bids. **Roll Call Vote: Aye: Councilmembers Garvey, Buehler, Clemons, Brungardt, Studnicka, Kirby, and Majure. Nay: none; Abstain: none; Absent: Councilmember Gardner. The motion was approved.**

**REPORTS:**

**Department Heads:** Nothing to discuss.

**City Attorney:** Nothing to discuss.

**City Administrator:** Nothing to discuss.

**Governing Body:**

**Councilmember Garvey:** Thanked the Pool Committee and everyone that showed up to voice their opinion about the Greenamyre project. We appreciate your opinion even though things may not have went your way. Please come back to our meeting and continue to voice your opinion.

**Councilmember Buehler:** Thanked Mr. Gaslin and Chief Stackhouse for explaining the ISO process and how that works. Thanked Mr. Shukart regarding the housing study and again the advisory committee for the pool. Thanked everyone for coming because we do like hearing your opinions.

**Councilmember Clemons:** Echoed what was said before about the ISO.

**Councilmember Brungardt:** Ditto on everything.

**Councilmember Studnicka:** Ditto on previous comments.

**Councilmember Kirby:** Discussed with Public Works Director Spickelmier whether the citizens on Beth Street would be notified of any street closures related to upcoming road repairs.

**Mayor McNeill:** asked Parks and Recreation Director Jason Crum about an email stating the flags at the city rec center are tattered. Both the U.S. flags and the Kansas flag are tattered.

**Councilmember Majure:** Ditto what everyone else said tonight. Mr. Gaslin and Chief Stackhouse in the next session, can you add the ok, so what to the ISO statement? How it impacts our pocketbook. Because the fact that it's down at a 3 right now. And where it went from a 5 to a 3, because he was on that board, is a huge difference to people's pocketbooks. So, that's adjourned for the next phase of briefings is how that is so important to our city and businesses when those ISO ratings are so low. Asked the City Administrator what was going on with the Country Club.

**City Administrator Vandall:** A lot of rumors are going around. The unfortunate thing is that he doesn't know much more than the rumors either. He and Mr. Studnicka spoke about it a little bit. He reached out to the CEO. He called and emailed him with no response. As far as he knows, it's on the market.

**Councilmember Majure:** Has it been sold?

**City Administrator Vandall:** Unfortunately, again, they haven't reached out to the city at all. So, he doesn't know any more than the council. What he'd say is that sometimes happens with businesses. When Burger King shut down, they didn't call the city. Obviously, this is a lot bigger and more prominent than that. Unfortunately, they haven't reached back out to the city.

**Councilmember Majure:** Thanked Mr. Shukart and the Pool Committee.

**ADJOURNMENT:**

**Councilmember Majure made a motion to adjourn. Councilmember Brungardt seconded the motion. No discussion took place. Roll Call Vote: Aye: Councilmembers Buehler, Clemons, Brungardt, Studnicka, Kirby, and Majure. Nay: Councilmember Garvey; Abstain: none; Absent: Councilmember Gardner. The motion was approved.**

The meeting was adjourned at 9:16 p.m.

**ATTEST:**

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City Clerk Tish Sims, CMC

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# AGENDA ITEM

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TO: Tim Vandall, City Administrator  
FROM: Tish Sims, City Clerk  
DATE: July 18, 2023  
SUBJECT: Executive Session – Personnel Matters of Non-Elected Personnel

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Executive Session will be called for a period of twenty (20) minutes to discuss personnel matters of non-elected personnel pursuant to the non-elected personnel matter exception K.S.A. 75-4319(b)(1)

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## AGENDA ITEM #

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**COMMUNITY AND ECONOMIC DEVELOPMENT  
PERMITS/LICENSES AND CODE ENFORCEMENT REPORT FOR JUNE**

**TO:** Tim Vandall, City Administrator  
**FROM:** Joshua Gentzler, Director, Community and Economic Development  
**DATE:** 7/1/2023

<b>PERMITS AND LICENSES:</b>	<u>Current Month</u>	<u>Year to Date</u>
Number of permits issued.....	105	315
Number of permits for new single-family housing completed.....	0	1
Number of permits for new multi-family housing completed.....	0	1
Number of occupancy certificates issued .....	2	6
Number of permits for new single-family housing currently in process or pending issuance .....	0	0
Number of permits for new multi-family housing currently in process or pending issuance .....	0	0
Total valuation of residential and commercial construction and remodeling for which permits were issued.....	\$2,723,195.69	\$9,081,838.98
Permit fees.....	\$17,451.00	\$49,912.50
Number of inspections performed .....	121	328
Number of trade licenses issued .....	0	11
Total trade contractor licenses issued .....	0	11
Number of occupational licenses issued .....	3	40
 <b>CODE ENFORCEMENT:</b>	 <u>Current Month</u>	 <u>Year to Date</u>
<u>Nuisance Report</u>		
Three Day Warnings:.....	43	167
Certified Letters Sent: .....	2	2
Compliance: .....	37	124
Compliance Review: .....	43	136
<u>Vehicle Report</u>		
Warning Letters/Verbal: .....	3	24
Certified Letters Sent (20 Days): .....	0	0
Compliance: .....	1	15
Compliance Review: .....	4	20
<u>Weeds Report</u>		
Three Day Warnings:.....	25	83
Certified Letters Sent: .....	4	8
Compliance: .....	13	60
Compliance Review: .....	14	70
<u>Infiltration of Storm Water System</u>		
Three Day Warnings:.....	0	0
Certified Letters Sent: .....	0	0
Compliance: .....	0	0
Compliance Review: .....	0	0
<u>Additional Actions</u>		
Violation Publications:.....	0	0
Number of Court Actions: .....	0	0
Abated: .....	1	1
Citations: .....	0	0
Contracted for Work:.....	1	1



City Clerk's Office/Building Maintenance Vehicle and Equipment Report

Vehicles

Year	Make	Model	Description	Mileage Start	Mileage Ending	Miles Driven	Comments
2007	Ford	Econoline	15 Passenger Wagon	23100	23,174	74	
						0	
						0	
						0	
						0	
Total						74	

Equipment

Year	Make	Model	Description	Hours Start	Hours End	Hours Used	Comments
2018	Advance	SC1500	AutoScrubber Floor Machine	61.5	62.42	0.92	Community Center Cleaning
2018	Kubota	ZG227-A	Mower	294.8	303.6	8.8	
2021	Kaivac	1750	Cleaning Machine	10.5	10.7	0.2	
						0	
						0	
						0	
Total						9.92	

**Lansing Community and Economic Development Department  
Monthly Fleet Report**

Month June Year 2023

**Vehicles**

Year	Make	Model	License Plate #	Description	Mileage Starting	Mileage Ending	Miles Driven	Comments
2006	Ford	Ranger XLT	67211	LT. Pick-up Ext	64,083	64,530	447	
2015	Dodge	Journey	A6545	SUV	82,828	82,860	32	KTag: KTA. 02497158
2022	Dodge	Ram	D100764	1500 Pick up Truck	2,943	3,727	784	

### Parks and Recreation Fleet Report June 2023

***Vehicles:***

Year	Make	Model	Description	Mileage Start	Mileage Ending	Miles Driven	Current Use	Comments
2006	Dodge	Caravan	Minivan	53,758	53,952	194	AC/Parks use	
2014	Ford	F-350	Dump truck	23,672	23,914	242.0	Parks maintenance	
2016	Jeep	Patriot	SUV	67,167	67,265	98	Activity Center use	
2017	Chevrolet	Silverado	truck	23,628	24,083	455	Parks maintenance	
2018	Ford	F-350	4-dr crew	35,758	36,653	895	Parks maintenance	
Total						1884.00		

***Equipment:***

Year	Make	Model	Description	Hours Start	Hours End	Hours used	Current Use	Comments
1992	Massey Ferguson	1020	Tractor	1987.8	1987.8	0	Parks maintenance	
2005	Kubota	F3060	mower	394.1	406.4	12.3	Parks maintenance	
2007	Turbo Tool Cat	5600	utility vehicle	1291.3	1302.9	11.6	Parks maintenance	
2012	Wright	ZK	stander mower	1175.2	1185	9.8	Parks maintenance	
2016	ABI	Force	infield groomer	343.8	363.7	19.9	Parks maintenance	
2017	Kubota	ZD1211	mower	940	964.5	24.5	Parks maintenance	
2018	Polaris	Ranger	utility vehicle	405.4	428.6	23.2	Parks maintenance	
2019	Exmark	LZ 72	mower	660.3	691.2	30.9	Parks maintenance	
2019	Emark	LZ 96	mower	305	312	7	Parks maintenance	
2020	Kubota	ZD1211	mower	374	410.3	36.3	Parks maintenance	
2022	Wright	ZK	stander mower	30.7	35.2	4.5	Parks maintenance	
Total						180.00		



**Lansing Public Works Department  
Monthly Fleet Report**

Month June Year 2023

**Vehicles**

Year	Make	Model	License Plate #	Description	Mileage Starting	Mileage Ending	Miles Driven	Comments
2022	Dodge	Ram 2500	B3859	Pick-up	1,643	1,801	158	
1998	Ford	1/2 ton	48091	Pick-up	72,208	72,272	64	
2005	Sterling	LT 8500	64614	Dump Truck	62,041	62,091	50	
2007	Elgin	Crosswind J+	70295	Street Sweeper	-	72,294	72,294	
2017	Chevrolet	3500	88437	Pick-up Truck	-	34,502	34,502	
2011	International	7400	75269	Dump Truck	23,078	23,159	81	
2016	Ford	F350 4x4	88468	One-ton Dump Truck	20,395	20,516	121	
2013	Ford	Explorer	80551	SUV	80,447	80,707	260	
2019	Ford	Ecosport	A4358	SUV	10,498	10,561	63	KTag- KTA. 02497157
2020	Chevrolet	3500	A8914	One-ton Dump Truck	7,641	7,712	71	
2005	Mack	Granite	B0282	Dump Truck	54,885	54,885	0	
2005	Ford	Ranger	57932	LT- Pick-up Ext	52,542	52,543	1	

**Equipment**

Year	Make	Model		Description	Hours Starting	Hours Ending	Hours Used	Comments
1997	JD	770BH		Grader	5,177	5,177	0	
2004	IR	DD-24		Asphalt Roller	315	317	2	
2006	IR	185		Air Compressor	234	234	0	
1997	Bobcat	763		Skid Steer	2,353	2,364	11	
2014	Case	580 SNWT		Backhoe	2,001	2,005	4	
2002	Crafco	110		Crack Sealer	860	860	0	
2003	Kubota	L3710		Tractor	1,631	1,631	0	
2009	Case	465		Skid Steer	-	-	-	Still In Shop
2018	John Deere	5065E		Tractor	234	235	1	
2018	Vermeer	BC1000		Chipper	15	15	0	
2022	Case	SV280B		Skidsteer	70	74	4	

June

City Influent	27.31 MG	City Avg Daily	.910 MGD
LCF Influent	3.92 MG	LCF Daily Avg	0.131 MG
Total Biosolids	.898 MG	Precip	3.18 inches

Vehicles

Year	Make	Model	Description	Mileage Start	Mileage Ending	Miles Driven	Current Use	Comments
1999	Sterling	Vactor	Jet Truck	8521	8521	0	Collection System	
2012	Chevrolet	Tahoe	SUV	111150	111988	838	Ops/Maint.	
2019	Ford	F250	Pick Up Truck	11033	11047	14	Ops/Maint.	
2019	Ford	F250	Flatbed Truck	4453	4516	63	Ops/Maint.	
2023	Polaris	Ranger	Ops Utility	70.6	107	36.4	Operations	
2023	Polaris	Ranger	Maint Utility	0	39	39	Maintenance	
2005	Freightliner	M2106	Dump Truck	26774	26870	96	Biosolids Disposal	
Total						1086.4		

Equipment

Year	Make	Model	Description	Hours Start	Hours Ending	Hours Used	Current Use	Comments
1991	Case	1825	Uni-Loader	992	992	0	Plant Activities	
1999	Sterling	Vactor	Jet Truck	229	229	0	Collection System	
2004	John Deere	7920	Tractor	1357	1363	6	Biosolids Disposal	
2005	Polaris	Ranger #1	Utility Vehicle	1503	1503	0	Operations	
2004	Case	621D	Loader	2544	2548	4	Operations	
2023	Polaris	Ranger	Ops Utility	15	27	12	Operations	
2023	Polaris	Ranger	Maint Utility	0	13	13	Maintenance	
2005	Polaris	Ranger #2	Utility Vehicle	1692	1697	5	Maintenance	
2006	JCB	531-70	Telehandler	701	703	2	Plant Activities	



City of Lansing  
800 First Terrace  
Lansing, Kansas 66043

**City Administrator's Report**  
July 20, 2023

**Agenda Items:**

An executive session to discuss personnel is on the agenda for Thursday evening.

While not agenda items, LanDel will open bids for the Town Center water line project on August 2<sup>nd</sup>. The Council had discussed utilizing ARPA Funds for this project, which could approach \$400,000. We also have a bid opening to repair the storm sewer pipe along Valley Drive in Stonecrest on August 9<sup>th</sup>. This repair was included in the 2023 budget last summer.

**Update on ARPA Funds:**

The City currently has \$817,704.76 remaining in ARPA Funds. The funds need to be committed by 12-31-2024, and spent by 12-31-2026. A summary of the total amount received from the federal government, and what we have spent the funds on is below.

- \$1,823,526.76 American Rescue Plan Act Funds Received
- \$800,000 High Speed Internet in Lansing
- \$90,822 Sewer Improvements near Fairlane
- \$80,000 Sewer Improvements near First Terrace
- \$35,000 Economic Development Data (Buxton)
- \$817,704.76 remaining.

While there is currently \$817,704.76 in ARPA funds remaining. We have also had residential developers reach out to us regarding sewer lines to assist and promote residential growth. If we are striving to utilize our remaining ARPA funds, we also have at least one stormwater project along South Valley Drive that is near shovel ready.

**2024 Budget:**

The City Council held a budget work session on June 29<sup>th</sup>. The preliminary budget shows the mill levy decreasing from 36.448 to 34.85 mills. An example of how this would break down on a \$300,000 home that increased valuation by \$15,000 is below:

- \$300,000 Home x .115 x 36.448(current mill levy)/1,000=\$1,257.46 City Property Taxes
- \$315,000 Home x .115 x 34.850 (proposed mill levy)/1,000=\$1,262.44 City Property Taxes

**Public Works:**

Clearwave has applied to close out their project. Staff is giving them a punch-list with items to be rectified, which they are currently working toward. Please let staff know immediately if there



**City of Lansing**  
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 Lansing, Kansas 66043

are issues still needing to be resolved. Even if it is unclear if its AT&T or Clearwave’s issue please submit it to staff! Both Clearwave and AT&T submitted a \$10,000 bid bond, so there is certainly an incentive for each company to restore soil within the right-of-way to preconstruction conditions. To date we have not had discussions with AT&T about closing out their project.

A decorative light pole subcommittee composed of Mr. Clemons, Mr. Kirby, and staff have reviewed pole options for the Town Center project. A link to the preferred light pole is below.  
<https://www.scgrp.com/products/decorative-luminaires/post-tops/acorns/k423-allentown>

Concrete work and mill & overlay are in full swing! We are hopeful the vast majority of the project will be complete by the time school begins in August.

We are anticipating the drainage pipe at South Valley Drive, which goes under 4H Road, to be bid out in the next few weeks. This project was budgeted last summer for installation this year.

**YTD Sales Tax Update:**

	<b>2022 YTD</b>	<b>2023 YTD</b>	<b>Difference</b>
<b>Local Sales &amp; Use Tax (1.45%)</b>	\$1,032,481	\$1,061,373	\$28,892, 2.79%
<b>County Sales Tax</b>	\$505,783	\$478,131	-\$27,652, -5.47%
<b>County Use Tax</b>	\$186,335	\$184,768	\$-1,567, .84%
<b>Guest Tax</b>	\$34,648	\$48,347	\$13,699, 39.54%

The .45% sales tax has generated \$329,026 in the first six months of 2023, on pace for \$658,051 in 2023. The new special sales tax for the pool began July 1, 2023, raising Lansing’s overall nonfood sales tax rate from 8.95% to 9.4%.

The total non-food sales tax rate in Lansing is broken down as follows:

- **6.5%** State Sales Tax (varies on food)
- **1%** Countywide Sales Tax
- **1%** City General Sales Tax-General Fund
- **.45%** DeSoto Road & Park Improvements (20 years)
- **.45%** Aquatic Center (20 years)
  - **9.4%**
- **1%** Community Improvement Dist. (Mainstreet Chrysler Dodge Jeep Ram property only)

**Community & Economic Development:**

Construction of Take 5 Oil is progressing. The City is working to ensure the alley provides access to both customers and existing property owners. While there may be minor delays, the





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City is working with the contractor to ensure adjacent property owners always have access to their property. Much of the alley currently has older pavement, and Take5 will be laying concrete over the existing asphalt. The City will likely be paving the remainder of the alley toward the south.

Steady progress has been made at 670 First Terrace (south of Mutual Savings). A mid-August completion date is anticipated. Once complete, this building will be the new home of Filliman Dental. Additionally, the lot is deep enough to also accommodate a large commercial building on the east side of the lot (to be built at a future date). Access for these properties will be off First Terrace.

#### **Wastewater:**

Geotech work for the McIntyre Interceptor Sewer Project is underway and will conclude in two weeks, weather permitting. Valbridge Property Advisors have begun to meet with all property owners on site to discuss the easements needed for the project. At the request of an impacted property owner, the design team is revisiting an alternate alignment near Willow Park, which would require additional design, survey, and Geotech work. It is anticipated to take 45 days for appraisals and an additional 90 days for property acquisition. Property acquisition will be performed by Skeens Consulting Group and staff. Upon full completion, this project would extend sewers to McIntyre Road and include installation of nearly 9,500' of pipe.

Staff is recommending delaying the Town Center sewer project until completion of the McIntyre property. All of the temporary and permanent easements for the project have been signed. 100% plans, specifications, and permitting are complete. The latest engineer estimate for construction is \$900,000.

#### **Meetings & Announcements:**

The inflationary increase from Waste Management went into effect during the June billing cycle. This increase totaled \$.87/month for both regular and senior trash, for a total of \$10.44/year. Sewer re-averaging also takes effect during this month's bill, which means some residents may have changes to their monthly bill based on how much water was used during the months of December, January, February, and March.

The City currently has an opening on the Parks & Recreation Advisory Board and multiple openings on the Building Trade Board of Appeals and Plumbing Trade Board of Appeals. The City also has openings for Police Officer (I/II).

The various leases of all copiers in the City were up for renewal. It was important to staff to ensure all copiers were all from the same company and on the same lease moving forward. After



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reviewing the costs of different copiers and having staff test out various machines, we will be transitioning to Kyocera copiers this summer.

- Thursday, July 20<sup>th</sup> City Council Meeting, 7:00pm, City Hall
- Thursday, July 27<sup>th</sup> City Council Work Session, 7:00pm, City Hall
- Thursday, August 3<sup>rd</sup> City Council Meeting, 7:00pm, City Hall
- Wednesday, August 16<sup>th</sup> Planning Commission Meeting, 7:00pm, City Hall
- Thursday, August 17<sup>th</sup> City Council Meeting, 7:00pm, City Hall
- Thursday, August 31<sup>st</sup> City Council Work Session, 7:00pm, City Hall
- Monday, September 4<sup>th</sup> Labor Day Holiday, City Offices Closed
- Thursday, September 7<sup>th</sup> City Council Meeting, 7:00pm, City Hall
- Wednesday, September 20<sup>th</sup> Planning Commission Meeting 7:00pm, City Hall
- Thursday, September 21<sup>st</sup> City Council Meeting, 7:00pm, City Hall

Sincerely,

Tim Vandall