



City of Lansing
800 First Terrace
Lansing, Kansas 66043

City Administrator's Report

October 6, 2022

Agenda Items:

An engagement letter from Adams-Brown to continue to perform the City's audits for the years ending in 2022 through 2024 is on the agenda. The proposed cost for the upcoming three audits are \$26,596, \$28,192, and \$29,884, with an additional fee of \$5,000 should a single audit be required. Staff recommends remaining with Adams-Brown through December 31, 2024.

A quantity adjustment of the 2022 mill and overlay program is on the agenda. The costs increased during the summer due to a substantial increase in milling. To offset the increase in milling costs and stay within our budgeted figures, we scaled back the paving along 147th St immediately south of 4H, which is scheduled to be paved next year. Even with the reduced paving, total mill and overlay costs are slightly more than originally anticipated. A spreadsheet outlining the quantity adjustments is listed in the Council packet.

The City received proposals from three companies for the repair of the retaining wall at the northern detention pond of Town Center. A subcommittee composed of staff and elected officials preferred the proposal from Linaweaver Construction, which was also the lowest proposed cost. Staff is proposing working with Linaweaver Construction for the repair, along with a 10% contingency for the project.

Bids for the installation of a pipe liner were opened last week. The low bid came from Linaweaver Construction for \$55,500. Staff is recommending approving the bid from Linaweaver Construction with a 5% contingency.

Purchase of salt is done through cooperation with Leavenworth County and the other cities in the county. The low bid for salt came from Independent Salt Company of Kanopolis, Kansas for \$57.61/ton. The City is proposing to purchase 600 tons, which would result in a cost of \$34,566. There is currently adequate salt on hand and the crew will be ready for winter.

The Council discussed rules for gravel driveways at the August 25th work session. Based on the feedback, most zones and all areas within a platted subdivisions still require a permanent bituminous or Portland cement pavement. Additionally, a framework allowing properties in A1, R1, or R2 zones and not part of a platted subdivision to pave the first 75' of a driveway, but after requiring compacted rock or gravel. The Public Works Director has the authority to approve alternate surfaces that meet certain criteria. This was discussed at the September 21st Planning Commission and recommended by a 7-0 vote.



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Public Works:

A progress meeting for the K7/Eisenhower project was held on September 29th. To allow the contractor to expeditiously complete the work and provide a safe work zone, a one-week closure was discussed and agreed upon. Weather permitting, this would likely begin after the morning rush hour on October 14, 2022. Residents must utilize detours, such as DeSoto/Shrine Park Road, or Muncie/K5. Electronic signs will be posted in the area. Additionally, staff will work to ensure Fort Leavenworth, the VA, and USD469 to ensure they are aware. A social media blitz from our Public Information Officer will also be taking place. We have also notified Lansing Police Department to spend extra time patrolling the area to deter speeding.

Clearwave Fiber has been issued 13 permits within Lansing, and an additional four KDOT permits to conduct work in the right-of-way. Clearwave also recently began planting grass in some areas, with additional seeding likely to take place over the next couple of months. AT&T has been issued six permits, and one KDOT permit to work in the right-of-way. AT&T will likely continue working in Lansing in 2023 and perhaps beyond. AT&T has also stated they will cease installation of the above ground utility boxes in front yards but may still install in rear utility easements. Moving forward, AT&T will utilize at grade utility boxes, also known as flowerpots.

The engineering study to review and analyze changes to the speed limit along East Mary Street came in just over \$14,000. The current speed limit is 20 miles per hour. Details like the number of driveways, site distance, lack of shoulders, previous accidents, current average speeds, and the fact that it's a school zone would all come in to play on the study.

Community & Economic Development:

Construction continues at Family Eye Care. The building is closed in and they are working on interior work, as well as exterior site work. Work on the parking lot is currently taking place. The Planning Commission granted a modification to the FEC site plan by allowing them to remove the small retaining wall on the property.

The Traffic Impact Study (TIS) for Take 5 Oil Change was approved by KDOT with no exceptions. Lansing's staff has reviewed the TIS and concurs with KDOT that there would be no significant adverse impacts.

Work has begun on the townhomes at Santa Fe and Fairlane. A completion date is tentatively scheduled for next year. We have reached out to the developer of the Fairway Estates Fifth Plat. We hope to receive updated plans for this single-family home subdivision shortly.



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YTD Sales Tax Update:

	2021 YTD	2022 YTD	Difference
Local Sales & Use Tax (1.45%)	\$1,365,647	\$1,652,050	\$286,403, 20.97%
County Sales Tax	\$737,258	\$769,254	\$31,996, 4.34%
County Use Tax	\$216,542	\$293,392	\$76,850, 35.49%
Guest Tax	\$174,626	\$59,837	-\$114,789, -65.73%*

Through the September disbursement, the .45% sales tax has generated \$512,136, on pace for \$682,847 throughout the year. The 2022 debt payment for DeSoto Road is \$388,075. Based on current projections, this would leave \$294,772 toward park improvements this year.

*A hotel in Lansing was used in 2021 for isolation during the pandemic. Current Transient Guest Tax figures are slightly less but comparable to periods prior to the pandemic.

Wastewater:

Three of the four easements needed for the Town Center Sewer Replacement project have been negotiated and signed. The final parcel is involved in a probate case and contact with the property owners has been limited. 100% plans and specifications are complete and permitting is ongoing. The latest engineer estimate for construction is \$900,000. Construction of this project will follow, as directed by the City Council.

The owner of a gas main in conflict with the sewer alignment for the McIntyre Sewer Interceptor project has been found and contacted; however, there still seems to be confusion about the entity that owns the pipe. Staff has reached out to the KCC for guidance and reached out to a private law firm that specializes in utility issues. 90% plans are under staff review at this time. This project would extend sewers to McIntyre Road and include the installation of nearly 9,500 feet of pipe.

The flow meters have been removed and the data gathering has concluded. A draft report of the flow study and revision to the Wastewater Master Plan will be delivered in the upcoming months.

Wastewater Director Zell will be present at the October 20th Council meeting to brief the Council on our ongoing projects.

Meetings & Announcements:

The City currently has openings for the Parks & Recreation Administrative Assistant, part-time



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Municipal Court Clerk, Police Officer, and part-time Animal Control Officer. All volunteer boards are fully registered!

- Monday, October 10th Staff Development Day-City Offices Closed
- **Monday, October 10th Tentative Joint Meeting with USD 469, 6pm, District Off.**
- Saturday, October 15th Fall Festival, Angel Falls Trail
- Thursday, October 20th City Council Meeting, 7:00pm, City Hall
- Wednesday, October 26th Planning Commission Meeting, 7:00pm, City Hall
- Thursday, October 27th City Council Work Session, 7:00pm, City Hall
 - Procedural Review of Next Steps-Interlocal Agreement
- Saturday, October 29th Spooky Center, Activity Center
- Thursday, November 3rd City Council Meeting, 7:00pm, City Hall
- Tuesday, November 8th Special Election-Aquatic Center Sales Tax
- Friday, November 11th Veteran's Day-City Offices Closed
- Wednesday, November 16th Planning Commission Meeting, 7:00pm, City Hall
- Thursday, November 17th City Council Meeting, 7:00pm, City Hall
- Thursday November 24th Thanksgiving-City Offices Closed
- Thursday, December 1st City Council Meeting, 7:00pm, City Hall
- Sunday, December 4th Mayor's Christmas Tree Lighting Ceremony

Sincerely,

Tim Vandall