



City of Lansing  
800 First Terrace  
Lansing, Kansas 66043

## City Administrator's Report

November 3, 2022

### **Agenda Items:**

A proclamation in honor of Veteran's Day is on the agenda.

The code requires an appeal board be available for an appeal process to challenge a decision made by the building official. A list of active volunteers has agreed to serve or continue serving on the board. A motion to appoint the names listed for a term to end November 30, 2025 is included on the agenda.

A change order to add a batting cage to the new baseball and softball complex is on the agenda. The cost of installation is \$21,149.94 to construct without power, and \$29,796.81 to construct with a power source.

In addition to the batting cage change order, there have been several smaller change order's within staff's purchasing authority totaling \$28,356.78. Those change orders include seven restroom caution signs about septic system (\$1,303.50), an additional sanitary napkin disposal container (\$78.94), additional 3" PVC irrigation piping (\$2,340), concrete backstops (\$2,792.4), 3" HDPE water pipe in lieu of 2.5" PVC (\$2,788.50), 16 additional concrete parking stops (\$1,784.64), 40 linear feet of 15" RCP pipe (\$2,680), two 15" RCP end sections (\$1,940), removal of existing pipe, base rock, and grading (\$2,642), and 12" of fence guard which will make mowing and maintenance of fields more efficient (\$10,006.80).

The City will honor Councilman Garvey for eight years of service in 2021, Councilman Buehler for ten years of service in 2021, Councilman Kirby for ten years of service in 2021, Councilman Trinkle for 20 years of service in 2020, and Councilman Studnicka for 25 years of service this year!

### **Public Works:**

The traffic signal installation at K7/Eisenhower was completed on Friday, October 27<sup>th</sup>. Work on the north side of the project is nearly complete, with work to begin on the south side of the project any day now. All businesses have had accessibility throughout the duration of the project. The next phase of concrete work will be taking place in the next two weeks. We are still hopeful for a full conclusion by the estimated completion date, but there is some concern about laying asphalt in late November and when the asphalt plants potentially shut down. If asphalt cannot be poured, the intersection would be open during the winter months, but there'd potentially be a small 1" lip where the surfacing would be placed in the spring.



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Clearwave Fiber has been issued 14 permits within Lansing, and an additional four KDOT permits to conduct work in the right-of-way. Clearwave is in the process of 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. To date, no right-of-way permits for fiber providers have been closed out.

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.

We had our first resident utilize the sidewalk cost share program, with a resident being reimbursed \$2,300 for replacing a portion of sidewalk on their property.

We hope to hear back soon from KDOT regarding our grant cost share application to replace the bridge along DeSoto.

The City is again working with KDOT to replace the plain green signage along K7 with wayfinding signs directing drivers to City Hall, the library, Lansing High School, etc.

#### **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.

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.

Discussions are beginning at LCDC regarding the sites of future industrial parks in Leavenworth County. These discussions could be expedited if the existing parks in the area are filled soon. Completion of the sewer line toward McIntyre could make that site appealing, or even construction to the southern edge of the property to begin, as we discussed in the summer. As the discussions progress, staff will keep the Council abreast of the industrial park search.

#### **YTD Sales Tax Update:**



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	2021 YTD	2022 YTD	Difference
Local Sales & Use Tax (1.45%)	\$1,517,837	\$1,798,385	\$280,548, 18.48%
County Sales Tax	\$830,650	\$846,514	\$15,864, 1.91%
County Use Tax	\$248,637	\$311,560	\$62,863, 25.28%
Guest Tax	\$200,109	\$93,460	-\$106,648, -53.29%

Through the October disbursement, the .45% sales tax has generated \$557,499, on pace for \$668,999 throughout the year. The 2022 debt payment for DeSoto Road is \$388,075. Based on current projections, this would leave \$280,924 toward park improvements this year.

\*A hotel in Lansing was used in 2021 for isolation during the pandemic. Current Transient Guest Tax figures are less but comparable to 2019 figures

Final valuations were completed, and the County recently sent us our finalized mill levy of 36.448. Based on the final mill levy, property taxes on a \$300,000 home would be \$1,257.46, a decrease from \$1,415.57 last year (41.031 mills). One mill in Lansing currently generates \$109,171.72.

**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. One of the family members is in the process of purchasing the property. 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 confusing about the entity that owns the pipe. Staff reached out to a private law firm for assistance on this issue with preliminary positive results. The next step for the project is to acquire easements or permission from landowners to perform geotech work to refine the project cost estimate. 90% plans are under staff review currently. This project would extend sewers to McIntyre Road and include the installation of nearly 9,500 feet of pipe.

A draft report of the flow study and revision to the Wastewater Master Plan will be delivered in the upcoming months.

**Meetings & Announcements:**

The City currently has an opening on the Parks & Recreation Advisory Board.



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The City currently has openings for Police Officer, Parks & Recreation Laborer, and part-time Librarian.

- Thursday, November 3<sup>rd</sup> City Council Meeting, 7:00pm, City Hall
- Tuesday, November 8<sup>th</sup> Special Election-Aquatic Center Sales Tax
- Friday, November 11<sup>th</sup> Veteran's Day-City Offices Closed
- Wednesday, November 16<sup>th</sup> Planning Commission Meeting, 7:00pm, City Hall
- Thursday, November 17<sup>th</sup> City Council Meeting, 7:00pm, City Hall
- Thursday November 24<sup>th</sup> Thanksgiving-City Offices Closed
- Thursday, December 1<sup>st</sup> City Council Meeting, 7:00pm, City Hall
- Sunday, December 4<sup>th</sup> Mayor's Christmas Tree Lighting Ceremony
- Thursday, December 15<sup>th</sup> City Council Meeting, 7:00pm, City Hall
- Wednesday, December 21<sup>st</sup> Planning Commission Meeting

Sincerely,

Tim Vandall