



City of Lansing
800 First Terrace
Lansing, Kansas 66043

City Administrator's Report

December 1, 2022

Agenda Items:

Six positions on the Parks & Recreation Advisory Board were slated to expire on December 31, 2022. Four people have applied for the positions to end on December 31, 2024. The City received applications from Kevin Gardner, Gahvin Frey, Eric Caldwell, and Norine Lauhon for the open positions.

There are three openings on the Tree Board slated to expire on December 31, 2025. The City received three applications, from Bethany Magee, Dale Eikmeier, and Kevin Gardner for the open positions.

The City received renewal requests from several businesses for the renewal of their cereal malt beverage licenses. Pizza Hut at 407 North Main Street, Lansing Quike Stop (formerly Petro Deli) at 601 South Main Street, QuikTrip at 1205 North Main Street, Finish Line at 506 North Main Street, and Woody's Gas Express at 109 4H Road have all submitted the required paperwork and licensing documents to the State. Staff is recommending approval of all cereal malt beverage license renewals.

An executive session for 30 minutes to discuss economic development activities is being requested on Thursday evening.

Public Works:

The asphalt base in front of TSC was completed on November 23rd, which is on schedule and allows for the center island work the week of December 1st. All businesses have had accessibility throughout the duration of the project. We are still hopeful for substantial completion before the end of the year, but there is some concern about laying asphalt when it is too cold or if 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. We plan to have an agenda item at an upcoming meeting to recap and affirm all the smaller change orders previously approved during the project.

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



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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.

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:

Director of Community & Economic Development Matthew Schmitz will brief the Council on the planning for the annual fireworks show on Thursday night. We'd like to verify the proposed date of July 1st with the Council, as well as discuss the location of the event.

Staff received requests to update our previously approved ARPA policy to allow the City to assist commercial and industrial projects. Mr. Schmitz and Mr. Vandall are working to ensure the updated policy would only cover eligible expenses, but can also assist commercial businesses that generate jobs, property taxes, and sales taxes. Once the update is complete, we will bring the updated policy to the Council for approval.

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 confusion 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.



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Meetings & Announcements:

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

- Thursday, December 1st City Council Meeting, 7:00pm, City Hall
- Sunday, December 4th Mayor's Christmas Tree Lighting Ceremony
- Thursday, December 15th City Council Meeting, 7:00pm, City Hall
- Wednesday, December 21st Planning Commission Meeting, 7:00pm, City Hall
- Friday, December 23rd Christmas Even Holiday, Offices Closed Half Day
- Monday, December 26th Christmas Holiday, City Offices Closed
- Friday, December 30th New Year's Eve Holiday, Officed Closed Half Day
- Monday, January 1st New Year's Day, City Offices Closed
- Thursday, January 5th City Council Meeting, 7:00pm, City Hall
- Wednesday, January 18th Planning Commission Meeting, 7:00pm, City Hall
- Thursday, January 19th City Council Meeting, 7:00pm, City Hall
- Thursday, January 26th City Council Work Session, 7:00pm, City Hall

Sincerely,

Tim Vandall