



City of Lansing
800 First Terrace
Lansing, Kansas 66043

City Administrator's Report

March 2, 2023

Agenda Items:

A special meeting to interview the two candidates for City Council is scheduled for 6pm.

Voting to appoint an applicant to the Ward One vacancy is on the special meeting agenda for Thursday night.

A motion to appoint Councilman Clemons to the Leavenworth County Port Authority land search committee is on the agenda.

An executive session for economic development for at least 30 minutes is on the agenda.

Community & Economic Development:

At the February 15th Planning Commission meeting the Planning Commission voted 3-1 to approve a preliminary plat with conditions. The main condition included verifying the City Council was agreeable to a joint driveway at 292 West Gilman (one additional lot). The existing home at 292 West Gilman has had their driveway on city right-of-way for over 20 years based on the property owner dedicating 60' of property for a future roadway in the late 1990s. This will be an action item on the March 16th City Council agenda.

We anticipate demolition of the former ShoeBox building at the corner of Eisenhower/K7 to begin shortly. Once demolition is complete, construction of Take5 Oil Change will begin. Although there may be minor delays, the City is working with the contractor to ensure adjacent property owners have access to their property at all times.

Dirt work has begun for the new dental office south of Mutual Savings. Once complete, this project will house a new 3,500 SF dental clinic; the lot is deep enough to also accommodate a 6,000 SF building on the east side of the lot (to be built at a future date). Access for these properties will be off First Terrace.

Work continues on the townhomes at Fairlane and Santa Fe. The completion date for the 14-unit townhome complex is tentatively scheduled for the summer of 2023. We have been invited to tour the units in May once they are near completion.

Public Works:

We anticipate the K7/Eisenhower project to be completed once asphalt is poured this spring. Unfortunately, we still do not have an exact date yet but should be once the weather becomes warmer. There had been past discussions about the current pavement markings; we had an



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estimate for \$20,330 for temporary markings, which we felt was excessive for something that would be removed and paved over in 1-2 months.

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. No permits will be released from bonds until soil restoration has been accepted.

Work on the Southfork pipe line is 95% complete. The contractor will install more rip-rap and perform cleanup on the area. The added rock to the ramp will help to stabilize the soil.

The consultant for the countywide transportation study will host an open house in the Community Center at 5pm on April 6th; following the open house, they will attend that evening's City Council meeting to update the governing body on their progress.

YTD Sales Tax Update:

	2022 YTD	2023 YTD	Difference
Local Sales & Use Tax (1.45%)	\$168,256	\$185,536	\$17,280, 10.27 %
County Sales Tax	\$81,575	\$80,822	-\$753, -.9%
County Use Tax	\$33,005	\$33,081	\$76, .23%
Guest Tax	\$21,421	\$29,980	\$8,559, 36.96%

The .45% sales tax generated \$57,616 in the first month of 2023, on pace for \$691,392. The 2022 debt payment for DeSoto Road was \$389,475, leaving \$301,917 toward park improvements this year. The new special sales tax for the pool will begin July 1, 2023.

Wastewater:

The City Council approved staff to advertise the Town Centre Sewer Replacement project for bids in the fall of 2023. 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.

The 90% plans for the McIntyre Sewer Interceptor have been reviewed by staff and returned to the design engineer. The next step for the project is to acquire easements or permission from



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landowners to perform geotechnical work and a tree survey to refine the cost estimate. The tree survey has been completed and will be incorporated into the plans. This project will extend sewers to McIntyre Road and include the installation of nearly 9,500 feet of pipe.

Parks & Recreation:

We have tentatively scheduled a ribbon cutting and community open house for Bernard Park on Monday, May 22nd from 6pm-8pm. We'd like the event to feature the national anthem, cutting of a ribbon, tours of the fields, concessions/shaved ice, and Mayor McNeill throwing out a first pitch. We are working to confirm the date.

Several months ago, we briefly discussed the prospect of contracting out our concession stand for the summer. The City requested proposals from interested parties and received one response. We are currently in discussions with the interested company and will attempt to have a contract for concession services at a future meeting. We anticipate this on the April 6th agenda.

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 State of the City and Business Appreciation Lunch is Friday, May 5th in the Community Center! This will be our first event in two years!

The City currently has openings for Police Officer I/II, and Animal Control Officer.

- Thursday, March 2nd Special Meeting, 6:00pm, City Hall
 - Interview Ward One Candidates
- Thursday, March 2nd City Council Meeting, 7:00pm, City Hall
- Wednesday, March 15th Planning Commission Meeting, 7:00pm, City Hall
- Thursday, March 16th City Council Meeting, 7:00pm, City Hall
- Thursday, March 23rd City Council Work Session, 7:00pm
- Thursday, April 6th City Council Meeting, 7:00pm, City Hall
 - Recognition of Citizens Academy Graduates
- Wednesday, April 19th Planning Commission Meeting, 7:00pm, City Hall
- Thursday, April 20th City Council Meeting, 7:00pm, City Hall

Sincerely,

Tim Vandall