



City of Lansing
800 First Terrace
Lansing, Kansas 66043

City Administrator's Report

January 18, 2024

Agenda Items:

Selection of the Council President is on the agenda for Thursday evening. The Council President presides over meetings in the Mayor's absence.

One of the non-potable water pumps at the Wastewater Treatment Plant broke down. This recycled water is utilized in our belt press, reducing the amount of water the City would normally have to purchase. Staff solicited bids for replacement pumps and two bids were received from C&B Equipment for \$24,036 and Cogent Fluid Equipment for \$29,383.29. While higher, staff prefers the Cogent Fluid Equipment bid as they utilize stainless steel housings and impellers. Funds are available in line item 50-05-43301 for this purchase.

The City of Lansing participates in the FEMA National Flood Insurance Program (NFIP) Community Rating System (CRS). Lansing's participation in the program can lead to discounts for residents who purchase flood insurance within the flood plain. Mike Spickelmier will update the City Council and provide a report on community outreach and hazard mitigation.

Resolution B-1-2024 authorizes the City to move forward with the Town Center Sewer Project with funds from the same General Obligation Bond issuance as the pool and McIntyre Sewer Project (thus saving the City on issuance costs). The Town Center Sewer Project was fully designed with all easements acquired in early 2023 but was shelved temporarily when the City received the BASE Grant for the much larger McIntyre Sewer Project. Thankfully, bids for the McIntyre project were lower than anticipated and are offset by the \$1.3 million grant. Construction of the Town Center Sewer Project would replace the sewer line that had cracks, resulting in the recent sewer issues along Ida Street. Based on current estimates, the City can complete both the McIntyre Sewer Project and Town Center Sewer Project for the same price we originally thought the McIntyre Sewer Project would cost. This project is not anticipated to exceed \$1.1 million.

Resolution B-2-2024 authorizes the City to proceed with the sale of General Obligation Bonds. In an effort to save on attorney fees and costs of issuance, three projects were included. These projects include the McIntyre Sewer Project, the Town Center Sewer Project, and the pool. McIntyre and Town Center Sewer projects are planned to be included as a temporary note and paid off in approximately three years. This is possible due to the Wastewater Treatment Plant being paid off later this year. The pool will be funded by a 20-year general obligation bond, paid for by a .45% sales tax.

A 20-minute executive session for economic development is on the agenda for Thursday night.



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Public Works:

We anticipate installation of the new light poles to take place in the next few months. The existing decorative poles on Center Drive were removed the week of October 16th. The islands have been removed, with asphalt being poured the week of November 13th. A total asphalt overlay is not included at this time, but staff is evaluating the pros/cons of including Center Drive in our annual CIP for 2024. Pavement markings are scheduled for the spring or upon completion of full pavement.

Staff has followed up with a property owner about completing the drainage project on Robin Road. Unfortunately, the failing pipe is not within an easement since there was no drainage easement established when Sherwood Forrest was platted as a county-subdivision in the 1980s. In order for the City to complete this project, the property owner would need to grant a utility easement.

The decorative wayfinding signs were installed last week by Young Sign Company. Once the weather permits, we will remove the previous signage to declutter the southern entrance into Lansing and beautify the area when arriving into Lansing from the south. Installation of these two signs will allow the City to remove eight existing wayfinder signs with the green background.

The City is looking to apply for a grant from the KDOT Transportation Alternatives program to fund a 10' trail from Lansing High School to the existing trail that terminates on 4H Road, at the northwest corner of the Wyndham Subdivision. Please note this area has no curb or gutter, which may need to be evaluated as part of our application. We will work to receive community feedback from residents to help support our application. Lansing's Angel Falls Trail was funded by the Transportation Alternatives program.

The Public Works Department has been working with an engineering firm to design minor repairs for the bridge in Bernard Park. Depending on budget considerations, we may schedule the work for 2024. We are also looking to add the LES Crosswalk as an alternate for the annual CIP. Staff is currently working on street evaluations and ratings for mill and overlay in 2024.

Wastewater:

January 2nd clearing began on the residential lots on the west side of K7. The blasting contractor has begun drilling for the placement of charges but has faced some setbacks with drilling equipment. Some pipe has been delivered to the site, however supply chain issues have delayed the delivery of other pipe sizes, as well as precast manholes. A shipping update is expected in late January. Weather has slowed progress this week. Blasting will only be used on vacant land east of K7 Highway. The substantial completion date is listed at November 17th, and final



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completion set for December 17th, 2024. The City is receiving \$1,300,000 in grant funding from the State, and also received \$240,000 from Leavenworth County for engineering design of the project.

Based on favorable bids on the McIntyre Sewer project, staff is recommending proceeding with the Town Center Sewer Project, as well. Current estimates for this project mean the bond issuance would not need to be increased. Additionally, this project would alleviate many of the issues we experienced along Ida Street over the last few months. Authorization to proceed with this project is on the agenda Thursday night.

Update on ARPA Funds:

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)
- \$314,667.73 Water Line Center Drive
- \$503,037.03 ARPA Funds Remaining

We anticipate utilizing ARPA funds to partially fund a storm sewer project next year. We also had a potential multi-use commercial/residential building along K7 inquire about utilizing \$80,000 in ARPA funds to assist with utility work for that project. ARPA funds can also be used for fire equipment. The ARPA funds need to be committed by 12-31-2024 and spent by 12-31-2026.

YTD Sales Tax Update:

The final year-end sales tax updates are below.

	2022 Year End	2023 Year End	Difference
Local Sales & Use Tax (1.45%)	\$2,152,907	\$2,431,676	\$278,769, 12.95%
County Sales Tax	\$1,019,942	\$962,955	-\$56,987, -5.59%
County Use Tax	\$374,361	\$375,517	\$1,156, .31%
Guest Tax	\$93,461	\$104,902	\$11,441, 12.24%

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)

The special sales tax to pay for DeSoto Road and Bernard Park improvements generated \$671,405 this year.

The special sales tax for the aquatic center, which began on July 1st generated \$282,565 this year.

Staff is currently working to finalize 2023 year-end figures.

Community & Economic Development:

A portion of concrete pavement in the alley east of Take5 Oil was poured last week, but the project is not yet complete. Once the existing pole is removed, the final concrete pours will take place. Curbing in the alley was poured so while the alley is not completed, you get an idea of the layout further west. The City recently paved the southern portion of the alley, which was discussed in a City Council meeting back in 2022.

The preliminary plat for The Dunes was approved by Planning Commission at their December meeting. The final plat will be heard at the January 17th Planning Commission meeting, followed by final approval at a future City Council meeting. This subdivision includes eight large estate lots, which would be on septic systems.

Zimmerman Properties anticipates closing on the 4.7 acre parcel the final days of January or first days of February. If a February closing date is anticipated, we may need a brief special meeting prior to the January 25th work session to extend the closing date by a week.

Surplus Equipment:

The 2015 Ford Explorer with transmission issues sold for \$4,600 on public auction.

Meetings & Announcements:

The annual Chamber of Commerce Banquet is the evening of February 16th. Please let me know if you'd like to attend on behalf of the City. Spouses have attended in the past, as well. Please let me know so the City can reserve tables if necessary.



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There are currently openings for Police Office (I/II). There are two openings on the Tree Board, and numerous openings on the Building and Plumbing Trade Boards of Appeal.

The Vice President and Treasurer of the Lansing Historical Society have reached out to reopen the lines of communication regarding the plans to utilize the Lansing Correctional Facility for tours and a museum. The independent 501C3 for the Regional Prisons Museum was disbanded in 2019, with funds being disposed of according to the by-laws of the organization. We anticipate future meetings with the Historical Society as their plans become clearer.

- Wednesday, January 17th Planning Commission Meeting, 7:00pm, City Hall
 - Final Plat, Sunningdale Estates (8 lots)
- Thursday, January 18th City Council Meeting, 7:00pm, City Hall
- Thursday, January 25th City Council Work Session, 7:00pm, City Hall
 - Public Works & CIP Overview
- Thursday, February 1st City Council Meeting, 7:00pm, City Hall
- Wednesday, February 14th Planning Commission Meeting, 7:00pm, City Hall
- Thursday, February 15th City Council Meeting, 7:00pm, City Hall
- Monday, February 19th President's Day, City Offices Closed
- Thursday, February 29th City Council Work Session, 7:00pm, City Hall
 - Development Trends/Ideas/Guidance & UDO
- Saturday, March 2nd City Council Strategic Planning Event-Time tbd, City Hall
- Thursday, March 7th City Council Meeting, 7:00pm, City Hall

Sincerely,

Tim Vandall