



City of Lansing
800 First Terrace
Lansing, Kansas 66043

City Administrator's Report

April 6, 2023

Agenda Items:

Jeff McKerrow with Kimley Horn will be present to update the City Council on the progress of the countywide transportation study. They will also be hosting an open house for the public Thursday evening in the Community Center prior to the 7:00pm City Council meeting.

Mayor McNeill will recognize the six graduates from this year's Lansing Citizens Academy class.

Sands Construction submitted a request for the City to cover an increase in the amount of \$28,578 for the cost of asphalt due to the jump in fuel prices last year. If approved, there would still be savings as a result of a \$46,235 credit from the cost of running electricity being less than originally bid. In addition to the option of approving or denying the request, staff suggested additional work at Bernard Park that was not a part of the original contract could be completed to offset their losses. For instance, the existing parking lot is deteriorating and Sands Construction has given us a figure to repair the parking lot. They have also given us an estimate for installation of a gate, a flagpole and a 10' wide sidewalk that would tie in with an existing sidewalk east of the T-ball fields. The additions would total \$212,709.

The City budgeted up to \$25,000 last summer for the purchase of a digital mobile message board. Staff received two bids, with the recommended bid coming from C-Hawkk Construction out of Eudora, Kansas for \$20,170. The unit can be used by multiple departments for road closures, wastewater issues, or citywide events. The cost will be split between Public Works and Wastewater Departments.

Bids for the City's annual Pavement Preservation Program were opened on March 30th. The low base bid came from Little Joe's Asphalt out of Bonner Springs for \$866,513.15. \$202,011 of the base bid will be for concrete curb repairs. We have also included an alternate to pave the alley west of North 2nd Street near East Eisenhower, near where commercial redevelopment is occurring. We are including a 5% project contingency in the motion for a total cost of \$928,686. Funds for this will come from Fund 70, the Capital Improvement Fund.

In early 2023, staff released a Request for Proposals for contracting out concession services at Bernard Park this summer. The City received one response, from Jarvy's Shaved Ice. Jarvy's would be responsible for staffing and stocking the concession stands at the fields all summer, and would compensate the City with 10% of sales at the conclusion of the season. They have provided the City with proof of their liability insurance.



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An Arbor Day proclamation is on the agenda.

Community & Economic Development:

Demolition of the old Shoe Box building took place on March 9th. Construction of Take5 Oil Change will begin shortly. 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.

Footings and foundation work has begun at 670 Main St. Once complete, this project will house a new 3,500 SF dental clinic; the lot is deep enough to also accommodate a large commercial 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/June once they are near completion.

YTD Sales Tax Update:

	2022 YTD	2023 YTD	Difference
Local Sales & Use Tax (1.45%)	\$515,246	\$532,415	\$17,169, 3.52%
County Sales Tax	\$252,356	\$247,360	-\$4,996, -1.98%
County Use Tax	\$97,613	\$96,362	-\$1,251, -1.28%
Guest Tax	\$21,421	\$29,980	\$8,559, 36.96%

The .45% sales tax has generated \$165,049 in the first three months of 2023, on pace for \$661,972. The new special sales tax for the pool will begin July 1, 2023, raising Lansing's overall sales tax rate to 9.4%.

Public Works:

Final milling and paving will take place this week. Once complete, final pavement markings will be installed. Sod in areas that were torn up was installed last week.

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

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



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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.

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 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.

Spring Parks & Recreation soccer registration figures are below.

Division	2022 Spring Participants	2023 Spring Participants
Under 6	68	45
Under 8	100	91
Under 10	92	60
Under 12	49	61
Under 14	42	34
Total	351	291

Construction and installation of the new doors on the south side of the Lansing Activity Center is nearly complete. The doors are functional, but some cosmetic items need to be finalized and completed before final payment will be issued.

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.



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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! Ichiban will be catering the event.

The City currently has openings for two seasonal parks laborers, full-time Librarian, Police Officer I/II, and Animal Control Officer.

- 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
 - Potential Rezone-Town Center Apartments
- Thursday, April 20th City Council Meeting, 7:00pm, City Hall
- Thursday, April 27th City Council Work Session, 7:00pm, City Hall
- Thursday, May 4th City Council Meeting, 7:00pm, City Hall
- Friday, May 5th Mayor's State of the City/Business Appreciation Lunch
 - Lansing Community Center
- Saturday, May 6th Fishing Derby, Bernard Park
- Wednesday, May 17th Planning Commission Meeting, 7:00pm, City Hall
- Thursday, May 18th City Council Meeting, 7:00pm, City Hall
- Monday, May 22nd Bernard Park Ribbon Cutting & Open House, 6pm-8pm

Sincerely,

Tim Vandall