



City of Lansing
800 First Terrace
Lansing, Kansas 66043

City Administrator's Report
October 20, 2022

Agenda Items:

Proclamations for Kansas Reads to Preschoolers Month and Military Retiree Appreciation Day are on the agenda.

Wastewater Director Zell will provide an update to the City Council on current wastewater projects.

A bid from RE Pedrotti Company to replace the gas monitoring system at the wastewater treatment plant for \$17,110 is on the agenda. The previous system was 17 years old and many of the controls for the system are no longer available. Funds are available for this replacement in the Wastewater Utility Fund. Director Zell will be present to answer any questions from the governing body.

The motor and gearbox for an aeration basin was taken to a shop for diagnosis, cleaning, and a repair estimate. The mechanical contractor has recommended the replacement of the motor with a current model, while the gearbox could be repaired and put back into service. Replacing the motor comes at a total cost of \$25,722.22. Staff is also recommending the replacing of damaged and worn gearbox components for a total cost of \$78,847.73. The lead time of the parts to complete the repairs is 16-18 weeks. Funds for the repairs and replacement are available in the Wastewater Utility Fund.

Lan-Del extended a water line to Bernard Park to service the new baseball and softball fields. A permanent easement for the water line needs to be granted to Lan Del to allow for future maintenance and repair of their water line. We discussed this several months ago at the outset of the Bernard Park improvements. A motion to approve the water line easement for the Mayor's signature is requested.

Department heads submitted two pieces of equipment for replacement in 2023. The first item to be replaced is a 2007 Ford E350 15 passenger van, proposed to be replaced with a ½ ton 4x4 pickup. This vehicle is currently used for the Administration Department. The second item to be replaced is a nonoperational Kubota tractor. Parks & Recreation and Public Works/Streets are proposing to replace this item with a functional medium sized tractor not to exceed \$65,000. Authorizing these two items allows staff to begin the process of getting formal bids; as both items are over \$15,000, they will need to be brought back to the City Council in early 2023 for final purchase approval.



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Public Works:

The closure at K7/Eisenhower began the morning of October 14th and is slated to take one week. The closure allows the contractor to move more quickly and provides a safer work zone for the crews. All businesses have accessibility throughout the closure and detour, as the Eisenhower entrances were operational. Lansing Police Department has paid special attention to the area during the closure. All improvements north of the intersection are scheduled to be complete by the end of October.

Clearwave Fiber has been issued 13 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.

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.

The Traffic Impact Study (TIS) for Take 5 Oil Change was approved by KDOT with no exceptions. Lansing's staff has reviewed the TIS and concurs with KDOT that there would be no significant adverse impacts.



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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:

	2021 YTD	2022 YTD	Difference
Local Sales & Use Tax (1.45%)	\$1,365,647	\$1,652,050	\$286,403, 20.97%
County Sales Tax	\$737,258	\$769,254	\$31,996, 4.34%
County Use Tax	\$216,542	\$293,392	\$76,850, 35.49%
Guest Tax	\$174,626	\$59,837	-\$114,789, -65.73%*

Through the September disbursement, the .45% sales tax has generated \$512,136, on pace for \$682,847 throughout the year. The 2022 debt payment for DeSoto Road is \$388,075. Based on current projections, this would leave \$294,772 toward park improvements this year.

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

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.



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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 openings on the Parks & Recreation Advisory Board and the Tree Board.

- Thursday, October 20th City Council Meeting, 7:00pm, City Hall
- Wednesday, October 26th Planning Commission Meeting, 7:00pm, City Hall
- Thursday, October 27th City Council Work Session, 7:00pm, City Hall
 - Procedural Review of Next Steps-Interlocal Agreement
- Saturday, October 29th Spooky Center, Activity Center
- Thursday, November 3rd City Council Meeting, 7:00pm, City Hall
- Tuesday, November 8th Special Election-Aquatic Center Sales Tax
- Friday, November 11th Veteran's Day-City Offices Closed
- Wednesday, November 16th Planning Commission Meeting, 7:00pm, City Hall
- Thursday, November 17th City Council Meeting, 7:00pm, City Hall
- Thursday November 24th Thanksgiving-City Offices Closed
- Thursday, December 1st City Council Meeting, 7:00pm, City Hall
- Sunday, December 4th Mayor's Christmas Tree Lighting Ceremony

Sincerely,

Tim Vandall