



City of Lansing
800 First Terrace
Lansing, Kansas 66043

City Administrator's Report

May 6, 2021

Agenda Items:

The appointment of Karen Averill, Ernest Young Jr, and Wendy Vodarick to the Library Advisory Board is on the agenda. All three applicants were unanimously recommended by the current board.

The Chairman of the Leavenworth County Port Authority, Greg Kaaz, will be present to brief the City Council on the need for a county-wide transportation study. The LCPA is speaking to every entity in the County and is requesting \$30,000 from Lansing. The total study is estimated to cost \$450,000. The proposed study would create an overall priority list and outline ways to improve transportation throughout Leavenworth County. Additionally, the LCPA anticipates a greater likelihood of receiving grants if all cities work together on projects like this study.

Bids for our annual pavement preservation program were opened on April 27th and discussed with the City Council at the April 29th work session. The low bid came from Little Joe's Asphalt, Inc out of Bonner Springs. The base bid came in at \$444,429. The three alternates, which include the northern portion of Hickory Trail, the southern portion of Pebble Beach Drive, and 140th Street brought the total to \$512,446.85. The total amount of \$512,446.85 is significantly less than we budgeted for 2021. With Council approval, staff could also add four additional streets in the Stonecrest area if the contractor maintains the unit price.

The sidewalk reimbursement policy discussed at the April 29th work session is on the agenda for approval. This policy would assist property owners with 50% of the cost of the sidewalk. Initially, we plan on allocating \$2,000/year for this program.

The City received four responses to our request for proposals for the Parks & Recreation Master Plan design. The selection committee, composed of staff, members of the PRAB, and two Council members, selected the firm with the best proposal. In the agenda materials is a contract with Vireo for design services to implement the Parks & Recreation Master Plan. This contract does not include bidding services or construction inspection yet, as we wanted to wait until this fall to proceed with bidding in order to ensure we are ok moving forward with issuing debt and making the improvements. The design work would be paid for with the .45% sales tax and reserves from the Special Parks & Recreation Fund.

A request to assist with structure removal at 1101 North 2nd St is on the agenda. Total costs for this demolition amount to \$7,000, with the City's portion at \$3,500.



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Ordinance 1061 amends the future land use map. Of note, the property commonly referred to as Lost 80 Park is changing from "Civic/State Property to Single Family, and property along West Mary Street is shifting from High-Density Residential to Single Family Residential. Minutes from the Planning Commission meeting where this was discussed are included in the agenda materials.

Community & Economic Development:

Harbor Freight should break ground this week. They recently paid off the balance of the previous special assessment on the property, which paid for drainage and dirt work on the lot back in 2006. They also applied for Neighborhood Revitalization, which will rebate them the value of the improvement on their property taxes over the next ten years, de-escalating each subsequent year after the first six years. Inspection services on this project will be provided by IBTS.

The new Mutual Savings Association building on K7 is complete and open.

The parking lot has been installed at Club Carwash at 380 West Eisenhower. Sod was installed last week. We anticipate an opening in the near future.

Public Works:

Utility coordination permits have been submitted to KDOT for the K7/Eisenhower intersection project. The land acquisition consultant has also begun contacting property owners. To ensure there are no delays, Leavenworth and Lansing are looking to pre-bid the traffic signals to ensure they are on site when needed by the contractor. The materials would be stored until needed in the Lansing or Leavenworth shop. The utility plans call for boring near TSC toward ShoeBox, placing the Evergy lines underground and decluttering the intersection a bit. The box culvert under Eisenhower will need to be extended, which was not part of the initial engineering scope. The additional work for the box culvert adds approximately \$11,000 in engineering fees to each Lansing and Leavenworth. We are anticipating a bid date this summer, with completion currently slated for mid-2022. Since this is a project where space is at a premium, KDOT gave approval to a slight lane shift along with lane narrowing from 12' to 11'. Recent construction estimates have the project coming in around \$1.5Million. Our KDOT grant will cover 80% of the construction, with Lansing covering the remaining 2/3 and Leavenworth covering the final 1/3. There will be other costs associated with the project, including land acquisition, utility relocation, and engineering, which KDOT will not contribute.

KDOT is calculating final quantities from the DeSoto Road project. While the engineer's asphalt calculations were underestimated resulting in increased costs for the City, other quantities were overestimated, so the amount we'd be responsible for should be less than we



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originally anticipated. We are also anticipating the asphalt subcontractor to do an asphalt sealer application very soon.

The street crew is nearly complete with street sweeping. The Street Department has also been patching potholes and will begin crack sealing once asphalt becomes available.

Wastewater:

The Ward One Sewer Project is 100% complete. Seed has begun to germinate, the fence has been replaced, and a final inspection is scheduled for May. This will be the final update on the project.

Sales Tax Update:

	2020 YTD	2021 YTD	Difference
Local Sales & Use Tax (1.45%)	\$492,762	\$546,526	\$53,764 (10.91%)
County Sales Tax	\$299,702	\$309,901	\$10,199 (3.4%)
County Use Tax	\$78,054	\$87,983	\$8,261(13.5%)
Guest Tax	\$29,499	\$55,277	\$25,778 (87.39%)

The .45% sales tax has generated \$169,423 thus far in 2021, on pace for \$508,269 by the end of the year. DeSoto Road debt this year is slated for \$386,275.

Assuming a projected cost of \$5million for park improvements, we would anticipate annual debt payments over twenty years to be just over \$300,000/year, with slight variations based on the final bid and interest rates. Assuming conservative sales tax revenue growth over the next several years, we would anticipate utilizing approximately the remaining \$140,000-\$150,000/year from the .45% special sales tax and \$150,000-\$160,000 from the Debt Service Fund to fund the park improvement debt service.

Library:

Thank you and congratulations to the Friends of the Library for another successful book sale!

The Lansing Community Library Imagination Library launch is going well and the first books will be delivered to children in the area in June. Families can register their children at the Library. Through generous donations from community members during Library Giving Day, we raised \$365 for the program.

The Library is hosting Kansas Humanities Council presentation, Literature Across Kansas, on May 20th. This presentation will examine how authors like Turman Capote, Frank Oz, Langston Hughes, and Laura Ingalls Wilder have shaped how we feel about Kansas and how others see us.



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Meetings & Announcements:

The City is planning on auctioning off surplus equipment on PurpleWave.com this month. Items to be auctioned off include a nonfunctional Kubota mower, two 2011 Dodge Chargers (one PD, one P&R), a 2012 Dodge Charger, a 1992 F700 dump truck, a 2005 Ford Ranger, a box broom for skid loader, and a tailgate chemical sprayer.

We are currently accepting employment applications for Parks & Recreation Maintenance and Administrative Assistant in the Community & Economic Development Department.

We have volunteer openings for Tree Board and PRAB.

- Thursday, May 6th City Council Meeting, 7:00pm, City Hall
- Wednesday, May 19th Planning Commission Meeting, 7:00pm, City Hall
 - Potential Site Plan
 - Text Amendment Regarding Apiaries
- Thursday, May 20th City Council Meeting, 7:00pm, City Hall
- Friday, May 21-May 22 Citywide Garage Sale
- Saturday, May 22nd Fishing Derby, Bernard Park
- Thursday, May 27th City Council Work Session, 7:00pm, City Hall
 - Budget Discussion & Overview of Street Fees
- Thursday, June 3rd City Council Meeting, 7:00pm, City Hall

Sincerely,

Tim Vandall