



City of Lansing
800 First Terrace
Lansing, Kansas 66043

City Administrator's Report

November 21, 2024

Agenda Items:

A voluntary annexation is being requested for three tracts of property on East McIntyre, totaling 144 acres. The property is proposed to be residential. The future land use map of the City lists the property as "Rural Residential." The western portion of the parcel(s) abut City limits, and the McIntyre sewer line is within close proximity. Additionally, McIntyre Road was recently improved by Leavenworth County within the last five years. The annexation is conditional, meaning if the plat is not approved, if public services are not available, or if the RHID program is not extended to the parcel, the parcels can be de-annexed.

The Memorandum of Understanding which outlines the asset distribution for the assets of Leavenworth County Fire District #1 is on the agenda. This agreement has been crafted over the last two months, with assistance from Councilmen Clemons and Kirby, as well as Delaware Representative Tom Dials. Staff also received helpful feedback and buy-in from the incoming Fire Chief Joe Gates. A list of the equipment to be received by Lansing and Delaware is included in the agenda memo. Leavenworth County Fire District #1 also has unallocated funds in the Kansas Municipal Investment Pool, which is anticipated to be around \$846,000. The unallocated funds currently in KMIP would be distributed based on each entity's valuation.

A construction observation services contract with Monarch Engineering for the Town Center Sewer Project is on the agenda. Monarch Engineering has conducted inspection services for the City on our recent sewer projects, as well. Wastewater Director Zell has also inquired with other firms to receive estimates for inspection fees, and \$85/hour is significantly less than other engineering firms.

Following its tabling at the November 7th City Council Meeting, the RHID policy is on the agenda. Staff worked to update Section 1, subsection 4, which previously stated \$2,500 as the maximum rent amount. The new wording states, "*Monthly rent of a dwelling unit owned and operated by the developer, shall not exceed 30% of the 4 Persons, 100% Moderate Income Housing Income Range, as published each year by the Kansas Housing Resource Corporation (KHRC). Households shall not be restricted by Moderate Income Housing Income limits.*" Please note this is a not to exceed amount. Comparable newer rental units vary \$1,500-\$2,200, often depending on the unit's features, often including whether or not the units have a garage. The City's RHID Resolution, approved by the City Council on August 1st, was affirmed by the State Department of Commerce last month. Staff worked with developers and interested parties to create the RHID policy, which lays the groundwork for expectations, but also gives the City Council the authority to veer from the policy when it benefits the community. The policy also



City of Lansing
800 First Terrace
Lansing, Kansas 66043

requires the developer and City to enter into a development agreement, meaning details of the development need to be agreed upon by all parties to be a part of the City's RHID program. The City's resolution from August 1st listed various properties throughout town, including the three parcels encompassing the Fairway Estates parcels, the Fairlane Townhomes, the Fawn Valley parcel east of City Hall, as well as the City owned property at West Mary & DeSoto. Since approval of the RHID resolution and the City's housing study, other parcels have been researched for future housing development, including some parcels presently outside of city-limits. The RHID program has been successful in several communities on the fringe of the Kansas City metro helping to spark more attainable housing. More information about the program can be found at <https://www.kansascommerce.gov/program/community-programs/rhid/>

Representatives from the Frontier Museum will be present Thursday night to request a letter of support for their museum.

Police Lieutenant Mike Dickason will be promoted to Captain Thursday night. Captain Dickason joined the LPD in July 2007.

Wastewater:

The McIntyre Sewer Project is substantially complete, with only punch list items remaining. All performance testing is completed. This project was paid for partially by a GO Bond, a \$1.3Million grant from the State of Kansas, and Leavenworth County also contributed \$240,000 for design. Grant closeout through the Kansas Department of Commerce is ongoing.

A draft report on the Inflow/Infiltration Project is under staff review, with a review meeting scheduled for October 23rd. All fieldwork is complete, including the few sewer mains that needed to have roots cut out and reinspected. Several buried manholes have also been located within the project area, which have now been located, and a small project will be bid in October to raise those to grade so inspections can be performed. This project will identify defects and repairs in the collection system that contribute to excessive flows during heavy rain events.

Easement exhibits and ownership reports for the Ida/Gamble Sewer Relocation project are wrapping up and will be forwarded to an appraiser for evaluation. 30% plans are expected the first week of September. This project will relocate sewers near this intersection that are oversized for the current flows to the new 7 Mile Creek 36" interceptor.

Public Works:

Staff is working to receive bids to repair/replace a rusting stormwater pipe. The pipe is located near the gas station along 4H Road. Staff is considering utilizing a pipe liner to avoid road closures.



City of Lansing
 800 First Terrace
 Lansing, Kansas 66043

Staff recently worked with an engineer to develop plans to make improvements to the bridge at Bernard Park. Staff will work to bid the project out in early 2025 and ensure the work takes place during non-peak months.

YTD Sales Tax Update:

The year-to-date sales tax updates are below.

	2023 YTD	2024 YTD	Difference
Local Sales & Use Tax (1.9%)	\$1,956,613	\$2,347,359	*\$390,746
County Sales Tax	\$810,715	\$756,743	-\$53,972, -6.66%
County Use Tax	\$314,736	\$317,614	\$2,878, .91%
Guest Tax	\$104,902	\$70,992	-\$33,910, -32.32%

*The 2024 year-to-date figure includes the new sales taxes all ten months, while at this point last year the new sales tax rate had only been collected for four month. When excluding the new sales tax for the pool, our local sales tax figures have decreased from 2023.

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% TOTAL
- 1% Community Improvement Dist. (Mainstreet Chrysler Dodge Jeep Ram property only)

The special sales tax to pay for the Aquatic Center has generated \$563,366 through the first ten months of the year. The special sales tax to pay for DeSoto Road and Bernard Park Improvements also generated \$563,366 (both special sales taxes are for the same amount, .45%). Both of these special sales taxes are on pace to generate \$676,039 this year, which pays off the debt for both projects.

Meetings & Announcements:

There are multiple openings for Police Officer I/II. Starting pay for police officers is \$50,107/year, with opportunities for overtime. Officers with experience, education, or certification can be started higher on the pay scale. Additionally, the City offers a \$3,000 sign-



City of Lansing
800 First Terrace
Lansing, Kansas 66043

on bonus for new, uncertified police officers! The City has also begun advertising for Firefighter positions. Finally, there is also a part time opening in the Library. Interested candidates can apply by clicking on the “How Do I?” tab under the website homepage and clicking job opportunities.

The Volunteer Dinner is scheduled for Tuesday, January 7th in the Community Center.

The City has hired Joe McGuire as our incoming Pool Director. Mr. McGuire is currently the Assistant Swim Coach for the University of St Mary, and also coaches swimmers on Fort Leavenworth. We are currently working to hire the Assistant Directors and will begin the process of hiring lifeguards in early 2025. The pool is currently on pace to open over Memorial Day weekend 2025.

Staff was recently invited to a meeting of the Lansing Historical Society to review the results of the Kansas Penitentiary Tours. The tours were a resounding success! Tours are presently stopped in the winter months but slated to begin again on March 1st and can be booked on www.LansingKansasHistory.com. The Historical Society and the City plan to work on a policy which assists them in their mission, which would also boost tourism and revenue in Lansing. The Historical Society is already referring travelers to local restaurants, gas stations, and lodging.

- Thursday, November 28 Thanksgiving Holiday, City Offices Closed
- Friday, November 29 City Offices Open
- Sunday, December 1 Mayor’s Christmas Tree Event, Lansing Middle School
- Thursday, December 5 City Council Meeting, 7:00pm, City Hall Tentative
- Wednesday, December 18 Planning Commission Meeting, 7:00pm, City Hall
- Thursday, December 19 City Council Meeting, 7:00pm, City Hall
- Wednesday, December 25 Christmas Holiday, City Offices Closed
- Wednesday, January 1 New Year’s Day Holiday, City Offices Closed
- Thursday, January 2 City Council Meeting, 7:00pm, City Hall
- Tuesday, January 7 Annual Volunteer Dinner, Community Center

Sincerely,

Tim Vandall