



City of Lansing
800 First Terrace
Lansing, Kansas 66043

City Administrator's Report
September 19, 2024

Agenda Items:

The Fire Protection Service Agreement and an exhibit outlining contract deliverables is included on the agenda. This agreement was originally based on a nearby City's contract with an adjoining township. Councilmen Clemons, Kirby, and former Councilman Majure were active participants in the contract formation. Please note this contract is 10 years, which provides consistency to both Lansing and Delaware. Additionally, funds provided by Delaware Township cannot be used for any other than fire protection and must remain in the separate Fire Protection fund. Representatives from each party will meet at least three times a year to discuss the state of fire protection in Delaware and Lansing and review mission capabilities.

Ordinance No. 1118 updates the fine, bond, court fees and cost schedules set by the Municipal Court Judge. K.S.A. 12-4305 requires adoption of these schedules by ordinance to implement any changes.

Ordinance No. 1119 adopts the 2024 Standard Traffic Ordinance for Kansas, 51st Edition, published by the League of Municipalities with changes as outlined in the ordinance. This is an annual procedure for updated the Lansing traffic code.

Ordinance No. 1120 adopts the 2024 Uniform Public Offense Code Ordinance for Kansas Cities, 40th Edition, published by the League of Kansas Municipalities with changes as outlined in the ordinance. This is an annual procedure for updating the Lansing code of public offenses.

Ordinance No. 1121 adopts the updated fee schedule for services charges and fees for various departments. Please note, pool fees are included in this ordinance.

Ordinance No. 1022 amends the regulations of storage and sale of fireworks within the City. City Clerk Tish Sims and Asst City Clerk Leslie Welch researched the rules and regulations for other cities to ensure Lansing was on par with other communities. This clarifies wording for structures, adds additional signage regarding no smoking within 150' of said structure, and updates the City departments responsible for inspections (Community & Economic Development Director & Fire Chief).

Per previous discussions, a motion to reclassify payments made to JM Fahey in the amount of \$374,456.55 to the ARPA fund to offset the cost of the 2024 mill and overlay program is on the agenda. This will wrap up the remaining American Rescue Plan Act funds for the City, meaning we will not encumber any funds into 2024. Since funds were previously transferred from the General Fund to CIP for the roadwork, those funds can now be used for the purchase of fire



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related equipment. Additionally, staff is working with the incoming Fire Chief to evaluate different types of equipment that may be needed prior to January 1st.

A motion to approve a \$25,000 allocation to the Lansing Historical Society is on the agenda for tours at the old Lansing Correctional Facility. This would provide seed money for the organization as the tours begin. Staff will work with the historical society to create a policy to provide future funding to the museum based on the tourism attendance and utilization of businesses in Lansing.

Wastewater:

The McIntyre Sewer Project is substantially complete, well ahead of schedule. All performance testing is completed. Final permanent seeding will be completed this fall during the seasonal seeding window. 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.

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.

The Town Centre Sewer Replacement Project should be bid this month, with the bid opening taking place in early October. This is a comparatively smaller project compared to some of our recent projects, with a construction timeline of 120 days.

All fieldwork is complete for the Inflow and Infiltration mitigation project, except for a few sewer mains that need to have roots cut out, which is scheduled for mid-September. A draft report with recommendations will be presented this fall. This project will identify defects and repairs in the collection system that contribute to excessive flows during heavy rain events.

Public Works:

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

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 the future and ensure the work takes place during non-peak months.



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New wayfinder signs from Young Sign Company were installed two weeks ago. In addition to the new wayfinder signs, older olive-green signs were removed on northbound and southbound traffic, decluttering and beautifying the signage near the intersection.

YTD Sales Tax Update:

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

	2023 YTD	2024 YTD	Difference
Local Sales & Use Tax (1.9%)	\$1,254,321	\$1,590,989*	*
County Sales Tax	\$646,382	\$606,028	-\$40,354, -6.24%
County Use Tax	\$260,861	\$248,124	-\$12,737, -4.88%
Guest Tax	\$76,178	\$56,126	-\$20,052, -26.3%

*The 2024 year-to-date figure includes the new sales taxes all eight months, while at this point last year the new sales tax rate had only been collected for two 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 \$442,526 through the first eight months of the year. The special sales tax to pay for DeSoto Road and Bernard Park Improvements also generated \$442,526 (both special sales taxes are for the same amount, .45%). Both of these special sales taxes are on pace to generate \$663,789 this year, which pays off the debt for both projects.

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. The ARPA funds need to be committed by 12-31-2024 and spent by 12-31-2026.



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- \$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

Meetings & Announcements:

There are multiple openings for Police Officer I/II. Interested candidates can apply by clicking on the “How Do I?” tab under the website homepage and clicking job opportunities. Starting pay 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-on bonus for new, uncertified police officers!

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

Staff is coordinating with all of the contractors for the repairs and improvements to City Hall. Staff is also working to coordinate with Midwest Coating to discuss cutting overflows into the roof to see if they can coat the openings to ensure the overflows do not void our warranty and remain watertight.

The City is pleased to welcome Chief Joe Gates as the permanent Fire Chief effective January 1, 2025. Mr. Gates currently serves as Interim Fire Chief of Leavenworth County Fire District #1.

We are hopeful City Hall will be near completion in four to six weeks. We have had minor change orders thus far. Mainly, the bid package included replacing the Council dais and all window ledges that had water damage. This would have led to half the window ledges in City Hall having new Formica and the others having old Formica. To create consistency, we authorized the contractor to update all window ledges, which added \$9,000 to the bid.

We are tentatively scheduling October 3rd as a day for True North Market Insights to brief the City Council about the results of the citizen survey.

- Wednesday, September 18 Planning Commission Meeting, 7:00pm, Lansing Library
- Thursday, September 19 City Council Meeting, 7:00pm, Lansing Library
- Thursday, September 26 City Council Work Session, 7:00pm, Lansing Library
- Thursday, October 3 City Council Meeting, 7:00pm, Lansing Library



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- Wednesday, October 16 Planning Commission Meeting, 7:00pm, Lansing Library
- Thursday, October 17 City Council Meeting, 7:00pm, Lansing Library
- Saturday, October 19 Fall Festival, Angel Falls Trail
- Thursday, October 24 City Council Work Session, 7:00pm, Lansing Library
 - Moved from 10-31 due to Halloween
- Saturday, October 26 Spooky Center, Lansing Activity Center

Sincerely,

Tim Vandall