



City of Lansing
800 First Terrace
Lansing, Kansas 66043

City Administrator's Report

August 3, 2023

Agenda Items:

Ordinance No. 1098, for sewer and solid waste assessments, is on the agenda. Approval of this ordinance would constitute a lien against the 52 properties that are delinquent. The 52 properties are currently \$73,330.39 delinquent. This ordinance is not submitted until August 25th, so residents who pay or set up a payment plan prior to that date can be removed from the list.

Ordinance No. 1099 is an ordinance levying assessments for unpaid charges relating to removal of weeds and vegetation on the property. The parcel's amount totals \$448, including a \$100 administrative fee for staff time.

Resolution B-2-2023 is on the agenda for Thursday evening. Land acquisition for the McIntyre sewer project is commencing. The City will work through discussions with all property owners and make every reasonable effort to obtain the easements through negotiations. If negotiations are unsuccessful, Resolution B-2-2023 clears the way to later enact a condemnation ordinance listing any specific easements that cannot be obtained through negotiation.

A motion to authorize staff and Skeen's Consulting got complete easement acquisition activities for the McIntyre project is on the agenda. A summary of the impacted parcels is included, along with a financial summary is included on the agenda. It is worth noting this project entails temporary construction easements, permanent easements, and cost to cure items, which in this case is mostly trees. Funds for land acquisition are available in the Wastewater Utility Fund. The total project will be reimbursed \$1.3 million from the State of Kansas.

A motion to authorize the Mayor to sign an addendum to the City Administrator's contract based on a satisfactory performance evaluation is on the agenda.

Some notable projects have approaching bid openings, including the Town Center Water Line project on August 2nd, Valley Drive & 4H storm sewer replacement on August 9th, and the Town Center upgraded lighting and island removal on August 30th.

Update on ARPA Funds:

The City currently has \$817,704.76 remaining in ARPA Funds. The funds need to be committed by 12-31-2024 and spent by 12-31-2026. A summary of the total amount received from the federal government, and what we have spent the funds on is below.

- \$1,823,526.76 American Rescue Plan Act Funds Received
- \$800,000 High Speed Internet in Lansing



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- \$90,822 Sewer Improvements near Fairlane
- \$80,000 Sewer Improvements near First Terrace
- \$35,000 Economic Development Data (Buxton)
- \$817,704.76 remaining.

At previous City Council meetings, we had discussed utilizing ARPA funds for the Town Center water line. We have also had residential developers reach out to us regarding sewer lines to assist and promote residential growth. There are also other near-shovel ready projects that could be completed in 2024.

2024 Budget:

The City Council held a budget work session on June 29th. The preliminary budget shows the mill levy decreasing from 36.448 to 34.85 mills. The mill levy in 2021 was 41.571, so the mill levy would decrease 6.721 mills between 2021 and 2024. An example of how this would break down on a \$300,000 home that increased valuation by \$15,000 is below:

- \$300,000 Home x .115 x 36.448(current mill levy)/1,000=\$1,257.46 City Property Taxes
- \$315,000 Home x .115 x 34.850 (proposed mill levy)/1,000=\$1,262.44 City Property Taxes

Public Works:

The Clearwave permit has been closed out, with the remaining items being resolved over the last few weeks. The AT&T permit is still open, so please reach out to us if there are additional items needing to be resolved.

Concrete work and mill & overlay are in full swing! We are hopeful the vast majority of the project will be complete by the time school begins in August. Pavement markings have not yet been installed. Evaluating streets and curb for next year's CIP will begin in October.

Public Works has been assisting the Community & Economic Development Department for the access of Take5 Oil. As discussed in the Planning Commission and City Council meetings last year, they are planning to repave areas that are already paved. The alley has been in its current position and alignment since at least 1966.

Wastewater:

A draft of the flow study and revisions to the Wastewater Master Plan were submitted to staff and are currently under review by Director Zell. A review meeting will be scheduled to refine the draft in August, with a presentation before the City Council in September.



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Geotech work for the McIntyre Interceptor Sewer Project will conclude by August 4th. Valbridge Property Advisors have submitted appraisal costs for council consideration, which is on the agenda for August 3rd. After approval, property acquisition will be performed by staff and Skeens Consulting group, which should take approximately 90 days. Front end bid documents are near completion, and final plans will be sent to KDHE once the downstream aerial crossing design is complete. Upon full completion, this project would extend sewers to McIntyre Road and include installation of nearly 9,500' of pipe.

Staff is recommending delaying the Town Center sewer project until completion of the McIntyre property. 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.

YTD Sales Tax Update:

	2022 YTD	2023 YTD	Difference
Local Sales & Use Tax (1.45%)	\$1,189,833	\$1,254,320	\$64,487, 5.42%
County Sales Tax	\$584,422	\$559,247	-\$25,175, -4.31%
County Use Tax	\$209,515	\$222,921	\$13,406, 6.39%
Guest Tax	\$59,837	\$76,148	\$16,311, 27.26%

The .45% sales tax has generated \$388,839 in the first seven months of 2023, on pace for \$666,582 in 2023. The new special sales tax for the pool began July 1, 2023, raising Lansing's overall nonfood sales tax rate from 8.95% to 9.4%. We anticipate receiving those disbursements in the next two months.

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

Community & Economic Development:

Construction of Take 5 Oil is progressing. The City is working to ensure the alley provides access to both customers and existing property owners. While there may be minor delays, the



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City is working with the contractor to ensure adjacent property owners always have access to their property. Take5 is anticipating an early September opening date.

Steady progress has been made at 670 First Terrace (south of Mutual Savings). A mid-August completion date is anticipated. Once complete, this building will be the new home of Filliman Dental. Additionally, 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.

Staff has begun holding meetings with Zimmerman Properties to go over development rules, procedures, and the layout for the 50-unit apartment complex. Fire District 1 was represented in the development meeting and will be kept informed as the process continues. The parcel will be split off from the larger parcel through the platting process, which would also dedicate utility easements at the same time. The projected closing date is in late December or early January.

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. The City also has openings for Police Officer (I/II).

- Thursday, August 3rd City Council Meeting, 7:00pm, City Hall
- Wednesday, August 16th Planning Commission Meeting, 7:00pm, City Hall
- Thursday, August 17th City Council Meeting, 7:00pm, City Hall
- Thursday, August 31st City Council Work Session, 7:00pm, City Hall
- Monday, September 4th Labor Day Holiday, City Offices Closed
- Thursday, September 7th City Council Meeting, 7:00pm, City Hall
 - 2024 Budget Approval
- Wednesday, September 20th Planning Commission Meeting 7:00pm, City Hall
 - Preliminary Plat & Site Plan-Zimmerman Properties
- Thursday, September 21st City Council Meeting, 7:00pm, City Hall
- Thursday, September 28th City Council Work Session, 7:00pm, City Hall

Sincerely,

Tim Vandall