



City of Lansing
800 First Terrace
Lansing, Kansas 66043

City Administrator's Report
August 17, 2023

Agenda Items:

Jeff McKerrow from Kimley-Horn will be in attendance to brief the City Council on final Countywide Transportation Study. Also included on the agenda is formal acceptance of the study.

Leavenworth County Fire District #1 Chief Mike Stackhouse will be in attendance to give the City Council a presentation.

Bids for the Valley Drive Storm Sewer Rehabilitation were opened on August 9th. The bid package included the base bid, as well as three alternates. Staff is recommending approval of the bid from Linaweaver Construction, as well as the first two alternates for a total of \$359,665. The City originally budgeted \$500,000 in the Drainage line item in the Capital Improvement Fund. Mr. Spickelmier will be present to address any questions, as well as to brief the Council on an additional drainage structure that may be in need of immediate repair or replacement.

Public Works Director Spickelmier will update the governing body on another drainage structure under 4H Road that may be in need of immediate replacement.

2024 Budget:

The City Council budget and RNR hearing are scheduled for September 7th. 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

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
- \$90,822 Sewer Improvements near Fairlane
- \$80,000 Sewer Improvements near First Terrace



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- \$35,000 Economic Development Data (Buxton)

The total bid for the Centre Drive water line project is \$390,901.50, but the figure could be modified if a change order is needed. This project is being administered/overseen by Lan Del Water District, with the City reimbursing a majority of the project from ARPA funds. Upon completion of this project, we anticipate having between \$450,000-\$500,000 in ARPA funds remaining.

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.

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.

Geotech work for the McIntyre Interceptor Sewer Project has been delayed by wet weather and equipment breakdowns. We are hopeful for the Geotech work to be complete in the next two weeks. Skeens has been contacting property owners to secure easements for the project. An enabling resolution for condemnation has been approved, which allows for eminent domain actions, if needed. 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
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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 near completion. The City is working to ensure the alley provides access to both customers and existing property owners. While there may be minor delays, the 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.



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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).

- Wednesday, August 16th Planning Commission Meeting, 7:00pm, City Hall
 - Conditional Use Permit-Residential Childcare
- 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