

AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

OLD BUSINESS

1. Approval of Minutes
2. August 25, 2022 Special Meeting Minutes

AUDIENCE PARTICIPATION

PRESENTATIONS

NEW BUSINESS

3. Public Hearing to Exceed the Revenue Neutral Rate and Consideration of Resolution No. B-9-2022
4. Public Hearing on and Consideration of the Proposed 2023 Budget
5. MSE Wall Repair (Lansing Project 2022-3) Proposals
6. Executive Session – Preliminary Discussion of the Acquisition of Real Property

REPORTS - City Attorney, City Administrator, Department Heads, Councilmembers

7. Community and Economic Development Permit/Licenses and Code Enforcement Report for July
8. Fiscal and Economic Indicator Report for Quarter ending 6.30.22
9. City Administrator Report

PROCLAMATIONS

10. Assisted Living Week Proclamation

OTHER ITEMS OF INTEREST

ADJOURNMENT

Regular meetings are held on the first and third Thursday of each month. For information on how to view prior meetings, please visit our website at <https://www.lansingks.org>. Any person wishing to address the City Council, simply proceed to the microphone in front of the dais after the agenda item has been introduced and wait to be recognized by the Mayor. When called upon, please begin by stating your name and address. A time designated "Audience Participation" is listed on the agenda for any matter that does not appear on this agenda. The Mayor will call for audience participation. Please be aware that the City Council and staff may not have had advance notice of your topic and that the City Council may not be able to provide a decision at the meeting. If you require any special assistance, please notify the City Clerk prior to the meeting.

AGENDA ITEM

TO: Tim Vandall, City Administrator
FROM: Tish Sims, City Clerk
DATE: August 25, 2022
SUBJECT: Approval of Minutes

The Regular Meeting Minutes of August 18, 2022 are enclosed for your review.

Action: Staff recommends a motion to approve the Regular Meeting Minutes of August 18, 2022, as presented.

AGENDA ITEM

CITY OF LANSING
CITY COUNCIL MEETING

REGULAR MEETING MINUTES
August 18, 2022

Call To Order:

The regular meeting of the Lansing City Council was called to order by Mayor McNeill at 7:00 p.m.

Roll Call:

Mayor McNeill called the roll and indicated which Councilmembers were in attendance.

Councilmembers Present:

Ward 1: Gene Kirby and Dave Trinkle
Ward 2: Don Studnicka and Marcus Majure
Ward 3: Jesse Garvey
Ward 4: Gregg Buehler and Dan Clemons

Councilmembers Absent: Kerry Brungardt

OLD BUSINESS:

Approval of Minutes of the Regular Meeting of August 4, 2022, as presented:

Councilmember Buehler made a motion to approve Regular Meeting Minutes of August 4, 2022, as presented. Councilmember Garvey seconded the motion. No discussion took place. Roll Call Vote: Aye: Councilmembers Garvey, Buehler, Clemons, Studnicka, Trinkle, and Kirby; Nay: none; Abstain: Marcus Majure; Absent: Kerry Brungardt. The motion was approved.

Audience Participation: Mayor McNeill called for audience participation. Jeff Shugart, 110 Ferncliff St. had a complaint regarding the need to increase the speed limit on E Mary St for about four blocks to 30 mph. He also gave an Atta Boy to the council or party responsible for the construction of the Angel Falls Trail. He also stated he was glad to hear that the city was building a pool. He had further questions regarding property for sale between Bitter Springs and Mary. The City Administrator stated that property was under contract. Councilmember Kirby clarified that there will be a vote on the proposed pool and begin construction once approved. Mr. Shugart stated he will be a positive vote for the pool on the upcoming ballot.

Presentations:

None

COUNCIL CONSIDERATION OF AGENDA ITEMS:

Ordinance No. 1086: Court Fines and Fees Schedule

This ordinance establishes the fines and fees schedule for Municipal Court and these changes must be adopted by ordinance in order to implement.

Councilmember Majure made a motion to approve Ordinance No. 1086 adopting the City of Lansing Municipal Court Fines and Fees Schedule. Councilmember Buehler seconded the motion. Discussion ensued regarding the changes, who sets the fees, required guidelines, how often the fees are modified, and if Lansing was in line with the surrounding cities. Mayor McNeill clarified that either we put forth our own ordinance and change all the fines and fees or adopt the ones from the state. Councilmember Majure stated that this is regarding court fees and not traffic fees. The traffic fees have not been discussed yet. **Roll Call Vote: Aye: Councilmembers Garvey, Buehler, Clemons, Studnicka, Trinkle, Kirby, and Majure; Nay: None; Abstain, None; Absent: Councilmember Brungardt. The motion passed.**

Ordinance No. 1087: 2022 Edition of the Standard Traffic Ordinance for Kansas Cities, 49th Edition

This ordinance adopts the annual Standard Traffic Ordinance published by the League of Kansas Municipalities with changes outlined in the Ordinance.

Councilmember Kirby made a motion to approve Ordinance No. 1087 adopting the 2022 Standard Traffic Ordinance for Kansas Cities, 49th Edition. Councilmember Garvey seconded the motion. Discussion ensued regarding clarification on pedestrians’ responsibilities in crosswalks, consideration of increasing certain parking and traffic fees, and conformity with other Municipalities regarding fees. Further discussion was had regarding the speed limit issue Mr. Shugart mentioned. The City Administrator indicated that a speed study would be recommended to determine if any changes could be made. Discussion continued between the Council, City Attorney, and City Administrator regarding options. **Roll Call Vote: Aye: Councilmembers Garvey, Buehler, Clemons, Studnicka, Trinkle, Kirby, and Majure; Nay: None; Abstain, None; Absent: Councilmember Brungardt. The motion passed.**

Ordinance No. 1088: 2022 Edition of the Uniform Public Offense Code for Kansas Cities, 38th Edition

Ordinance This ordinance adopts the annual Uniform Public Offense Code published by the League of Kansas Municipalities

Councilmember Kirby made a motion to approve Ordinance No. 1088 adopting the 2022 Uniform Public Offense Code for Kansas Cities, 38th Edition. Councilmember Garvey seconded the motion. No discussion took place. Roll Call Vote: Aye: Councilmembers Garvey, Buehler, Clemons, Studnicka, Trinkle, Kirby, and Majure; Nay: None; Abstain, None; Absent: Councilmember Brungardt. The motion passed.

Councilmember Buehler made A motion to go into Executive Session to discuss personnel matters pursuant to the non-elected personnel matter exception K.S.A. 75-4319 (b)(1) for 5 minutes, beginning at 7:16 PM and returning to the Council Chambers at 7:21 PM and to include City Council and City Attorney. Councilmember Kirby seconded the motion. Roll Call Vote: Aye: Councilmembers Garvey, Buehler, Clemons, Studnicka, Trinkle, Kirby, and Majure; Nay: None; Abstain, None; Absent: Councilmember Brungardt. The motion passed.

Councilmember Kirby made a motion to return to open session at 7:21 PM. Councilmember Majure seconded the motion. No binding actions were taken during the Executive Session.

Councilmember Kirby made a motion to authorize the mayor to sign Addendum #6 to the City Administrator’s contract and provide a financial incentive based on the results of the performance evaluation. Councilmember Buehler seconded the motion. Roll Call Vote: Aye: Councilmembers Garvey, Buehler, Clemons, Studnicka, Trinkle, Kirby, and Majure; Nay: None; Abstain, None; Absent: Councilmember Brungardt. The motion passed.

REPORTS:

City Attorney: Fire District court case is done, and there will be no appeal. The decision is made. We are good to go from there.

City Administrator: City Administrator Tim Vandall updated the Council on the progress at Bernard Park. He also discussed modification of purchase order regarding work truck bid. AT&T and

Clearwave update was given regarding number of permits and contractual obligations to repair any damages from installation.

Department Heads: Nothing to discuss.

Governing Body:

Councilmember Trinkle: Nothing to discuss.

Councilmember Garvey: Trees need to be trimmed on the Angel Falls Trail. Discussed the various code violations he noticed while walking the trail. Stated that if we are going to adopt these codes and fines, we need to enforce them. City Administrator stated that boundary issues are harder to address as we do not know the property boundaries. CED does send code enforcement updates every couple of weeks. However, if they are working on something and they say you have a window of 7 days or 10 days to get this cleaned up. Valley and Fairlane are streets noted regarding code violations. Clarification regarding Autumn Festival vendor booth charges/fees? For profits will be charged. Non-profits will not be charged. Councilmember Garvey is against charging and would be for letting the vendors use the property for free. Would get more vendors if we did not charge vendors a fee.

Councilmember Buehler: Thanked Mr. Shugart for coming to the meeting. Fun Fact: On this day in 1920, the 19th Amendment to the U.S. Constitution, that took 41 years to get approved, passed which prohibits any citizen of the United States from being denied the right to vote based on sex.

Councilmember Clemons: Noticed code violations as well. Discussed who to call when code violations are observed on the weekend. Asked the City Administrator when the RV related code enforcement would start. City Administrator stated that after Labor Day Code Enforcement would be stricter, and voluntary notices were sent to non-compliant violators. The City Attorney asked Councilmember Clemons for clarification regarding the code violations for boats. Discussion continued.

Councilmember Studnicka: Stated that he has been pushing for code enforcement the entire time he has been a member of the council. He would like stronger enforcement. He also asked for clarification on whether the City Inspector was checking on the fiber being installed by AT&T and Clearwave. The City Administrator stated that the City Engineer will go out when there are calls from citizens to check the progress or issue. Councilmember Studnicka wanted to find out what is being done when work is left unfinished. The City Administrator stated that the companies may have moved to a different part of the city. The main concern being the conduit coming out of the ground that was left after the other sections were finished in Councilmember Studnicka’s yard. City Administrator stated that he could follow up with Clearwave to determine when that would be completed.

Councilmember Trinkle: Nothing to discuss.

Councilmember Kirby: Nothing to discuss.

Councilmember Majure: Expressed his appreciation to the City Administrator and staff on following up on citizen complaints. Acknowledged that Clearwave did the best they could to repair the yards after installation had been completed. Noted the door hanger distribution from Clearwave regarding cost of sign up. The City Administrator agreed that Clearwave has been responsive and updates the city regularly. AT&T requests permits but does not communicate much else.

Mayor McNeill requested a monthly report regarding Code Enforcement violations for the council to review. Councilmember Trinkle suggested keeping track of discussion regarding code enforcement and citizen comments made during meetings so that they could be followed up on by the city. The Fix It Forum was discussed as the tool to use to address such issues. Discussion ensued.

ADJOURNMENT:

Councilmember Majure made a motion to adjourn. Councilmember Garvey seconded the motion. Roll Call Vote: Aye: Councilmembers Garvey, Buehler, Clemons, Studnicka, Trinkle, Kirby, and Majure; Nay: None; Abstain, None; Absent: Councilmember Brungardt. The motion passed.

The meeting was adjourned at 7:43 p.m.

ATTEST:

City Clerk Tish Sims, CMC

AGENDA ITEM

TO: Tim Vandall, City Administrator
FROM: Tish Sims, City Clerk
DATE: August 25, 2022
SUBJECT: Approval of Minutes

The Special Meeting Minutes of August 25, 2022, are enclosed for your review.

Action: Staff recommends a motion to approve the Special Meeting Minutes of August 25, 2022, as presented.

AGENDA ITEM

CITY OF LANSING
CITY COUNCIL MEETING

SPECIAL MEETING MINUTES
August 25, 2022

Call To Order:

The Special meeting of the Lansing City Council was called to order by Mayor McNeill at 6:45 p.m.

Roll Call:

Mayor McNeill called the roll and indicated which Councilmembers were in attendance.

Councilmembers Present:

Ward 1:

Ward 2: Don Studnicka and Marcus Majure

Ward 3: Jesse Garvey and Kerry Brungardt

Ward 4: Gregg Buehler and Dan Clemons

Councilmembers Absent: Gene Kirby and Dave Trinkle

COUNCIL CONSIDERATION OF AGENDA ITEMS:

Authorization to purchase land

Issues have come up regarding the condition of the soil. Based on the engineers' initial reports, we are still consulting with them on soil conditions on the property. Providing the results are favorable, we plan to continue with the purchase.

Councilmember Brungardt made a motion to approve purchasing 19.9 acres on the corner of West Mary and Bittersweet Road for \$175,000.00, contingent upon completion of soil samples and favorable testing results. Councilmember Buehler seconded the motion. Councilmember Buehler and the City Administrator discussed the soil integrity and the options for how to adjust the budget based on the remediation recommendations of the engineer. **Roll Call Vote: Aye: Councilmembers Buehler, Clemons, Brungardt, Studnicka, Majure, and Garvey; Nay: None; Abstain, None; Absent: Councilmembers Trinkle and Kirby. The motion passed.**

The City Administrator and CED Director presented slides with the conceptual draft of the website that citizens can view regarding proposed aquatic center. Clarification was made that this website would only be representing the proposed design. There will be a feedback option for citizens to make comments or suggestions regarding this project. The website will be sent out to the community in the next few weeks to gather feedback.

ADJOURNMENT:

Councilmember Garvey made a motion to adjourn. Councilmember Buehler seconded the motion. Roll Call Vote: Aye: Councilmembers Buehler, Clemons, Brungardt, Studnicka, Majure, and Garvey; Nay: None; Abstain, None; Absent: Councilmembers Trinkle and Kirby. The motion passed.

The meeting was adjourned at 6:50 p.m.

ATTEST:

City Clerk Tish Sims, CMC

AGENDA ITEM

TO: Tim Vandall, City Administrator
FROM: Elizabeth Sanford, Finance Director
DATE: August 25, 2022
SUBJECT: Public Hearing to exceed the Revenue Neutral Rate and approval of Resolution No. B-9-2022 to exceed the Revenue Neutral Rate

KSA 79-2988 established notice and public hearing requirements for certain taxing entities seeking to collect property taxes in excess of the taxing entity's revenue-neutral rate (RNR). In order to levy taxes exceeding the RNR, entities are required to approve a Resolution after the RNR public hearing is held.

As presented at the June 23, 2022 work session, the city of Lansing does not intend to exceed the RNR of 36.426, but since the budget was prepared using an estimated valuation, it is recommended that the city hold the RNR hearing in order to be able to levy the tax dollars needed to fund the 2023 budget should the actual valuation differ from the estimate.

Action:

Staff recommends that the Council open, hold, and close the public hearing on exceeding the revenue neutral rate and make a motion to approve Resolution No. B-9-2022.

RESOLUTION NO. B-9-2022

A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF LANSING, KANSAS, APPROVING A PROPERTY TAX RATE EXCEEDING THE REVENUE NEUTRAL RATE FOR THE 2022 BUDGET.

WHEREAS, pursuant to 2021 Kansas Senate Bill No. 13, as amended by 2021 Kansas House Bill 2104, the Revenue Neutral Rate for the City of Lansing, Kansas was calculated as 36.426 mills by the Leavenworth County Clerk; and

WHEREAS, the budget proposed by the Governing Body of the City of Lansing, Kansas will require the levy of a property tax rate exceeding the Revenue Neutral Rate; and

WHEREAS, the Governing Body of the City called for a public hearing considering exceeding the revenue neutral rate, which public hearing was held on September 1, 2022 allowing all interested taxpayers desiring to be heard an opportunity to give oral testimony; and

WHEREAS, the Governing Body of the City of Lansing, Kansas, having heard testimony, still finds it necessary to exceed the Revenue Neutral Rate.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF LANSING, KANSAS:

The City of Lansing, Kansas shall levy a property tax rate exceeding the Revenue Neutral Rate. The City’s approved tax/mill levy rate for the 2023 budget year is 36.436 mills, which amount does not exceed the amount of the proposed tax rate for which notice was given as to the public hearing required by 2021 Kansas Senate Bill No. 13.

This resolution shall take effect and be in force immediately upon its adoption and shall remain in effect until future action is taken by the Governing Body of the City of Lansing, Kansas.

ADOPTED this 1st day of September 2022 and **SIGNED** by the Mayor.

Mayor, Anthony R. McNeill

Attested:

City Clerk, Tish Sims

AGENDA ITEM

TO: Tim Vandall, City Administrator
FROM: Elizabeth Sanford, Finance Director
DATE: August 25, 2022
SUBJECT: Public Hearing on and Consideration of the Proposed 2023 Budget

Staff is pleased to present the Proposed 2023 Budget for the City of Lansing for consideration. The notice of public hearing summarizing the proposed 2023 budget was published in the *Leavenworth Times* on August 16, 2022.

The proposed 2022 Budget includes \$193,200 worth of *Capital and Supplemental Requests* as discussed at the June 23rd work session and summarized as follows:

- General Fund:
 - Carpet/remodel/paint the CED/PW side of the Municipal Facilities Building
 - Municipal Court Content Management software
 - Adding a Parks Laborer position
 - Utility Golf Cart for use at the new baseball/softball complex
 - Mobile Message Board
- Library
 - Adding a part-time Assistant Librarian

The proposed 2023 budget reflects a mill levy decrease of 4.605 mills, maintaining the revenue neutral rate that was provided by the Leavenworth County Clerk.

Action:

Staff recommends that the Council open, hold, and close the public hearing on the Proposed 2023 Budget and make a motion to adopt the same as presented.

AGENDA ITEM

CERTIFICATE
To the Clerk of Leavenworth County, State of Kansas

We, the undersigned, officers of

City of Lansing

- certify that: (1) the hearing mentioned in the attached publication was held;
(2) after the Budget Hearing this budget was duly approved and adopted as the maximum expenditures for the various funds for the year 2023; and
(3) the Amounts(s) of 2022 Ad Valorem Tax are within statutory limitations.

			2023 Adopted Budget		
Table of Contents:		Page No.	Budget Authority for Expenditures	Amount of 2022 Ad Valorem Tax	Final Tax Rate (County Clerk's Use Only)
Allocation of MVT, RVT, 16/20M Veh Tax		2			
Schedule of Transfers		3			
Statement of Indebtedness		4			
Statement of Lease-Purchases		5			
Computation to Determine State Library Grant		7			
Fund	K.S.A.				
General	12-101a	7	9,870,633	2,713,529	
Debt Service	10-113	8	2,235,343	955,477	
Library	12-1220	8	511,053	310,179	
Special Highway		9	713,335		
Special Alcohol Liquor		9	70,750		
Sales Tax (\$.45)		10	979,987		
Transient Guest Tax		10	276,747		
Capital Improvement		11	2,693,545		
Equipment Reserve		11	268,000		
Mayor's Christmas Tree		12	4,000		
Park Land Trust		12	23		
Special Parks & Recreation		13	261,940		
Wastewater Utility		14	5,718,619		
Solid Waste		15	770,800		
Non-Budgeted Funds-A		16			
Totals		xxxxxx	24,374,775	3,979,186	
Budget Hearing Notice					County Clerk's Use Only
Combined Rate and Budget Hearing Notice		17			
RNR Hearing Notice					
Neighborhood Revitalization		18			Nov 1, 2022 Total Assessed Valuation

Revenue Neutral Rate 36.426

Assisted by: _____

Address: _____

Email: _____

Attest: _____ 2022

County Clerk

Governing Body

CPA Summary

AGENDA ITEM

TO: Tim Vandall, City Administrator

FROM: Mike Spickelmier, Director of Public Works *MWWS 8/25/22*

DATE: August 25, 2022 September 1, 2022

SUBJECT: MSE Wall Repair (Lansing Project 2022-3) Proposals

Background: The Mechanically Stabilized Earth (MSE) wall installed as part of the original Town Centre Project has been gradually moving over the past few years. This project was identified as a future project in the 2022 CIP work session and submitted for engineering as part of the 2023 budget. During a rain event over the 4th of July weekend 2022, the wall experienced a failure. It was decided to accelerate the project and solicit for proposals.

Policy Considerations: Proposals were solicited for a COMPETITIVE SEALED PROPOSALS under Section 4-3 of the City of Lansing Purchasing Manual.

Due to the nature of this project and the need to move quickly, the prospective contractors were asked to solicit outside engineering expertise to address the wall failure. This expertise combined with similar project experience of this design and construction team can be evaluated to determine the 'best value' under the Lansing Purchasing Manual.

"A combination of price, quantity, and/or quality offered, and capacity to full all requirements of the contract" is the guidance under this policy.

Proposals will be opened and evaluated by either the City Council or a special committee of the city council. This committee or City Council may choose to conduct team interviews of the proposal contractor.

Financial Considerations: \$50k was submitted by PW for the 2023 Capital Budget. Final project costs will be determined at the conclusion of the proposal review process.

Options:

- A. Appoint a review committee to open and evaluate the submitted proposals (recommended)
- B. Bring the proposals to the September 2022 work session to be open and evaluated.
 - a. Council may choose to have interviews with contractor teams if appropriate
- C. Bring the proposals to regular meeting to be opened and evaluated.

Action: (Public Works Recommendation)

Designate a proposal review committee consisting of members of the City Council, City Engineer, and City Administrator to open and evaluate the proposals. This committee will then determine if additional information is needed from the submitting proposal teams and conduct interviews if needed. This committee will then report back their findings and recommendations to the City Council for review and approval.

AGENDA ITEM

AGENDA ITEM

TO: Tim Vandall, City Administrator
FROM: Tish Sims, City Clerk
DATE: August 25, 2022
SUBJECT: Executive Session – Preliminary Discussion of the Acquisition of Real Property

Executive Session will be called for the preliminary discussion of the acquisition of real property, K.S.A. 75-4319(b)(6).

AGENDA ITEM

COMMUNITY AND ECONOMIC DEVELOPMENT
PERMITS/LICENSES AND CODE ENFORCEMENT REPORT FOR JULY

TO: Tim Vandall, City Administrator
FROM: Matthew R. Schmitz, Director, Community and Economic Development
DATE: 8/1/2022



Table with 3 columns: PERMITS AND LICENSES, Current Month, Year to Date. Rows include: Number of permits issued (81, 403), Number of permits for new single-family housing completed (0, 1), Number of permits for new multi-family housing completed (0, 0), Number of occupancy certificates issued (0, 3), Number of permits for new single-family housing currently in process or pending issuance (6, 6), Number of permits for new multi-family housing currently in process or pending issuance (1, 1), Total valuation of residential and commercial construction and remodeling for which permits were issued (\$1,857,294.51, \$6,879,699.27), Permit fees (\$11,281.00, \$59,062.00), Number of inspections performed (71, 338), Number of trade licenses issued (0, 16), Total trade contractor licenses issued (0, 16), Number of occupational licenses issued (4, 35).

CODE ENFORCEMENT: Current Month Year to Date

Nuisance Report

Table with 3 columns: Category, Current Month, Year to Date. Rows include: Three Day Warnings (16, 215), Certified Letters Sent (1, 1), Compliance (11, 154), Compliance Review (15, 182).

Vehicle Report

Table with 3 columns: Category, Current Month, Year to Date. Rows include: Warning Letters/Verbal (9, 42), Certified Letters Sent (20 Days) (0, 0), Compliance (8, 33), Compliance Review (10, 32).

Weeds Report

Table with 3 columns: Category, Current Month, Year to Date. Rows include: Three Day Warnings (12, 78), Certified Letters Sent (1, 3), Compliance (10, 59), Compliance Review (15, 68).

Infiltration of Storm Water System

Table with 3 columns: Category, Current Month, Year to Date. Rows include: Three Day Warnings (0, 0), Certified Letters Sent (0, 0), Compliance (0, 0), Compliance Review (0, 0).

Additional Actions

Table with 3 columns: Category, Current Month, Year to Date. Rows include: Violation Publications (0, 0), Number of Court Actions (0, 0), Abated (0, 1), Citations (0, 0), Contracted for Work (0, 1).



**FINANCIAL SUMMARY
&
ECONOMIC INDICATORS REPORT**

JUNE 2022

CITY ADMINISTRATOR, TIM VANDALL

*Prepared by:
Beth Sanford
Director of Finance*

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FINANCE DIRECTOR'S REPORT JUNE 2022

August 15, 2022

Mayor and City Council Members:

We are pleased to submit the quarterly *Financial Summary* and *Economic Indicators Report* for quarter ended June 30, 2022.

The Finance Department has been monitoring the local economy to ensure the city maintains stability despite the increased costs of commodities such as asphalt, electricity, and fuel. Department heads submitted base budgets and capital and supplemental requests. Finance staff attended the state budgeting webinar and began assembly of the 2023 Annual Budget. A budget work session was held on June 23rd, at which staff presented a preliminary budget that will not exceed the revenue neutral rate.

Following are the results from two key economic indicators of the U.S. Economy:

- *Federal Fund Rate*: The Federal Open Market Committee (FOMC) voted to increase the federal funds rate by 75 basis points at its meeting on July 26-27, 2022. The new target range is **2.25% to 2.50%**. The FOMC also expects that additional interest rate increases will be necessary to drive inflation back down to the long-term policy goal of 2% annually.
- *Unemployment Rate*: According to the Bureau of Labor Statistics, the national unemployment rate for June is 3.6 percent. The local unemployment rate for June is 2.9 percent.

Key economic indicators of the local economy continue to reflect the general state of the U.S. economy. Two out of five indicators monitored in the *Economic Indicators* portion of the monthly report are positive. These indicators are discussed in detail in the attached *Economic Indicators Summary*.

The Finance Department will continue to work closely with each Department to ensure that budgets remain within budget authority for the remainder of 2022. We will also monitor revenues, expenses, and key economic indicators in every effort to provide relevant and reliable financial information.

Respectfully submitted,

Elizabeth C. Sanford
Director of Finance

**CITY OF LANSING
MAJOR FUND FISCAL STATUS REPORT
JUNE 2022**

There are three major operating funds monitored in this report, as well as reports for funds accounting for major capital improvement projects. These reports are intended to provide a snapshot of the financial condition of the funds that have the most significant fiscal activity. The goal is to provide management with information on potential budgetary challenges due to revenue and expenditure trends.

GENERAL FUND

- The beginning unreserved cash fund balance for CY2022 was \$3,361,508.
- Ad Valorem revenues collected through June totaled \$2,671,047, approximately 97.3% of the annual budgeted ad valorem, and 16.1% higher than last year's \$2,300,743 receipts through June.
- Combined Local and County Sales and Use taxes collected in June totaled \$249,262 an 8.94% increase from the same period last year (\$228,808). Year-to-date Sales and Use Tax receipts total \$1,404,530, an 14.03% increase over last year's \$1,231,640 total.
- Year-to-date Franchise fees of \$384,734 are 24.7% higher than last year's June total of \$308,626.
- Year-to-date Court Fines & Fees totaled \$253,092, a 26.5 % increase from last year's \$200,146.
- Total General Fund revenues year to date through June were \$4,925,693 as compared to \$4,289,210 over the same period last year. Total revenues collected are 74% of the annual budget.
- All operating departments remained within expectations for their budget authority, with total expenditures of \$605,083 for June, as compared to \$515,437 last year. Additionally, year-to-date expenditures across departments totaled \$3,223,135, a slight decrease over last year's \$3,229,019.
- The estimated month end unreserved cash fund balance is \$5,064,066.

WASTEWATER FUND

- The beginning unreserved cash fund balance is \$2,659,153.
- June's receipts from Usage Charges were \$252,206, which are consistent with last June's revenues of \$256,423. There was no sewer rate increase this year.
- Overall, operating expenditure accounts remain within budget expectations, with total expenditures of \$105,346 in June, as compared to \$70,517 last year. Year-to-date expenditures totaled \$763,721, a 12.3% increase over last year's \$679,983.

SOLID WASTE FUND

- The beginning unreserved cash fund balance is \$166,690.
- June's receipts from Usage Charges totaled \$46,927, consistent with the prior year's revenue of \$45,854. An increase of \$.44/month took effect with the June 1 billing.
- Operating expenditure accounts remain within budget expectations, with year-to-date expenditures through June totaling \$244,262, a 3.4% increase from last year's \$236,276.

CAPITAL IMPROVEMENT PROJECTS – MULTIPLE FUNDS

The reports contained herein represent the various funds for which the city has ongoing capital improvement projects (CIP). CIP that is financed solely through debt proceeds are shown in a format to reflect the total project revenues since inception and total expenditures since inception. This format allows the user to see the funding source, the contractual obligations, and the remaining unreserved cash fund balances (if any) for each individual project.

**GENERAL FUND
FISCAL YEAR 2022
JUNE**

	Prior Year Month	Current Year Month	% Change	Prior Year-to-Date	Current Year-to-Date	% Change	Current Year Budget	YTD % of Budget
UNRESERVED CASH BALANCE FORWARD				\$ 3,048,383	\$ 3,361,508	10.3%	\$ 3,361,508	
REVENUES								
Ad Valorem Tax	\$ 902,904	\$ 1,062,619	17.7%	\$ 2,300,743	\$ 2,671,047	16.1%	\$ 2,744,033	97.3%
Delinquent Taxes	9,185	2,661	-71.0%	\$ 30,523	\$ 23,459	-23.1%	\$ 13,720	171.0%
Motor Vehicle Tax	60,335	55,495	-8.0%	\$ 96,969	\$ 85,858	-11.5%	\$ 276,347	31.1%
Recreational Vehicle Tax	655	698	6.5%	\$ 930	\$ 901	-3.1%	\$ 2,927	30.8%
Local Alcohol Liquor Tax	3,313	5,892	77.8%	\$ 7,690	\$ 10,892	41.6%	\$ 16,115	67.6%
16M and 20M Truck Tax	2,778	559	-79.9%	\$ 7,139	\$ 7,580	6.2%	\$ 6,763	112.1%
Neighborhood Revitalization	(4,064)	(9,943)	144.7%	\$ (16,778)	\$ (21,523)	28.3%	\$ (22,409)	96.0%
Local Sales & Use Tax	117,614	124,129	5.5%	\$ 607,967	\$ 712,412	17.2%	\$ 1,130,000	63.0%
County Sales & Use Tax	111,194	125,133	12.5%	\$ 623,673	\$ 692,118	11.0%	\$ 1,185,000	58.4%
Franchise Taxes	9,614	81,230	744.9%	\$ 308,626	\$ 384,734	24.7%	\$ 668,800	57.5%
Licenses	3,220	3,225	0.2%	\$ 25,978	\$ 21,435	-0-	\$ 44,000	48.7%
Permits	13,199	14,688	11.3%	\$ 51,478	\$ 50,825	-1.3%	\$ 54,500	93.3%
Court Fees and Fines	36,296	37,780	4.1%	\$ 200,146	\$ 253,092	26.5%	\$ 394,500	64.2%
Animal Control	2,503	1,293	-48.4%	\$ 13,673	\$ 7,048	-48.5%	\$ 25,000	28.2%
Community Center	960	495	-48.4%	\$ 5,835	\$ 7,885	35.1%	\$ 12,000	65.7%
Activity Center	125	95	-24.0%	\$ 1,056	\$ 380	-64.0%	\$ 800	47.5%
Interest Earnings	1	516	42887.5%	\$ 25	\$ 936	3591.0%	\$ 100	935.7%
Grants	958	10,000	943.8%	\$ 958	\$ 10,235	968.3%	\$ -	-0-
Transfers	-	-	-0-	\$ -	\$ -	-0-	\$ 75,000	0.0%
Other	20,637	1,102	-94.7%	\$ 22,579	\$ 6,381	-71.7%	\$ 25,000	25.5%
TOTAL REVENUES	\$ 1,291,426	\$ 1,517,666	17.5%	\$ 4,289,210	\$ 4,925,693	14.8%	\$ 6,652,196	74.0%
EXPENDITURES								
Administration	\$ 9,643	\$ 8,744	-9.3%	\$ 57,906	\$ 58,647	1.3%	\$ 135,320	43.3%
Police	152,841	193,350	26.5%	\$ 972,099	\$ 927,912	-4.5%	\$ 2,003,601	46.3%
Municipal Court	24,364	31,710	30.2%	\$ 108,653	\$ 130,071	19.7%	\$ 230,913	56.3%
Emergency Operations	-	-	-0-	\$ 115,271	\$ -	-100.0%	\$ 3,000	0.0%
Streets	12,934	12,999	0.5%	\$ 87,146	\$ 86,350	-0.9%	\$ 265,085	32.6%
Street Lighting	13,639	16,950	24.3%	\$ 72,412	\$ 73,063	0.9%	\$ 201,000	36.3%
Building Maintenance	4,613	8,533	85.0%	\$ 33,509	\$ 36,688	9.5%	\$ 73,324	50.0%
CED	34,983	51,276	46.6%	\$ 240,512	\$ 310,545	29.1%	\$ 649,889	47.8%
Finance	48,210	44,872	-6.9%	\$ 147,782	\$ 148,469	0.5%	\$ 284,389	52.2%
Public Works	19,088	20,288	6.3%	\$ 127,306	\$ 131,079	3.0%	\$ 280,128	46.8%
City Administrator	12,401	12,957	4.5%	\$ 73,002	\$ 77,103	5.6%	\$ 160,981	47.9%
Community Center	237	577	143.5%	\$ 1,939	\$ 2,614	34.8%	\$ 7,563	34.6%
Parks & Recreation	46,694	52,391	12.2%	\$ 244,017	\$ 276,548	13.3%	\$ 589,232	46.9%
Activity Center	8,785	8,657	-1.5%	\$ 60,428	\$ 69,789	15.5%	\$ 190,220	36.7%
Information Technology	25	5,973	23792.4%	\$ 51,505	\$ 68,880	33.7%	\$ 101,785	67.7%
Council Expenses	2,467	3,164	28.2%	\$ 32,293	\$ 29,197	-9.6%	\$ 49,663	58.8%
Nondepartmental	124,513	132,642	6.5%	\$ 803,239	\$ 796,179	-0.9%	\$ 1,663,950	47.8%
TOTAL EXPENDITURES	\$ 515,437	\$ 605,083	17.4%	\$ 3,229,019	\$ 3,223,135	-0.2%	\$ 6,890,043	46.8%
NET REVENUES OVER EXPENDITURES	\$ 775,989	\$ 912,583		\$ 1,060,191	\$ 1,702,558		\$ (237,847)	
ENDING FUND BALANCE				\$ 4,108,574	\$ 5,064,066	23.3%	\$ 3,123,661	162.12%

**WASTEWATER FUND
FISCAL YEAR 2022
JUNE**

	Prior Year Month	Current Year Month	% Change	Prior Year-to-Date	Current Year-to-Date	% Change	Current Year Budget	YTD % of Budget
UNRESERVED CASH BALANCE FORWARD				\$ 2,059,405	\$ 2,659,153	29.1%	\$ 2,659,153	
REVENUES								
Interest Earnings	\$ 1	\$ 289	48100.0%	\$ 37	\$ 551	1405.7%	\$ 100	550.8%
Usage Charges	256,423	252,206	-1.6%	\$ 1,477,607	\$ 1,517,476	2.7%	\$ 3,000,000	50.6%
Sewer Connection Fees	-	-	-0-	\$ -	\$ 3,500	-0-	\$ 31,000	11.3%
Late Charges & Penalties	10,049	11,776	17.2%	\$ 33,908	\$ 53,643	58.2%	\$ 30,000	178.8%
Collections Revenue	-	-	-0-	\$ -	\$ -	-0-	\$ -	-0-
Other Revenues	-	-	-0-	\$ 206	\$ 8,012	3781.7%	\$ 3,000	267.1%
TOTAL REVENUES	\$ 266,473	\$ 264,271	-0.8%	\$ 1,511,758	\$ 1,583,181	4.7%	\$ 3,064,100	51.7%
EXPENDITURES						-0-		
Operations	\$ 69,650	\$ 84,836	21.8%	\$ 520,000	\$ 589,220	13.3%	\$ 1,357,700	43.4%
Bond Principal & Interest	-	-	-0-	\$ 156,324	\$ 146,071	-6.6%	\$ 1,536,895	9.5%
Acquisition	866	20,509	2267.2%	\$ 3,659	\$ 28,429	676.9%	\$ 182,500	15.6%
Depreciation	-	-	-0-	\$ -	\$ -	-0-	\$ -	-0-
TOTAL EXPENDITURES	\$ 70,517	\$ 105,346	49.4%	\$ 679,983	\$ 763,721	12.3%	\$ 3,077,095	24.8%
NET REVENUES OVER EXPENDITURES	\$ 195,956	\$ 158,926		\$ 831,774	\$ 819,460		\$ (12,995)	
ENDING FUND BALANCE				\$ 2,891,180	\$ 3,478,613	20.3%	\$ 2,646,158	131.5%

**SOLID WASTE FUND
FISCAL YEAR 2022
JUNE**

	Prior Year Month	Current Year Month	% Change	Prior Year-to-Date	Current Year-to-Date	% Change	Current Year Budget	YTD % of Budget
UNRESERVED CASH BALANCE FORWARD				\$ 116,235	\$ 166,690	43.4%	\$ 166,690	
REVENUES								
Usage Charges	\$ 45,854	\$ 46,927	2.3%	\$ 284,831	\$ 281,981	-1.0%	\$ 540,000	52.2%
Recycling Charges	-	-	-0-	\$ -	\$ -	-0-	\$ -	-0-
Late Charges & Penalties	4,258	5,833	37.0%	\$ 35,242	\$ 27,082	-23.2%	\$ 55,000	49.2%
Collections Revenue	-	-	-0-	\$ -	\$ -	-0-	\$ 50	0.0%
Interest & Misc Revenues	0	45	14850.0%	\$ 4	\$ 81	1930.7%	\$ 1,510	5.4%
Reimbursed Expenses	175	300	71.4%	\$ 738	\$ 937	27.0%	\$ 1,000	93.7%
TOTAL REVENUES	\$ 50,287	\$ 53,105	5.6%	\$ 320,815	\$ 310,081	-3.3%	\$ 597,560	51.9%
EXPENDITURES								
Operations	-	-	-0-	\$ 286	\$ -	-100.0%	\$ -	-0-
Recycling Expense	-	-	-0-	\$ -	\$ -	-0-	\$ 500	0.0%
Solid Waste Contract	46,385	48,860	5.3%	\$ 233,110	\$ 241,430	3.6%	\$ 560,000	43.1%
Bad Debt	1,236	-	-100.0%	\$ 2,880	\$ 2,832	-1.7%	\$ 10,000	28.3%
Transfer to General Fund	-	-	-0-	\$ -	\$ -	-0-	\$ -	-0-
TOTAL EXPENDITURES	\$ 47,621	\$ 48,860	2.6%	\$ 236,276	\$ 244,262	3.4%	\$ 570,500	42.8%
NET REVENUES OVER EXPENDITURES	\$ 2,666	\$ 4,245		\$ 84,539	\$ 65,819		\$ 27,060	
ENDING FUND BALANCE				\$ 200,773	\$ 232,509	15.8%	\$ 193,750	120.0%

**CONSOLIDATED STREET & HIGHWAY
FISCAL YEAR 2022
JUNE**

	Prior Year Month	Current Year Month	% Change	Prior Year-to-Date	Current Year-to-Date	% Change	Current Year Budget	YTD % of Budget
UNRESERVED CASH BALANCE FORWARD				\$ 272,508	\$ 327,173	20.1%	\$ 327,173	
REVENUES								
Interest Earnings	\$ 0	\$ 71	23450.0%	\$ 121	\$ 128	6.4%	\$ 10	1282.9%
Spec City/Cty Highway (CNTY)	7,600	8,841	16.3%	\$ 7,600	\$ 17,363	128.5%	\$ 32,040	54.2%
Permits	-	-	-0-	\$ -	\$ -	-0-	\$ 500	0.0%
Inspection Fees	-	-		\$ -	\$ -		\$ -	
Spec City/Cty (STATE)	27,668	937	-96.6%	\$ 191,238	\$ 165,943	-13.2%	\$ 307,270	54.0%
FEMA	-	-	-0-	\$ -	\$ -	-0-	\$ -	-0-
State/Federal Grants*	-	-	-0-	\$ -	\$ -	-0-	\$ -	-0-
Transfers	10,000	10,000	0.0%	\$ 60,000	\$ 60,000		\$ 120,000	50.0%
Other	-	-	-0-	\$ 208	\$ -	-100.0%	\$ -	-0-
TOTAL REVENUES	\$ 45,268	\$ 19,848	43.8%	\$ 259,167	\$ 243,434	93.9%	\$ 459,820	52.9%
EXPENDITURES								
Payroll & Benefits	\$ 24,097	\$ 23,970	-0.5%	\$ 153,750	\$ 152,512	-0.8%	\$ 316,563	48.2%
Engineering Services	3,000	2,509	-16.4%	\$ 3,000	\$ 24,221	707.4%	\$ 40,000	60.6%
Maintenance/Equip & Facilities	4,923	-	-100.0%	\$ 20,140	\$ 29,389	45.9%	\$ 40,000	73.5%
Training	-	850	-0-	\$ -	\$ 2,809	-0-	\$ 3,000	93.6%
Ice Control	-	-	-0-	\$ 41,191	\$ 40,956	-0.6%	\$ 50,000	81.9%
Gas & Oil	122	1,372	1021.2%	\$ 3,723	\$ 10,721	188.0%	\$ 18,000	59.6%
Mowing - State & Local	2,200	2,467	12.1%	\$ 3,300	\$ 3,655	10.8%	\$ 30,000	12.2%
Gen Street Maintenance	2,960	2,023	-31.7%	\$ 8,004	\$ 6,689	-16.4%	\$ 60,000	11.1%
Curb Replacements	-	-	-0-	\$ -	\$ -	-0-	\$ -	-0-
Acquisition	-	-	-0-	\$ 4,305	\$ -	-100.0%	\$ 35,000	0.0%
Other	-	-	-0-	\$ -	\$ -	-0-	\$ -	-0-
TOTAL EXPENDITURES	\$ 37,303	\$ 33,190	-11.0%	\$ 237,414	\$ 270,953	14.1%	\$ 592,563	45.7%
NET REVENUES OVER EXPENDITURES	\$ 7,965	\$ (13,342)		\$ 21,753	\$ (27,519)		\$ (132,743)	
ENDING FUND BALANCE				\$ 294,261	\$ 299,654	1.8%	\$ 194,430	154.1%

**CAPITAL IMPROVEMENT PROJECT FUND
FISCAL YEAR 2022
JUNE**

FUND 70 - CAPITAL IMPROVEMENTS

	Prior Year Month	Current Year Month	% Change	Prior Year-to-Date	Current Year-to-Date	% Change	Current Year Budget	YTD % of Budget
UNRESERVED CASH BALANCE FORWARD				\$ 980,096	\$ 965,724	-1.5%	\$ 965,724	
REVENUES								
Interest Earnings	\$ -	\$ 25	-0-	\$ 1	\$ 46	3090.3%	\$ 10	459.4%
Sale of Assets	-	-	-0-	\$ -	\$ -	-0-	\$ -	-0-
County Participation	-	4,762	-0-	\$ 53,834	\$ 7,218	-86.6%	\$ -	-0-
147th Street	-	-	-0-	\$ -	\$ -	-0-	\$ -	-0-
Main Street Enhancement	-	-	-0-	\$ -	\$ -	-0-	\$ -	-0-
Reimb for DeSoto Rd	-	-	-0-	\$ -	\$ -	-0-	\$ 115,000	0.0%
Transfer from General Fund	70,000	78,333	-0-	\$ 420,000	\$ 470,000	11.9%	\$ 940,000	50.0%
Transfer from Other Funds	-	-	-0-	\$ -	\$ -	-0-	\$ -	-0-
TOTAL REVENUES	\$ 70,000	\$ 83,120	118.7%	\$ 473,835	\$ 477,264	100.7%	\$ 1,055,010	45.2%
EXPENDITURES								
Drainage Maintenance	\$ 14,927	\$ 3,294	-0-	\$ 14,927	\$ 3,150	-78.9%	\$ 40,000	7.9%
Street Contract	-	-	-0-	\$ -	\$ -	-0-	\$ 750,000	0.0%
Curb Replacement	-	-	-0-	\$ -	\$ -	-0-	\$ 25,000	0.0%
Drainage Contract	-	-	-0-	\$ -	\$ 1,100	-0-	\$ 100,000	1.1%
K7 & Eisenhower Project	11,465	6,914	(0)	\$ 123,635	\$ 12,705	-89.7%	\$ 250,000	5.1%
Sidewalk Construction	-	-	-0-	\$ 14,295	\$ -	-100.0%	\$ 20,000	0.0%
Bridge Maintenance	-	-	-0-	\$ -	\$ -	-0-	\$ 25,000	0.0%
Trail Expenses	-	-	-0-	\$ -	\$ -	-0-	\$ -	-0-
TOTAL EXPENDITURES	\$ 26,393	\$ 10,208	-61.3%	\$ 152,856	\$ 16,955	-88.9%	\$ 1,210,000	1.4%
NET REVENUES OVER EXPENDITURES	\$ 43,608	\$ 72,912		\$ 320,979	\$ 460,309		\$ (154,990)	
ENDING FUND BALANCE				\$ 1,301,075	\$ 1,426,033	9.6%	\$ 810,734	175.9%

**EQUIPMENT RESERVE
FISCAL YEAR 2022
JUNE**

	Prior Year Month	Current Year Month	% Change	Prior Year-to-Date	Current Year-to-Date	% Change	Current Year Budget	YTD % of Budget
UNRESERVED CASH BALANCE FORWARD				\$ 158,336	\$ 208,340	31.6%	\$ 208,340	
REVENUES								
Interest Earnings	\$ -	\$ 35	-0-	\$ 2	\$ 64	2832.3%	10	636.3%
Reimbursed Expenses	-	-	-0-	\$ 19,451	\$ -	-100.0%	10,000	0.0%
Transfer from General Fund	6,250	8,333	33.3%	\$ 37,500	\$ 50,000	33.3%	100,000	50.0%
Sale of Assets	20,430	-	-100.0%	\$ 20,430	\$ -	-100.0%	-	-0-
TOTAL REVENUES	\$ 26,680	\$ 8,368	31.4%	\$ 77,383	\$ 50,064	64.7%	\$ 110,010	45.5%
EXPENDITURES								
Acquisition	\$ -	\$ 36,950	-0-	\$ 82,900	\$ 104,390	25.9%	125,000	83.5%
Depreciation	-	-	-0-	\$ -	\$ -	-0-	-	-0-
Other	-	-	-0-	\$ -	\$ -	-0-	-	-0-
TOTAL EXPENDITURES	\$ -	\$ 36,950	-0-	\$ 82,900	\$ 104,390	25.9%	\$ 125,000	83.5%
NET REVENUES OVER EXPENDITURES	\$ 26,680	\$ (28,582)		\$ (5,517)	\$ (54,326)	884.7%	\$ (14,990)	362.4%
ENDING FUND BALANCE				\$ 152,819	\$ 154,014	0.8%	\$ 193,350	79.7%

Current Year Expenditures:

Wright ZK 52" Stand On Mower	\$ 10,989.57	Parks
2022 Ram 3/4T Truck w/plow	\$ 56,450.00	Public Works
2022 Dodge Ram 1500 truck	\$ 36,950.00	CED

Total Expenditures FY21 \$ 104,389.57

**CAPITAL IMPROVEMENT PROJECT FUND
FISCAL YEAR 2022**

FUND 87 - TOWNE CENTRE DRIVE

	FY 2020	FY 2021	FY 2022	Cumulative Total	Available Funds
UNRESERVED CASH BALANCE FORWARD	\$ -	\$ 22,322	\$ 94,429		\$ -
REVENUES					
Interest Earnings	\$ -	\$ -	\$ -	\$ -	\$ -
Temp Note Proceeds	2,210,000	-	-	2,210,000	2,210,000
Sale of Assets (Land)	-	72,106	-	72,106	72,106
	-	-	-	-	-
TOTAL REVENUES	\$ 2,210,000	\$ 72,106	\$ -	\$ 2,282,106	\$ 2,282,106
				Cumulative Project Expenditures	Contractual Obligations
EXPENDITURES					
Bond Issuance Costs	\$ 36,912	\$ -	\$ -	36,912	\$ 36,912
Publications				-	
Land Acquisition	\$ 2,150,766			2,150,766	\$ 2,150,766
TOTAL EXPENDITURES	\$ 2,187,678	\$ -	\$ -	\$ 2,187,678	\$ 2,187,678
NET REVENUES OVER EXPENDITURES	\$ 22,322	\$ 72,106	\$ -	\$ 94,429	\$ 94,428
ENDING FUND BALANCE	\$ 22,322	\$ 94,429	\$ 94,429	\$ 94,429	\$ 94,428

**CITY OF LANSING
KEY ECONOMIC INDICATOR'S REPORT SUMMARY
JUNE 30, 2022**

There are five economic indicators monitored in this report. These reports are intended to provide an overall perspective of historical trends and analysis of current economic activity. Two indicators, unemployment and sales tax reflect a positive trend, transient guest tax reflects a negative trend, and both permits/fees and utility customers remain neutral.

UNEMPLOYMENT RATE:

(POSITIVE)

The preliminary unemployment rate for the Leavenworth County area for the month of June is 2.9%, as compared to the June 2021 rate of 3.9%. In comparison, the national unemployment rate stands at 3.6%, while the State unemployment rate registers at 2.4% for the same period.

SALES TAX:

(POSITIVE)

Combined City and County Sales and Use Tax for the second quarter totaled \$699,041, a 9.91% increase over last year's \$635,963 total for April through June.

TRANSIENT GUEST TAX:

(NEGATIVE)

Total revenue received from the State represents the remaining gross seven percent (7%) city guest tax. The State retains a 2% administration fee and submits 98% to the city. The revenues are received from the State on a quarterly basis (February, May, August, and November of each year). The revenue received through June was \$34,648 as compared to last year's receipts of \$110,925 for the same period.

PERMITS AND FEES:

(NEUTRAL)

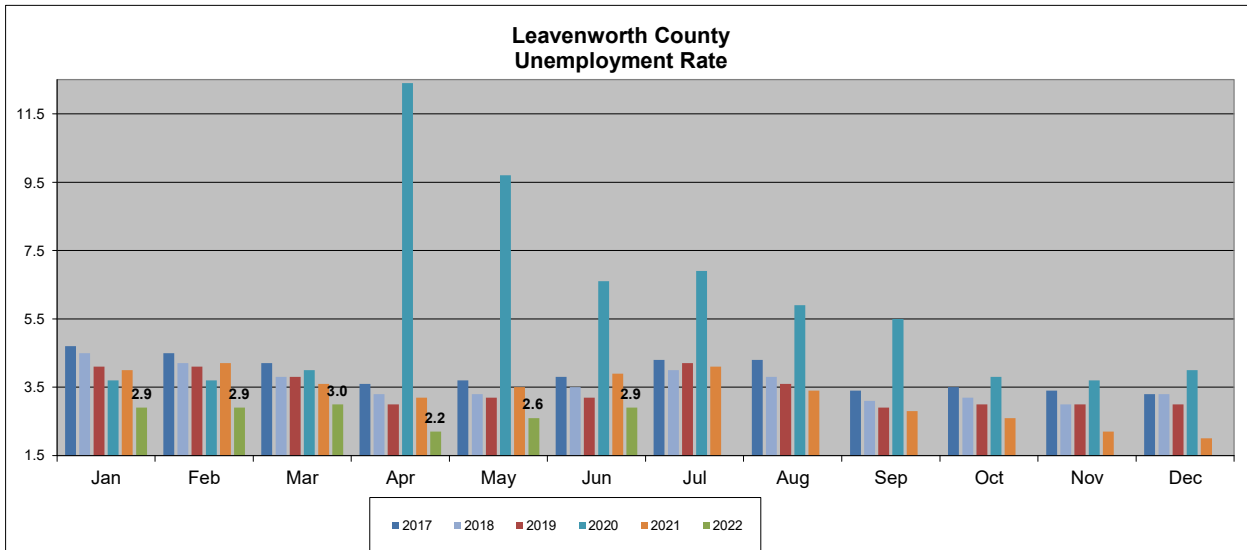
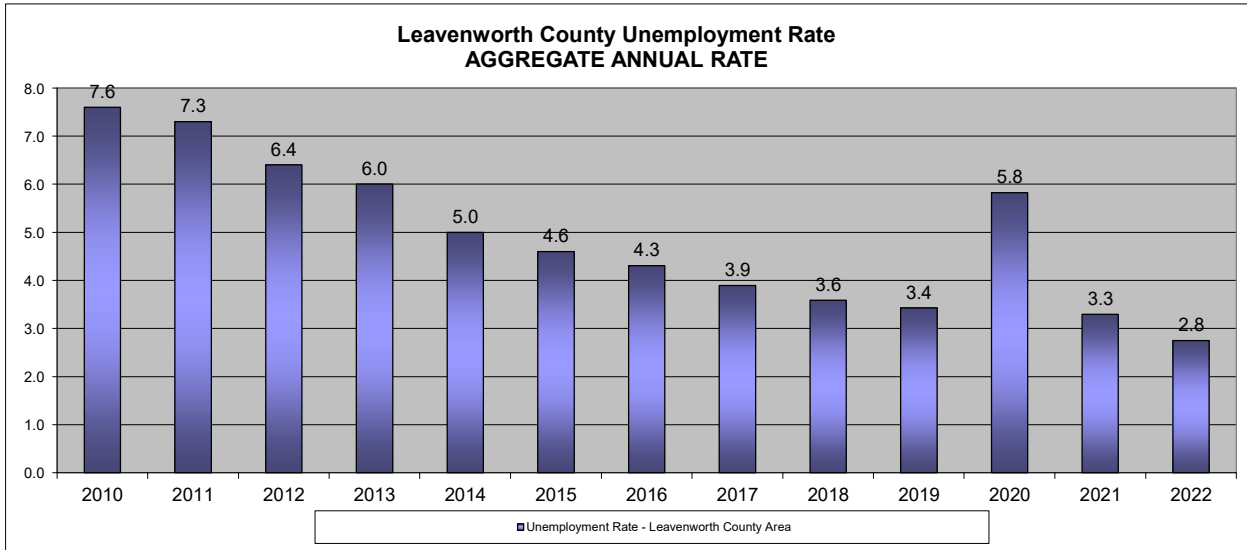
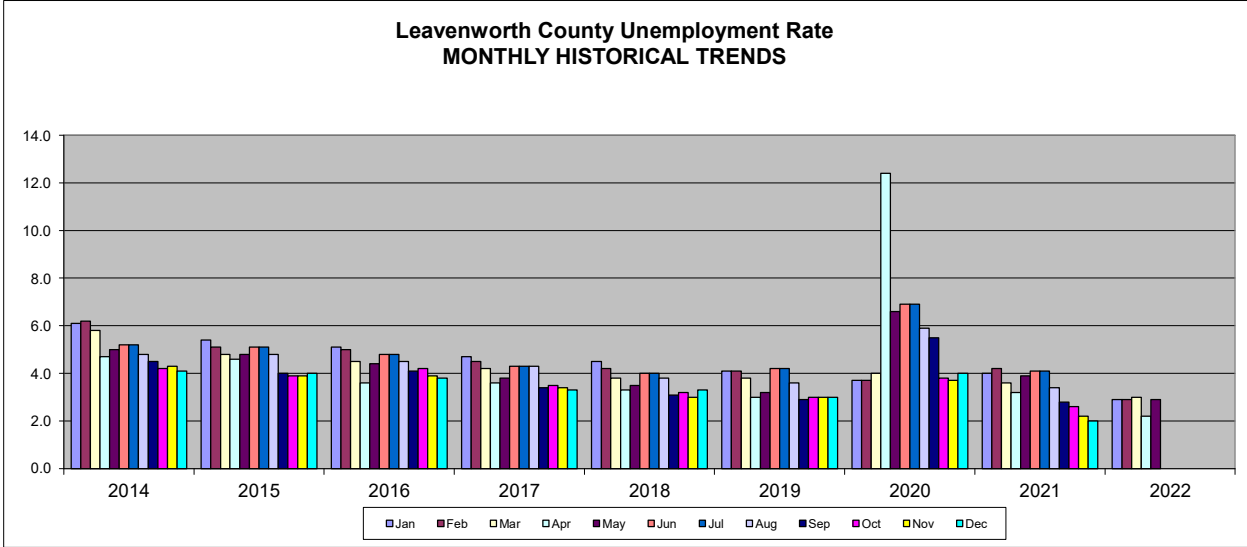
The City issued 203 permits valued at \$3,704,024 between April and June 2022. This reflects an increase over the previous year's 181 permits valued at \$3,618,443 for the 2nd quarter. No new residential or commercial permits were issued during this period.

UTILITY CUSTOMERS:

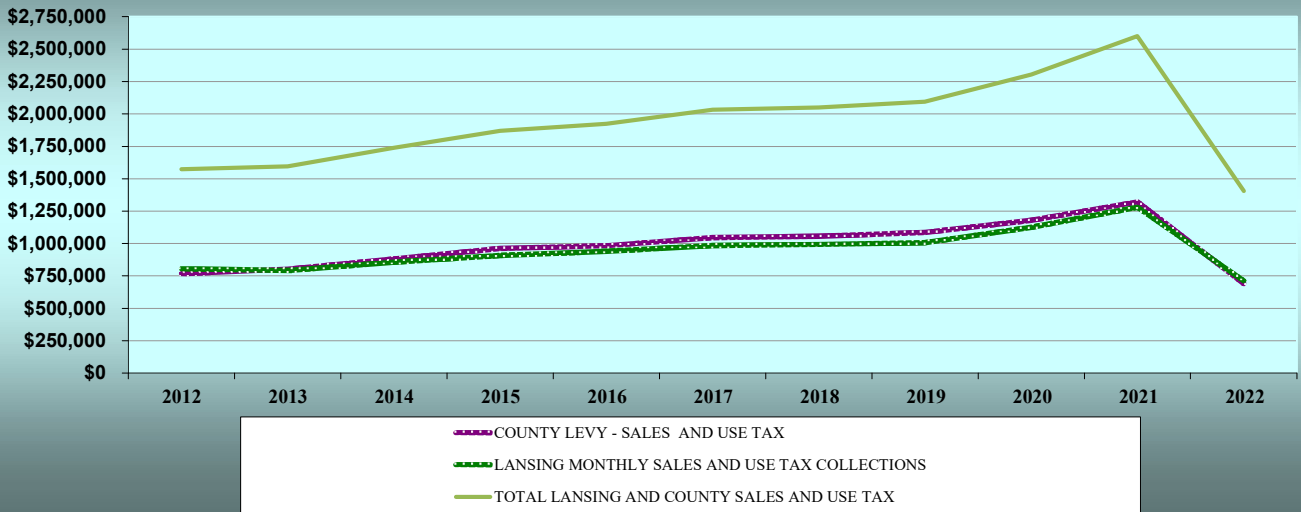
(NEUTRAL)

The second quarter's final billing cycles reflected 2616, 2622, and 2613 residential accounts for April, May, and June respectively; and 119 (April) and 118 (May and June) commercial accounts for the same period. The average number of residential accounts billed during the second quarter decreased by approximately 15 households compared to the 2022 second quarter average billing. This decrease is most likely due to large number of military residents that are closing accounts during this time.

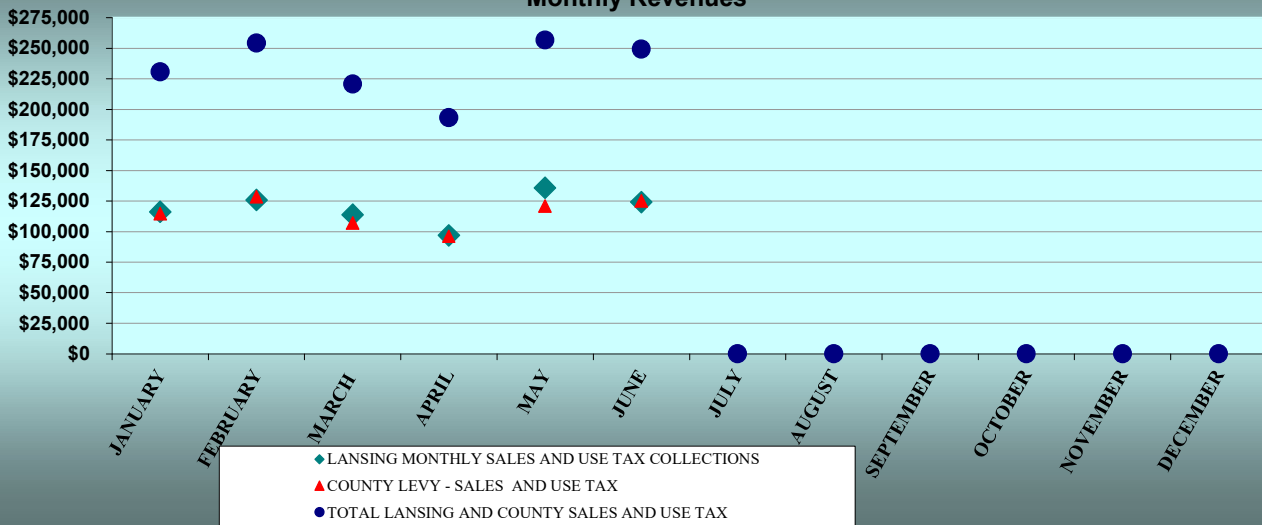
UNEMPLOYMENT RATE



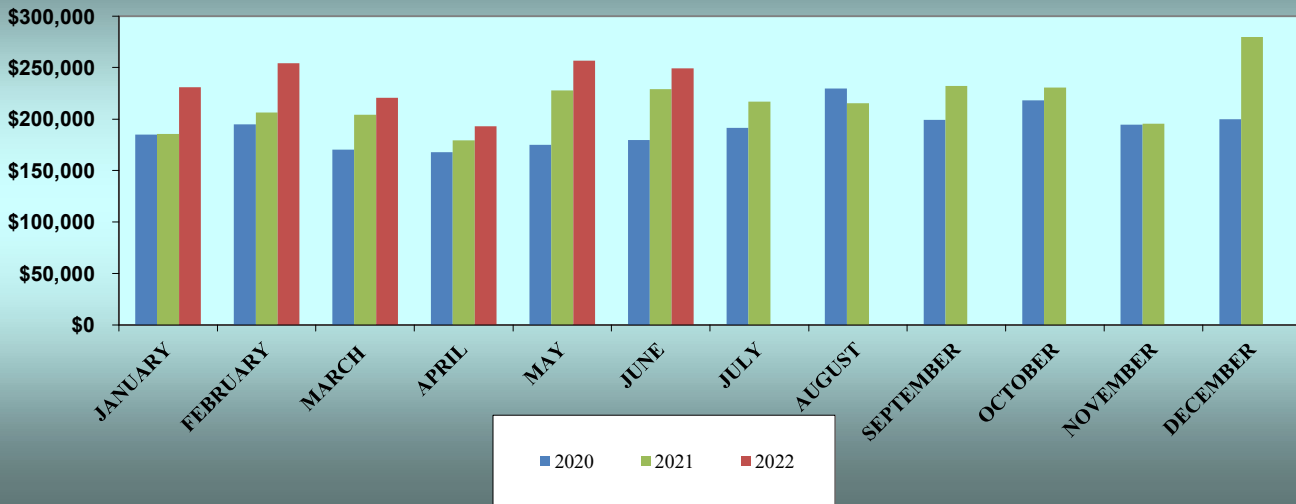
Sales and Use Tax Fiscal Year History - 2nd Quarter

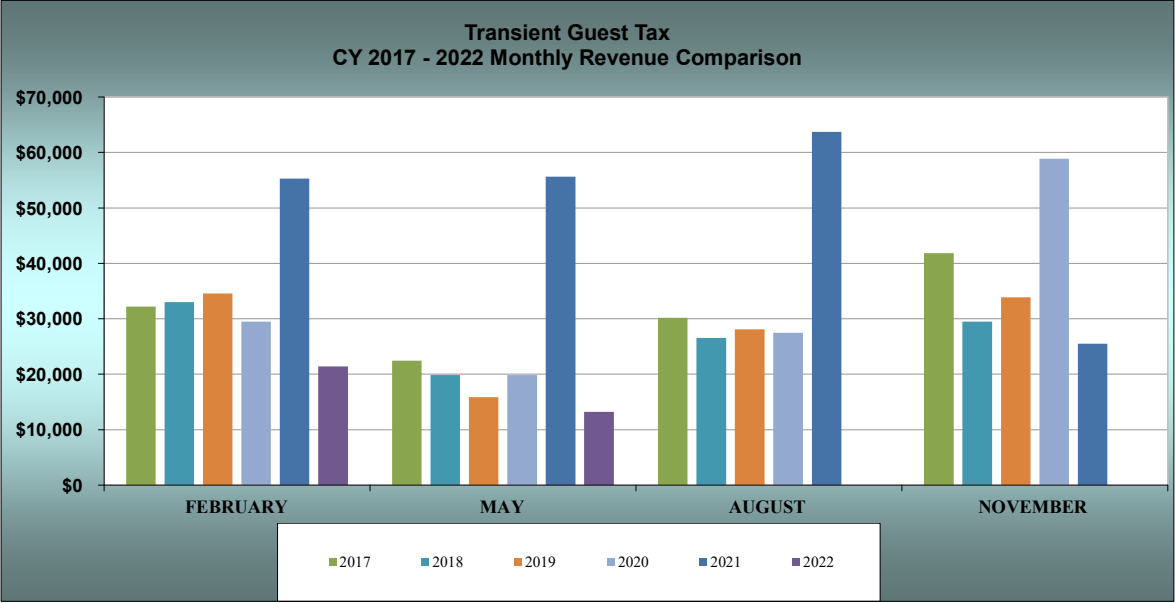
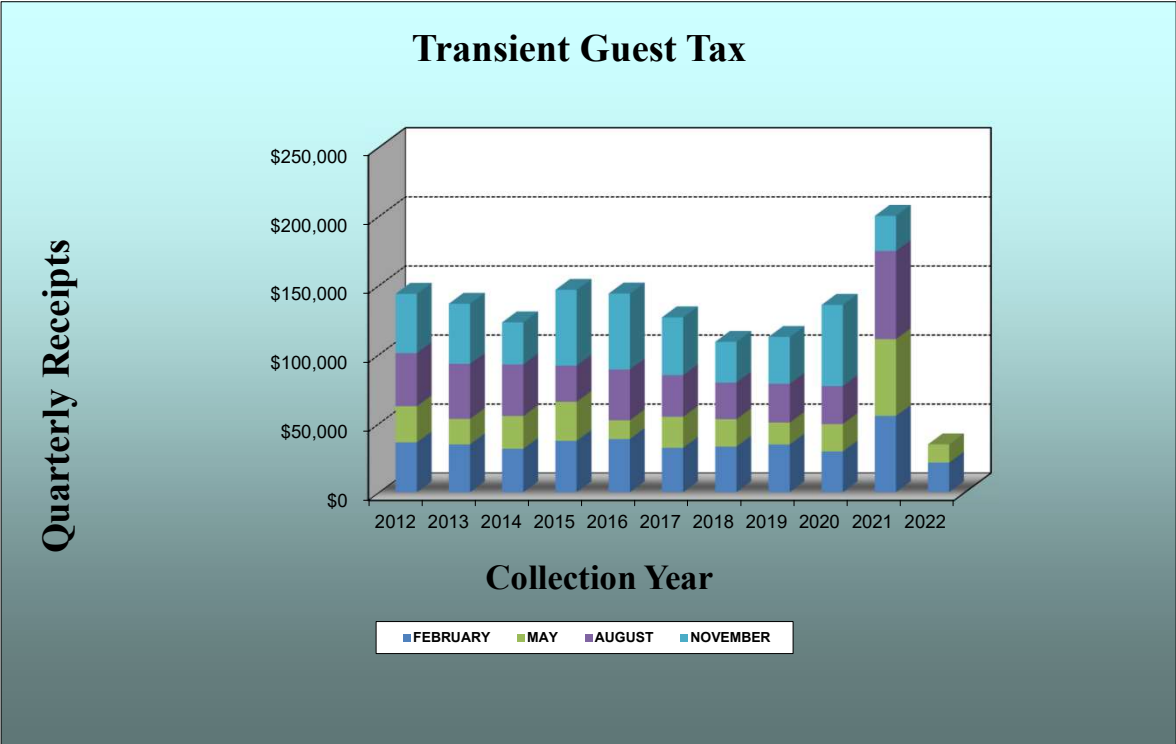


Sales and Use Tax CY 2022 Monthly Revenues



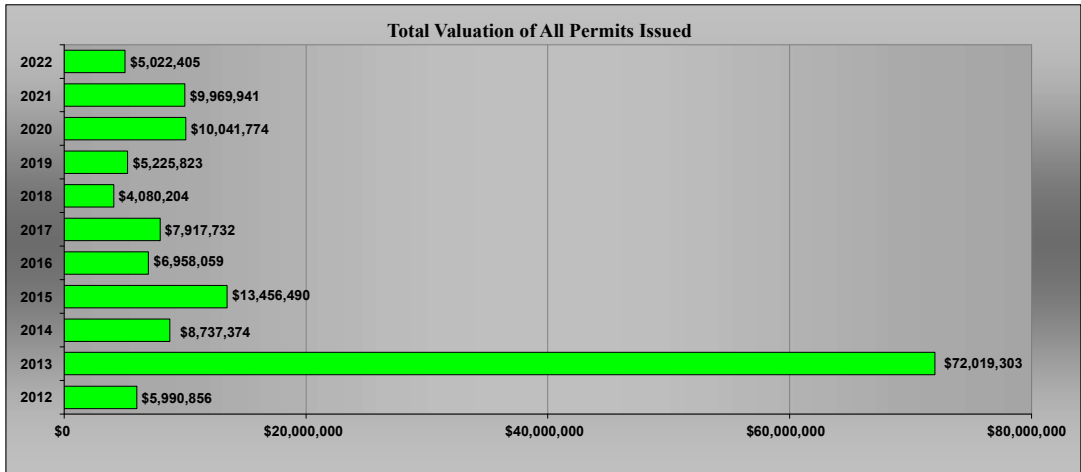
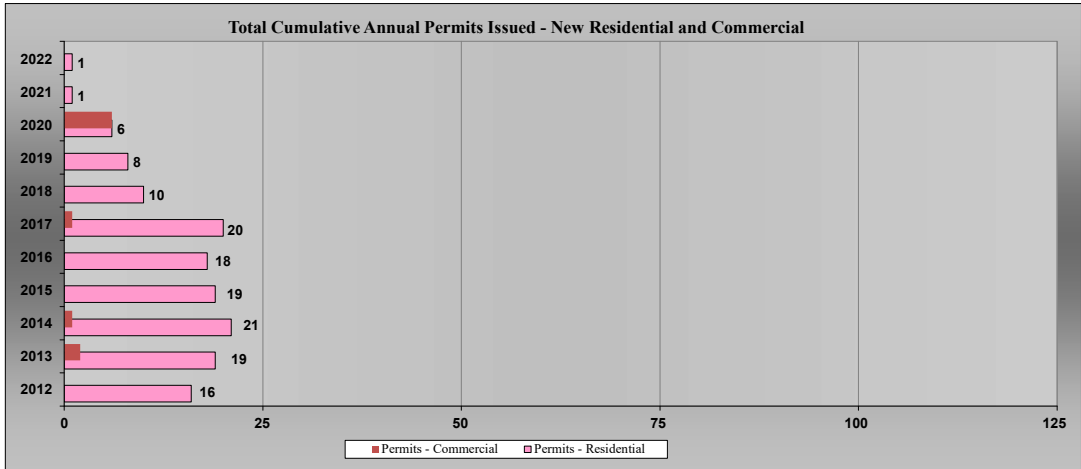
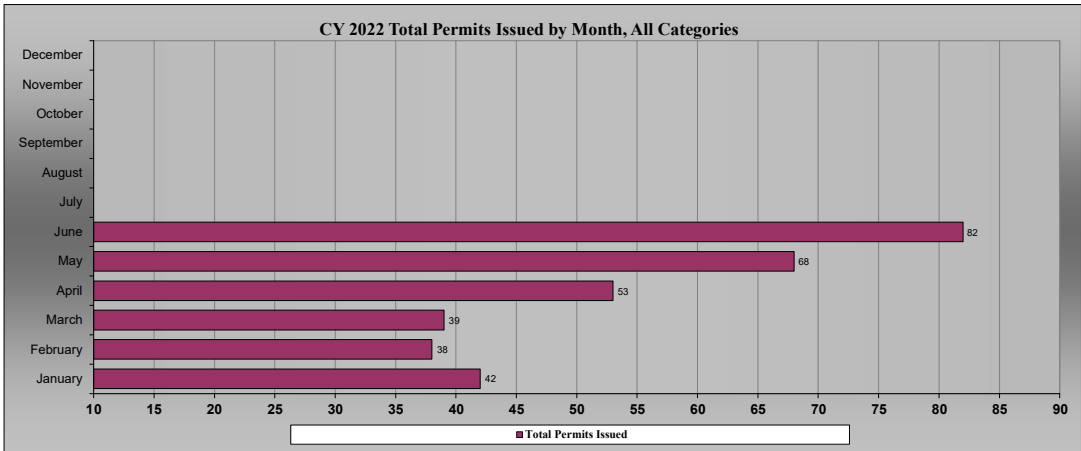
City and County Sales and Use Tax CY 2020-2022 Year-to-Date Revenue Comparison



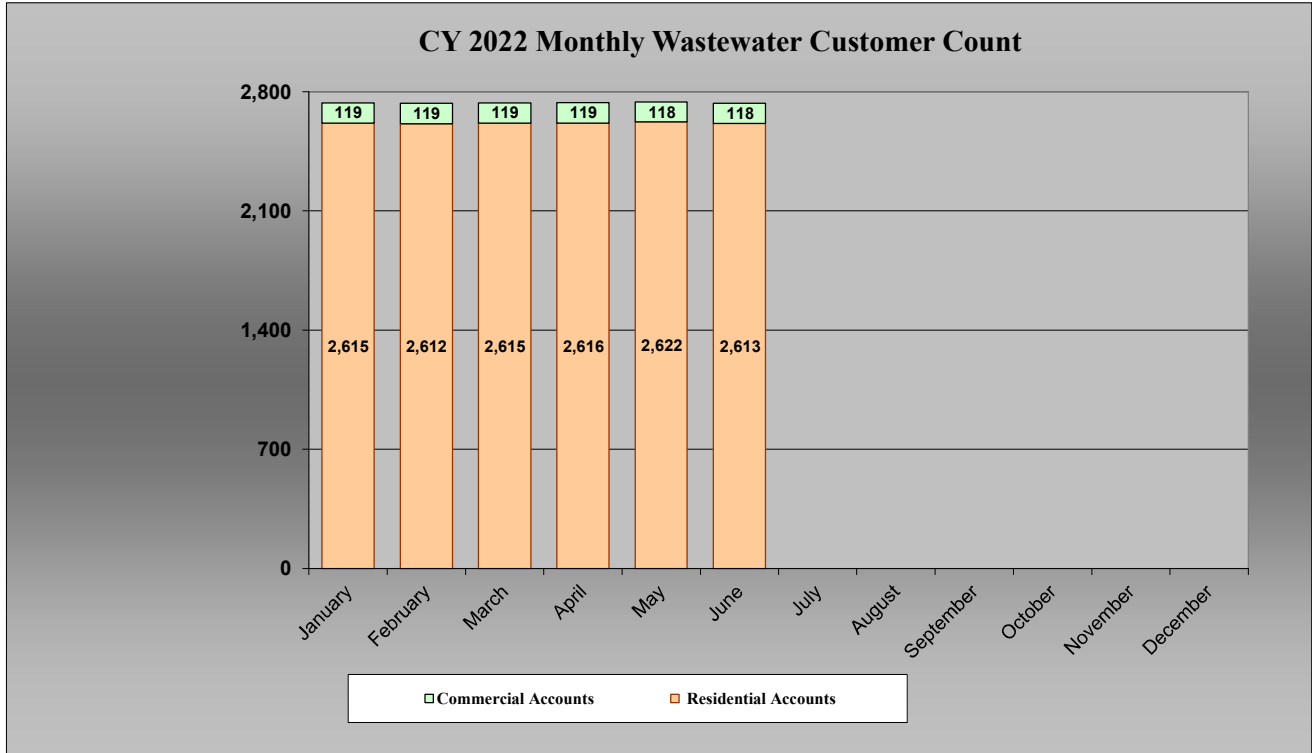
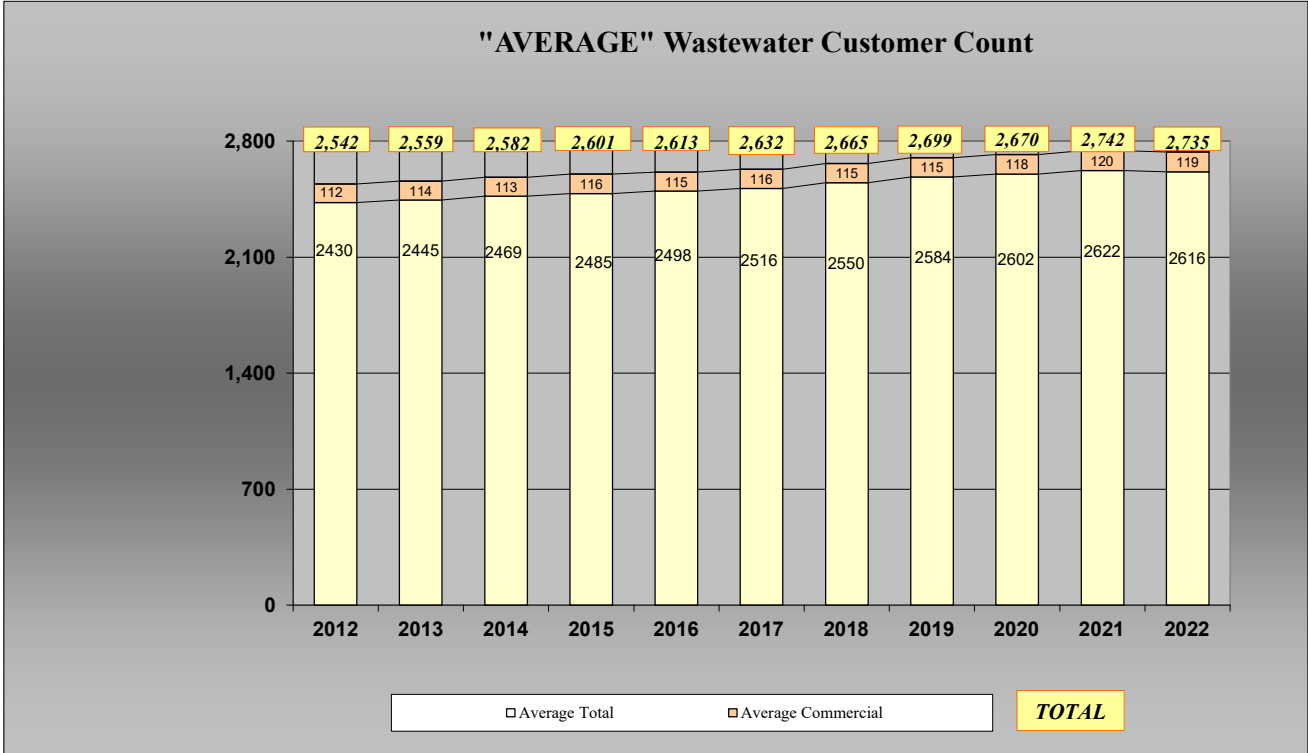


PERMITS ISSUED AND TOTAL VALUATION HISTORY

Agenda Item 8.



WASTEWATER UTILITY CUSTOMER HISTORY





End of Report



City of Lansing
800 First Terrace
Lansing, Kansas 66043

City Administrator's Report
September 1, 2022

Agenda Items:

The Revenue Neutral Rate public hearing is on the agenda for Thursday evening. The City does not intend to exceed the revenue neutral rate, but changes to total valuation after budget approval could impact the City's final mill levy slightly, leading to the City being a tenth or hundredth of a decimal point above the RNR. Based on the possibility of decimal variations from valuation changes, we are holding the RNR hearing. The proposed budget would decrease the City's mill levy from 41.031 to 36.426.

Approval of the 2023 Lansing City Budget is on the agenda Thursday night. Based on the present valuation, the City's mill levy would decrease 4.605 mills. Even with the rise in valuation, this decrease should hopefully offset most valuation increases in Lansing. A few examples of this budget breakdown are below based on homes that had a constant value as well as homes that had their value increase by \$25,000 or \$35,000:

- \$300,000 Home x .115 x 41.031 (Previous Mill Levy)/1,000=\$1,415.57
- \$300,000 Home x .115 x 36.426 (Proposed Mill Levy)/1,000=\$1,256.70

- \$175,000 Home x .115 x 41.031 (Previous Mill Levy)/1,000=\$825.75
- \$195,000 Home x .115 x 36.426 (Proposed Mill Levy)/1,000=\$816.85

- \$300,000 Home x .115 x 41.031 (Previous Mill Levy)/1,000=\$1,415.57
- \$335,000 Home x .115 x 36.426 (Proposed Mill Levy)/1,000=\$1,403.31

Additionally, the proposed 2023 Budget also includes a \$940,000 to the Capital Improvement Fund for paving roads and infrastructure improvements, substantial improvements to the roadway and lighting along Centre Drive, 1.5 new City employees, carpeting and repainting the north side of 730 1st Terrace, a mobile message board, utility golf cart, and improved software for Municipal Court.

The City has received three sets of proposals for repairing the Town Centre detention pond walls. Due to the complex and specialized nature of this work, the successful proposal will demonstrate the overall best value to the City, as laid out in the City's purchasing manual. Staff would like to designate a review committee with staff members and two council members to review and



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evaluate the proposals. Upon completion, this committee would report back to the City Council with their recommendation for approval at a future meeting.

An executive session for land acquisition is on the agenda for Thursday evening.

Public Works:

Clearwave Fiber has received 13 permits to conduct work in right of way in Lansing. AT&T has received six permits to conduct work in right of way in Lansing. To date, no permits from either company have been closed out. We had an article in the Lansing Connection explaining right-of-way to our residents. The City is retaining a \$10,000 bid bond from each contractor to ensure that areas are restored satisfactorily. We anticipate most restoration work to take place in the fall once grass is likelier to grow. The City is attempting to schedule a meeting with AT&T to talk about their methods of installing utility boxes.

Staff spoke to an engineer about conducting a speed study for East Mary Street. The current speed limit is 20 miles per hour. Details like the number of driveways, site distance, lack of shoulders, previous accidents, and current average speeds will all come in to play on the study. In an effort to save costs, staff will utilize our internal speed tracker for the study. We will report back as more details arise from the results of that study.

A progress meeting for the K7/Eisenhower project was held on August 18th. The project is currently on schedule and still slated to be complete in late November (pending weather delays). The Eisenhower portion of the project has been the main focal point thus far, as the crews are working to reopen the currently closed southern access point. Minor clearing has begun east of QuikTrip's sidewalk, outlining where the future right-turn lane will be located. We anticipate lane closures along K7 to occur soon. Please encourage residents to utilize detours or to access those areas during non-peak hours, if possible.

We are working to apply for grant funding from KDOT to replace the bridge on DeSoto Road. The deadline for the grant is in early September.

Community & Economic Development:

Building plans for the dental office between Mutual Savings Association and Anytime Fitness have been approved. We hope to see progress at this property soon.

Construction has started on the addition to the main building at MainStreet CDJR. This will include three additional service bays and a car wash bay.

Construction continues at Family Eye Care. The building is closed in and they are working on interior work, as well as exterior site work. The building's owner is asking to modify the site



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plan that was already approved by the Planning Commission. The modifications requested, involving a retaining wall, will go before the Planning Comm. at their September 21st meeting.

Take 5 Oil Change is currently working on a Traffic Impact Study (TIS) to evaluate their potential impact at the K7/East Eisenhower intersection. KDOT would need to approve the TIS. They are also working on their formal building permit plans.

Work has begun on the townhomes at Santa Fe and Fairlane. A completion date is tentatively scheduled for next year. We have reached out to the developer of the Fairway Estates Fifth Plat. We hope to receive updated plans for this single-family home subdivision shortly.

YTD Sales Tax Update:

	2021 YTD	2022 YTD	Difference
Local Sales & Use Tax (1.45%)	\$1,042,645	\$1,189,833	\$147,188, 14.12%
County Sales Tax	\$566,617	\$584,422	\$17,805, 3.14%
County Use Tax	\$162,648	\$209,515	\$46,867, 28.81%
Guest Tax	\$174,626	\$59,837	-\$114,789, -65.73%*

Through the July disbursement, the .45% sales tax has generated \$368,848, on pace for \$632,316 throughout the year. The 2022 debt payment for DeSoto Road is \$388,075. Based on current projections, this would leave \$252,063 toward park improvements this year.

*A hotel in Lansing was used in 2021 for isolation during the pandemic. Current Transient Guest Tax figures are slightly less but comparable to periods prior to the pandemic.

Parks & Recreation:

Installation of the septic system has begun. All the field lights have been installed and wiring is currently being ran. Topsoil in the outfields and infield materials have been put into place a graded. Progress continues on the installation of the blocks for the concession / restroom building. Plumbing has been roughed in and the floors have been poured. The transformer pads have been poured as well as sections of sidewalk, ADA parking stalls and some curb and gutter. Backstop poles have been installed as well as most of the fence posts and some of the fence mesh has been installed. Trenching and installation of the irrigation is underway. Foul poles have been delivered and assembled. Support beams for the bleacher shade structures are also being installed.

Wastewater:

Two of the four easements needed for the Town Center Sewer Replacement project have been



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negotiated and signed. One of the remaining parcels is involved in a probate case, while the last property is still in discussions with staff. 100% plans and specifications are complete and permitting is ongoing. The latest engineer estimate for construction is \$900,000. Construction of this project will follow, as directed by the City Council.

The owner of a gas main in conflict with the sewer alignment for the McIntyre Sewer Interceptor project has been found and contacted. Plans have been sent to the gas company to work through this issue. This project would extend sewers to McIntyre Road and include the installation of nearly 9,500 feet of pipe.

The flow meters have been removed and the data gathering has concluded. There have been several rain events during this flow monitoring period, which has provided good data for the master plan update. A draft report of the flow study and revision to the WWMP will be delivered in the coming months.

Meetings & Announcements:

All volunteer boards are fully registered! The City currently has an opening for a part time Animal Control Officer.

- Monday, September 5th Labor Day, City Offices Closed
- Thursday, September 15th City Council Meeting, 7:00pm, City Hall
- September 16th & 17th Citywide Garage Sale
- Wednesday, September 21st Planning Commission Meeting, 7:00pm, City Hall
- Thursday, September 29th City Council Work Session, 7:00pm, City Hall
 - Public Works Projects Update
- Tuesday, October 4th Volunteer Dinner, Community Center
- Thursday, October 6th City Council Meeting, 7:00pm, City Hall
- Monday, October 10th Staff Development Day-City Offices Closed
- Saturday, October 15th Fall Festival, Angel Falls Trail
- Wednesday, October 19th Planning Commission Meeting, 7:00pm, City Hall
- Thursday, October 20th City Council Meeting, 7:00pm, City Hall
- Thursday, October 27th City Council Work Session, 7:00pm, City Hall
- Saturday, October 29th Spooky Center (location TBD)

Sincerely,

Tim Vandall



National Assisted Living Week 2022 Proclamation

WHEREAS, residents of assisted living communities are active members of the larger community, offering their knowledge, life experiences and involvement; their past contributions continue to be a vital part of Lansing’s rich history; and their ongoing participation deepen our identity;

WHEREAS, assisted living is a critical long term care option for older adults and individuals with disabilities that fosters choice, dignity, and independence; assisted living communities are committed to excellence, innovation, and the advancement of person-centered care;

WHEREAS, in 1995, the National Center for Assisted Living established National Assisted Living Week® to honor the contributions of assisted living communities in providing long term care to America’s seniors and individuals with disabilities;

WHEREAS, this year’s theme of National Assisted Living Week® is “Joyful Moments,” which highlights the incredible care and compassion provided by essential caregivers in assisted living facilities across the country;

WHEREAS, during this special week, assisted living communities across the country are encouraged to organize activities and events which celebrate the dedication of staff, the individuality of residents, and the deep connections formed in these settings, while adhering to COVID-19 safety requirements and precautions;

Now, Therefore, I, Anthony R. McNeill, Mayor of the City of Lansing, State of Kansas, do hereby proclaim the week of September 11-17, 2022 as:

Assisted Living Week

in the City of Lansing. I urge all citizens to virtually visit or call a loved one, family member or friend residing in any care setting and offer a kind word and spend time participating in various virtual activities to unite those from all walks of life in need of our continuing love and support, and to learn more about how assisted living services benefit our communities.

In witness thereof, I have hereunto set my hand and caused the great seal of the City of Lansing to be affixed this 1st day of September, in the Year of Two Thousand and Twenty-two.

City of Lansing

Anthony R. McNeill, Mayor

Tish Sims, CMC, City Clerk