



CITY OF LANSING
Council Chambers
800 1st Terrace
Lansing, KS 66043

COUNCIL AGENDA
Regular Meeting
Thursday, August 6, 2020
7:00 P.M.

WELCOME TO YOUR CITY COUNCIL MEETING

Regular meetings are held on the first and third Thursday of each month at 7 pm and are televised on Cable Television Channel 2 on Monday 7 pm, Tuesday 10 am & 7 pm, Friday 5 pm, Saturday 1 pm and Sunday 7 pm.

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.

Call To Order

Pledge of Allegiance

Roll Call

OLD BUSINESS:

1. Approval of Minutes

NEW BUSINESS:

Audience Participation

Presentations

Council Consideration of Agenda Items:

2. Public Hearing on and Consideration of the Proposed 2021 Budget
3. Ordinance No. 1042 – Sewer & Trash Disposal Assessment
4. Ordinance No. 1043 – Weed Removal Assessment
5. Donation of Tackle Football Equipment
6. Conditional Use Permit – 508 4H Road
7. Purchase of Lansing Towne Center Development for Economic Development Purposes
 - a. Resolution No. B-3-2020 – Approval of Purchase Contract
 - b. Authorization to Execute Purchase Contract
 - c. Ordinance No. 1044 – Authorization for Financing

Reports:




Department Heads: City Attorney; City Engineer; City Administrator; Councilmembers

Proclamations

Other Items of Interest

Adjournment

AGENDA ITEM

TO: Tim Vandall, City Administrator 
THRU: Sarah Bodensteiner, City Clerk 
FROM: Shantel Scrogin, Assistant City Clerk 
DATE: July 22, 2020
SUBJECT: Approval of Minutes

The Regular Meeting Minutes for July 16, 2020 are enclosed for your review.

Action: Staff recommends a motion to approve the Regular Meeting Minutes for July 16, 2020 as presented.

AGENDA ITEM #

CITY OF LANSING
CITY COUNCIL MEETING

REGULAR MEETING MINUTES
July 16, 2020

Call To Order:

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

Roll Call:

Mayor Mike Smith 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: Tony McNeill and Gregg Buehler

Councilmembers Absent: Kerry Brungardt

OLD BUSINESS:

Approval of Minutes: Councilmember Buehler moved to approve the regular meeting minutes of July 2, 2020, as presented. Councilmember Garvey seconded the motion. The motion was unanimously approved.

Audience Participation: Mayor Smith called for audience participation and there was none.

Presentations: Concrete Curb and Sidewalk Condition Inventory – Public Works Director Mike Spickelmier updated the Council on existing conditions of concrete curbs, gutters, and sidewalks through the city. Citizen feedback has brought up inquiries if there is “cost share” available to assist homeowners if they chose to make repairs on curbs, sidewalks, and/or driveways. Council agreed to further discuss this at the September work session.

COUNCIL CONSIDERATION OF AGENDA ITEMS:

Treasurer’s Report for Quarter Ending June 30, 2020: Councilmember Kirby moved to approve the Treasurer’s Report for the quarter ending June 30, 2020, as presented. Councilmember Buehler seconded the motion. The motion was unanimously approved.

K-7/Eisenhower Memorandum of Understanding: Councilmember Buehler moved to approve the K-7/Eisenhower Memorandum of Understanding with the City of Leavenworth, as presented. Councilmember Kirby seconded the motion.

- Councilmember Majure stated I have a question.
 - Mayor Smith replied go ahead Marcus.
 - Councilmember Majure stated I was trying to understand the 2/3rds and 1/3rd. The 2/3rds and 1/3 is because 2/3rds of it mostly Lansing that we’re talking about in this memorandum.
 - Councilmember Studnicka responded it’s on our side of the boundary line, I think.
 - City Administrator Tim Vandall replied yeah three quarters of it is in Lansing and one quarter is in Leavenworth, but they also maintain, oversee that traffic light so they have a little bit more than 25 percent of the stake.
 - Councilmember Majure stated so, ok.
 - Mayor Smith asked anything else Marcus.
 - Councilmember Majure replied nope, that’s it, common sense.

The motion was unanimously approved.

Ordinance No. 1041 – Coronavirus Relief Funding: Councilmember Studnicka moved to approve and adopt Ordinance No. 1041. Councilmember Buehler seconded the motion.

- Councilmember Studnicka stated question.
 - Mayor Smith responded go ahead Don.

- Councilmember Studnicka stated I read in my packet this was also to cover lost wages.
 - City Administrator Tim Vandall replied correct.
 - Councilmember Studnicka asked is that correct.
 - City Administrator Tim Vandall responded yes.
 - Councilmember Studnicka replied but I thought there was a separate program from the feds and the state versus this corona thing. There is the lost salary you hear about out on the news. I was a little confused with that.
 - City Administrator Tim Vandall asked so I don't know if you are talking about unemployment insurance.
 - Councilmember Studnicka responded no, there was the feds came out with this idea of lost wages or whatever it was called.
 - Councilmember Garvey replied short term.
 - City Administrator Tim Vandall responded yeah, ok. This is separate from the PPP Program. So, this we can be reimbursed for employees whose main duties have been responding or mitigating to the pandemic. So, we would be able to be reimbursed for payroll expenses for law enforcement, human resources, employees who have spent a lot of their time cleaning, sanitizing, things like that.
 - Councilmember Studnicka asked any equipment we need to purchase or anything like that.
 - City Administrator Tim Vandall replied yeah. That \$2.2 million figure, I guess to backtrack a little bit, earlier in this process, I viewed this more as a reimbursement program but as it went on, you saw we were eligible for \$2.2 million. We didn't spend anywhere near \$2.2 million so there is a lot of direct aid opportunities for things that we could do to assist like teleworking, programs to improve teleworking, technology upgrades, transfers to other government entities, things like that we could spend the money on. So, one idea that has been tossed about is school districts. I don't know if you guys want me to reach out to Superintendent Wessel and see if there is any type of opportunities to collaborate on something because again even when you include reimbursing, payroll for PD, HR, all of that stuff, there's still a fair amount left over. So, I don't know if you guys would want me to reach out to the Superintendent.
 - Councilmember Studnicka stated it probably wouldn't be a bad idea to reach out to them because it's our community.
 - Councilmember McNeill stated working together.
 - Councilmember Studnicka responded working together to try and make it better. I would say yeah.
- Councilmember McNeill stated I was going to ask about the small businesses. Have we approached small businesses to see what their losses have been in town?
 - City Administrator Tim Vandall stated so a couple of things. This can be used for a small business improvement grant and that is one of the things we have talked about doing.

We haven't come up with the parameters firmly for that, but we would want it to be a locally based business. We would want it to be under a certain number of employees. They would need to prove they lost money throughout the issue, the pandemic but we haven't; I guess we reached out to people maybe in April and I want to say maybe 10 or so businesses responded to us, Matt, you think.

- Community & Economic Development Director Matthew Schmitz replied roughly 10-12 responded.
 - Councilmember Majure responded and that was early.
 - City Administrator Tim Vandall stated that was early so maybe it's more now. So absolutely, small business grants.
 - Councilmember McNeill stated several restaurants I know were closed.
 - City Administrator Tim Vandall responded salons and things like that, absolutely that would qualify. There's lots of different options for things we can do. One of the other things I was looking at doing. I do want to refine this a little bit and then hopefully we can discuss this at the July 30th work session. And I'm hoping with all the craziness going on and numbers rising I don't know if we should do that by Zoom or not. But anyway, I do want to refine our numbers a little bit and bring that back to you guys at our July 30th work session. In the meantime, I was almost thinking if I can talk to the Superintendent but also if we want to do some type of public hearing to hear from citizens about ideas that they have. I'd be happy to do that. I don't know if we want it to be face to face. Maybe we could do it on Zoom or something.
 - Councilmember Majure replied Facebook Live.
 - City Administrator Tim Vandall responded yeah you could do Facebook Live.
- Councilmember McNeill asked is the Chamber doing anything. It would make sense to me if the Chamber got all the businesses together and kind of went around to get ideas.
 - City Administrator Tim Vandall replied the government entities that have been contacted that I am aware of are just the four cities. Since the Chamber is kind of quasi-governmental, I'm not sure. I don't think they are receiving money.
 - Councilmember McNeill responded no I was just thinking of them bringing the businesses together.
 - City Administrator Tim Vandall stated you know we have kind of an ok business list from our Salads & Solutions stuff, we can email our businesses and have a decent response rate.
 - Mayor Smith stated but not all of them belong to the Chamber anyway.
 - City Administrator Tim Vandall asked what's that.
 - Mayor Smith replied not all belong to the Chamber.
 - City Administrator Tim Vandall responded yeah, that's true.
 - Mayor Smith asked so I think that list you guys create is pretty accurate, don't you?

- City Administrator Tim Vandall replied yeah because they respond to the Salads & Solutions but anyway, I was looking at doing some type of forum or something just to hear citizen feedback about ideas on what we can do to utilize this best.
 - Mayor Smith responded absolutely.
 - City Administrator Tim Vandall stated the thing is too, I think people hear \$2.2 million and their eyes get big and maybe rightfully so, but it really needs to be COVID related. There is probably going to be Federal Government audits. So I was on a League conference call and the thing they had said is don't spend anything unless you are comfortable driving to Topeka, justifying it in front of a committee because you know there is going to be legislatures going through that with a fine tooth comb saying this City spent it on something that has nothing to do with COVID.
 - Councilmember Garvey and they should.
 - Councilmember Buehler a new pool.
 - City Administrator Tim Vandall responded a new pool, right. You're exactly right. If we do a citizen forum on Facebook Live or Zoom, whatever in a week or so, I'll try to make that clear to citizens we can't use it for a pool, we can't use it for a gym for Parks & Rec. It needs to be COVID related
 - Mayor Smith stated Tim, you know when we do FEMA and we get into those kinds of areas, we have someone come up out of the main office, maybe can answer a question we can't answer. Do they have anyone available to assist us when we go to do this. To give an answer unless you all feel comfortable giving it but I know the office that is going to be overseeing the funds might have someone come up and when a questions comes in and we don't know the answer. When you start doing these things, there's a lot of questions and maybe they could help us with that.
 - City Administrator Tim Vandall stated the other thing I will tell you too, there's been a ton of questions. There's a lot of areas where there's still not a lot of firm answers just because this was passed a couple of months ago. It's hundreds of millions of dollars. There's kind of guidelines. They've been pretty clear you can't use it to make up for lost revenues. So, if our sales tax went down, we couldn't say we want to use this to plug holes. We absolutely cannot do that. There's certain things that we can do, certain things we cannot do.
 - Councilmember Kirby stated it'd be a good time to be sure the Police Department and all were up on their PPE and thermometers. I know there at the beginning; thermometers were hard to get.
 - City Administrator Tim Vandall replied yep, that is a really good point.
 - Councilmember Studnicka stated fill that new pool with hand sanitizer.
 - Councilmember Majure asked so Tim how did it break out that Lansing is eligible for \$2.245 million. How did that shake out of \$19.2 million to Lansing is \$2.2 out of nineteen?
 - City Administrator Tim Vandall responded it was based on population. I want to say Leavenworth is eligible for around \$6.7. We're eligible for the \$2.2. Basehor and Tonganoxie are eligible for maybe a million each. It was based on population and then

the unincorporated population in Leavenworth County is eligible for a certain number of funds too.

- Councilmember McNeill stated the townships.
- City Administrator Tim Vandall stated yeah. So, I was looking at doing some type of forum on Monday, the 27th I want to say. If you guys want to be there for that, be in the building or log on, whatever and again the goal of that is to kind of hear citizen feedback about ways we can really have a positive impact with this. The other thing too, sorry I am kind of rambling a little bit, the other thing too that is kind of interesting, the Federal government is giving you all these kind of very rough guidelines on things that are eligible like housing, housing people who are impacted by COVID is eligible but one of the conference calls I've been on, one of the responses is great, we have \$2 million dollars, housing great but you can't expect to build something in six months. Because you have to spend it by the end of December. There is a very strict timeline. So, the Federal government has these guidelines for things you can do but some of them aren't necessarily feasible within the amount of time that we have.
 - Councilmember McNeill asked testing and things like that are, you could do it for that. COVID testing.
 - City Administrator Tim Vandall asked what's that.
 - Councilmember McNeill stated for testing of COVID.
 - City Administrator Tim Vandall responded yeah that's eligible, absolutely.
 - Councilmember McNeill replied so that would eligible for it. I think that would be worth giving money to a clinic here. I mean test everybody in the city. Heck I don't know. I know a lot of people are worried you can't get tests. It would be nice to have that capability.
 - City Administrator Tim Vandall stated you can give grants to healthcare facilities within your city. Absolutely, you can. The one thing again they really pounded on, if you give money to somebody else, then that person needs to keep those receipts and they need to document that very well. We can't give the school district \$100,000 and have them spend it on basketballs and then we're on the hook for \$100,000
 - Councilmember Garvey stated we can't say well we gave them the money, it's on them.
 - City Administrator Tim Vandall responded yeah it falls back to us but absolutely we could give healthcare grants to the clinic here, the clinic on Eisenhower, whatever, absolutely.
 - Councilmember Kirby asked the County has a committee, right, that's running this.
 - City Administrator Tim Vandall replied yes.
 - Councilmember Kirby stated so probably if we had a question that would probably be a good place to go. Is this going to be an eligible venture?
 - City Administrator Tim Vandall responded so grants to healthcare facilities, I've heard that from several people that eligible.
 - Councilmember Kirby asked I understand but if we get something specific to us and we're not sure, there is a group at the county.
 - City Administrator Tim Vandall replied there is a committee at the county that's overseeing this. Yes.

- Councilmember Kirby asked so that would be a place for us to go if we're not sure.
 - City Administrator Tim Vandall responded yes.
 - Councilmember Kirby stated and if it was wrong, we can blame it on them.
 - Councilmember McNeill stated good luck with that.
 - Councilmember Garvey asked and you expect to get an honest answer based on Leavenworth. Don't go there Gene.
 - Councilmember Kirby stated I'm sorry I threw that out.
 - Councilmember Trinkle asked what about the League, one of them. Do they help.
 - City Administrator Tim Vandall asked say that again.
 - Councilmember Trinkle responded the League or somebody like that.
 - City Administrator Tim Vandall replied so they've been doing conference calls twice a week for the last few months. They're actually who I'm getting a lot of the information from but again if the federal government doesn't say specifically xyz is eligible, they have trouble passing that on. When they hear of something that's absolutely defensible, they pass it along. Improvements to telework capabilities, laptops, tablets, improving internet connections, things like that is absolutely justifiable 100%.
 - Councilmember Trinkle stated that is stuff we could use as a city.
 - City Administrator Tim Vandall replied yeah absolutely.

The motion was unanimously approved.

Executive Session – Non-Elected Personnel: Councilmember Buehler moved to recess into executive session to discuss an employee's performance pursuant to the non-elected personnel matter exception, K.S.A. 75-4319(b)(1) for 45 minutes, beginning at 7:27PM and returning to the Council Chambers at 8:12PM. Councilmember Garvey seconded the motion. The motion was unanimously approved.

Councilmember Buehler moved to return to open session at 8:12PM. Councilmember Kirby seconded the motion. The motion was unanimously approved.

Councilmember Buehler moved to authorize the Mayor to sign Addendum No. 4 to the City Administrator's Contract and provide a financial incentive based on the results of the performance evaluation. Councilmember Garvey seconded the motion. The motion was unanimously approved.

REPORTS:

Department Heads: Department Heads had nothing to report.

City Attorney: City Attorney Greg Robinson had nothing to report.

City Engineer: City Engineer Matt Harding had nothing to report.

City Administrator: City Administrator Tim Vandall reminded the Council about the Work Session on July 30th via Zoom. The Coronavirus Relief Fund will be discussed that includes ideas from staff and citizens. There will be a more thorough update about land acquisition for economic development for that meeting as well. We will be publishing a flat mill levy for the budget. When you publish it flat, you can always vote to lower it or keep it flat, but it can't go higher.

- Mayor Smith stated he is all for trying to give back some of the mill levy and property tax.

City Administrator Tim Vandall let the Council know a citizen is upset about there not being a mask mandate in Lansing and wanted her concerns passed to the Council. He stated he will look into what

Leavenworth and Leavenworth County are working on and report back at the next meeting unless the County changes their stance before then.

Governing Body: Councilmember Trinkle thanked City Administrator Tim Vandall and is hoping for many more years with him.

Councilmember Kirby asked everyone to wear a mask.

Councilmember Garvey told Tim he is doing a great job and they appreciate him. He stated him and his wife went to get a shake at QT, but they were out of ice cream. An employee told them they were out of a lot of things. Some customers would be mad about that but it's a great thing.

Councilmember Buehler told City Administrator Tim Vandall job well done and thanked him for all he does and the leadership he provides as the city continues to grow. Councilmember Buehler also provided a fun fact, on this day in 1969, Apollo 11 took off from Kennedy Space Center with Neil Armstrong, Buzz Aldrin, and Michael Collins and 4 days later the first man landed on the moon.

Councilmember Majure told Tim he appreciates his leadership and is excited for all the hard work he has put in for new developments happening through Lansing. He also referenced a thank you letter the Police Department received from a citizen and thanked Police Chief Steve Wayman for all the department is doing. Mayor Smith stated it has been a real pleasure working with City Administrator Tim Vandall and getting to know his family.

Councilmember Studnicka asked about transient vendor licenses.

- City Clerk Sarah Bodensteiner responded the moratorium was lifted in June, we've had no one apply for a license but have had to have police talk to those who are currently going door to door without a license about our requirements and escort them out of town if they fail to comply.

He also stated he has had citizens call asking about Holiday Inn Express being used as a quarantine facility by the State prison.

- Police Chief Steve Wayman stated there are no prisoners being housed at Holiday Inn Express. It's not necessarily people who are Covid positive but maybe people who could have been exposed but don't have any other options to quarantine themselves.
 - Councilmember Studnicka asked if someone told him they were doing it.
 - Police Chief Steve Wayman replied it came from the Sheriff's Department who has been in touch with the Health Department about it.

Councilmember Studnicka congratulated Tim and hopes he hangs around for a while.

Councilmember McNeill echoed what everyone has said to Tim and stated he has built his staff well and Tim is the result of that. He is loving QT and is excited for all the things in the pipeline.

ADJOURNMENT:



Councilmember McNeill moved to adjourn. Councilmember Garvey seconded the motion. The motion was unanimously approved. The meeting was adjourned at 8:27 p.m.

ATTEST:

Michael W. Smith, Mayor

Sarah Bodensteiner, City Clerk

AGENDA ITEM

TO: Tim Vandall, City Administrator 
FROM: Elizabeth Sanford, Finance Director 
DATE: July 30, 2020
SUBJECT: Public Hearing on and Consideration of the Proposed 2021 Budget

Staff is pleased to present the Proposed 2021 Budget for the City of Lansing for consideration. The notice of public hearing summarizing the proposed 2021 budget was published in the *Leavenworth Times* on July 23, 2020.

The proposed 2021 budget reflects no increase to the mill levy.

Action:

Staff recommends that the Council open, hold, and close the public hearing on the Proposed 2021 Budget, and make a motion to adopt the same as presented.

To the Clerk of Leavenworth County, State of Kansas
We, the undersigned, officers of

[illegible]

3,758,847
NO

Page No. 1

Computation to Determine Limit for 2021

| | Amount of Levy |
|---|-----------------------|
| 1. Total tax levy amount in 2020 budget | + \$ 3,603,566 |
| 2. Library levy in 2020 budget | - \$ |
| Other tax entity levy in 2020 budget | - \$ |
| 3. Net tax levy | \$ 3,603,566 |

Percentage Adjustments

| | | |
|---|-------------|-------------------|
| 4. New improvements, remodeling and renovations for 2020 : | + 663,423 | |
| 5. Increase in personal property for 2020 : | | |
| 5a. Personal property 2020 | + 775,230 | |
| 5b. Personal property 2019 | - 790,353 | |
| 5c. Increase in personal property (5a minus 5b) | + 0 | |
| | | (Use Only if > 0) |
| 6. Valuation of annexed territory for 2020 : | | |
| 6a. Real estate | + 0 | |
| 6b. State assessed | + 0 | |
| 6c. New improvements | + 0 | |
| 6d. Total adjustment (sum of 6a, 6b, and 6c) | + 0 | |
| 7. Valuation of property that has changed in use during 2020 : | + 217,306 | |
| 8. Expiration of property tax abatements | + 0 | |
| 9. Expiration of TIF, Rural Housing, and NR Districts
(Incremental assessed value over base) | + | |
| 10. Total valuation adjustment (sum of 4, 5c, 6d, 7, 8 & 9) | 880,729 | |
| 11. Total estimated valuation July 1, 2020 | 90,283,282 | |
| 12. Percentage adjustment factor - Line 10 / (Line 11 - Line 10)) | 0.0099 | |
| 13. Percentage adjustment increase (12 times 3) | + \$ 35,500 | |
| 14. Consumer Price Index for all urban consumers for calendar year 2019 (5 year average) | 1.80% | |
| 15. Consumer Price Index adjustment (Line 3 times Line 14) | \$ 64,864 | |
| 16. Total Percentage Adjustments | \$ 100,364 | |

Revenue Adjustments

| | |
|--|-------------|
| 17. Property tax revenues for debt service in 2021 budget: | + 1,055,019 |
| Property tax revenues for debt service in 2020 budget: | - 1,032,534 |
| Increased property tax revenues spent on debt service | 22,485 |

| | | | |
|--|-------|---|-----------|
| 18. Property tax revenues spent for public building commission and lease payments in the 2021 budget:
(Obligations must have been incurred prior to July 1, 2016)
(Do not include amounts already reported in debt service levy) | | + | |
| Property tax revenues spent for public building commission and lease payments in the 2020 budget:
Increase property tax revenues spent on public building commission and lease payments | | - | 0 |
| 19. Property tax revenues spent on special assessments in the 2021 budget:
(Do not include amounts already reported in debt service levy) | | + | |
| 20. Property tax revenues spent on court judgments or settlements and associated legal costs in the 2021 budget: | | + | |
| 21. Property tax revenues spent on Federal or State mandates (effective after June 30, 2015)
and loss of funding from Federal sources after January 1, 2017 in the 2021 budget: | | + | |
| 22. Property tax revenues spent on expenses related to disaster or Federal Emergency in the 2021 budget: | | + | |
| 23. Law enforcement expenses - 2021 budget: | + | | 2,006,349 |
| Law enforcement expenses - 2020 budget: | - | | 1,939,014 |
| CPI adjustment | 1.80% | | 34,902 |
| Increased law enforcement expenses in 2021 budget:
(Do not include building construction or remodeling costs) | | + | 32,433 |
| 24. Fire protection expenses - 2021 budget: | + | | |
| Fire protection expenses - 2020 budget: | - | | |
| CPI adjustment | 1.80% | | 0 |
| Increased fire protection expense in 2021 budget:
(Do not include building construction or remodeling costs) | | + | 0 |
| 25. Emergency medical expenses - 2021 budget: | + | | |
| Emergency medical expenses - 2020 budget: | - | | |
| CPI adjustment | 1.80% | | 0 |
| Increased emergency medical expenses in 2021 budget:
(Do not include building construction or remodeling costs) | | + | 0 |
| 26. Total Revenue Adjustments | | | 54,917 |
| Levies on Behalf of Another Political or Governmental Subdivision | | | |
| 27. Library Levy - 2021 budget: | | + | |
| Other tax entity levy - 2021 budget: | | + | |
| Other tax entity levy - 2021 budget: | | + | |
| 28. Total Levies on Behalf of Another Political or Governmental Subdivision | | + | 0 |
| 29. Levy for Dissolved Taxing Entity (Only Use the First Year After Dissolved) | | + | |
| 30. Total Computed Tax Levy | | | 3,758,847 |

City of Lansing

2021

Allocation of MV, RV, 16/20M, Commercial Vehicle, and Watercraft Tax Estimates

| Budgeted Fund
for 2020 | Ad Valorem Levy
Tax Year 2019 | Allocation for Year 2021 | | | | |
|---------------------------|----------------------------------|--------------------------|-------|------------|----------|------------|
| | | MVT | RVT | 16/20M Veh | Comm Veh | Watercraft |
| General | 2,268,013 | 270,097 | 2,380 | 104 | 3,847 | 0 |
| Debt Service | 1,032,534 | 122,965 | 1,083 | 47 | 1,751 | 0 |
| Library | 303,019 | 36,087 | 318 | 14 | 514 | 0 |
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| TOTAL | 3,603,566 | 429,149 | 3,781 | 165 | 6,112 | 0 |

| | | | | |
|--|---------|-------|-----|-------|
| County Treas Motor Vehicle Estimate | 429,149 | | | |
| County Treas Recreational Vehicle Estimate | | 3,781 | | |
| County Treas 16/20M Vehicle Estimate | | | 165 | |
| County Treas Commercial Vehicle Tax Estimate | | | | 6,112 |
| County Treas Watercraft Tax Estimate | | | | 0 |

| | | | | | |
|-----------------------------|---------|--|--|--|--|
| Motor Vehicle Factor | 0.11909 | | | | |
| Recreational Vehicle Factor | 0.00105 | | | | |
| 16/20M Vehicle Factor | 0.00005 | | | | |
| Commercial Vehicle Factor | 0.00170 | | | | |
| Watercraft Factor | 0.00000 | | | | |

*Note: Adjustments are required only if the transfer is being made in 2020 and/or 2021 from a non-budgeted fund.

City of Lansing

2021

STATEMENT OF INDEBTEDNESS

| Type of Debt | Date of Issue | Date of Retirement | Interest Rate % | Amount Issued | Beginning Amount Outstanding Jan 1, 2020 | Date Due | | Amount Due 2020 | | Amount Due 2021 | |
|----------------------------|---------------|--------------------|-----------------|---------------|--|-----------|-----------|-----------------|------------------|-----------------|------------------|
| | | | | | | Interest | Principal | Interest | Principal | Interest | Principal |
| General Obligation: | | | | | | | | | | | |
| 2008-A Refund & Improv | 10/2/2008 | 9/1/2020 | 4.07 | 6,670,000 | 360,000 | 3/1 & 9/1 | 9/1 | 15,300 | 360,000 | 0 | 0 |
| 2010-A Refund & Improv | 7/1/2010 | 9/1/2025 | 4.50 | 975,000 | 450,000 | 3/1 & 9/1 | 9/1 | 15,790 | 70,000 | 13,480 | 70,000 |
| 2012-B Refunding | 11/1/2012 | 9/1/2028 | 3.27 | 9,575,000 | 5,000,000 | 3/1 & 9/1 | 9/1 | 100,713 | 1,025,000 | 80,213 | 1,045,000 |
| 2015-A Refund & Improv | 9/10/2015 | 9/1/2030 | 1.97 | 7,130,000 | 6,390,000 | 3/1 & 9/1 | 9/1 | 204,425 | 330,000 | 191,225 | 740,000 |
| 2016-A Refund & Improv | 8/10/2016 | 9/1/2036 | 2.30 | 8,135,000 | 6,280,000 | 3/1 & 9/1 | 9/1 | 188,400 | 560,000 | 171,600 | 485,000 |
| 2018-A Refund & Improv | 10/31/2018 | 9/1/2038 | 3.40 | 5,500,000 | 5,280,000 | 3/1 & 9/1 | 9/1 | 189,275 | 200,000 | 181,275 | 205,000 |
| 2019-A Sewer Improv | 2/1/2019 | 9/1/2039 | 3.03 | 2,065,000 | 2,065,000 | 3/1 & 9/1 | 9/1 | 108,296 | 30,000 | 67,198 | 75,000 |
| | | | | | | | | | | | |
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| | | | | | | | | | | | |
| Total G.O. Bonds | | | | | 25,825,000 | | | 822,199 | 2,575,000 | 704,990 | 2,620,000 |
| Revenue Bonds: | | | | | | | | | | | |
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| Total Revenue Bonds | | | | | 0 | | | 0 | 0 | 0 | 0 |
| Other: | | | | | | | | | | | |
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| | | | | | | | | | | | |
| Total Other | | | | | 0 | | | 0 | 0 | 0 | 0 |
| Total Indebtedness | | | | | 25,825,000 | | | 822,199 | 2,575,000 | 704,990 | 2,620,000 |

City of Lansing

2021

STATEMENT OF CONDITIONAL LEASE-PURCHASE AND CERTIFICATE OF PARTICIPATION*

| Item
Purchased | Contract
Date | Term of
Contract
(Months) | Interest
Rate
% | Total
Amount
Financed
(Beginning Principal) | Principal
Balance On
Jan 1, 2020 | Payments
Due
2020 | Payments
Due
2021 |
|-------------------|------------------|---------------------------------|-----------------------|--|--|-------------------------|-------------------------|
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| Totals | | | | | 0 | 0 | 0 |

***If you are merely leasing/renting with no intent to purchase, do not list--such transactions are not lease-purchases.

**WORKSHEET FOR STATE GRANT-IN-AID TO PUBLIC LIBRARIES AND
REGIONAL LIBRARY SYSTEMS**

Budgeted Year: 2021

Library found in: City of Lansing
Leavenworth County

Two tests are used to determine eligibility for State Library Grant. If the grant is approved, then the municipality's library will be paid the grant on February 15 of each year.

First test:

| | Current Year
<u>2020</u> | Proposed Year
<u>2021</u> |
|----------------------------|-----------------------------|------------------------------|
| Ad Valorem | \$303,019 | \$302,709 |
| Delinquent Tax | \$0 | \$0 |
| Motor Vehicle Tax | \$34,921 | \$36,087 |
| Recreational Vehicle Tax | \$326 | \$318 |
| 16/20M Vehicle Tax | \$12 | \$14 |
| LAVTR | \$0 | \$0 |
| | <u>\$0</u> | <u>\$0</u> |
| TOTAL TAXES | \$338,278 | \$339,128 |
| Difference in Total Taxes: | \$850 | |
| Qualify for grant: | Qualify | |

Second test:

| | | |
|----------------------------------|--------------|--------------|
| Assessed Valuation | \$86,719,828 | \$90,283,282 |
| Did Assessed Valuation Decrease? | No | |
| Levy Rate | 3.494 | 3.353 |
| Difference in Levy Rate: | (0.141) | |
| Qualify for grant: | Not Qualify | |

Overall does the municipality qualify for a grant? **Qualify**

If the municipality would not have qualified for a grant, please see the below narrative for assistance from the State Library.

City of Lansing

2021

FUND PAGE FOR FUNDS WITH A TAX LEVY

| Adopted Budget
General | Prior Year
Actual for 2019 | Current Year
Estimate for 2020 | Proposed Budget
Year for 2021 |
|---|-------------------------------|-----------------------------------|----------------------------------|
| Unencumbered Cash Balance Jan 1 | 2,213,469 | 2,274,429 | 1,260,484 |
| Receipts: | | | |
| Ad Valorem Tax | 2,256,483 | 2,268,013 | xxxxxxxxxxxxxxxxxx |
| Delinquent Tax | 44,425 | | |
| Motor Vehicle Tax | 295,195 | 278,257 | 270,097 |
| Recreational Vehicle Tax | 2,501 | 2,598 | 2,380 |
| 16/20M Vehicle Tax | 497 | 110 | 104 |
| Commercial Vehicle Tax | 7,286 | 1,200 | 3,847 |
| Watercraft Tax | 0 | 0 | 0 |
| Gross Earning (Intangible) Tax | 0 | 0 | 0 |
| LAVTR | 0 | 0 | 0 |
| City and County Revenue Sharing | 0 | 0 | 0 |
| Local Alcoholic Liquor | 18,162 | 15,923 | 19,446 |
| Local Sales Tax | 829,543 | 823,000 | 823,000 |
| Compensating Use Tax | 889,615 | 854,000 | 854,000 |
| County Sales Tax | 176,977 | 139,000 | 139,000 |
| County Use Tax | 196,454 | 167,000 | 167,000 |
| Franchise Tax | 655,438 | 667,450 | 667,450 |
| Licenses | 47,657 | 42,000 | 42,000 |
| Permits | 42,851 | 40,000 | 40,000 |
| Plan/Plat Review Fees | 2,440 | 2,500 | 2,500 |
| Police Fines & Fees | 514,793 | 303,600 | 353,600 |
| Court Fees | 80,144 | 40,000 | 40,000 |
| Animal Release Fees | 25,790 | 25,000 | 25,000 |
| City Service Charges | 7,861 | 7,000 | 7,000 |
| Community Center Fees | 14,530 | 7,000 | 9,000 |
| Activity Center Fees | 805 | 500 | 500 |
| Reimbursed Expenses | 34,379 | 25,000 | 15,000 |
| Late Charges/Penalties | 0 | 0 | 0 |
| Federal Grants | 38,228 | 0 | 0 |
| Transfer from Solid Waste | 100,000 | 75,000 | 75,000 |
| | | | |
| COVID funds | | | |
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| | | | |
| In Lieu of Taxes (IRB) | | | |
| Interest on Idle Funds | 14,248 | 2,500 | 2,500 |
| Neighborhood Revitalization Rebate | -18,563 | -57,189 | -12,945 |
| Miscellaneous | 27,474 | 0 | 0 |
| Does miscellaneous exceed 10% Total Rec | | | |
| Total Receipts | 6,305,213 | 5,729,462 | 3,545,480 |
| Resources Available: | 8,518,682 | 8,003,891 | 4,805,964 |

Adopted Budget
General

CPA Summary

City of Lansing

2021

| Adopted Budget
General Fund - Detail Page 1 | Prior Year
Actual for 2019 | Current Year
Estimate for 2020 | Proposed Budget
Year for 2021 |
|--|-------------------------------|-----------------------------------|----------------------------------|
| Expenditures: | | | |
| Administration | | | |
| Salaries | 114,177 | 119,623 | 118,833 |
| Contractual | 3,404 | 5,050 | 5,250 |
| Commodities | 429 | 1,400 | 1,150 |
| Capital Outlay | 278 | 3,700 | 8,700 |
| Total | 118,288 | 129,773 | 133,933 |
| Police | | | |
| Salaries | 1,630,500 | 1,722,964 | 1,784,049 |
| Contractual | 81,647 | 97,300 | 101,050 |
| Commodities | 71,659 | 74,250 | 76,750 |
| Capital Outlay | 158,835 | 44,500 | 44,500 |
| Total | 1,942,641 | 1,939,014 | 2,006,349 |
| Municipal Court | | | |
| Salaries | 94,202 | 95,480 | 97,214 |
| Contractual | 88,789 | 96,725 | 100,775 |
| Commodities | 926 | 1,100 | 1,100 |
| Capital Outlay | 5,283 | 5,600 | 5,600 |
| Total | 189,200 | 198,905 | 204,689 |
| Emergency Preparedness | | | |
| Capital Outlay | 0 | 3,000 | 3,000 |
| Total | 0 | 3,000 | 3,000 |
| Streets | | | |
| Salaries | 107,692 | 102,258 | 106,775 |
| Contractual | 53,364 | 53,300 | 53,500 |
| Commodities | 12,710 | 18,100 | 17,500 |
| Capital Outlay | 0 | 141,000 | 0 |
| Total | 173,766 | 314,658 | 177,775 |
| Street Lighting | | | |
| Contractual | 191,145 | 241,700 | 205,000 |
| Total | 191,145 | 241,700 | 205,000 |
| Building Maintenance | | | |
| Salaries | 49,877 | 52,251 | 52,718 |
| Contractual | 17,592 | 21,000 | 20,500 |
| Commodities | 647 | 900 | 900 |
| Capital Outlay | 0 | 0 | 0 |
| Total | 68,116 | 74,151 | 74,118 |
| Community & Econ Development | | | |
| Salaries | 153,867 | 406,015 | 523,364 |
| Contractual | 10,621 | 61,740 | 61,800 |
| Commodities | 15,163 | 22,050 | 22,050 |
| Capital Outlay | 12,940 | 84,900 | 78,000 |
| Total | 192,591 | 574,705 | 685,214 |
| Finance | | | |
| Salaries | 224,538 | 243,290 | 248,374 |
| Contractual | 25,284 | 26,650 | 27,650 |
| Commodities | 2,269 | 2,500 | 2,500 |
| Capital Outlay | 7,039 | 8,500 | 8,500 |
| Total | 259,130 | 280,940 | 287,024 |
| Public Works | | | |
| Salaries | 225,075 | 269,470 | 210,768 |
| Contractual | 82,440 | 35,900 | 37,000 |
| Commodities | 9,146 | 11,000 | 14,000 |
| Capital Outlay | 0 | | |
| Total | 316,661 | 316,370 | 261,768 |
| Page 1 - Total | 3,451,538 | 4,073,216 | 4,038,870 |

City of Lansing

2021

| Adopted Budget
General Fund - Detail Page 2 | Prior Year
Actual for 2019 | Current Year
Estimate for 2020 | Proposed Budget
Year for 2021 |
|--|-------------------------------|-----------------------------------|----------------------------------|
| Expenditures: | | | |
| City Administrator | | | |
| Salaries | 144,059 | 147,930 | 151,134 |
| Contractual | 4,723 | 3,700 | 3,000 |
| Commodities | 299 | 1,600 | 600 |
| Capital Outlay | 0 | 0 | 0 |
| Total | 149,081 | 153,230 | 154,734 |
| Community Center | | | |
| Salaries | 315 | 321 | 306 |
| Contractual | 3,183 | 8,000 | 6,000 |
| Commodities | 0 | 0 | 0 |
| Capital Outlay | 5,519 | 3,500 | 1,500 |
| Total | 9,017 | 11,821 | 7,806 |
| Parks & Recreation | | | |
| Salaries | 454,680 | 482,000 | 485,970 |
| Contractual | 42,771 | 52,050 | 52,050 |
| Commodities | 21,412 | 25,500 | 25,500 |
| Capital Outlay | 3,465 | 4,500 | 0 |
| Total | 522,328 | 564,050 | 563,520 |
| Activity Center | | | |
| Salaries | 79,337 | 87,072 | 86,892 |
| Contractual | 43,984 | 46,500 | 46,500 |
| Commodities | 657 | 1,300 | 1,300 |
| Capital Outlay | | | |
| Total | 123,978 | 134,872 | 134,692 |
| Information Technology | | | |
| Salaries | 246,249 | 125,945 | 0 |
| Contractual | 27,449 | 28,060 | 28,000 |
| Commodities | 8,930 | 12,500 | 12,500 |
| Capital Outlay | 43,479 | 44,100 | 51,000 |
| Total | 326,107 | 210,605 | 91,500 |
| Council | | | |
| Salaries | 2,251 | 2,163 | 2,163 |
| Contractual | 44,131 | 46,000 | 46,000 |
| Commodities | 0 | 0 | 0 |
| Capital Outlay | 0 | 0 | 0 |
| Total | 46,382 | 48,163 | 48,163 |
| Non-Departmental | | | |
| Salaries | 0 | 0 | 140,000 |
| Contractual | 322,211 | 305,850 | 311,350 |
| Commodities | 10,896 | 12,600 | 11,800 |
| Capital Outlay | 88,715 | 160,000 | 0 |
| Total | 421,822 | 478,450 | 463,150 |
| Transfers | | | |
| Transfer to Special Highway | 120,000 | 120,000 | 120,000 |
| Transfer to Capital Improvements | 940,000 | 840,000 | 840,000 |
| Transfer to Equipment Reserve | 100,000 | 75,000 | 75,000 |
| Transfer to Special Parks | 34,000 | 34,000 | 0 |
| Total | 1,194,000 | 1,069,000 | 1,035,000 |
| Page 2 -Total | 2,792,715 | 2,670,191 | 2,498,565 |
| Page 1 -Total | 3,451,538 | 4,073,216 | 4,038,870 |
| Grand Total | 6,244,253 | 6,743,407 | 6,537,435 |

(Note: Should agree with general sub-totals.)

City of Lansing

2021

FUND PAGE FOR FUNDS WITH A TAX LEVY

| Adopted Budget | Prior Year | Current Year | Proposed Budget |
|---|------------------|-------------------|------------------|
| Debt Service | Actual for 2019 | Estimate for 2020 | Year for 2021 |
| Unencumbered Cash Balance Jan 1 | 535,672 | 301,633 | 221,835 |
| Receipts: | | | |
| Ad Valorem Tax | 888,158 | 1,032,534 | XXXXXXXXXXXXXXX |
| Delinquent Tax | 17,926 | | |
| Motor Vehicle Tax | 113,039 | 109,523 | 122,965 |
| Recreational Vehicle Tax | 887 | 1,022 | 1,083 |
| 16/20M Vehicle Tax | 192 | 43 | 47 |
| Commercial Vehicle Tax | 2,790 | 0 | 1,751 |
| Watercraft Tax | 0 | 0 | 0 |
| Special Assessments | 256,914 | 254,515 | 257,015 |
| Transfers from Other Funds | 1,785,280 | 1,927,071 | 1,927,373 |
| Interest on Idle Funds | 9,648 | 1,000 | 1,000 |
| Neighborhood Revitalization Rebate | (7,365) | -8,307 | -7,849 |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Rec | | | |
| Total Receipts | 3,067,469 | 3,317,401 | 2,303,385 |
| Resources Available: | 3,603,141 | 3,619,034 | 2,525,220 |
| Expenditures: | | | |
| Bond Principal | 2,500,000 | 2,575,000 | 2,620,000 |
| Bond Interest | 755,830 | 822,199 | 704,990 |
| Bond Issuance Costs | 45,678 | 0 | 0 |
| Bonds Refunded | 0 | 0 | 0 |
| | | | |
| Cash Basis Reserve (2021 column) | | | 250,000 |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Exp | | | |
| Total Expenditures | 3,301,508 | 3,397,199 | 3,574,990 |
| Unencumbered Cash Balance Dec 31 | 301,633 | 221,835 | XXXXXXXXXXXXXXX |
| 2019/2020/2021 Budget Authority Amount | 3,469,818 | 3,597,199 | 3,574,990 |
| Non-Appropriated Balance | | | |
| Total Expenditure/Non-Appr Balance | | | 3,574,990 |
| | | | Tax Required |
| | | | 1,049,770 |
| Delinquent Comp Rate: | 0.5% | | 5,249 |
| Amount of 2020 Ad Valorem Tax | | | 1,055,019 |

| Adopted Budget | Prior Year | Current Year | Proposed Budget |
|---|-----------------|-------------------|-----------------|
| Library | Actual for 2019 | Estimate for 2020 | Year for 2021 |
| Unencumbered Cash Balance Jan 1 | 82,662 | 107,565 | 55,434 |
| Receipts: | | | |
| Ad Valorem Tax | 283,184 | 303,019 | XXXXXXXXXXXXXXX |
| Delinquent Tax | 4,952 | | |
| Motor Vehicle Tax | 32,656 | 34,921 | 36,087 |
| Recreational Vehicle Tax | 345 | 326 | 318 |
| 16/20M Vehicle Tax | 64 | 12 | 14 |
| Commercial Vehicle Tax | 799 | 0 | 514 |
| Watercraft Tax | 0 | 0 | 0 |
| Fines & Fees | 3,171 | 500 | 500 |
| Grants | 269 | 0 | 0 |
| Donations | 320 | 200 | 200 |
| KS State Library Grant | 3,402 | 3,000 | 0 |
| NEKLS | 1,429 | 1,700 | 1,700 |
| Interest on Idle Funds | 444 | 50 | 50 |
| Neighborhood Revitalization Rebate | (2,348) | -2,221 | -2,241 |
| Miscellaneous | 5,133 | 4,600 | 3,000 |
| Does miscellaneous exceed 10% Total Rec | | | |
| Total Receipts | 333,820 | 346,107 | 40,142 |
| Resources Available: | 416,482 | 453,672 | 95,576 |
| Expenditures: | | | |
| Salaries & Benefits | 244,808 | 255,498 | 265,039 |
| Contractual | 6,766 | 11,150 | 9,400 |
| Commodities | 12,065 | 17,590 | 18,840 |
| Capital Outlay | 45,278 | 55,000 | 66,500 |
| Contingency | | 59,000 | 37,000 |
| | | | |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Exp | | | |
| Total Expenditures | 308,917 | 398,238 | 396,779 |
| Unencumbered Cash Balance Dec 31 | 107,565 | 55,434 | XXXXXXXXXXXXXXX |
| 2019/2020/2021 Budget Authority Amount | 376,193 | 411,661 | 396,779 |
| Non-Appropriated Balance | | | |
| Total Expenditure/Non-Appr Balance | | | 396,779 |
| | | | Tax Required |
| | | | 301,203 |
| Delinquent Comp Rate: | 0.5% | | 1,506 |
| Amount of 2020 Ad Valorem Tax | | | 302,709 |

CPA Summary

City of Lansing

2021

FUND PAGE FOR FUNDS WITH NO TAX LEVY

| Adopted Budget
Special Highway | Prior Year
Actual for 2019 | Current Year
Estimate for 2020 | Proposed Budget
Year for 2021 |
|---|-------------------------------|-----------------------------------|----------------------------------|
| Unencumbered Cash Balance Jan 1 | 514,138 | 293,568 | 221,666 |
| Receipts: | | | |
| State of Kansas Gas Tax | 343,636 | 307,510 | 270,030 |
| County Transfers Gas | 33,556 | 31,330 | 27,490 |
| Permits | 520 | 500 | 500 |
| Reimbursed Expenses | 277 | 0 | 0 |
| Transfer from General Fund | 120,000 | 120,000 | 120,000 |
| Interest on Idle Funds | 1,951 | 230 | 230 |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Rec | | | |
| Total Receipts | 499,940 | 459,570 | 418,250 |
| Resources Available: | 1,014,078 | 753,138 | 639,916 |
| Expenditures: | | | |
| Salaries & Benefits | 275,260 | 283,272 | 303,994 |
| Contractual | 92,542 | 122,200 | 113,500 |
| Commodities | 75,615 | 56,000 | 58,000 |
| Capital Outlay | 277,093 | 70,000 | 65,000 |
| | | | |
| Cash Forward (2021 column) | | | 99,422 |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Exp | | | |
| Total Expenditures | 720,510 | 531,472 | 639,916 |
| Unencumbered Cash Balance Dec 31 | 293,568 | 221,666 | 0 |
| 2019/2020/2021 Budget Authority Amount | 901,701 | 739,459 | 639,916 |

Adopted Budget

| Special Alcohol Liquor | Prior Year
Actual for 2019 | Current Year
Estimate for 2020 | Proposed Budget
Year for 2021 |
|---|-------------------------------|-----------------------------------|----------------------------------|
| Unencumbered Cash Balance Jan 1 | 50,461 | 37,613 | 50,821 |
| Receipts: | | | |
| Local Alcohol Liquor Tax | 18,162 | 15,923 | 19,446 |
| | | | |
| | | | |
| Interest on Idle Funds | 261 | 35 | 35 |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Rec | | | |
| Total Receipts | 18,423 | 15,958 | 19,481 |
| Resources Available: | 68,884 | 53,571 | 70,302 |
| Expenditures: | | | |
| Contractual | 95 | 750 | 750 |
| Capital Outlay | 31,176 | 2,000 | 43,500 |
| | | | |
| | | | |
| | | | |
| | | | |
| Cash Forward (2021 column) | | | 26,052 |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Exp | | | |
| Total Expenditures | 31,271 | 2,750 | 70,302 |
| Unencumbered Cash Balance Dec 31 | 37,613 | 50,821 | 0 |
| 2019/2020/2021 Budget Authority Amount | 56,739 | 32,109 | 70,302 |

CPA Summary

City of Lansing

2021

FUND PAGE FOR FUNDS WITH NO TAX LEVY

| Adopted Budget
Park Land Trust | Prior Year
Actual for 2019 | Current Year
Estimate for 2020 | Proposed Budget
Year for 2021 |
|--|-------------------------------|-----------------------------------|----------------------------------|
| Unencumbered Cash Balance Jan 1 | 16,524 | 24 | 24 |
| Receipts: | | | |
| Park Land Fees | 0 | 0 | 0 |
| | | | |
| | | | |
| Interest on Idle Funds | | | |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Rec | | | |
| Total Receipts | 0 | 0 | 0 |
| Resources Available: | 16,524 | 24 | 24 |
| Expenditures: | | | |
| Park Land Trust | 16,500 | 0 | 0 |
| | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| Cash Forward (2021 column) | | | 24 |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Exp | | | |
| Total Expenditures | 16,500 | 0 | 24 |
| Unencumbered Cash Balance Dec 31 | 24 | 24 | 0 |
| 2019/2020/2021 Budget Authority Amount | 19,980 | 0 | 24 |

Adopted Budget

| Mayor's Christmas Tree | Prior Year
Actual for 2019 | Current Year
Estimate for 2020 | Proposed Budget
Year for 2021 |
|---|-------------------------------|-----------------------------------|----------------------------------|
| Unencumbered Cash Balance Jan 1 | 13,771 | 15,954 | 15,954 |
| Receipts: | | | |
| Donations | 3,619 | 4,000 | 4,000 |
| | | | |
| | | | |
| Interest on Idle Funds | | | |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Rec | | | |
| Total Receipts | 3,619 | 4,000 | 4,000 |
| Resources Available: | 17,390 | 19,954 | 19,954 |
| Expenditures: | | | |
| Distributions | 1,436 | 4,000 | 4,000 |
| | | | |
| | | | |
| | | | |
| Cash Forward (2021 column) | | | 15,954 |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Exp | | | |
| Total Expenditures | 1,436 | 4,000 | 19,954 |
| Unencumbered Cash Balance Dec 31 | 15,954 | 15,954 | 0 |
| 2019/2020/2021 Budget Authority Amount | 13,938 | 17,772 | 19,954 |

CPA Summary

City of Lansing

2021

FUND PAGE FOR FUNDS WITH NO TAX LEVY

| Adopted Budget
KS Regional Prisons Museum | Prior Year
Actual for 2019 | Current Year
Estimate for 2020 | Proposed Budget
Year for 2021 |
|---|-------------------------------|-----------------------------------|----------------------------------|
| Unencumbered Cash Balance Jan 1 | 139,796 | 143,188 | 0 |
| Receipts: | | | |
| Donations | 100 | | |
| | | | |
| Interest on Idle Funds | 3,292 | 318 | 0 |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Rec | | | |
| Total Receipts | 3,392 | 318 | 0 |
| Resources Available: | 143,188 | 143,506 | 0 |
| Expenditures: | | | |
| Transfer to Special Parks & Rec | 0 | 143,506 | 0 |
| | | | |
| Cash Forward (2021 column) | | | |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Exp | | | |
| Total Expenditures | 0 | 143,506 | 0 |
| Unencumbered Cash Balance Dec 31 | 143,188 | 0 | 0 |
| 2019/2020/2021 Budget Authority Amount | 138,982 | 145,797 | 0 |

Adopted Budget

| Transient Guest Tax | Prior Year
Actual for 2019 | Current Year
Estimate for 2020 | Proposed Budget
Year for 2021 |
|---|-------------------------------|-----------------------------------|----------------------------------|
| Unencumbered Cash Balance Jan 1 | 33,466 | 71,431 | 43,207 |
| Receipts: | | | |
| Transient Guest Tax | 96,265 | 80,000 | 70,000 |
| Prior Year Transient Guest Tax | 93,275 | 0 | 0 |
| BBQ Contest | 5,695 | 0 | 5,000 |
| Independence Day Event | 7,685 | 11,000 | 11,000 |
| Fall Festival | 1,771 | 2,000 | 2,000 |
| CED Events | 300 | 4,100 | 4,000 |
| Fireworks Donations | 1,223 | 1,000 | 1,000 |
| Interest on Idle Funds | 371 | 50 | 50 |
| Miscellaneous | 50 | 0 | |
| Does miscellaneous exceed 10% Total Rec | | | |
| Total Receipts | 206,635 | 98,150 | 93,050 |
| Resources Available: | 240,101 | 169,581 | 136,257 |
| Expenditures: | | | |
| Contractual | 29,612 | 41,094 | 41,447 |
| Commodities | 13,278 | 12,750 | 12,750 |
| Economic Development | 44,271 | 0 | 0 |
| BBQ Contest | 10,285 | 1,830 | 10,000 |
| Independence Day Event | 31,984 | 36,000 | 36,000 |
| Fireworks | 27,074 | 21,000 | 21,000 |
| Power Lunch | 4,043 | 3,700 | 4,000 |
| Fall Festival | 5,388 | 7,000 | 7,000 |
| CED Events | 2,735 | 3,000 | 3,000 |
| Cash Forward (2021 column) | | | 1,060 |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Exp | | | |
| Total Expenditures | 168,670 | 126,374 | 136,257 |
| Unencumbered Cash Balance Dec 31 | 71,431 | 43,207 | 0 |
| 2019/2020/2021 Budget Authority Amount | 178,163 | 145,979 | 136,257 |

CPA Summary

City of Lansing

2021

FUND PAGE FOR FUNDS WITH NO TAX LEVY

| Adopted Budget
Sales Tax (\$.45) | Prior Year
Actual for 2019 | Current Year
Estimate for 2020 | Proposed Budget
Year for 2021 |
|---|-------------------------------|-----------------------------------|----------------------------------|
| Unencumbered Cash Balance Jan 1 | 482,352 | 460,735 | 329,485 |
| Receipts: | | | |
| Local Sales Tax | 372,693 | 331,000 | 331,000 |
| Compensation Use Tax | 79,511 | 59,000 | 59,000 |
| | | | |
| Interest on Idle Funds | 1,763 | 225 | 200 |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Rec | | | |
| Total Receipts | 453,967 | 390,225 | 390,200 |
| Resources Available: | 936,319 | 850,960 | 719,685 |
| Expenditures: | | | |
| Transfer to Debt Service | 385,780 | 389,275 | 386,275 |
| Bernard Park | 89,804 | 132,200 | 130,000 |
| | | | |
| Cash Forward (2021 column) | | | 203,410 |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Exp | | | |
| Total Expenditures | 475,584 | 521,475 | 719,685 |
| Unencumbered Cash Balance Dec 31 | 460,735 | 329,485 | 0 |
| 2019/2020/2021 Budget Authority Amount | 679,200 | 857,773 | 719,685 |

Adopted Budget

| Capital Improvement | Prior Year
Actual for 2019 | Current Year
Estimate for 2020 | Proposed Budget
Year for 2021 |
|---|-------------------------------|-----------------------------------|----------------------------------|
| Unencumbered Cash Balance Jan 1 | 656,477 | 695,699 | 688,663 |
| Receipts: | | | |
| Reimbursed Expenses | | | |
| Transfer from General | 940,000 | 840,000 | 840,000 |
| Federal Funds Exchange | 115,409 | 211,864 | 115,000 |
| DeSoto Rd Project Reimbursement | | | |
| Interest on Idle Funds | 693 | 100 | 100 |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Rec | | | |
| Total Receipts | 1,056,102 | 1,051,964 | 955,100 |
| Resources Available: | 1,712,579 | 1,747,663 | 1,643,763 |
| Expenditures: | | | |
| Drainage Maintenance | 24,282 | 65,000 | 40,000 |
| K-7 & Eisenhower Project | 0 | 0 | 475,000 |
| Street Contract | 773,390 | 555,000 | 750,000 |
| Sidewalk Construction | 0 | 82,000 | 20,000 |
| DeSoto Road Project | 60 | 0 | 0 |
| Curb Replacement | 0 | 25,000 | 25,000 |
| Drainage Contract | 63,750 | 300,000 | 50,000 |
| Bridge Maintenance | 155,398 | 32,000 | 32,000 |
| Cash Forward (2021 column) | | | 251,763 |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Exp | | | |
| Total Expenditures | 1,016,880 | 1,059,000 | 1,643,763 |
| Unencumbered Cash Balance Dec 31 | 695,699 | 688,663 | 0 |
| 2019/2020/2021 Budget Authority Amount | 1,045,000 | 1,605,887 | 1,643,763 |

CPA Summary

City of Lansing

2021

FUND PAGE FOR FUNDS WITH NO TAX LEVY

| Adopted Budget | Prior Year | Current Year | Proposed Budget |
|---|-----------------|-------------------|-----------------|
| Equipment Reserve | Actual for 2019 | Estimate for 2020 | Year for 2021 |
| Unencumbered Cash Balance Jan 1 | 171,396 | 123,304 | 96,629 |
| Receipts: | | | |
| Sale of Assets | 22,175 | 23,025 | 10,000 |
| Reimbursed Expenses | 0 | | |
| Transfer from General | 100,000 | 75,000 | 75,000 |
| | | | |
| Interest on Idle Funds | 971 | 300 | 300 |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Rec | | | |
| Total Receipts | 123,146 | 98,325 | 85,300 |
| Resources Available: | 294,542 | 221,629 | 181,929 |
| Expenditures: | | | |
| Capital Outlay | 171,238 | 125,000 | 100,000 |
| | | | |
| | | | |
| Cash Forward (2021 column) | | | 81,929 |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Exp | | | |
| Total Expenditures | 171,238 | 125,000 | 181,929 |
| Unencumbered Cash Balance Dec 31 | 123,304 | 96,629 | 0 |
| 2019/2020/2021 Budget Authority Amount | 233,615 | 149,281 | 181,929 |

Adopted Budget

| 0 | Prior Year | Current Year | Proposed Budget |
|---|-----------------|-------------------|-----------------|
| | Actual for 2019 | Estimate for 2020 | Year for 2021 |
| Unencumbered Cash Balance Jan 1 | | 0 | 0 |
| Receipts: | | | |
| | | | |
| | | | |
| | | | |
| | | | |
| Interest on Idle Funds | | | |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Rec | | | |
| Total Receipts | 0 | 0 | 0 |
| Resources Available: | 0 | 0 | 0 |
| Expenditures: | | | |
| | | | |
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| | | | |
| Cash Forward (2021 column) | | | |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Exp | | | |
| Total Expenditures | 0 | 0 | 0 |
| Unencumbered Cash Balance Dec 31 | 0 | 0 | 0 |
| 2019/2020/2021 Budget Authority Amount | 0 | 0 | 0 |

CPA Summary

City of Lansing

2021

FUND PAGE FOR FUNDS WITH NO TAX LEVY

| Adopted Budget
Special Parks & Recreation | Prior Year
Actual for 2019 | Current Year
Estimate for 2020 | Proposed Budget
Year for 2021 |
|---|-------------------------------|-----------------------------------|----------------------------------|
| Unencumbered Cash Balance Jan 1 | 256,153 | 216,021 | 373,451 |
| Receipts: | | | |
| Local Alcoholic Liquor Tax | 18,162 | 15,923 | 19,446 |
| Adult Activity Fees | 1,350 | 1,350 | 1,350 |
| Youth Activity Fees | 55,433 | 30,500 | 58,000 |
| Late Charges | 70 | 35 | 35 |
| Concession Stand | 5,727 | 800 | 8,000 |
| Activity Center Rental Fee | 595 | 500 | 500 |
| Donations | 823 | 1,500 | 1,000 |
| Transfer from General | 34,000 | 34,000 | 0 |
| Transfer from Other Funds | 0 | 145,797 | 0 |
| Interest on Idle Funds | 3,776 | 525 | 525 |
| Miscellaneous | 3,603 | 2,700 | 2,700 |
| Does miscellaneous exceed 10% Total Rec | | | |
| Total Receipts | 123,539 | 233,630 | 91,556 |
| Resources Available: | 379,692 | 449,651 | 465,007 |
| Expenditures: | | | |
| Administration | 113,723 | 21,800 | 21,800 |
| Baseball/Softball | 16,384 | 0 | 19,000 |
| Basketball | 7,673 | 15,000 | 15,000 |
| Soccer | 14,858 | 19,250 | 19,200 |
| Cheerleading | 1,861 | 3,200 | 3,200 |
| Adult Kickball | 915 | 1,750 | 1,750 |
| Football | 8,257 | 15,200 | 15,200 |
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| Cash Forward (2021 column) | | | 369,857 |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Exp | | | |
| Total Expenditures | 163,671 | 76,200 | 465,007 |
| Unencumbered Cash Balance Dec 31 | 216,021 | 373,451 | 0 |
| 2019/2020/2021 Budget Authority Amount | 299,448 | 308,603 | 465,007 |

CPA Summary

City of Lansing

2021

FUND PAGE FOR FUNDS WITH NO TAX LEVY

| Adopted Budget
Sewer Utility | Prior Year
Actual for 2019 | Current Year
Estimate for 2020 | Proposed Budget
Year for 2021 |
|---|-------------------------------|-----------------------------------|----------------------------------|
| Unencumbered Cash Balance Jan 1 | 2,072,946 | 2,432,664 | 2,421,358 |
| Receipts: | | | |
| Usage Charges | 2,971,553 | 2,843,848 | 2,843,848 |
| Late Charges | 49,668 | 30,000 | 30,000 |
| Sewer Connection Fees | 21,000 | 50,000 | 45,000 |
| City Service Charge | 2,625 | 3,000 | 3,000 |
| Collections Revenue | 52 | 0 | 0 |
| Sale of Assets | 45,500 | 0 | 0 |
| | | | |
| Interest on Idle Funds | 21,753 | 5,000 | 5,000 |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Rec | | | |
| Total Receipts | 3,112,151 | 2,931,848 | 2,926,848 |
| Resources Available: | 5,185,097 | 5,364,512 | 5,348,206 |
| Expenditures: | | | |
| Salaries & Benefits | 414,896 | 437,398 | 452,703 |
| Contractual | 708,030 | 676,790 | 725,850 |
| Commodities | 125,984 | 107,670 | 115,250 |
| Capital Outlay | 104,023 | 183,500 | 182,500 |
| | | | |
| | | | |
| Non Operating Expenditures: | | | |
| Debt Service | 1,399,500 | 1,537,796 | 1,541,098 |
| Equipment Reserve | | | 102,000 |
| Depreciation | | | 800,000 |
| | | | |
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| Cash Forward (2021 column) | | | |
| Miscellaneous | | | |
| Does miscellaneous exceed 10% Total Exp | | | |
| Total Expenditures | 2,752,433 | 2,943,154 | 3,919,401 |
| Unencumbered Cash Balance Dec 31 | 2,432,664 | 2,421,358 | 1,428,805 |
| 2019/2020/2021 Budget Authority Amount | 4,198,488 | 3,079,164 | 3,919,401 |

CPA Summary

City of Lansing

NON-BUDGETED FUNDS (A)

2021

(Only the actual budget year for 2019 is to be shown)

Non-Budgeted Funds-A

| (1) Fund Name: | | (2) Fund Name: | | (3) Fund Name: | | (4) Fund Name: | | (5) Fund Name: | | |
|--------------------------------|--------|----------------------|---------|--------------------------------|-----------|----------------------|---|----------------------|---|--------------|
| Police Equipment Reserv | | DeSoto Road | | NW Sewer Relief Project | | | | | | |
| Unencumbered | | Unencumbered | | Unencumbered | | Unencumbered | | Unencumbered | | Total |
| Cash Balance Jan 1 | 60,659 | Cash Balance Jan 1 | 423,836 | Cash Balance Jan 1 | 0 | Cash Balance Jan 1 | | Cash Balance Jan 1 | | 484,495 |
| Receipts: | | Receipts: | | Receipts: | | Receipts: | | Receipts: | | |
| Fines & Fecs | 14,349 | | | Bond Proceeds | 2,065,000 | | | | | |
| Miscellaneous | 9,000 | | | Original Issue Prem | 60,168 | | | | | |
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| | | | | | | | | | | |
| Total Receipts | 23,349 | Total Receipts | 0 | Total Receipts | 2,125,168 | Total Receipts | 0 | Total Receipts | 0 | 2,148,517 |
| Resources Available: | 84,008 | Resources Available: | 423,836 | Resources Available: | 2,125,168 | Resources Available: | 0 | Resources Available: | 0 | 2,633,012 |
| Expenditures: | | Expenditures: | | Expenditures: | | Expenditures: | | Expenditures: | | |
| Acquisition | 56,632 | Construction Costs | 367,116 | Bond Issuance Costs | 20,530 | | | | | |
| | | | | Construction Costs | 973,630 | | | | | |
| | | | | | | | | | | |
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| | | | | | | | | | | |
| Total Expenditures | 56,632 | Total Expenditures | 367,116 | Total Expenditures | 994,160 | Total Expenditures | 0 | Total Expenditures | 0 | 1,417,908 |
| Cash Balance Dec 31 | 27,376 | Cash Balance Dec 31 | 56,720 | Cash Balance Dec 31 | 1,131,008 | Cash Balance Dec 31 | 0 | Cash Balance Dec 31 | 0 | 1,215,104 ** |
| | | | | | | | | | | 1,215,104 ** |

****Note:** These two block figures should agree.

CPA Summary

NOTICE OF BUDGET HEARING

2021

The governing body of
City of Lansing

will meet on August 6, 2020 at 7:00 p.m. at Lansing City Hall, 800 1st Terrace, Lansing, KS for the purpose of hearing and answering objections of taxpayers relating to the proposed use of all funds and the amount of ad valorem tax.

Detailed budget information is available at Lansing City Hall and will be available at this hearing.

BUDGET SUMMARY

Proposed Budget 2021 Expenditures and Amount of 2020 Ad Valorem Tax establish the maximum limits of the 2021 budget.

Estimated Tax Rate is subject to change depending on the final assessed valuation.

| FUND | Prior Year Actual for 2019 | | Current Year Estimate for 2020 | | Proposed Budget Year for 2021 | | |
|--------------------------------------|----------------------------|-------------------|--------------------------------|-------------------|-----------------------------------|-------------------------------|---------------------|
| | Expenditures | Actual Tax Rate * | Expenditures | Actual Tax Rate * | Budget Authority for Expenditures | Amount of 2020 Ad Valorem Tax | Estimate Tax Rate * |
| General | 6,244,253 | 27.355 | 6,743,407 | 26.153 | 7,187,935 | 2,393,881 | 26.515 |
| Debt Service | 3,301,508 | 10.767 | 3,397,199 | 11.907 | 3,574,990 | 1,055,019 | 11.686 |
| Library | 308,917 | 3.433 | 398,238 | 3.494 | 396,779 | 302,709 | 3.353 |
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| | | | | | | | |
| Special Highway | 720,510 | | 531,472 | | 639,916 | | |
| Special Alcohol Liquor | 31,271 | | 2,750 | | 70,302 | | |
| Park Land Trust | 16,500 | | | | 24 | | |
| Mayor's Christmas Tree | 1,436 | | 4,000 | | 19,954 | | |
| KS Regional Prisons Museu | | | 143,506 | | | | |
| Transient Guest Tax | 168,670 | | 126,374 | | 136,257 | | |
| Sales Tax (\$.45) | 475,584 | | 521,475 | | 719,685 | | |
| Capital Improvement | 1,016,880 | | 1,059,000 | | 1,643,763 | | |
| Equipment Reserve | 171,238 | | 125,000 | | 181,929 | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |
| Special Parks & Recreation | 163,671 | | 76,200 | | 465,007 | | |
| Sewer Utility | 2,752,433 | | 2,943,154 | | 3,919,401 | | |
| Solid Waste | 642,697 | | 625,500 | | 625,500 | | |
| | | | | | | | |
| Non-Budgeted Funds-A | 1,417,908 | | | | | | |
| | | | | | | | |
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| | | | | | | | |
| | | | | | | | |
| Totals | 17,433,476 | 41.555 | 16,697,275 | 41.554 | 19,581,442 | 3,751,609 | 41.554 |
| Less: Transfers | 3,079,280 | | 3,071,071 | | 3,037,373 | | |
| Net Expenditure | 14,354,196 | | 13,626,204 | | 16,544,069 | | |
| Total Tax Levied | 3,469,041 | | 3,603,566 | | XXXXXXXXXXXXXXXXXX | | |
| Assessed Valuation | 83,479,756 | | 86,719,828 | | 90,283,282 | | |
| Outstanding Indebtedness, January 1, | 2018 | | 2019 | | 2020 | | |
| G.O. Bonds | 22,980,000 | | 26,260,000 | | 25,825,000 | | |
| Revenue Bonds | 0 | | 0 | | 0 | | |
| Other | 0 | | 0 | | 0 | | |
| Lease Purchase Principal | 117,370 | | 37,985 | | 0 | | |
| Total | 23,097,370 | | 26,297,985 | | 25,825,000 | | |

*Tax rates are expressed in mills

Elizabeth Sanford
City Official Title: Finance Director

City of Lansing

2021

2021 Neighborhood Revitalization Rebate

| Budgeted Funds
for 2021 | 2020 Ad
Valorem
before
Rebate** | 2020 Mil Rate
before Rebate | Estimate 2021
NR Rebate |
|----------------------------|--|--------------------------------|----------------------------|
| General | 1,735,711 | 19.225 | 12,945 |
| Debt Service | 1,052,340 | 11.656 | 7,849 |
| Library | 300,437 | 3.328 | 2,241 |
| 0 | | | 0 |
| 0 | | | 0 |
| 0 | | | 0 |
| 0 | | | 0 |
| 0 | | | 0 |
| 0 | | | 0 |
| 0 | | | 0 |
| 0 | | | 0 |
| 0 | | | 0 |
| 0 | | | 0 |
| 0 | | | 0 |
| TOTAL | 3,088,488 | 34.209 | 23,035 |

2020 July 1 Valuation: 90,283,282



Valuation Factor: 90,283.282

Neighborhood Revitalization Subj to Rebate: 673,352

Neighborhood Revitalization factor: 673.352

**This information comes from the 2021 Budget Summary page. See instructions tab #13 for completing the Neighborhood Revitalization Rebate table.

AGENDA ITEM

TO: Tim Vandall, City Administrator 
FROM: Elizabeth Sanford, Finance Director 
DATE: July 23, 2020
SUBJECT: Ordinance No. 1042 – Sewer and Trash Disposal Assessments

Pursuant to Chapter 16, Utilities, Section 16-116 and 16-209 (e) of the City's Code of Ordinances, a copy of Ordinance No. 1042 listing the account name, property address, and delinquent amounts for customers whose accounts are at least two (2) months past due is attached for your review. Upon adoption by the City Council and subsequent publication in the Leavenworth Times, this Ordinance shall constitute a lien against the real estate for which service is supplied.

Residents are given the opportunity to be removed from the Ordinance by setting up a payment plan with the city. Unfortunately, some residents default on their payment plan after the Ordinance has been published and submitted to the County for assessment against the property. Staff has informed each resident interested in setting up a payment plan that the account will be submitted to a third party collection agency if the resident misses a payment.

This Ordinance will be distributed in final form at the August 6, 2020 city council meeting to allow for receipt of payments through 5:00 p.m. on Thursday, August 6, 2020.

Action:

Staff recommends a motion to adopt Ordinance No. 1042 for assessment of delinquent sewer and trash bills.

AGENDA ITEM #

3

ORDINANCE NO. 1042

AN ORDINANCE LEVYING ASSESSMENTS FOR UNPAID CHARGES AGAINST EACH LOT & PARCEL OF GROUND AS A SPECIAL ASSESSMENT TO CONSTITUTE A LIEN UPON THE PROPERTY FOR THE AMOUNT OF DELINQUENT FEES FOR SOLID WASTE DISPOSAL & SEWER ASSESSMENT OF THE CITY OF LANSING, KANSAS.

WHEREAS, section 16-116 and 16-209 (e) of the City of Lansing, Kansas, Code of Ordinances require the Finance Department to compile a list of all customers who are at least two (2) months delinquent on their solid waste Disposal and sewer services bills; and the Governing Body shall, by ordinance, levy and assess the charges and/or penalties against each lot or parcel of ground served as a special assessment.

WHEREAS, said Governing Body of the City of Lansing, Kansas, has determined that the cost for said services rendered be levied and assessed against each lot or parcel of ground for the unpaid charges as a special assessment, which shall constitute a lien upon the property for the amount of said delinquent fees.

WHEREAS, the assessment shall be collected at the same time and in the same manner as ordinary county ad valorem property taxes, subject to the same penalties and procedures provided for such taxes, and all laws applicable to the collection, levy and enforcement of county ad valorem property taxes.

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

SECTION 1. Special assessments to pay the cost, including late fees and accrued interest, of the solid waste collection and waste water collection, and treatment, of the City of Lansing, Kansas, be and the same are hereby levied against the several lots, pieces, and parcels of land liable for such special assessments as a result of their failure to pay the unpaid charges as delinquent fees, as follows, such lands being in the City of Lansing, Leavenworth County, Kansas:

| | | | |
|--------------------------------------|------------|--------------------------------------|------------|
| ARAUJO, LUIS 607 WILLOW CT | \$1,355.87 | 809 ENGLEWOOD ST | \$681.75 |
| BABCOCK, DAVID 109 N BROOKRIDGE ST | \$1,678.84 | HOLDEN, DAVID 117 J ST | \$1792.43 |
| BACKER, MISTY 901 ALLYSSA CT | \$1,257.14 | HOWELL, PATRICIA 875 HOLIDAY DR | \$420.82 |
| BAZIL, DERALD 315 FAWN VALLEY CT | \$1,528.60 | HOWLETT, GINA 831 BLUEBERRY ST | \$2,354.94 |
| BECK, HEATHER 809 SOUTHFORK ST | \$1,977.19 | HUNLEY, ALPHONSO | |
| BEEMAN-KLEMISH, KATHLEEN | | 204 CANYON VIEW DR | \$1,378.14 |
| 615 BROOKMEADOW RD | \$1,171.52 | HUTCHINSON, ERICK 904 OAKMONT DR | \$1,619.44 |
| BERNARD, WILLIAM 119 E LOIS ST | \$1,888.09 | JENSEN, VICKI 105 TIMBERCREEK CIR | \$1,543.14 |
| BLAKLEY, RANDALL 407 MAPLE CT | \$448.90 | JOHNSON, LESLIE 401 FAIRLANE ST | \$1,179.09 |
| BRAY, ELIZABETH 630 WILLOW DR | \$201.79 | JOHNSON, TODD 14092 ROBIN RD | \$330.74 |
| BROWN, TIMOTHY 106 HELEN ST | \$1,852.10 | KRITES, CHAD 504 1 ST TER | \$915.28 |
| BRYANT, ERIN 112 WOODLAND RD | \$464.02 | LEACH, ZACH 504 S 2ND ST | \$546.26 |
| BUFORD, MARY 324 VALLEY DR | \$523.82 | LITEWSKI, PETER 122 HAMPTON CT | \$301.03 |
| CANONICA, IRENE 126 E KANSAS AVE | \$1,221.26 | LIVONIA, CHUCK 121 N BROOKRIDGE ST | \$854.19 |
| CARL, SAMANTHA 207 CARRIAGE CROSSING | \$969.01 | LIVONIA, CHUCK 230 HOLIDAY TER | \$498.20 |
| CARPENTER, JENNIFER 409 S DESOTO RD | \$330.74 | LOGAN, ALVIN 107 FERNCLIFF ST | \$1,536.16 |
| COPE, STEVEN & LACY 715 N 2ND ST | \$2,148.31 | LYSELL, FRANK 216 BITTERSWEET LN | \$1,748.48 |
| DEAN, TERI 124 CONTINENTAL DR | \$330.19 | MARKSBERRY, JOHN 300 ECAROL ST | \$320.36 |
| DUBOIS, BRIAN 717 S DESOTO RD | \$330.74 | MARTIN, EMMETT 806 ENGLEWOOD ST | \$695.87 |
| DUMLAO, SHARON 607 E BETH ST | \$201.68 | MARTIN, GARRETT 116 BITTERSWEET LN | \$476.66 |
| ENGELMAN, CHRISTINA 410 FAIRLANE ST | \$1,514.79 | MCCOLLIM, REBECCA 1530 SOUTHERN | |
| ENWISTLE, TISHA 297 ASH LN | \$1,361.36 | HILLS TER | \$249.07 |
| FLORES-HEATH, VIRGINIA | | McGUIRE, CINDY 605 FAIRLANE ST | \$1,246.14 |
| 821 STONECREST DR | \$1,574.19 | MIERS, MICHAEL 26895 155TH ST | \$298.13 |
| GARNETT, BERNICE 412 HOLIDY DR | \$970.40 | MITCHELL, BETTY 128 OAKRIDGE CT | \$1,271.09 |
| GOODWIN, MARILYN 711 MORGAN ST | \$947.81 | MOORE, ALLEN 624 S HICKORY TRAIL | \$330.74 |
| HIGINBOTHAM, JOSEPH | | MURRAY, JENNIFER 518 VALLEY DR | \$1,042.32 |

| | |
|-------------------------------------|------------|
| PARKS, MARY 593 E CONNIE ST | \$1,246.14 |
| PINA, LANCE & CIJI 708 BROOKWOOD ST | \$1,349.85 |
| POLLARD, JAMIE 825 STONECREST DR | \$1,519.51 |
| QUINTANA, LAURA 542 HITHERGREEN DR | \$1,177.18 |
| REA, TROY 105 BROOKWOOD CT | \$766.06 |
| RUIZ, KENDRA 523 CARAWAY PL | \$722.25 |
| SANCHEZ, DARIEN & HOLLY | |
| 702 BROOKWOOD ST | \$1,649.14 |
| SANTIAGO, DAVID 908 N 8TH ST | \$1,111.84 |
| SAVIDGE, HEATHER 339 FAWN VALLEY ST | 1,666.94 |
| SCHMALBECK, ANNIE 707 HOLIDAY DR | \$1,963.01 |
| SCHROEDER, KELLY 312 HOLIDAY DR | \$1,201.53 |
| SIMS, MANUEL 300 BROOKWOOD ST | \$363.02 |
| SLATTERY, PAT 401 BROOKWOOD ST | \$531.46 |
| SMART, BRIANNA 439 HITHERGREEN DR | \$1,272.35 |
| SMITH, KAITLYN 516 IDA ST | \$336.82 |
| SMOTHERMAN, DAVID 724 N DESOTO | \$330.74 |
| SPENCE, MELANIE 102 S 2ND ST | \$1,828.69 |
| TAVIS, STEPHANIE 121 1 ST | \$761.90 |
| THOMAS, WAYLON | \$2,820.68 |
| THOMPSON, ROBERT | |
| 412 HITHERGREEN DR | \$1,451.71 |

| | |
|--|------------|
| THORNTON, STEVEN 121 KAREN LN | \$1,514.79 |
| TROWBRIDGE, DELIA 204 FAWN VALLEY ST | \$501.53 |
| TURNER, KIMBERLY 1313 SUMMIT LN | \$360.06 |
| TUTTLE, JAMIE 616 MEADLARK RD | \$744.99 |
| TUTTLE, STEPHEN 313 FAWN VALLEY CT | \$334.35 |
| VANSCHOELANDT, ANNA | |
| 406 HITHERGREEN DR | \$331.13 |
| WACKER, TERRIE 308 E KANSAS | \$1,649.14 |
| WALKER, JAMES 231 CARRIAGE CROSSING | \$1,111.84 |
| WALSH, CHARMAINE 1108 N 2 ND ST | \$748.17 |
| WALSH, CHARMAINE 1113 N 2 ND ST | \$1,045.32 |
| WALSTRUM, MARK 309 FAWN VALLEY CT | \$1,689.07 |
| WEDDLE, TIMOTHY 1008 N 4TH ST | \$1,246.14 |
| WOOD, CHARLES 220 E CONNIE ST | \$1,992.69 |
| WOODCOCK, BRYAN | |
| 715 COTTONWOOD DR | \$482.14 |
| WOOLVEN, AARON 605 N 2ND ST | \$1,409.75 |
| WRIGHT, ROBERT 700 WILLOW DR | \$1,633.48 |
| YATES, DENISE 119 KAREN LN | \$4,750.81 |
| YOUNG, JACK 705 E CONNIE ST | \$1,111.84 |

SECTION 2. This ordinance shall take effect after publication once in the official city newspaper.

PASSED AND APPROVED by the Governing Body of the City of Lansing, County of Leavenworth, State of Kansas, this 6th day of August 2020.

{SEAL}

ATTEST:

Michael W. Smith, Mayor



Sarah Bodensteiner, City Clerk

APPROVED AS TO FORM:

Published: *Leavenworth Times*
Date Published:

Gregory C. Robinson, City Attorney

AGENDA ITEM

TO: Tim Vandall, City Administrator 
FROM: Elizabeth Sanford, Finance Director 
DATE: July 23, 2020
SUBJECT: Ordinance No. 1043 – Weed Removal Assessments

Pursuant to Chapter 8, Health and Welfare, Section 7, Weeds of the Code of the City of Lansing, Kansas, a copy of Ordinance No. 1043 listing the account name, property address, and delinquent amounts for property owners who failed to pay weed removal fees is attached. Upon adoption by the City Council and subsequent publication in the Leavenworth Times, this Ordinance shall constitute a lien against the real estate for which service was supplied.

Action:

Staff recommends a motion to adopt Ordinance No. 1043 for assessment of delinquent fees for weed removal.

ORDINANCE NO. 1043

AN ORDINANCE LEVYING ASSESSMENTS FOR UNPAID CHARGES AGAINST EACH LOT & PARCEL OF GROUND AS A SPECIAL ASSESSMENT TO CONSTITUTE A LIEN UPON THE PROPERTY FOR THE AMOUNT OF DELINQUENT FEES FOR WEED REMOVAL ASSESSMENTS OF THE CITY OF LANSING, KANSAS.

WHEREAS, said governing body of the city of Lansing, Kansas has determined that the cost for said services rendered be levied and assessed against each lot or parcel of ground for the unpaid charges as a special assessment, which shall constitute a lien upon the property for the amount of said delinquent fees, and after due notice, pursuant to Chapter VIII. Health and Welfare, Article 3 8-311, Weeds and Noxious Weeds of the Code of the City of Lansing, Kansas, said delinquent fees should be assessed against the property owners.

BE IT ORDAINED BY THE GOVERNING BODY OF THE CITY OF LANSING, KANSAS:

Section 1. Special assessments to pay the cost, including late fees and accrued interest, of the weed removal fees, of the city of Lansing, Kansas, be and the same are hereby levied against the several lots, pieces, and parcels of land liable for such special assessments as a result of their failure to pay the unpaid charges as delinquent fees, as follows, such lands being in the city of Lansing, Leavenworth County, Kansas:

Herman Woellhart Jr. \$810.00
600 Beth St
Legal: LT1 & E60' LT 29
Sub: Richardson, Town of
Parcel ID: 052-094-18-0-30-02-014.00-0

Jeannie Dybdahl \$350.00
107 Helen St
Legal: And ½ Vac Alley
Sub: G01
Parcel ID: 094-19-0-20-01-014-00-0

Kelly Lynn Jones \$665.00
204 E Kansas Ave
Legal: W1/2 of LT 2
Sub: Progress, Town of
Parcel ID: 094-19-0-30-03-005-00-0

Kurtis & Elena Morgan \$310.00
210 E Lois St
Legal: N137' of E50' of LT 4
Sub: Progress, Town of
Parcel ID: 094-19-0-30-07-013-00-0

Section 2. That this ordinance shall take effect from and after its adoption by the governing body and upon publication in the official city newspaper as provided by law.

PASSED AND APPROVED by the Governing Body of the City of Lansing, Kansas, on this 6th day of August 2020.

{SEAL}

Michael W. Smith, Mayor

Attest:

Sarah Bodensteiner, City Clerk

APPROVED AS TO FORM:

Published: *Leavenworth Times*
Date Published:

Gregory C. Robinson, City Attorney

STATEMENT

CITY OF LANSING
PUBLIC WORKS DEPARTMENT
730 FIRST TERRACE, SUITE 3
LANSING, KS 66043

Date: May 17, 2019

Woelhart, Herman
P.O Box 152
Lansing, KS 66043

Terms: Payable upon receipt

TOTAL DUE: \$ 760.00

| | | |
|--------------|---|---------|
| 6.5
hours | 600 Beth, Lansing, KS 66043
Parcel ID # 094-18-0-30-02-014-00-0
<i>Weed trimming and mowing, clean up - 05/17/2019</i>
CW Lawn | 260.00 |
| | First Remediation Administrative Fee | 100.00 |
| | <i>Warning- a 2nd abatement will put this property on
"Chronic Nuisance" list (see enclosed habitual violator
language.)</i> | |
| 5.0 | 600 Beth Lansing, KS 66043
Parcel Id # 094-18-0-30-02-014-00-0
Weed trimming and Mowing 7/3/2019
CW Lawn | 200.00 |
| | 2 nd Abatement Habitual Violator fee | 200.00 |
| | 600 Beth lansing ks 66043
Parcel Id # 094-18-0-30-02-014-00-0
Weed trimming and Mowing 09/06/2019
Cw Lawns | 200.00 |
| | <i>3rd Abatement Habitual Violator fee</i> | 200..00 |
| | Total | 1160.00 |
| | | |
| | | |

THANK YOU!

STATEMENT

CITY OF LANSING
PUBLIC WORKS DEPARTMENT
730 FIRST TERRACE, SUITE 3
LANSING, KS 66043

Date: July 15, 2019

Dybdahl, Jeannie m
2503 10th Ave
Leavenworth, KS 66048

Terms: Payable upon receipt

TOTAL DUE: \$ 300.00

| | | |
|----------|---|--------|
| .5 hours | 107 Helen, Lansing, KS 66043
Parcel ID #094-19-0-20-01-014-00-0
<i>Weed trimming and mowing, clean up- 07/15/2019</i>
T's Lawn Service | 200.00 |
| | First Remediation Administrative Fee | 100.00 |
| | <i>Warning- a 2nd abatement will put this property on
"Chronic Nuisance" list (see enclosed habitual violator
language.)</i> | |
| | | |
| | | |
| | Total | 300.00 |
| | | |
| | | |
| | | |
| | | |

THANK YOU!

STATEMENT

CITY OF LANSING
PUBLIC WORKS DEPARTMENT
730 FIRST TERRACE, SUITE 3
LANSING, KS 66043

Date: August 14, 2019

Jones, Kelly Lynn
1916 Miami st
Leavenworth, KS 66048

Terms: Payable upon receipt

TOTAL DUE: \$ 615.00

| | | |
|--------------|---|--------|
| 6.5
hours | 204 E Kansas, Lansing, KS 66043
Parcel ID #094-19-0-30-03-005-00-0
<i>Weed trimming and mowing, clean up – 08/14/2019</i>
T's Lawn | 440.00 |
| | First Remediation Administrative Fee | 100.00 |
| | Hauling and Dumping Fee | 75.00 |
| | <i>Warning- a 2nd abatement will put this property on
"Chronic Nuisance" list (see enclosed habitual violator
language.)</i> | |
| | | |
| | Total | 615.00 |
| | | |
| | | |
| | | |
| | | |

THANK YOU!

STATEMENT

CITY OF LANSING
PUBLIC WORKS DEPARTMENT
730 FIRST TERRACE, SUITE 3
LANSING, KS 66043

Date: July 13, 2019

Morgan, Kurtis & Elena
307 Fairlane
Lansing, KS 66043



Terms: Payable upon receipt

TOTAL DUE: \$ 260.00

| | | |
|--------------|---|--------|
| 4.0
hours | 210 E Lois, Lansing, KS 66043
Parcel ID #094-19-0-30-07-013-00-0
<i>Weed trimming and mowing, clean up- 07/13/2019</i>
CW Lawn | 160.00 |
| | First Remediation Administrative Fee | 100.00 |
| | <i>Warning- a 2nd abatement will put this property on
"Chronic Nuisance" list (see enclosed habitual violator
language.)</i> | |
| | | |
| | | |
| | Total | 260.00 |
| | | |
| | | |
| | | |
| | | |

THANK YOU!

AGENDA ITEM

TO: Tim Vandall, City Administrator 
FROM: Jason Crum, Parks and Recreation Director 
DATE: July 30, 2020
SUBJECT: Football Equipment Donation

Early this year the decision was made to transition our football program from tackle to flag. At the time there was some discussion about donating the equipment for those that still may want to play tackle football. Staff did some research at the time on what could be donated, and we were advised by our insurance company that we should not lend or donate the helmets, but that everything else could be donated. About that time, we started to deal with Covid-19 and we were unable to find someone willing to become the caretaker of the equipment.

Recently, our office was contacted by Patrick Morgan, one of our football coaches from last season who also coaches other Parks and Recreation sports. Mr. Morgan has formed a not for profit focused on youth sports in Lansing to include tackle football. Mr. Morgan requested that the equipment be donated to his not for profit for use by local football teams. Mr. Morgan has assured that he will be willing to share the equipment if available with any local kids who may need it. City Attorney Greg Robinson has written a release of liability and indemnification that Mr. Morgan will need to sign if City Council approves the donation of the equipment.

Policy Consideration: N/A

Financial Consideration: N/A

Action:

A motion to approve or deny the request to donate the tackle football equipment to Patrick Morgan.



**Waiver and Release of Liability
Assumption of Risk for Recipients of Donated City-Owned Sports Equipment**

The City of Lansing, Kansas (City) approved legislation to terminate its full-contact, tackle football program and simultaneously approved the distribution of its football equipment, exception being helmets, to private community football teams or clubs intending to continue to field such full-contact, tackle football teams. In consideration of being authorized to accept possession of and to use City-owned football sports equipment, the undersigned hereby acknowledges, and agrees that:

1. The risk of serious injury, up to and including death, from any physical activity, including full-contact, tackle football, is always possible. While formulation and implementation of particular rules and use of protective equipment, may reduce this risk, the risk of serious injury and death does exist; and,
2. By acceptance of this donated City-owned football equipment, I knowingly and freely assume any and all such risks, both known and unknown, even if arising from any defects from previous use or misuse by the City or others, and assume full responsibility and liability for my use of or for use by others I allow to use of any of the football equipment received from City; and,
3. Upon receipt of the football equipment, I agree to comply and utilize the donated football equipment within the parameters of the stated and customary use of such sporting equipment during participation. I agree and acknowledge that after receipt of the donated football equipment that in the event that any defect or damage to such equipment develops for any reason whatsoever, the football equipment will be removed from further use; and,
4. I, for myself, and on behalf of my heirs, assigns, personal representatives, and next of kin, hereby release and forever hold harmless, the City of Lansing, Kansas its officers, officials, agents and/or employees, other participants, sponsoring agencies, sponsors, advertisers, and if applicable, owners and leasers of premises used to conduct the event. I, _____,
RELEASE WITH ALL RESPECT TO ANY AND ALL INJURY, DISABILITY, DEATH, OR
LOSS OR DAMAGE TO PERSON OR PROPERTY, WHETHER ARISING FROM THE
ACCEPTANCE AND USE OF THE DONATED FOOTBALL EQUIPMENT OF THE CITY
OF LANSING, KANSAS OR OTHERWISE.

5. I shall indemnify and hold harmless City, its authorized agents, officers, directors and employees for, from and against all costs, claims, losses, liabilities, penalties, expenses, or other damages, including but not limited to settlements, judgments, court costs, reasonable fees of attorneys and experts, caused by or resulting from the negligent or intentional acts or omissions by me, its authorized agents, officers, directors and employees committed in the course of accepting and using the football equipment under this Agreement.



I HAVE READ THIS RELEASE OF LIABILITY AND ASSUMPTION OF RISK AGREEMENT, FULLY UNDERSTAND ITS TERMS, UNDERSTAND THAT I HAVE GIVEN UP SUBSTANTIAL LEGAL RIGHTS BY SIGNING IT, AND SIGN IT FREELY AND VOLUNTARILY WITHOUT ANY INDUCEMENT.

Signature of Participant and Parent(s)

Date

Printed Name

AGENDA ITEM

TO: Tim Vandall, City Administrator 
FROM: Matthew R. Schmitz, Director, Community & Economic Development 
DATE: August 6, 2020
SUBJECT: Conditional Use Permit Application for 508 4-H Road, Lansing, Kansas

Explanation: Louis C. & Melissa A. Walling, owners of the property at 508 4-H Road, have applied for a Conditional Use Permit (CUP) to have an apiary at their home, which is zoned R-1. The CUP will allow the property owner to operate an apiary on his property under the new Unified Development Ordinance (UDO). There are currently bees on the property, and the homeowner was unaware of the regulation requiring a CUP. As soon as they were notified by City Staff of such, they made application to the City to gain compliance with the UDO.

Under the UDO passed in April of 2019, apiaries are conditionally allowed in R-1 and R-2 zoning districts as a hobby, continuing the previous zoning allowance.

Inspection of the property was completed on June 30, 2020, by City Inspector Savidge, and she found the items outlined in the attached staff report, but no item generated any issue or concern in regards to compliance with the UDO regulations. A copy of the inspection report is attached for your review.

The Planning Commission voted to recommend approval of this Conditional Use Permit with the condition that should anything negative occur, the CUP be revoked immediately at its July 15, 2020 meeting with a 4-2 vote. The minutes from that meeting, the staff report from the Planning Commission meeting, and the CUP checklist are included for your review.

Additionally, a letter from a citizen was submitted regarding this CUP, and that has been included for review as well.

Policy Considerations: None.

Action: Approve, approve with conditions, remand back to Planning Commission, or deny with a super majority vote of the governing body. Due to the neighbor's allergy to Bees, Staff does not have a recommendation regarding this CUP, but Staff does believe the applicant complies with all requirements in order to operate an apiary as a hobby under the UDO at the subject address.

AGENDA ITEM #

6

Project Facts

Applicant

Louis C. & Melissa A. Walling

Address

508 4-H Road

Property ID

107-25-0-10-04-004.00-0

Zoning

R-1 – Suburban Residential District

Future Land Use

Single Family Residential

Land

46,019.03 SF (1.06 acres)

Requested Approvals

Conditional Use Permit



Summary

Louis C. & Melissa A. Walling, owners of property at 508 4-H Road, have applied for a conditional use permit to have an apiary at their home, which is zoned R-1. This conditional use permit, if approved, will allow the property owners to operate an apiary on their property under the Unified Development Ordinance (UDO). There are currently bees on the property, and the homeowner was unaware of the regulation requiring a Conditional Use Permit. As soon as they were notified of such, they made application to the City to gain compliance with the UDO.

Under the UDO passed in April of 2019, apiaries are conditionally allowed in R-1 and R-2 zoning districts as a hobby.

A public hearing notice was published in the *Leavenworth Times* on June 19, 2020, and the notice was mailed to property owners within 200 feet of the subject property on June 22, 2020.

Inspection Results

The City Building Inspector performed an inspection of the subject property on June 30, 2020. The inspection found the following:

- The area around the bees is maintained and clean.
- The area has flowers and fruit trees to the south on the subject property.
- The owner has installed a wind barrier/noise block around the back of the boxes.
- The owner has the boxes located approximately twenty feet (20') from the north property line.
- The owner has made note of the day that the neighbors mow their grass, and does not disturb the bees for a day and a half prior so the bees will not be in flight when the neighbors are mowing their yards.
- There are three boxes on the property, all in the same location.

Discussion points from Checklist

The checklist was reviewed and completed by the Director of Community & Economic Development. There are no concerns marked as outstanding, and the application is in order.

Complaints

The resident at 513 Maple Lane has expressed concerns about this potential use due to one of the residents on that property having an allergy to bees. There is no provision within the UDO that requires the consideration of this when reviewing a proposed Conditional Use Permit, but Staff thought it prudent to provide the Planning Commission with this information.

Acknowledgments

The following City of Lansing staff members reviewed this project and provided information for this report:

- Matthew R. Schmitz, M.P.A. – Director, Community & Economic Development
- Rebecca Savidge – Building Inspector, Community & Economic Development

Notice of City Codes

The Applicant is subject to all applicable City codes within the Municipal Code – whether specifically stated in this report or not – including, but not limited to, Zoning, Buildings and Construction, Subdivisions, and Sign Code. The Applicant is also subject to all applicable Federal, State, and local laws.

Recommendation

Due to the neighbor's allergy to Bees, Staff does not have a recommendation regarding Conditional Use Permit Case CU-2020-2, but Staff does believe that the applicant complies with all requirements in order to operate an apiary under the UDO.

Call to Order – The regular meeting of the Lansing Planning Commission was called to order by Chairman Ron Barry at 7:01 p.m. Also present were Vice-Chairman Kirsten Moreland and Commissioners Nancy McDougal, Jake Kowalewski, and Jerry Gies. Commissioner Mike Suozzo joined the meeting via Zoom and Commissioner Amy Baker was unable to attend. Chairman Barry noted there was a quorum present.

Approval of Minutes – March 18, 2020, Regular Meeting – Vice-Chairman Moreland made a motion to approve the minutes of the March 18, 2020, regular meeting, seconded by Commissioner Kowalewski. The motion passed with Chairman Barry and Commissioner Suozzo abstaining.

Old Business – none

New Business - 1 Public Hearing - Conditional Use Permit Application – 508 4-H Road, Lansing, Kansas. Chairman Barry stated that an application was submitted by Louis Walling, property owner, to operate an apiary at 508 4-H Road, Lansing, Kansas. He noted the property is zoned R-1, Suburban Residential District.

Chairman Barry opened the public hearing at 7:02 p.m. and asked if anyone wished to speak to this application.

Ron Jones of 513 Maple Lane stated his property adjoins Mr. Walling's property and that he is allergic to bees and has come close to dying from bee stings. He stated he's scared to death of them and doesn't want the bees here.

Denise Sprengeler, who lives at 500 4-H Road, stated her property is immediately west of the Walling property. She stated she has lived there 17 plus years and has never seen any bees and didn't even know the Wallings had any bees. She said she looked forward to having bees help in the pollination of plants and the benefits of it to our community.

At this time Chairman Barry asked Mr. Walling if he would like to make a statement in the public hearing. Mr. Walling stated he lives at 508 4-H Road and put in the request to have an apiary there. He said there is one there now as he was unaware he needed a permit until the city notified him of that and he immediately applied for the permit. He stated he made sure it was all within city code and that it follows all regulations that have been put forth.

Mr. Jones then asked if he could read from an article he found online, which states that bees are vital to pollination, but if you want bees on your property, your neighbors should be consulted and if one of them has a problem like he has, there shouldn't be any bees.

Since no one else wished to speak, Chairman Barry closed the public hearing at 7:07 p.m.

Chairman Barry next asked members to consider the checklist as a finding of fact. Chairman Barry stated this isn't the first apiary application the Commission has had come before it under the new UDO and asked Community and Economic Development Director Matthew Schmitz where the applicable section is. Commissioner Kowalewski stated it's under 2.07B. Mr. Schmitz

said it's listed as "apiary – hobby" in the conditional use table. He then stated that page 4-17 lists the definitions for the keeping of bees and bee hives for hobby purposes. He said that the earlier reference of 2.07B is the section that is used to review all conditional use permit applications.

Chairman Barry then entertained a motion to approve the checklist as a finding of fact. Commissioner McDougal made the motion to approve, seconded by Commissioner Kowalewski. The motion passed unanimously.

Chairman Barry next asked if there were any questions or comments regarding the application. Vice-Chairman Moreland asked how long the apiary had been in place and Mr. Walling stated this is the second year he has had it.

Vice-Chairman Moreland asked if the fence shown on the diagram surrounds the apiary, the chicken coup, and the garden, or is it just behind the apiary. Mr. Walling stated he put up a sound deadening fence along the back side and west side of it. He said he could extend that or would be willing to put up another fence if he has to.

Since there were no other questions or comments, Chairman Barry said he would entertain a motion to recommend approval, approval with conditions, or disapproval the conditional use permit application for 508 4-H Road. Commissioner McDougal made a motion to disapprove the conditional use permit application, seconded by Commissioner Gies. Roll was called, with Commissioner McDougal, Commissioner Gies, and Chairman Barry voting "yes" and Commissioner Kowalewski, Vice-Chairman Moreland, and Commissioner Suozzo voting "no", resulting in a tie.

Mr. Schmitz stated since it was a tie vote, then it fails for a lack of vote and would require another motion and another vote. Commissioner Gies stated it wouldn't require one, and Mr. Schmitz agreed, stating it would require one if the Commission wanted to move forward with this application. Chairman Barry asked if they didn't want to move forward with it, would it still go to the City Council and Mr. Schmitz stated "no". City Attorney Greg Robinson stated there has to be an action the Council can actually address.

Chairman Barry stated at this time he would entertain discussion on reasons why the application should be approved or disapproved.

Commissioner Kowalewski stated he voted "no" because it meets all the requirements and since he's been on the Commission, another bee hive has been passed under the new UDO and doesn't feel it's appropriate to pick one and not the other because it's pretty clear under the UDO what gets approved and what gets disapproved.

Commissioner Gies stated he voted "yes" because the UDO clearly states you should look at the impact to the neighbors.

Commissioner McDougal stated she feels the locations of the two apiaries are totally different as the previous one that was approved was in a more rural setting with more open space and doesn't have the affect to the neighbors that this one does.

Vice-Chairman Moreland stated she feels the landowner has gone to greater lengths than anyone who's had an apiary request before and so far, we haven't heard there's a problem with the apiary, unless there's something she's missing.

Mr. Robinson then stated that if this application is disapproved and because that action can be appealed, he would want a record made of the concerns that would warrant a disapproval. He said no matter if the application is approved or disapproved, there should be a good record with specific reasons for the decision.

Commissioner Kowalewski stated his concern is that if the Commission starts to deviate from the UDO, then what's the purpose of it. Commissioner Gies stated he doesn't believe we did deviate from it as the UDO specifically says to take into consideration the neighbors and the impact to them and the community. Commissioner Kowalewski then pointed out that one neighbor was for and one was against.

Chairman Barry stated these were all valid points and that bee applications always bring about a lively discussion with residents and Commissioners.

Chairman Barry said he would entertain another motion, if there is one, to approve, approve with conditions, or disapprove the conditional use permit application for 508 4-H Road.

Commissioner Kowalewski asked if a condition could be established that if the bees were to result in something negative, we could revoke the conditional use permit. Mr. Schmitz stated conditional use permits are subject to the will of the City Council, so if something negative happened or if someone wanted to bring a situation up to the Council, the Council could pull the permit. Chairman Barry stated that this is true of any conditional use permit, not just this one.

Commissioner Kowalewski made a motion to approve the application with the condition that if anything negative results out of it, it's immediately revoked. The motion was seconded by Vice-Chairman Moreland. Commissioner Kowalewski, Vice-Chairman Moreland, Commissioner Suozzo, and Chairman Barry voted "yes", with Commissioner McDougal and Commissioner Gies voting "no". The motion passed 4-2.

Mr. Schmitz stated he wanted to be clear when taking this to the Council, that the motion was approval with the condition that if there are any negative impacts it would be revoked, and asked what Commissioner Kowalewski would consider a negative impact. Commissioner Kowalewski stated something like the gentleman getting stung. Mr. Jones stated the next time he gets stung could be his last if he doesn't get to his medicine in time.

Mr. Schmitz stated this is only a recommendation to the City Council, who will consider it at the first meeting in August, which Mr. Jones is welcome to attend and voice his concerns, as the Council is the body that makes the ultimate decision for approval or disapproval.

2. Election of Chairman for the Lansing Planning Commission – Chairman Barry asked for nominations for chairman. Vice-Chairman Moreland nominated Ron Barry, seconded by

Lansing Planning Commission
Regular Meeting
July 15, 2020

Commissioner McDougal. Since there were no other nominations, Chairman Barry made a motion that nominations cease and a vote was taken. The motion passed with Chairman Barry abstaining.

3. Election of Vice-Chairman for the Lansing Planning Commission – Chairman Barry next asked for nominations for vice-chairman. Vice-Chairman Moreland nominated Commissioner Kowalewski, seconded by Commissioner McDougal. Since there were no other nominations, Chairman Barry made a motion that nominations cease and a vote was taken. The motion passed with Commissioner Kowalewski abstaining.

Notices and Communications – Chairman Barry stated that Amy Baker was appointed to the Planning Commission at the June 4 City Council meeting to serve an unexpired term ending April 30, 2022.

Reports – Commission and Staff Members – Mr. Schmitz wanted to point out that this would be the secretary's last Planning Commission meeting and thanked her for her service. Chairman Barry then stated, in recognition and thanks for the time and effort put in, he had something to present from the Planning Commission, which were a beautiful bouquet of flowers and a card containing a gift card. The secretary thanked the Commissioners for their thoughtfulness and was much appreciative of this gesture.

Mr. Schmitz stated that in regard to updating the Comprehensive Plan, the \$15,000 which had been budgeted for doing that this year will not be spent because of the pandemic, as staff doesn't want to spend any more than is absolutely necessary. He said it still is in the 2020 budget and believes it's also still in the budget for 2021.

Commissioner Gies stated he noticed on Mr. Walling's property that he has numerous out buildings and wondered if there's a limit to the number a person can have. Mr. Schmitz said that under the new UDO, only one is allowed, so this was grandfathered in. Commissioner Gies asked how many were allowed under the old ordinance and Mr. Schmitz stated he would have to check. Chairman Barry said he didn't think the old ordinance stated a specific number.

Adjournment – Vice-Chairman Moreland made a motion to adjourn, seconded by Commissioner Gies. The motion was approved by acclamation and the meeting was adjourned at 7:33 p.m.

Respectfully submitted,

Cynthia Tripp, secretary

Reviewed by,



Matthew R. Schmitz, MPA, Director, Community and Economic Development

CONDITIONAL USE CHECKLIST

Checklist Completed by: Matthew R. Schmitz

Conditional Use Case No. 2020-2

Date Filed: May 27, 2020

Date Advertised: June 19, 2020

Date Notices Sent: June 22, 2020

Public Hearing Date: July 15, 2020

I. Applicant's Name: Louis C. & Melissa A. Walling

Applicant's Authorized Agent: n/a

II. Information in Application Correct? Yes ☒ No ☐

If no, explain: _____

III. Adjacent Zoning and Land Use:

| <u>Direction</u> | <u>Land Use</u> | <u>Zoning</u> |
|------------------|-------------------------------|---------------|
| North | Single Family Dwelling | R-1 |
| South | Single Family Dwellings (PUD) | PUD |
| East | Single Family Dwelling | R-1 |
| West | Single Family Dwelling | R-1 |

IV. Present Use of Property: The property is a large lot single family dwelling.

V. Conditional Use Requested: Request a conditional use permit to allow and operate an apiary (Hobby) use in the R-1 zoning for which the property is zoned.

Reference Unified Development Ordinance Section 2.07, B. Review Criteria:

VI. The proposed conditional use does or does not meet the standards:

A. The proposed conditional use complies with all applicable provisions of these regulations, including intensity of use regulations, yard regulations, and use limitations, unless specifically exempted by the provisions of these regulations. Apiaries are allowed in R-1 with a Conditional Use Permit. The property is large enough that it meets the requirements.

Yes ☒ No ☐

B. The proposed conditional use at the specified location will contribute to and promote the welfare or convenience of the public. Apiaries allow for pollination of plants and flowers in the area.

Yes ☒ No ☐

C. The proposed conditional use will not cause substantial injury to the value of other property in the neighborhood in which it is to be located. Apiaries in use in residential districts generally have docile bees housed in them and do not significantly impact surrounding properties.

Yes ☒ No ☐

D. The location and size of the conditional use, the nature and intensity of the operation involved in or conducted in connection with it, and the location of the site with respect to streets giving access to it are such that the conditional use will not dominate the immediate neighborhood so as to prevent development and use of neighboring property in accordance with the applicable zoning district regulations. In determining whether the conditional use will so dominate the immediate neighborhood, consideration shall be given to the location, nature, and height of buildings, structures, walls, and fences on the site; and the nature and extent of landscaping and screening on the site. The use of the property as an apiary is subsidiary and ancillary to the primary use as a residential dwelling. It will have no effect on the surrounding properties in terms of domination of the neighborhood.

Yes ☒ No ☐

E. Off-street parking and loading areas will be provided in accordance with the standards set forth in these regulations, and such areas shall be screened from adjoining residential uses and located so as to protect such residential uses from any injurious effect. N/A

Yes ☐ No ☐

F. Adequate utility, drainage, and other such necessary facilities have been or will be provided. N/A

Yes ☐ No ☐

G. Adequate access roads or entrance and exit drives will be provided and shall be so designed to prevent traffic hazards and to minimize traffic congestion in public streets and alleys. N/A

Yes ☐ No ☐

MEMORANDUM

To: Matthew R. Schmitz, Director of Community and Economic Development

From: Rebecca L Savidge, Building Inspector II

Date: July 7, 2020

Subject: 508 4-H Road

On Tuesday, June 30th I visited the property at 508 4-H road. I went there for an inspection of the bees located on the property and pertaining to the application for a conditional use permit to permit the bees on the property. It was 8:15 am and very little activity around the yard and the boxes which house the bees. I looked at the property and offer the following:

- Area around the bees is maintained and clean,
- Area has flowers and fruit trees to the south on the property
- Owner has installed a wind barrier/ noise block around the back of the boxes
- Owner has the boxes located approximately 20' from the north property line.
- Owner has observed the day the neighbors mow and has not disturbed bees a day and half prior so they will not be in flight.
- There are three boxes on the property. (all in same location)

I believe the property to be complying, with the exception of the code which requires the conditional use permit.

Proposed Apiary at 508 4H Road, Lansing KS. 66043

July 14, 2020

Lansing City Planning Commission:

Although I am outside of the required notification area, I am concerned about an additional Apiary within a quarter of a mile, (as the bee flies) from John Bradford's Apiary on Rock Creek.

The new Apiary on the 4H Road is surrounded by housing developments on all sides, with lots of children. Although I am a gardener and support providing pollinator flower beds for honey bees.

I am concerned about the location.



Also, what ordinances are required by the City for compliance by the potential beekeeper?

Johnson County Community College has classes in Apiary Science and I would hope that the City has incorporated some of the learning requirements as to ensure both the safety of the neighborhood and the bee keeper.

Thank you for your attention:

Janette Labbee-Holdeman.

AGENDA ITEM

TO: Tim Vandall, City Administrator 
FROM: Matthew R. Schmitz, Director, Community & Economic Development 
DATE: August 6, 2020
SUBJECT: Purchase of Lansing Towne Center Development for Economic Development purposes

Explanation: Attached is a contract for purchase of the Lansing Towne Center development, approximately forty-one (41) acres of ground, in the City of Lansing for the purposes of Economic Development. The property is currently vacant green-field site, with all utilities and other pertinent infrastructure already installed in the area. A map is included that shows the subject properties highlighted.

Staff had an appraisal done on the property in April of 2020, and the property appraised for a value of three million four hundred thousand and no cents (\$3,400,000.00). The seller is offering the property to the City at a discounted price of two million one hundred fifty thousand and no cents (\$2,150,000.00).

At this point, Staff has initiated a Phase One Environmental Assessment on the subject property as well to ensure that no unknown environmental issues exist on the property.

Funding for the purchase of the property will come from temporary bonds to be considered at a future Council meeting.

Gilmore & Bell, P.C. have reviewed the contract attached, and have provided the City with the Resolution approving the Purchase Contract and the Home Rule Ordinance authorizing GO bond financing for land acquisition.

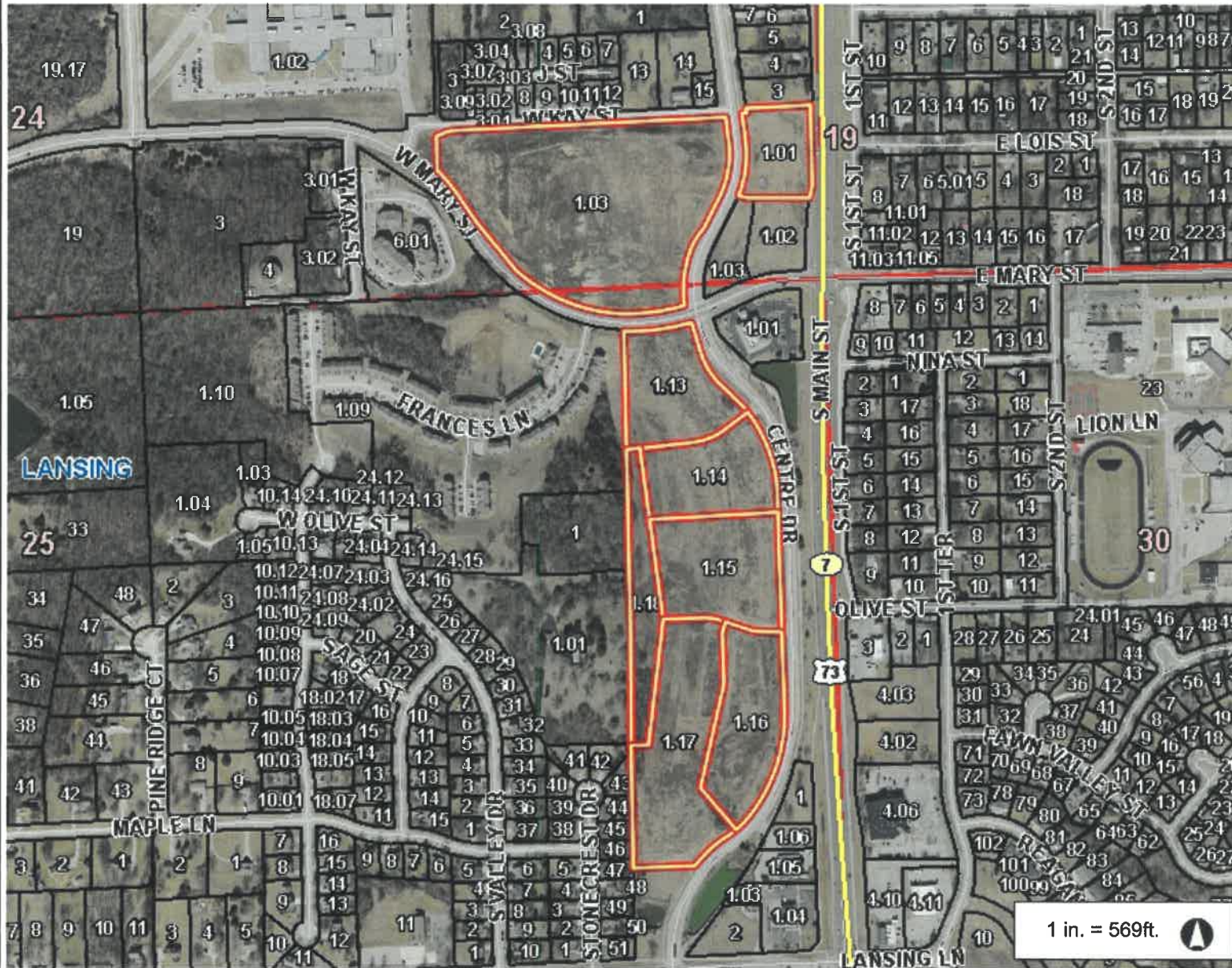
Policy Considerations: None.

Action: A motion to approve the Resolution approving the Purchase Contract, a motion to approve the Mayor to execute the purchase contract, and a motion to approve the Home Rule Ordinance authorizing GO bond financing for land acquisition, all of which are for the purchase of the Lansing Towne Center Development for Economic Development purposes, subject to the acceptable findings of the Phase One Environmental Assessment.

AGENDA ITEM

7
abc

Lansing Towne Center Development



RESOLUTION NO. B-3-2020

RESOLUTION APPROVING THE EXECUTION OF A REAL ESTATE PURCHASE CONTRACT RELATED TO THE PURCHASE OF CERTAIN LAND BY THE CITY OF LANSING, KANSAS

WHEREAS, the City Council of the City of Lansing, Kansas (the “City”) desires to approve a real estate purchase contract to purchase certain real estate and improvements described therein.

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF LANSING, KANSAS, AS FOLLOWS:

Section 1. It is hereby deemed and declared to be necessary to acquire approximately 41.35 acres of real estate located generally west of S. Main Street near the intersection of W. Mary Street and Centre Drive within the City, in the area commonly referred to as Lansing Towne Centre, as more particularly described in the Purchase Contract (collectively, the “Real Estate”), and the City Council hereby approves in substantially the form submitted to the City Council on this date the Real Estate Purchase Agreement (the “Purchase Contract”) between the City and Lansing Properties, LLC, a Kansas limited liability company, for the City to purchase the Real Estate for a sale price of \$2,150,000.

Section 2. The Mayor is hereby authorized to execute the Purchase Contract in substantially the form submitted to the City Council on this date.

Section 3. The Mayor, Clerk and the other officers and representatives of the City are hereby authorized and directed to take such other action as may be necessary to carry out the intent of this Resolution.

Section 4. This Resolution shall be in full force and effect from and after its adoption by the City Council.

ADOPTED by the City Council on August 6, 2020.

(SEAL)

ATTEST:

Mayor

Clerk

REAL ESTATE PURCHASE AGREEMENT

THIS PURCHASE AGREEMENT (the "Agreement"), made and entered into as of the Effective Date (as defined in Section 9) by and between **City of Lansing, Kansas**, a second class city, duly organized and existing under the laws of the State of Kansas ("Buyer"), and **Lansing Properties LLC**, a Kansas limited liability company ("Seller").

WITNESSETH:

WHEREAS, Seller is the legal owner of that certain real estate legally described on Exhibit A attached hereto and incorporated herein by reference (collectively referred to as the "Property");

WHEREAS, Seller desires to sell to Buyer, and Buyer desires to purchase from Seller, the Property, upon the terms and conditions hereinafter set forth.

NOW, THEREFORE, in consideration of the mutual covenants and agreements herein contained, and other good and valuable consideration, the adequacy, sufficiency and receipt of which are hereby acknowledged, the parties hereto, hereby agree as follows:

Section 1 - Property

Seller agrees to sell to Buyer and Buyer agrees to purchase from Seller, upon the terms, conditions and provisions hereinafter set forth, (i) the Property, together with all improvements thereon and all appurtenances, rights, permits, privileges, licenses, easements and rights of way incident thereto, and (ii) to the extent assignable, all right, title and interest of Seller in any plans, building permits, surveys and certificates of occupancy relating to the Property, and all licenses, permits and warranties relating to the ownership, occupancy and operation thereof (the "Personalty"). Consideration for all of the above items shall be included as the Purchase Price.

Section 2 - Purchase Price

The purchase price for the Property shall be Two Million One Hundred Fifty Thousand and No/100 Dollars (**\$2,150,000.00**) (the "Purchase Price") and shall be paid in full on the Closing Date. The parties agree that payment of the Purchase Price is adequate consideration for the purchase of the Property.

Seller has obtained an appraisal of the Property performed by Pryor Appraisal Services, Inc. (the "Appraisal") to determine its fair market value (the "Fair Market Value"), and such Appraisal states a Fair Market Value approximately equal to the Purchase Price. Buyer acknowledges that, to the extent the Seller's Appraisal is adjusted by the Internal Revenue Service (IRS), Seller is intending to contemporaneously make a charitable gift of real property to Buyer at Closing valued at the difference between the Purchase Price and the IRS' adjusted amount, if higher than the Purchase Price. Buyer shall cooperate with Seller in providing any additional documentation that is reasonably required from Buyer to document the Contribution, including a substantiation letter, at such time that Seller requests such documentation. Buyer's obligation to

provide a substantiation letter, or any other documentation substantiating the Contribution shall survive Closing.

Buyer's obligations under this Agreement shall in all respects be contingent on Buyer's receipt of proceeds of general obligation temporary notes or bonds to be issued by Buyer in the full amount of the Purchase Price. Buyer shall use its best efforts to cause such general obligation temporary notes or bonds to be issued on or before the Closing Date.

Section 3 - Buyer's Right to Inspect the Property

(a) To the extent such documents are not already in the possession of Buyer, within twenty (20) days of the Effective Date, Seller shall deliver to Buyer copies of any and all agreements, contracts, plans, building permits, surveys, certificates of occupancy, licenses, environmental reports, soil studies, seismic studies, physical inspection reports, and identification of such studies of which the Seller is aware but that are not in their possession and permits relating to the ownership, occupancy and operation of the Property. Seller makes no representation or warranty, express or implied, as to the completeness, content or accuracy of the third party reports, studies or other information provided by Seller to Buyer. Buyer will deliver to Seller all copies of written notices relating to a violation of a Local, State, or Federal law including, without limitation, environmental laws or laws relating to land use, zoning compliance, or building codes.

(b) Buyer and its authorized representatives shall have the right, during the period prior to the Closing Date, to enter upon the Property to make test borings, drainage tests, surveys, engineering and architectural studies, to perform site inspections of any improvements including structural, HVAC, roof, electrical, plumbing, mechanical, and parking plan, and for other purposes commensurate with ascertaining the suitability of the Property for Buyer's purposes. Such test and studies may be invasive, and Buyer agrees to return the Property in substantially its previous condition should this transaction fail to close.

(c) Buyer acknowledges that Buyer is responsible for all due diligence in connection with the Property, that on the Closing Date Buyer shall accept the Property in its current "as is" condition, and the Seller shall have no liability to Buyer for any matters discovered or which could have been discovered by Buyer in performing its due diligence.

(d) In the event the inspection indicates any defects on the Property, Seller will be provided an opportunity to cure any defects within a reasonable time mutually acceptable to Buyer and Seller.

(e) If at any time prior to the Closing Date, Buyer has determined in its sole discretion that the condition of the Property is unacceptable, Buyer may cancel this Agreement by a written notice to Seller and neither party shall have further rights or obligations to the other.

Section 4 - Closing Date

The Closing Date shall be October 8, 2020 or such other date mutually approved by the parties.

Section 5 - Title to Property

(a) Seller shall order an ALTA form title commitment from Escrow Agent (the "Title Commitment"), and at Buyer's option and cost, Buyer may arrange to have an existing survey updated or a new survey prepared (the "Survey"). At any time prior to the Closing Date, Buyer may provide written objections to Seller regarding matters shown on the Title Commitment or the Survey. Within twenty (20) days of such written objections, Seller shall respond in writing as to whether such objections will be cured by the Closing Date. If Seller does not cure the objections or commit to do so by Closing, Buyer may either waive the objections not cured and proceed to Closing or Buyer may cancel this Agreement within three (3) days of Seller's written response by a written notice to Seller and neither party shall have further rights or obligations to the other. Any title encumbrances or exceptions which are set forth in the Title Commitment and the Survey, and to which Buyer does not object or waives any objection shall be deemed to be permitted exceptions to the status of Seller's title (the "Permitted Exceptions").

(b) Seller shall convey the Property to Buyer by special warranty deed (the "Deed") and subject to the Permitted Exceptions.

Section 6 - Taxes and Assessments

Seller and Buyer shall prorate all real estate taxes and assessments, both general and special, as of the Closing Date. Seller will be responsible for such taxes and installments of assessments due for all years prior to the year of Closing and Buyer shall be responsible for such taxes and installments of assessment from and after the Closing Date

Section 7 – Seller's Representations and Covenants

As an inducement to Buyer to enter into this Agreement and to purchase the Property, Seller represents and covenants to Buyer, as follows:

a.) **Authority.** Seller is a duly organized, validly existing limited liability company, in good standing under the laws in the State of Kansas and has the authority and power to enter into this Agreement and to consummate the transactions contemplated herein. The member signing this Agreement on behalf of Seller is duly authorized to sign.

b) **Title to the Property and Mechanic's Liens.** Seller, as of the date of execution of this Agreement, owns the Property in fee simple as shown in the record. Seller will not be indebted to any contractor, laborer, mechanic, materialmen, architect, or engineer for work, labor, or services performed or rendered, or for materials supplied or furnished, in connection with the Property for which any person could claim a lien against the Property and shall not have done any work on the Property within one-hundred twenty (120) days prior to Closing.

c) **Environmental.** To Seller's actual knowledge, except as disclosed in any reports or studies provided to or obtained by Buyer, or identified by Seller, there are no areas of the

Property where hazardous substances or hazardous wastes, as such terms are defined by applicable Federal, State, and Local statutes and regulations, have been disposed of, released, or found. No written notice of violation has been received by Seller with regard to hazardous substances or wastes as set forth herein.

d) **Litigation.** Seller has received no written notice of any action, suit or proceeding pending against or affecting Seller or the Property, which does or will involve or affect title to the Property. Seller will, promptly upon receiving any written notice of any such contemplated or threatened action, give Buyer written notice thereof.

e) **No Violations.** The Seller has received no written notice of violations of State or Federal laws, municipal or county ordinances, or other legal regulations or requirements with respect to the Property.

Any reference to Seller's actual knowledge shall be limited to the actual knowledge of Daniel Carr without an obligation to undertake any investigation.

Section 8 - Escrow Agent and Escrow Instructions

A copy of this Agreement shall be deposited by Seller into escrow with First American Title Insurance Company, 1201 Walnut, Suite 700, Kansas City, MO 64106, (the "Escrow Agent") within seven (7) days of the Effective Date. All other funds and documents required hereunder shall be deposited with the Escrow Agent on or before the Closing Date. A copy of this Agreement shall serve as escrow instructions, subject to receipt by Escrow Agent of further written instructions by either party.

Section 9 - Closing and Escrow Charges; Closing Documents

(a) At such time as the Escrow Agent (i) has in its possession all funds representing the balance of the Purchase Price due hereunder, (ii) has in its possession all documents required hereunder, including all documents necessary to satisfy and discharge delinquent taxes, judgments, mortgages, liens and assessments against the Property, (iii) is committed to issuing an ALTA owner's title insurance policy insuring fee simple title in Buyer subject only to the Permitted Exceptions (the "Owner's Policy"), and (iv) has received written authorization from Buyer and Seller, or their respective authorized parties, it shall file the Deed for record transferring title to Buyer and shall issue the Owner's Policy to the Buyer as hereinabove provided. The Escrow Agent shall deliver to Buyer the recorded Deed and the Owner's Policy.

(b) Each party shall bear its own legal costs and expenses. Seller shall be responsible for (i) one-half of the closing costs and escrow fees; (ii) the cost of the Owner's Policy; and (iii) any costs of the title examination and Title Commitment. The Buyer shall be responsible for: (i) one-half of the closing costs and escrow fees, (ii) the cost of any endorsement to the Owner's Policy; (ii) cost of recording the Deed, and (iii) the cost of any Survey.

(c) At Closing, in addition to the Deed, Seller shall deliver (i) a seller's affidavit in the form required by the Title Company, (ii) a bill of sale conveying any Personalty to Buyer, (iii) an affidavit confirming that Seller is neither a "foreign person" nor a "foreign corporation" (as those

terms are defined in Section 1445 of the Internal Revenue Code of 1986, as amended), (iv) a closing statement, reflecting the adjustments contemplated hereunder, and (v) all such other documents and instruments as may reasonably be required by Buyer and/or Escrow Agent to close the sale in accordance with this Agreement. At Closing, Buyer shall deliver (i) a closing statement, reflecting the adjustments contemplated hereunder, and (ii) all such other documents and instruments as may reasonably be required by Seller and/or Escrow Agent to close the sale in accordance with this Agreement.

Section 10 – Effective Date

The Effective Date of this Agreement shall be the last date this Agreement is executed by Seller and Buyer.

Section 11 - Notices

All notices required or desired to be given hereunder shall be in writing and all such notices and other written documents required or desired to be given hereunder shall be deemed duly served and delivered for all purposes if (i) delivered by nationally recognized overnight delivery service; (ii) facsimile (with follow up within one (1) business day by United States Mail); or (iii) delivered in person, in each case if addressed to the parties set forth below:

City of Lansing, Kansas
Matthew R Schmitz, MPA
Director, Community & Economic Development
730 1st Terrace, Suite 2
Lansing, KS 66043
Telephone: 913-364-6920
Facsimile: 913-351-3618

with a copy to:

Telephone: _____
Facsimile: _____

and to Seller at:

Lansing Properties, LLC
c/o Dan Carr
4706 Broadway, Suite 240
Kansas City, MO 64112
Telephone: (816) 285-9553
Facsimile: (816) 285-9544

with a copy to:

Polsinelli PC
Attn: Daniel T. Murphy
900 W. 48th Place, Suite 900
Kansas City, MO 64112
Telephone: (816) 374-0550
Facsimile: (816) 817-0241

All notices given by fax (if followed by United States mail within one (1) business day) or personal delivered shall be deemed duly given one (1) business day after they are so delivered. Any party may change the address to which notices are to be addressed by giving the other parties notice in the manner set forth above.

Section 12 – Casualty; Condemnation

(a) If prior to the Closing Date the Property or any part thereof is damaged or destroyed by fire or by any other cause, this Agreement shall become null and void at Buyer's option, and upon delivery to Seller of written notice of an election by Buyer to treat this Agreement as null and void delivered by Buyer within ten (10) days of its knowledge of the casualty, this Agreement shall terminate and neither party shall have any further rights or obligations hereunder. If Buyer elects to proceed and to consummate the purchase despite said damage or destruction, Seller will assign to Buyer its interest in and to any insurance policies and proceeds thereof payable as a result of such damage or destruction, less such portion thereof as shall first be reimbursed to Seller for the costs of any restoration work incurred by Seller prior to Closing.

(b) If prior to Closing, the Property or any part thereof is taken by eminent domain or a proceeding to take such Property is commenced, this Agreement shall be null and void at Buyer's option, and upon delivery to Seller of written notice of an election by Buyer to treat this Agreement as null and void, this Agreement shall terminate and neither party shall have any further rights or obligations hereunder. If Buyer elects to proceed and to consummate the purchase despite said taking, Seller will assign to Buyer all the Seller's right, title and interest in and to any award made or to be made in the condemnation proceeding.

Section 13 – Default

If Seller defaults on or before Closing in performing any of Seller's obligations under the terms of this Agreement for any reason other than Buyer's default, Buyer shall be entitled as its exclusive remedy to terminate this Agreement. If Buyer defaults on or before Closing in performing any of Buyer's obligations under the terms of this Agreement for any reason other than Seller's default, Seller shall be entitled as its exclusive remedy to terminate this Agreement.

Section 14 -Miscellaneous

Assignment. Neither party may assign its rights and interests hereunder.

Entire Agreement. This Agreement, together with all the Exhibits attached hereto and incorporated by reference herein, constitutes the entire undertaking between the parties hereto, and supersedes any and all prior agreements, arrangements and understandings between the parties.

Force Majeure. In the event either party hereto shall be delayed or hindered in or prevented from the performance of any act required under this Agreement by reason of acts of God, strikes, lockouts, failure of power or other insufficient utility service, riots, insurrection, any lawsuit seeking to restrain, enjoin, challenge or delay construction, failure of Seller to make timely approvals with regard to the Improvements (if applicable), war, terrorism or other reason of a like nature not the fault of the party delayed in performing work or doing acts required under the terms of this Agreement, then performance of such act shall be excused for the period of the delay, and the period for the performance of any such act shall be extended for a period equivalent to the period of such delay. The provisions of this Section shall not be applicable to an extension of the Closing Date resulting from the inability of a party to obtain financing or to proceed with its obligations under this Agreement because of a lack of funds.

Run with the Land. This Agreement shall be binding on and inure to the benefit of the parties hereto and their respective heirs, successors and assigns and shall run with the land.

Provisions Surviving Closing. The provisions of Sections 11, 13 and 14 shall survive Closing.

Counterparts. This Agreement may be executed in counterparts, which together shall constitute the agreement of the Parties.

Authority. By executing this Agreement the signatory represents that they possess the required authority of their respective party.

[Signature page follows.]

IN WITNESS WHEREOF, the parties hereto have executed these presents as of the Effective Date.

CITY OF LANSING, KANSAS

a second class city, duly organized and existing
under the laws of the State of Kansas

By: _____

Date: _____

LANSING PROPERTIES, LLC,

a Kansas limited liability company

By: _____

Name: _____

Title: _____

Date: _____

EXHIBIT A

Legal Description

LOTS 1, 5, 6, 7, 8, 9, AND TRACT A, LANSING TOWNE CENTRE, A REPLAT OF LOTS 1-9 AND PART OF LOT 10, BLOCK 2, LOTS 1-7 AND PART OF LOTS 8, 9, AND 10, BLOCK 1, IN SCHMIDT'S SUBDIVISION AND AN UNPLATTED TRACT IN THE NE 1/4 OF SECTION 25, TOWNSHIP 9 SOUTH, RANGE 22 EAST IN THE CITY OF LANSING, LEAVENWORTH COUNTY, KANSAS.

AND, LOT 2, LANSING TOWNE CENTRE, 2ND PLAT, A REPLAT OF LOTS 2, 3, AND 4 OF LANSING TOWNE CENTRE IN THE SE 1/4 OF SECTION 24, TOWNSHIP 9 SOUTH, RANGE 22 EAST & NE 1/4 OF SECTION 25, TOWNSHIP 9 SOUTH, RANGE 22 EAST IN THE CITY OF LANSING, LEAVENWORTH COUNTY, KANSAS.

(Published in the *Leavenworth Times* on August ___, 2020)

ORDINANCE NO. 1044

**A HOME RULE ORDINANCE OF THE CITY OF LANSING, KANSAS,
AUTHORIZING THE FINANCING OF ACQUIRING CERTAIN REAL
PROPERTY FOR ECONOMIC DEVELOPMENT PURPOSES; AND
AUTHORIZING THE ISSUANCE OF TAXABLE GENERAL
OBLIGATION NOTES OF THE CITY TO PAY THE COSTS THEREOF.**

WHEREAS, the governing body of the City of Lansing, Kansas (the “City”) has considered the needs of the City for the stimulation of expansion and retention of business and commercial activities within the environs of the City in order to enhance and provide for the general and economic development and welfare of the City and its citizens; and

WHEREAS, the City is authorized by Article 12, Section 5 of the Constitution of the State of Kansas (the “Home Rule Amendment”) to determine its local affairs and government, and provides that such power and authority granted thereby to cities shall be liberally construed for the purpose of giving to cities the largest measure of self-government; and

WHEREAS, there is no enactment of the Kansas Legislature which prohibits the City from paying of the costs of acquiring, constructing, and improving certain real property and payment of other costs related thereto, all for economic development purposes, and the issuance of general obligation bonds or notes to finance the costs thereof; and

WHEREAS, the governing body of the City hereby finds that pursuant to and in furtherance of the purposes of the Home Rule Amendment, it is in the interest of the public health, safety and welfare of the City to authorize the issuance of taxable general obligation temporary notes and/or bonds (the “Obligations”) for the purpose of financing the cost of acquiring approximately 41.35 acres of real estate located generally west of S. Main Street near the intersection of W. Mary Street and Centre Drive within the City, in the area commonly referred to as Lansing Towne Centre (the “Project”), all for economic development purposes.

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

Section 1. Project Authorization. It is hereby authorized, ordered and directed that the City proceed with the acquisition of the Project, and the financing the Project at a cost not to exceed \$2,150,000 plus costs of issuance and interest on any temporary financing.

Section 2. Financing Authorization. The costs of the Project may be paid, in whole or in part, from the proceeds of general obligation temporary notes and/or bonds of the City, which are hereby authorized to be issued for such purposes pursuant to the authority of the Home Rule Amendment in an amount of not to exceed \$2,150,000 plus costs of issuance and interest on any temporary financing.

Section 3. Further Authority. The City shall, and the officers, employees and agents of the City are hereby authorized and directed to, take such action, expend such funds and execute such other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of this Ordinance and to carry out, comply with and perform the duties of the City with respect to the Project and the Obligations.

Section 4. Effective Date. This Home Rule Ordinance shall be effective from and after final passage by the governing body, approval by the Mayor, and publication once in the official City newspaper.

PASSED by the Governing Body of the City of Lansing, Kansas on August 6, 2020.

Mayor

(SEAL)

ATTEST:

City Clerk

**EXCERPT OF MINUTES OF A MEETING
OF THE GOVERNING BODY OF THE
CITY OF LANSING, KANSAS
HELD ON AUGUST 6, 2020**

The governing body met in regular session at the usual meeting place in the City, at 7:00 p.m., the following members being present and participating, to-wit:

Present: _____

Absent: _____

The Mayor declared that a quorum was present and called the meeting to order.

* * * * *

(Other Proceedings)

Thereupon, there was presented an Ordinance entitled:

**A HOME RULE ORDINANCE OF THE CITY OF LANSING, KANSAS,
AUTHORIZING THE FINANCING OF ACQUIRING CERTAIN REAL
PROPERTY FOR ECONOMIC DEVELOPMENT PURPOSES; AND
AUTHORIZING THE ISSUANCE OF TAXABLE GENERAL OBLIGATION
NOTES OF THE CITY TO PAY THE COSTS THEREOF.**

Thereupon, Council Member _____ moved that said Ordinance be passed.
The motion was seconded by Council Member _____. Said Ordinance was duly read
and considered, and upon being put, the motion for the passage of said Ordinance was carried by the vote
of the governing body, the vote being as follows:

Yea: _____.

Nay: _____.

Thereupon, the Mayor declared said Ordinance duly passed and the Ordinance was then duly
numbered Ordinance No. _____, was signed and approved by the Mayor and attested by the City Clerk
and the Ordinance or a summary thereof was directed to be published one time in the official newspaper of
the City.

* * * * *

(Other Proceedings)

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On motion duly made, seconded and carried, the meeting thereupon adjourned.

CERTIFICATE

I hereby certify that the foregoing Excerpt of Minutes is a true and correct excerpt of the proceedings of the governing body of the City of Lansing, Kansas, held on the date stated therein, and that the official minutes of such proceedings are on file in my office.

(SEAL)

City Clerk