
AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

OLD BUSINESS

- [1.](#) Approval of Minutes

AUDIENCE PARTICIPATION

PRESENTATIONS

NEW BUSINESS

- [2.](#) Appointment of Board of Zoning Appeals Member
- [3.](#) 2026-2029 Independence Day Celebration RFP
- [4.](#) Online Permitting System Purchase
- [5.](#) Resolution B-6-2025 – Fairlane Town Homes Phase II RHID

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

- [6.](#) Fire Reports - May 2025
- [7.](#) Library Report - May 2025
- [8.](#) Fleet Report
- [9.](#) City Administrator Report

PROCLAMATIONS

OTHER ITEMS OF INTEREST

ADJOURNMENT

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

AGENDA ITEM

TO: Tim Vandall, City Administrator
FROM: Tish Sims, City Clerk
DATE: June 10, 2025
SUBJECT: Approval of Minutes

The Regular Meeting Minutes of June 5, 2025, are enclosed for your review.

Action: Staff recommends a motion to approve the Regular Meeting Minutes of June 5, 2025, as presented.

AGENDA ITEM # 1

CITY OF LANSING
CITY COUNCIL MEETING

REGULAR MEETING MINUTES
June 5, 2025

Call To Order:

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

Roll Call:

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

Councilmembers Present:

Ward 1: Gene Kirby and Kevin Gardner

Ward 2: Don Studnicka and Jake Kowalewski

Ward 3: Kerry Brungardt and Jesse Garvey

Ward 4: Dan Clemons and Pete Robinson

Councilmembers Absent:

OLD BUSINESS:

The Regular Meeting minutes of May 15, 2025, were provided for review.

Councilmember Clemons made a motion to approve the Regular Meeting Minutes of May 15, 2025, as presented. Councilmember Kirby seconded the motion.

Roll Call Vote: Aye: Councilmembers Gardner, Kirby, Kowalewski, Garvey, Robinson, Clemons, Brungardt and Studnicka;; Nay: none; Abstain: none; Absent: none; The motion was approved.

Audience Participation:

Paul Cromer – 23916 131st St Leavenworth, KS

- Thanked staff for making the Planning Commission and Zoning meeting available on the City's YouTube page.
- Other requests made included:
 - the City work sessions are posted to the City's YouTube page.
 - City emails established for the BZA and Planning Commission members

Presentations:

COUNCIL CONSIDERATION OF AGENDA ITEMS:

Library Board Appointment

Jeanne Im applied for an appointment to the Lansing Community Library Board to serve a four (4) year term ending on April 30, 2029.

Staff recommended a motion for approval of the appointment.

Councilmember Brungardt made a motion to approve the Lansing Community Library Advisory Board appointment of Jeanne Im to a term ending on April 30, 2029. Councilmember Clemons seconded the motion.

Roll Call Vote: Aye: Councilmembers Gardner, Kirby, Kowalewski, Garvey, Robinson, Clemons, Brungardt and Studnicka;; Nay: none; Abstain: none; Absent: none; The motion was approved.

Streambank Stabilization SevenMile Creek tributary (Center Drive Sewer)

While the contractor is currently mobilized for the Centre Drive Sanitary Sewer Project, the City has the opportunity to affect some improvements by adding soil stabilization to the streambank of the tributary to SevenMile Creek. This condition continues to deteriorate over time, and placing Rip-Rap armor at the outfall of the box culvert as well as on the streambank will help to slow the degradation of the channel.

Staff recommends approving the price quote from Linaweaver construction to provide rip-rap armor to stabilize the streambank of the tributary to SevenMile Creek.

Councilmember Brungardt made a motion to accept the price quote of \$125 per ton for 235 tons installed Rip-Rap as streambank stabilization along the tributary of SevenMile Creek for a total price of \$29,375.00. Councilmember Clemons seconded the motion.

Roll Call Vote: Aye: Councilmembers Gardner, Kirby, Kowalewski, Garvey, Robinson, Clemons, Brungardt and Studnicka;; Nay: none; Abstain: none; Absent: none; The motion was approved.

Riverbend Heights RHID Public Hearing Resolution

The City Council will conduct a public hearing in accordance with K.S.A. 12-5245 to consider the establishment of a Reinvestment Housing Incentive District (RHID) and the adoption of the associated Development Plan for Riverbend Heights. The District encompasses approximately 146 acres southwest of McIntyre Road and 131st Street, with the intent to support public infrastructure improvements associated with approximately 417 single-family homes.

In accordance with state law, the resolution:

- (1) declares the City's intent to establish the District;
- (2) adopts a development plan for housing and public facilities within the District;
- (3) sets July 17, 2025, as the date for a public hearing on the matter; and
- (4) directs notice of that public hearing to be published and delivered to Leavenworth County, Lansing USD 469, and the City's Planning Commission.

Staff recommends to adopt Resolution B-5-2025.

Discussion occurred.

Councilmember Robinson made a motion to approve the adoption of Resolution B-5-2025, calling for a public hearing on July 17, 2025. Councilmember Clemons seconded the motion.

Roll Call Vote: Aye: Councilmembers Gardner, Kirby, Kowalewski, Garvey, Robinson, Clemons, Brungardt and Studnicka;; Nay: none; Abstain: none; Absent: none; The motion was approved.

REPORTS:

Department Heads: None

City Attorney: Nothing to discuss.

City Administrator:

- Update on light at K-7 and Mary St. Discussion continued between Public Works Director Michael Spickelmier and Councilmember Garvey.

- Pool ribbon cutting tentatively scheduled for Saturday, June 14, 2025. Discussion continued regarding pool passes.

Governing Body:

Councilmember Gardner:

- Thanked City Administrator Vandall and Finance Director Beth Sanford for their quick responses to emails.

Councilmember Kirby:

- Acknowledged Director Spickelmier for taking the time to answer questions.

Councilmember Kowalewski:

- Thanked City Administrator Vandall for his quick responses and to the Library Board Volunteer.

Councilmember Garvey:

- Thanked the Library Board volunteer Jeanne Im.

Councilmember Robinson:

- Promoted the idea of school and town spirit as is being done in neighboring cities.

Councilmember Clemons:

- Withdrew candidacy as he will be moving, but will, at the City's request, still be serving on the Port Authority.

Councilmember Brungardt:

- Recognized Councilmember Clemons and that he will be missed.
- Likes the idea of promoting the school and city spirit.
- Thanked the Library volunteer.

Councilmember Studnicka:

- Congratulated Library volunteer Jeanne Im.
- Question on Valley Dr underwater during the last rain event. Discussion continued with City Administrator Vandall.

ADJOURNMENT:

Councilmember Studnicka made a motion to adjourn. Councilmember Brungardt seconded the motion.

Roll Call Vote: Aye: Councilmembers Gardner, Kirby, Kowalewski, Garvey, Robinson, Clemons, Brungardt and Studnicka,; Nay: none; Abstain: none; Absent: none; The motion was approved.

The meeting was adjourned at 7:23 PM.

ATTEST:

City Clerk Tish Sims, CMC

AGENDA ITEM

TO: Tim Vandall, City Administrator
 FROM: Joshua Gentzler, Director of Community & Economic Development
 DATE: June 6, 2025
 SUBJECT: Appointment of Board of Zoning Appeals Member – Allen

Overview: The Lansing Unified Development Ordinance requires that the Board of Zoning Appeals be available for the appeal process to administer the following matters regulated by the UDO:

- 1) Appeals of administrative decision;
- 2) Variances; and
- 3) Any other exceptions for relief specifically referred to under the procedures and standards of these regulations.

UDO 1.04 D-4

Terrance Allen has agreed to fill a vacant seat on the Board of Zoning Appeals.

Policy Consideration: n/a

Financial Consideration: n/a

Action: Staff recommends a motion to appoint Terrance Allen to fill a vacant seat on the Board of Zoning Appeals with a term ending June 16, 2028.



800 First Terrace, Lansing, Kansas 66043 - Telephone: 913-727-3036
www.lansingks.org

APPLICATION FOR LANSING BOARD OF ZONING APPEALS

Name: Terrance Allen

Lansing Address: 2 [REDACTED] Holiday Drive

Home Phone: (913) [REDACTED]

Business Phone:

E-mail: t [REDACTED] gmail.com

Please attach a one-to-two-page written statement expressing your interest in being appointed to the Lansing Board of Zoning Appeals. Your written statement should address the following four topics:

1. Qualifications for the position.
2. Personal philosophy of the Lansing Board of Zoning Appeals and development in Lansing.
3. Desired accomplishments as a Lansing Board of Zoning Appeals member.
4. Willingness to attend meetings.

Also, attach the name, address, and telephone number of three personal references.

This volunteer position is for the Lansing Board of Zoning Appeals for a three (3) year term. Applicants must be at least 18 years of age and a U.S. Citizen. Applicants must also be a resident of the City of Lansing.

All applications should be returned to Lansing City Hall, 800 First Terrace, marked "Attention of the City Clerk".

My 15 years of experience in water and wastewater utilities has provided me with a comprehensive understanding of both the operational and developmental aspects of municipal infrastructure. This extensive background includes hands-on involvement with the operations and maintenance of a wide range of mechanical and hydraulic systems. Furthermore, I've played a key role in the construction and installation of water distribution and wastewater collection systems. This practical expertise in essential community services directly translates to a valuable perspective when evaluating zoning and development proposals, ensuring that decisions consider the practical implications for Lansing's critical infrastructure.

I believe the Lansing Board of Zoning Appeals plays a vital role in serving the community and actively shaping the city's future. My personal philosophy aligns with this commitment, emphasizing responsible development that benefits all residents. I also hold a firm belief in adhering to established workflow processes and specifications. This dedication to structured procedures and technical guidelines ensures that decisions are made fairly, consistently, and with a thorough understanding of all relevant regulations, promoting orderly and sustainable growth within Lansing.

As a member of the Lansing Board of Zoning Appeals, my primary desired accomplishment is to diligently serve the community by contributing to well-reasoned and beneficial development. I am fully willing to attend meetings whenever I am available, as I understand the importance of consistent participation in fulfilling these responsibilities. My aim is to leverage my unique blend of practical experience and commitment to process to help guide Lansing's development in a way that enhances the quality of life for its citizens and ensures a prosperous future.

Lucas Schmalbeck 913 [REDACTED]

Jake Kowalewski 913 [REDACTED]

Jared Kachline [REDACTED]

AGENDA ITEM

TO: Tim Vandall, City Administrator
 FROM: Joshua Gentzler
 DATE: June 6, 2025
 SUBJECT: 2026-2029 Independence Day Celebration RFP

Overview: The City of Lansing issued a Request for Proposals (RFP) for professional fireworks display services for the City’s annual Independence Day Celebration for a three-year term covering 2026, 2027, and 2028. Victory Pyro Productions submitted the sole complete proposal in response. Their proposal meets all minimum qualifications outlined in the RFP, including insurance, experience, duration, and value. They also propose an enhanced pyro-musical experience—a choreographed fireworks display synchronized to music—which represents a creative upgrade to past shows.

Victory Pyro has been the fireworks provider since 2019. The City’s spending with Victory Pyro over the past 3 year has consisted of:

Year	Amount
2023	\$ 49,609.92
2024	\$ 10,852.17
2025	\$ 10,852.17
Average	\$ 23,771.42

Policy Consideration: N/A

Financial Consideration: The total cost of the proposed agreement does not exceed the City’s budgeted cap of \$25,000 per year. Victory Pyro’s selected payment option (Option 1) includes a 4% discount, bringing each year’s cost to **\$25,625.66**, slightly above the stated cap of \$25,000 but justified by the added value of the quality of display Victory Pyro has demonstrated. Staff recommends Council approval contingent upon final budget verification and authorization to negotiate minor scope or price adjustments if necessary to remain within budget.

Action: A motion to authorize the City to execute a three-year agreement with Victory Pyro Productions for the City’s annual Independence Day Fireworks Display in 2026, 2027, and 2028, in an amount not to exceed \$26,500.00 per year, subject to confirmation of budget availability.

AGENDA ITEM # 3



2026

PYRO-PRODUCTION PROPOSAL

FOURTH OF JULY

CITY OF LANSING

Project #34689168701 / Pyromusical Production / Multi Event



Passion
For People



Passion
For Events



Passion
To Thrill

CREATED FOR

Tim Vandal
City Administrator

CREATED BY

Cody Hanna
Director of Business Development

VALID UNTIL

2025-07-11

THE DETAILS

Below we have listed all the details we have collected during this initial phase of planning. These details are important to us; it is crucial that we have this information correct. Please review this information and confirm that what we have listed is up to date.

CLIENT INFORMATION

Host Organization:

City of Lansing
800 1st Ter, Lansing, KS 66043-1725

Contact Name:

Tim Vandal

Title or Role:

City Administrator

Phone:

+1 (913) 727-3233

Email:

tvandall@lansingks.org

By checking this box, you are confirming that the **Client Information is correct**

☐

PROJECT INFORMATION

Occasion & Event

Municipal Event – Fourth of July

Solution:

PyroProduction – Pyromusical Production

Project Date & Time:

See Appx A for Schedule of Events

Project Location:

Lansing High School
1412 147th St, Lansing, Kansas 66043

Type:

Open Area – Free of Obstructions

By checking this box, you are confirming that the **Project Information is correct**

☐

THE DREAM

We are ecstatic about the opportunity to create something special for you and your event utilizing our Pyro-Production services.

RECOMMENDED SERVICES

Our team is dedicated to collaborating with you to develop a tailored selection of services for you and your event. Every aspect of our design approach is meticulously considered to deliver an amazing experience for both you and your audience.

PYROMUSICAL PRODUCTION

Unlike any firework show you've ever seen before, our best-selling Pyromusical Production will incorporate a custom soundtrack with choreographed pyrotechnics to cap off your great event! The show we have envisioned will be a fully immersive and imaginative experience that is nothing short of extraordinary. Just trust us, you will watch in amazement as the fireworks dance to the music!

DESIGN STEPS TO MAKE YOUR SHOW PERFECT



Script and Audio Mastering

Our dedicated team of audio wizards will work with you to create a soundtrack perfectly fit for your event. From Jazz to Rock and anything in between, our audio gurus will be there to help tell the story of your display.



Pyrotechnics Choreography

After the soundtrack is perfected, our pyro-designer magic will begin. In this phase, the focus will be on creating pyro-moments that perfectly fit the story and are effortlessly synchronized to create a captivating experience.

Note: Adequate audio will need to be provided for a pyromusical to be effective. At an additional cost, not listed on this proposal, Victory can coordinate and provide audio.

PROJECT INSIGHTS

Companies often present their proposals in slightly varying ways, which we recognize can complicate the decision-making process when selecting a vendor. While our approach is distinct, our commitment to upfront honesty and transparency remains most important, ensuring we craft a tailored service offering that suits your specific needs.

Truthfully speaking, our number one goal is to produce a high quality Pyro-Production, perfectly fit for you and your event. We hope the breakdown of the information below will provide further clarity and a better understanding of our dream for your event.

Pyro-Production Type:	Pyromusical Production
Duration (In Minutes):	18 Minute(s)
Effects Per Minute:	Silver, 45 to 60
Ignition Type:	Electronically Fired
Type of Product:	Single Shots;Sweep and Slices;Multi Shot Cakes;Aerial Shells
Max Effect Size:	5.0"
Contingent on final site review	

By initialing, you are confirming that you understand the **Project Insights**

OUR STANCE ON SHELL COUNTS

With over a half a decade's worth of experience in the pyrotechnics industry, we've opted to step away from the conventional proposal approach, often marred by inaccurate and deceptive shell counts. Instead, we've devised an innovative method to communicate our Vision to you, our valued client. This approach empowers us to deliver our finest craftsmanship while ensuring you're fully engaged in our intentions and unwavering commitment to offering the utmost in service excellence.



Have more questions on shell counts? Give us a ring at (800) 516-4629

EFFECT DESCRIPTIONS, TYPES OF PRODUCT

Our Pyro-Production design process goes beyond simply combining products at random; instead, we meticulously design the placement of each effect within your show. This deliberate approach is why we refrain from offering upfront effect counts, as it grants us the artistic liberty to craft something truly extraordinary for your event.

As previously stated, our proposals are based on general scope. This includes the Duration and Effects Per Minute (EPM). Moreover, we try to provide you with a foundational understanding of the effect categories we plan to incorporate. Below, you'll discover a condensed overview of the effect types that can be integrated.

SINGLE SHOTS

Utilizing single shots, we deploy an array of colors to craft diverse patterns and visual aesthetics in sync with the chosen musical accompaniment. These devices excel particularly in intricate beat patterns, allowing precise control over the timing of each individual effect to achieve flawlessly synchronized sequences in high intensity moments.



SWEEPS AND SLICES

Sweeps and slices often serve as impactful punctuation marks, enhancing specific segments of the show over its course. Similar to single shots, these effects encompass simultaneous launches, sweeping gracefully from left to right or vice versa. Employed strategically, these effects are reserved for grand crescendos and the gradual building of moments within your show.



MULTI SHOT CAKES

Multi Shot Cakes prove to be the ideal selection for shows of varying scales, catering seamlessly to both intimate and grand spectacles. These devices serve as our artistic canvas, adorning the sky with a diverse array of stunning effects. From rapid fire finales to meticulously cascades spanning the skies, multi shot cakes are an essential element that adds the finishing touch to every show.



AERIAL SHELLS

Aerial shells unquestionably captivate the audience's delight. Ascending into the night sky, these shells unfurl a captivating tapestry of colors, patterns, and effects at impressive altitudes. When conditions permit, these effects soar to remarkable heights, establishing moments that elevate the entire show.



MULTI-YEAR PROJECT PROPOSAL

A multi-year Pyro-Production proposal is a mutually beneficial agreement between Victory and City of Lansing that will ensure three years of successful shows together without all of the hassle of year to year paperwork, formalities, and simply put, the extra headaches that yearly proposals bring with them.

BENEFITS OF A MULTI-YEAR PROJECT AGREEMENT

- **Peace of Mind** by locking in your event date and price in advance
- **Assurance of Quality** and your projects associated value
- **Saves You Time** with less bureaucracy and time for approval
- **Discounts and Perks** that will only make your project better
- **Familiar Team and Process** by working with Victory on a multi-year project

(APPX A) SCHEDULE OF PROPOSED PROJECTS

YEAR 1:	2026-07-03 at 10:00 PM
YEAR 2:	2027-06-26 at 10:00 PM
YEAR 3	2028-07-01 at 10:00 PM

Please initial to confirm the **Schedule of Proposed Projects**

HOW IT WORKS, WHAT ARE YOUR OPTIONS

With Victory's multi year project agreements, we offer several different versions to fit the needs of each of our client's unique needs.

Option 1 – Just sign, no deposit required for Year 2 or Year 3 – Includes a 4% Discount

Balance is due in full annually on the month and day, of the respective year this Agreement is accepted.

Option 2 – Just sign, no deposit required for Year 2 or Year 3 – Includes a 6% Additional Product Allotment

Balance is due in full annually on the month and day, of the respective year this Agreement is accepted.

Option 3 – Sign, Year 1 paid in full + 50% deposit for Year 2 & 3 – Includes a 8% Discount

Year 1 paid in full with a 50% deposit for Years 2 and 3 is due when this Agreement is accepted. The remaining balance for the preceding years will be split equally and is due in full on the date of the respective year that this Agreement is accepted.

Option 4 – Sign, Year 1 paid in full + 50% deposit for Year 2 & 3 – Includes a 14% Additional Product Allotment

Year 1 paid in full with a 50% deposit for Years 2 and 3 is due when this Agreement is accepted. The remaining balance for the preceding years will be split equally and is due in full on the date of the respective year that this Agreement is accepted.

PRICING BREAKDOWN

Please note that Sales Tax is not included in this pricing breakdown.

SERVICE/PRODUCT	PRICE	QTY	DISCOUNT	SUBTOTAL
DESIGN				
(PYROMUSICAL) Soundtrack Creation	\$2,025.00	3	\$0.00	\$6,075.00
Custom-mixed soundtrack to the specifications listed in the proposal.				
(PYROMUSICAL) Pyrotechnic Choreography	\$3,937.50	3	\$0.00	\$11,812.50
Design fee for pyrotechnic choreography.				
MATERIALS				
(PYROMUSICAL) Pyrotechnic Devices	\$13,500.00	3	\$0.00	\$40,500.00
Fireworks and other materials needed for the project.				
LOGISTICS				
(PYROMUSICAL) Crewing	\$2,829.00	3	\$0.00	\$8,487.00
All necessary labor to complete proposed work.				
(PYROMUSICAL) Delivery	\$610.50	3	\$0.00	\$1,831.50
Transportation for crew, gear, and materials (HAZMAT) to the project site.				
ADMINISTRATIVE				
(PYROMUSICAL) Insurance	\$2,117.44	3	\$0.00	\$6,352.32
Insurance in the amount listed on the agreement.				
(PYROMUSICAL) Pre-Production Prep	\$1,398.96	3	\$0.00	\$4,196.88
Prep performed before arriving on site.				
(PYROMUSICAL) Licensing	\$275.00	3	\$0.00	\$825.00
Necessary licensing and permitting.				

Total for 3 Pyro-Productions \$80,080.20

Selected discounts will be applied during billing and will be reflected in the pricing as outlined in APPX A.

(APPX B) SCHEDULE OF PAYMENTS**OPTION 1 - NO DEPOSIT, 4% DISCOUNT**

Payment is due in full on an annual basis. Due dates are based on the month and day that this Proposal and Agreement are accepted by both Client and Victory.

FDR	DATE INVOICED	DUE DATE	VALUE	DISCOUNT	AMOUNT DUE
YEAR 1	DATE OF ACCEPTANCE	NET 15	\$26,693.40	\$1,067.74	\$25,625.66
YEAR 2	DATE OF ACCEPTANCE, YEAR 2	NET 15	\$26,693.40	\$1,067.74	\$25,625.66
YEAR 3	DATE OF ACCEPTANCE, YEAR 3	NET 15	\$26,693.40	\$1,067.74	\$25,625.66

OPTION 2 - NO DEPOSIT, 6% ADDITIONAL PRODUCT ALLOTMENT

Payment is due in full on an annual basis. Due dates are based on the month and day that this Proposal and Agreement are accepted by both Client and Victory.

FDR	DATE INVOICED	DUE DATE	VALUE	PRODUCT ALLOTMENT	AMOUNT DUE
YEAR 1	DATE OF ACCEPTANCE	NET 15	\$28,295.00	\$1,601.60	\$26,693.40
YEAR 2	DATE OF ACCEPTANCE, YEAR 2	NET 15	\$28,295.00	\$1,601.60	\$26,693.40
YEAR 3	DATE OF ACCEPTANCE, YEAR 3	NET 15	\$28,295.00	\$1,601.60	\$26,693.40

OPTION 3 - YEAR 1 PIF, 50% DEPOSIT FOR YEARS 2 & 3, 8% CASH DISCOUNT *(SELECTED IN 2023)*

Year 1 paid in full with a 50% deposit for Years 2 and 3 is due when this Agreement is accepted. The remaining balance for the preceding years will be split equally and is due in full on the date of the respective year that this Agreement is accepted.

FDR	DATE INVOICED	DUE DATE	VALUE	CASH DISCOUNT	AMOUNT DUE
YEAR 1	DATE OF ACCEPTANCE	NET 15	\$26,693.40	\$2,135.47	\$49,115.86
YEAR 2	DATE OF ACCEPTANCE, YEAR 2	NET 15	\$26,693.40	\$2,135.47	\$12,278.96
YEAR 3	DATE OF ACCEPTANCE, YEAR 3	NET 15	\$26,693.40	\$2,135.47	\$12,278.96

OPTION 4 - YEAR 1 PIF, 50% DEPOSIT FOR YEARS 2 & 3, 14% ADDITIONAL PRODUCT ALLOTMENT

Year 1 paid in full with a 50% deposit for Years 2 and 3 is due when this Agreement is accepted. The remaining balance for the preceding years will be split equally and is due in full on the date of the respective year that this Agreement is accepted.

FDR	DATE INVOICED	DUE DATE	VALUE	PRODUCT ALLOTMENT	AMOUNT DUE
YEAR 1	DATE OF ACCEPTANCE	NET 15	\$30,430.48	\$3,737.08	\$53,386.80
YEAR 2	DATE OF ACCEPTANCE, YEAR 2	NET 15	\$30,430.48	\$3,737.08	\$13,346.70
YEAR 3	DATE OF ACCEPTANCE, YEAR 3	NET 15	\$30,430.48	\$3,737.08	\$13,346.70

Please select the Option you would like to proceed with and initial to confirm:

BILLING INFORMATION

This information will be added to your account to ensure billing correspondents are routed through the appropriate channels within your organization.

CLIENT SPECIFIC

Bill To Company: City of Lansing (KS)

Bill To Contact:

Bill To Phone:

Bill To Email:

Bill To Address:

Purchase Order:

Payment Method:

Sales Tax Exempt:

[Click here to learn more \(KS\)](#)

If yes, please provide:

PROJECT SPECIFIC

Price: \$80,080.20, Sales Tax Not Included

Payment Terms: Net 15, Paid on schedule listed in APPX B

Agreement Type: Multi Event, 3 Years Term

SUMMARY OF PROPOSAL

The following is a comprehensive summary of the contents detailed in the preceding pages, presented in a clear and concise format for easy review.

INFORMATION

Occasion & Event	Municipal Event – Fourth of July
Solution:	PyroProduction – Pyromusical Production
Project Date & Time:	2026-07-03, 2027-06-26, 2028-07-01 at 10:00 PM
Project Location:	Lansing High School 1412 147th St, Lansing, Kansas, 66043
Type:	Open Area – Free of Obstructions

INSIGHTS

Production Type & Duration:	Pyromusical Production, 18 Minute(s)
Effects Per Minute:	Silver, 45 to 60
Ignition Type:	Electronically Fired
Type of Product:	Single Shots;Sweep and Slices;Multi Shot Cakes;Aerial Shells
Max Effect Size: Contingent on final site review	5.0"

AGREEMENT & BILLING

Price:	Shall not exceed \$80,080.20 for 3 shows, Sales Tax not included
Payment Terms:	Net 15, Paid on schedule listed in APPX B
Agreement Type:	Multi Event, 3 Years Term

OTHER IMPORTANT DETAILS

Crew:	State licensed pyrotechnician and support staff provided
Licensing:	Victory will secure all the necessary licensing and permits

Continue to the next page to complete the Pyro-Production Agreement.



2026

PYRO-PRODUCTION AGREEMENT

FOURTH OF JULY

CITY OF LANSING

Project #34689168701 / Pyromusical Production / Multi Event



Passion
For People



Passion
For Events



Passion
To Thrill

CREATED FOR

Tim Vandal
City Administrator

CREATED BY

Cody Hanna
Director of Business Development

VALID UNTIL

2025-07-11

THIS PYRO-PRODUCTION AGREEMENT ("Agreement") is entered into on 2025-05-15 by and between **Victory Pyrotechnics & Special Effects, LLC**, a Kansas limited liability company, whose address is set forth above ("Victory"), and City of Lansing, whose address is 800 1st Ter, Lansing, KS, 66043-1725 ("Client"). Victory and Client are sometimes individually referred to as a "Party" and collectively as the "Parties." In consideration of the terms and conditions set forth herein and other good and valuable considerations, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows.

1. PROPOSAL

Victory agrees to supply, and Client agrees to pay for three (3) Pyro-Production, as detailed in Proposal 296, which has been accepted by the Client and incorporated herein.

Scope of services to be provided by Victory	Detailed in Proposal 296
Production Dates	2026-07-03, 2027-06-26, 2028-07-01
Production Time	10:00 PM
Production Location	Lansing High School 1412 147th St, Lansing, Kansas, 66043

2. DOCUMENT EXPIRATION

The pricing provided in this Agreement is valid only for 30 days from the date this Agreement is sent to the Client via any means. Victory may, but is not required to, accept this Agreement if the Client does not return the signed Agreement within this time.

3. PRICE AND PAYMENT TERMS

Client agrees that the Total Price of \$80,080.20 less any discounts described below is to be paid to Victory as follows (please initial beside your desired Payment terms):

INITIAL	#	PAYMENT TERMS
	1	No deposit is required for Year 2 or Year 3 upon execution of this Agreement. This option includes a 4% discount. The total balance for each agreement year shall be due and payable in full on the anniversary of the Agreement's acceptance date.
	2	No deposit is required for Year 2 or Year 3 upon execution of this Agreement. This option includes a 6% Additional Product Allotment. The total balance for each agreement year shall be due and payable in full on the anniversary of the Agreement's acceptance date.
	3	Upon executing this Agreement, Year 1 must be paid in full, along with a 50% deposit for Years 2 and 3. This option includes an 8% discount. The remaining balance for Years 2 and 3 shall be divided equally, payable in full on the anniversary of the Agreement's acceptance date.
	4	Upon executing this Agreement, Year 1 must be paid in full, along with a 50% deposit for Years 2 and 3. This option includes a 14% Additional Product Allotment. The remaining balance for Years 2 and 3 shall be divided equally, payable in full on the anniversary of the Agreement's acceptance date.

Billing will be based on the Schedule of Payments outlined in Appendix B, in accordance with the agreed-upon payment terms selected above. Interest will accrue on all unpaid amounts from the payment due date at a rate of 1.5% per month (equivalent to an annual percentage rate of 18%) or at the maximum rate permitted by applicable law, whichever is lower. In the event of non-payment, Victory reserves the right to suspend services, terminate this Agreement, and/or pursue legal remedies to recover amounts owed, including any associated costs and attorney fees.

Pricing and Payment Terms continued on next page...

Additional Product Allotment Definition: For clients electing the Additional Product Allotment option as part of their payment terms, Victory agrees to provide an increased allotment of pyrotechnic materials, calculated as a percentage of the total cost of the Pyrotechnic Materials line item, in lieu of a cash discount. The Additional Product Allotment shall be applied exclusively to the pyrotechnic materials used in the contracted events under this Agreement and shall not be transferable, redeemable for cash, or applicable to any other services, fees, or costs. The additional allotment must be utilized in full for each individual event within the Agreement and cannot be reallocated, stored, or carried over to future events. The additional product will be allocated in accordance with Victory's standard inventory availability and procurement schedules. Victory reserves the right to determine the specific composition of the additional product allotment based on safety, regulatory compliance, and logistical considerations. The client acknowledges that any unused portion of the Additional Product Allotment for a given event shall be forfeited and will not be credited or applied to subsequent events.

Rate Increase: The parties agree that after the initial 12 months of the Term, Victory may increase its standard fees specified in Section 3/Appendix B upon 30 days' prior written notice to Client, provided, that:

- Such increases occur no more frequently than once per agreement year of the Term; and
- the amount of such increase shall not exceed five percent (5%).

4. MUSICAL SOUNDTRACKS

For Pyro-Productions using a musical soundtrack (i.e., Pyromusicals):

Agreements Signed 90 Days or More Before the Production Date: The Client must complete, sign, and return this Agreement at least 90 days prior to the Production Date. Victory will create a music soundtrack, ensuring a cohesive and engaging Pyro-Production. This soundtrack will be developed exclusively by Victory and provided to the Client for approval no later than 45 days prior to the Production Date. For multi-year agreements, each Production Date will be considered separately, with these terms applying to each event independently.

Agreements Signed Less Than 90 Days Before the Production Date: If the Agreement is signed within 90 days of the Production Date, Victory will expedite the creation of the music soundtrack.

The timeline and corresponding increases in audio design costs are as follows:

- **Agreements signed between 60 and 89 days prior to the Production Date:** The soundtrack will be provided for approval no later than 30 days prior to the Production Date. Audio design fees will increase by 10% due to the expedited timeline.
- **Agreements signed less than 60 days prior to the Production Date:** The soundtrack will be provided for approval as soon as possible but no later than 15 days prior to the Production Date. Audio design fees will increase by 20% due to the expedited timeline.
- **Agreements signed less than 30 days prior to the Production Date:** The soundtrack will be provided for approval as soon as possible, with no guarantee of approval before the Production Date. Audio design fees will increase by 30% due to the expedited timeline. Additionally, Victory reserves the right to limit the scope of services to ensure feasibility within the shortened time frame.

Approval and Revisions: The Client must provide approval or request revisions within 3 business days of receiving the soundtrack. If the Client does not respond within this timeframe, Victory reserves the right to finalize the soundtrack based on its professional judgment and proceed with the Production. The initial pricing includes the creation of one (1) soundtrack and one (1) round of revisions requested by the Client. Additional revisions will be billed at \$500 per set of revisions if time allows.

Intellectual Property: If Victory includes music or commercial video content in each Pyro-Production that is protected under intellectual property law, the Client assumes full responsibility for securing and paying any required licensing fees. Additionally, the Client agrees to indemnify and hold Victory harmless against any claims, liabilities, or expenses arising from the unauthorized use of such intellectual property.

5. VICTORY DUTIES

Victory agrees to:

- Supply all pyrotechnic devices listed in the Proposal, along with mortars, firing equipment, and any other required materials necessary to perform its services as outlined herein.
- Victory will remove all equipment, discharged pyrotechnic devices, and debris from the immediate Pyro-Production Site. Client acknowledges and agrees that additional debris may remain in the fallout area after Victory has completed its responsibilities. Victory will conduct a reasonable inspection of the fallout area after each Pyro-Production to ensure that no debris is on fire or poses an immediate danger to public health, safety, or welfare. Victory's obligations are limited to the scope outlined above, and Victory shall not be liable for any debris or conditions in the fallout area beyond those identified and addressed during its reasonable inspection. After Victory's responsibilities have been fulfilled, the client assumes responsibility for any additional cleanup, monitoring, or actions required within the fallout area.
- Comply with all local, state, and federal guidelines and obtain all permits, licenses, and required approvals necessary to conduct each Pyro-Production. This includes ensuring all **PYROTECHNIC-SPECIFIC** approvals are secured and properly documented as required by governing authorities and ensuring compliance with all local, state, and federal safety regulations related to each Pyro-Production, including adherence to National Fire Protection Association (NFPA).

6. CLIENT DUTIES

Client agrees to:

- Securing a suitable location for each Pyro-Production to take place (referred to as the "Pyro-Production Site").
- Arranging an appropriate location with either private or public security personnel to park Victory's truck(s) overnight (or for any other period reasonably required for the effective execution of each Pyro-Production).
- Ensure adequate protection—through private security, public security, police, or fire protection as necessary—to prevent unauthorized vehicles or individuals from accessing designated security areas, including each Pyro-Production Site, fallout area, and spectator viewing area, before, during, and after each Pyro-Production performance. This protection must remain in place until Victory's pyrotechnic operator has inspected and cleared the site.
- Clean up remaining debris from the fallout area after Victory's crew has inspected and cleaned the immediate Pyro-Production Site.
- Ensure the availability of trash receptacles or other appropriate disposal methods for debris generated by each Pyro-Production, limited to materials Victory has deemed safe for disposal.
- Ensure that all permits, licenses, and required approvals **EVENT-SPECIFIC** are obtained, except for those specifically identified as Victory's responsibility outlined in Victory Duties. This includes approvals for items like venue usage and crowd safety.

Furthermore, the Client accepts full responsibility for compensating their employees, contractors, or agents for any wages, fees, or other payments related to their involvement in each Pyro-Production, beyond the scope of services provided by Victory.

7. PERMITTING FEES

Client will credit Victory for the payment of all governmental fees and expenses imposed or applied to each Pyro-Production that this Agreement outlines, including any additional governmental fees assessed after the signing of this Agreement.

8. CREDITING

Client will credit Victory as "Fireworks by VictoryPyro" in all advertising or marketing materials that are within the Client's authority. Client shall have sole discretion as to the size and location of said credit in advertising/marketing materials but must comply with Victory's brand standards, which can be provided at Client request.

9. INSURANCE

- **Commercial General Liability Insurance:** Victory shall provide commercial general liability insurance with a policy limit of no less than \$2,000,000 per occurrence, covering bodily injury, property damage, and personal liability solely for claims arising directly from each Pyro-Production.
- **Certificate of Insurance:** Victory shall issue a certificate of insurance naming the Client as an additional insured, which shall be delivered no later than ten (10) days prior to the Production Date for each year that this Agreement covers.
 - Additional Insured Parties Victory shall include as additional insureds any parties the Client is contractually obligated to insure, including but not limited to Client's sponsors, property owners, and municipal corporations. This coverage shall exclude claims arising from independent acts of negligence by those additional insureds.

Workers' Compensation and Automobile Liability Insurance: Victory shall maintain workers' compensation and automobile liability insurance as required by applicable law, covering all activities directly related to each Pyro-Production.

10. INDEMNIFICATION

To the extent permitted by law, Victory agrees to indemnify, defend, and hold harmless the Client, its officers, directors, employees, agents, representatives, and insurers from and against any and all demands, claims, causes of action, judgments, or liability (including the costs of suit and reasonable costs of experts and attorneys) arising from damage to or destruction of property (including both real and personal) or bodily or personal injuries (including death), whether arising from tort, contract, or otherwise, that occur directly or indirectly from:

- The gross negligence or willful misconduct of Victory or its employees, agents, contractors, or representatives; or
- The failure of Victory to comply with its obligations and responsibilities under this Agreement.

Similarly, the Client agrees to indemnify, defend, and hold harmless Victory, its officers, directors, employees, agents, representatives, and insurers from and against any and all demands, claims, causes of action, judgments, or liability (including the costs of suit and reasonable costs of experts and attorneys) arising from damage to or destruction of property (including both real and personal) or bodily or personal injuries (including death), whether arising from tort, contract, or otherwise, that occur directly or indirectly from:

- The gross negligence or willful misconduct of the Client or its employees, agents, contractors, or representatives; or
- The failure of the Client to comply with its obligations and responsibilities under this Agreement.

11. CANCELLATION OF EACH PYRO-PRODUCTION

The Client agrees to the following terms and conditions regarding the cancellation of services under this Agreement. These provisions are designed to address the costs, preparations, and commitments involved in planning and executing each Pyro-Production. By entering into this Agreement, the Client acknowledges their responsibility for any applicable fees or penalties outlined in this section if cancellation occurs. Should the Client cancel this Agreement in totality or any of the Production Dates individually, written notice must be provided to Victory via overnight mail using a nationally recognized courier or by certified mail addressed to Victory at PO Box 219, Clearwater, KS 67026. Victory will consider the cancellation notice effective upon receipt and will determine the applicable fees owed by the Client under this provision.

CANCELLATION PERIOD - FROM THE PRODUCTION DATE	AMOUNT DUE TO VICTORY
90 or more days	60% of the Total Price
30 to 89 days	80% of the Total Price
15 to 29 days	90% of the Total Price
14 or less days	100% of the Total Price

11.1. NON-APPROPRIATION CLAUSE

The parties acknowledge that this agreement is subject to the annual appropriations by the governing body of the Client as required by Kansas law (K.S.A. 10-1116b). If funds are not appropriated or are insufficient for the continuation of this agreement in any fiscal year, the Client shall have the right to terminate this agreement without penalty or further obligation. In such event, the Client shall provide written notice to Victory of such termination at least 90 days prior to that year's Production Date as outlined in Section 1. This clause shall not be construed to affect any obligation of the Client to make payments for services rendered prior to the date of termination.

12. RESCHEDULING EACH PYRO-PRODUCTION

Victory will work with the Client to reschedule each Pyro-Production for a mutually agreeable date within 6 months of the original Production Date. As part of rescheduling, the Client agrees to pay Victory the Rescheduling Fee listed below. If the Parties cannot agree on a rescheduled date within the 6-month period, Victory reserves the right to retain payments made to cover incurred costs. PLEASE NOTE THAT POSTPONEMENT IS NOT AVAILABLE FROM JULY 1ST THROUGH JULY 7TH UNLESS SPECIFICALLY NEGOTIATED AND STATED IN THIS AGREEMENT.

RESCHEDULING TIMEFRAME – FROM THE PRODUCTION DATE	AMOUNT DUE TO VICTORY
5 or more days	Additional 20% of Total Price
3 to 4 days	Additional 30% of Total Price
2 or less days	Additional 40% of Total Price

13. ON-SITE INCLEMENT WEATHER AND OTHER RELATED SAFETY CONCERNS

The Client agrees to the following terms and responsibilities related to inclement weather and other safety concerns that may arise once Victory's crews are on-site. These provisions prioritize the safety of personnel, spectators, and property while ensuring compliance with local regulations and industry best practices. The Client acknowledges their obligation to cooperate with Victory in addressing these concerns, including facilitating necessary adjustments to the schedule, site setup, or other requirements, and assumes responsibility for any additional costs incurred due to such circumstances.

- **Authority to Postpone or Delay:** Client and Victory agree that the pyrotechnic operator in charge, acting on Victory's behalf or under the Authority Having Jurisdiction, shall have the sole responsibility to postpone or delay each Pyro-Production if, in the operator's judgment, circumstances beyond the control of either Party pose an extraordinary risk to the health or safety of any person or property within the vicinity of each Pyro-Production Site.
- **On-Site Matching of Pyrotechnic Devices:** Once the pyrotechnic devices have been matched (electrically connected) on-site, each Pyro-Production will either proceed as planned or be postponed to the following night. HOWEVER, IF THE SCHEDULED PRODUCTION DATE FALLS BETWEEN JULY 1ST AND JULY 7TH, EACH PYRO-PRODUCTION WILL PROCEED AS SCHEDULED WHEN DEEMED SAFE BY VICTORY'S PYROTECHNIC OPERATOR WITHOUT THE OPTION FOR RESCHEDULING.
- **Next-day Postponement:** In the event of a next-day postponement, the Client agrees to provide and bear the cost of security to safeguard each Pyro-Production Site until the rescheduled Pyro-Production occurs. Additionally, the Client will be responsible for an additional 20% of the Total Price per day until the rescheduled Pyro-Production is completed and Victory's crew is released.
- **Damaged Products:** If any product is damaged during an attempt to execute each Pyro-Production and cannot be safely reused, 100% of the Total Price will remain payable.

14. FORCE MAJEURE

The Client assumes all risks related to weather, civil unrest, pandemics, or other uncontrollable events preventing each Pyro-Productions. The Parties agree to reschedule the event within 6 months, provided both Parties mutually agree on the rescheduled date. Any payments made by the Client prior to the force majeure event shall be applied toward the rescheduled event. Rescheduling due to a force majeure event will be subject to the same fees outlined in Section 12, titled Rescheduling of each Pyro-Production.

15. LIMITATION ON DAMAGES

IN NO EVENT SHALL VICTORY, ITS OWNERS, AGENTS, EMPLOYEES, CONTRACTORS, OR VOLUNTEERS BE LIABLE TO CLIENT OR TO ANY THIRD PARTY FOR ANY LOSS OF USE, REVENUE, OR PROFIT, DIMINUTION IN VALUE, OR FOR ANY CONSEQUENTIAL, INCIDENTAL, INDIRECT, EXEMPLARY, SPECIAL, OR PUNITIVE DAMAGES, WHETHER ARISING OUT OF BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), OR OTHERWISE, REGARDLESS OF WHETHER SUCH DAMAGES WERE FORESEEABLE OR VICTORY WAS ADVISED OF THE POSSIBILITY OF SUCH DAMAGES.

IN NO EVENT SHALL VICTORY'S AGGREGATE LIABILITY ARISING OUT OF OR RELATED TO THIS AGREEMENT, WHETHER ARISING OUT OF OR RELATED TO BREACH OF CONTRACT, TORT (INCLUDING NEGLIGENCE), OR OTHERWISE, EXCEED THE AGGREGATE AMOUNTS PAID OR PAYABLE TO VICTORY PURSUANT TO THIS AGREEMENT.

16. INDEPENDENT CONTRACTOR; NO JOINT VENTURE

Victory and Client acknowledge that Victory is acting solely as an independent contractor in providing services under this Agreement. Nothing contained herein shall be construed to create any partnership, joint venture, or agency relationship between the Parties. Neither Party shall have the authority to bind or obligate the other Party in any manner whatsoever except as expressly provided in this Agreement.

17. ATTORNEY FEES

In the event that Victory enforces any provision of this Agreement through an action at law or in equity, Client agrees to pay all costs and expenses incurred by Victory, including reasonable attorney fees.

18. ELECTRONIC SIGNATURES

The Parties agree that this Agreement and any related documents may be signed electronically. Signatures delivered electronically shall be deemed binding and as valid as original signatures.

19. ENTIRE AGREEMENT

This Agreement constitutes the entire understanding between the Parties and supersedes all prior Agreements, understandings, negotiations, and representations, whether written or oral, related to the subject matter hereof. Modifications must be in writing and signed by both Parties. This Agreement shall be governed by and construed in accordance with the laws of the State of Kansas, without regard to its conflict of laws principles.

20. SEVERABILITY

If any provision of this Agreement is determined by a court of competent jurisdiction to be illegal, invalid, or unenforceable (a "Severed Provision") such Severed Provision shall be stricken from this Agreement and all other provisions of this Agreement shall remain in full force and effect. Each Severed Provision shall immediately be replaced by a provision as near in terms as possible under the law to the Severed Provision, so as to give full force and effect, as near as possible to the original intent of the parties.

21. SURVIVAL

The provisions of this Agreement that by their nature are intended to survive termination or expiration, including but not limited to Section 9. Insurance, 10. Indemnification, 15. Limitation on Damages, and 17. Attorney Fees, shall survive the termination or expiration of this Agreement.

22. MISCELLANEOUS

- a. Neither this Agreement nor any part of this Agreement may be transferred, conveyed or assigned by any party without the prior written consent of the other party.
- b. This Agreement may only be amended, revised, or terminated by a written instrument executed by the Party against which enforcement of the amendment, revision, or termination is asserted. Any terms conflicting with or in addition to the terms of this Agreement, regardless of how communicated and regardless of the timing, are not a part of this Agreement.
- c. Tender of either the Initial Payment or Total Price by Client, without a signed Agreement, will represent Client's acceptance of this Agreement as written.
- d. All of the terms of this Agreement apply to and are binding upon the Parties and shall inure to the benefit of their successors, assigns, heirs and legal representatives, and all other persons claiming by, through, or under them.
- e. The term of this Agreement ("Term") shall begin on the Effective Date and end 3 days after the later of 1) the final Production Date under this Agreement, or 2) any Rescheduled date agreed to either orally or in writing by the Parties.
- f. All parties have been advised to seek their own independent counsel concerning the interpretation and legal effect of this Agreement and have either obtained such counsel or have intentionally refrained from doing so and have knowingly and voluntarily waived such right. Consequently, the normal rule of construction to the effect that any drafting ambiguities are to be resolved against the drafting party will not be employed in the interpretation of this Agreement or any amendments or exhibits.
- g. If either Party fails to enforce any of its rights under any provision of this Agreement or fails to exercise any election provided in this Agreement, it will not be considered to be a waiver of those provisions, rights, or elections or in any way affect the validity of this Agreement. The failure of either Party to exercise any of these provisions, rights, or elections will not prevent or prejudice such Party from later enforcing or exercising the same or any other provision, right or election which it may have under this Agreement.
- h. All notices must be in writing and will be delivered personally with receipt acknowledged, or sent by certified mail, return receipt requested, or sent by nationally recognized overnight courier for next day delivery, to Victory, PO Box 219, Clearwater, KS 67026.
- i. The Parties agree that in the event of any difference of interpretation, or in the event of any controversy, claim, or breach of this Agreement or any amendments (excluding any price or payment terms), the Parties will immediately make good faith efforts to negotiate a written voluntary resolution of the matter prior to instigating legal proceedings.

City of Lansing

Victory Pyrotechnics & Special Effects, LLC

Cody Hanna

05 / 15 / 2025

Tim Vandal

Cody Hanna

AGENDA ITEM

TO: Tim Vandall, City Administrator
FROM: Joshua Gentzler
DATE: June 12, 2025
SUBJECT: Online Permitting System Transition

Overview: The CED department is responsible for the oversight of the online permitting system that allows residents and others to submit building permits, planning cases, business licenses, citizen requests, code enforcement cases, and others. Staff recommends that the City partner with GovWell provide the City's permit system. Currently the City has a contract with iWorq to provide this service.

As allowed under **Section 4-4 Professional Services** of the *City of Lansing Purchasing Manual*, Staff is allowed to secure quotes of services required for services needed by requesting quotes from qualified vendors. CED has secured over the course of late 2023 through 2025 a range of quotes from online permitting system vendors.

Staff has considered the cost of the system combined with feature set, usability, and the public user interface to determine that GovWell provides the best combination of quality and value to the City.

Staff would like to start the project in 2025 with the transition and Go-Live date being completed before the City's contract with iWorq expires in January 2026. The contract with GovWell will be signed in 2025 with the majority of expense incurred upon completion of the project in 2026.

Policy Consideration: N/A

Financial Consideration: Year One costs for the service are \$38,500 to develop a custom permit portal. After year one, the annual costs are reduced to \$31,000.

Action: A motion to sign a 3-year contract for Online Permitting services with GovWell with costs not to exceed \$38,500 in 2026.

AGENDA ITEM # 4



Modern Software for Local Government

Proposal for Lansing, KS | May 9, 2025



GovWell helps local government agencies to simplify processes and modernize citizen services.

We specialize in working with small and medium sized municipalities and counties.



Hutto, TX

2 45,232



LaPorte County, IN

2 111,706



Shelby, NC

2 21,855



Decatur, TX

2 7,758



Kingsland, GA

2 21,122



Champlain, NY

2 5,692



Cold Spring, KY

2 6,353



Department solutions

Agenda Item 4.



Building Permits & Inspections

Build safely and efficiently with permit management, plan review, and inspections.



Planning and Zoning

Simplify development with online applications, workflow management, and plan review.



Code Enforcement

Uphold local laws and ordinances with case management and mobile-friendly inspections.



Licenses

Make it easy to apply, pay for, and renew licenses online.



Public Works

Track citizen complaints, manage assets, create & track work orders, and review plans.



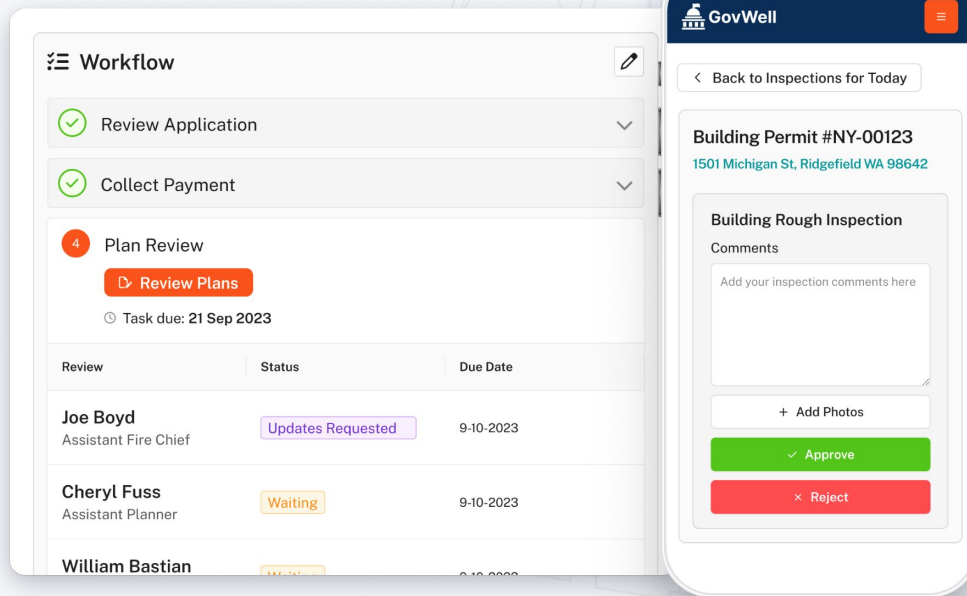
Fire Department

Manage recurring fire inspections and review plans electronically.

Simplify processes

Track and speed up common workflows with intuitive, mobile-friendly software for local government operations.

- ✓ Reduce paper and citizen wait times.
- ✓ Improve collaboration across departments.
- ✓ Work from anywhere on any device.
- ✓ Customize to your unique needs.



Modernize citizen services

Facilitate access to government services online with intuitive portals and automated communications for routine processes.

- ✓ Help citizens access essential services online.
- ✓ Enable online payments via credit and debit card.
- ✓ Reduce phone calls by making processes more transparent.

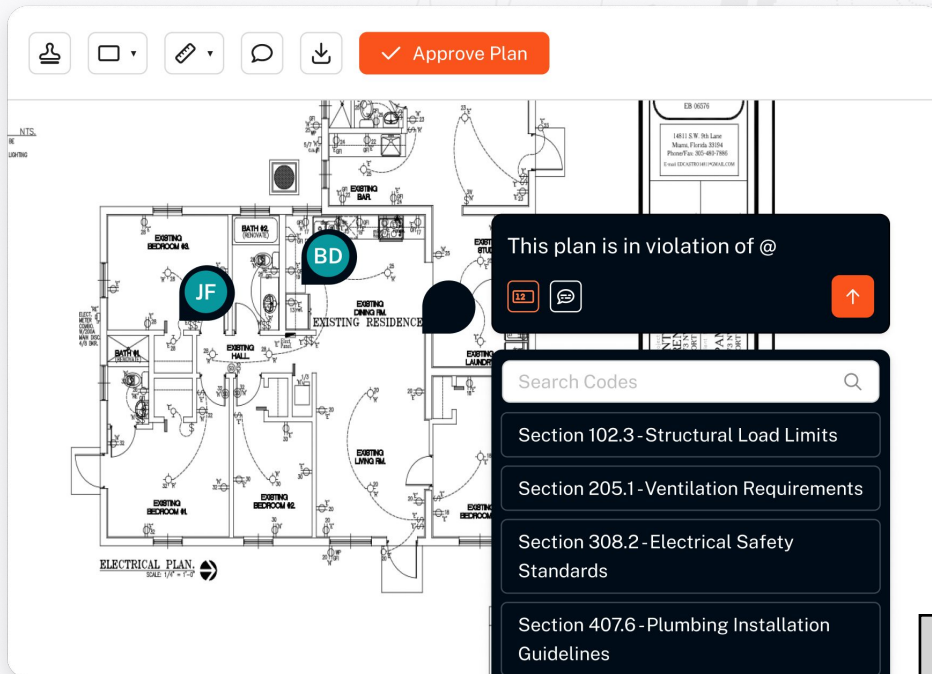
The screenshot displays the 'City of Hutto Citizen Portal'. The main interface features a grid of four service tiles: 'Apply for a Building Permit', 'Submit a Development Application', 'Submit a Complaint', and 'Apply for a License'. Each tile has an icon and an orange button. An overlay window titled 'Apply for a Building Permit' is shown, containing a progress bar with three steps: 'Permit Type' (checked), 'Job Info' (checked), and 'Job Plans' (active, indicated by a red circle with the number 3). The 'Job Plans' section includes the instruction 'Please upload plans for the Building Department to review.' and a 'Site Plan' upload area with a red upload icon and the text 'Click to Upload or drag and drop PDF, PNG, or JPG'. At the bottom of the overlay are 'Back', 'Save as Draft', and 'Submit' buttons.

Built-in electronic plan review

GovWell is the only solution that includes plan review for no extra cost.

- ✓ Work and collaborate faster in a single system
- ✓ Improve customer experience and transparency
- ✓ Save money on 3rd party plan review tools like Bluebeam

See It in Action



WHY GOVWELL?

Agenda Item 4.

Fast, unlimited support for staff and your community

1 minute response time

Contact us via chat, phone, and email



Hi James 🖐️
How can we help?

Send us a message

We typically reply in under a minute



We answer citizen questions for you

Reduce phone calls & emails to your office



Joe Smith - Contractor

How do I pull a new building permit?



Zach - GovWell

Hi, this is Zach from GovWell. I can help you start your application.
Please follow the link below for a new building permit application.

govwelltech.com/gotham-city/building



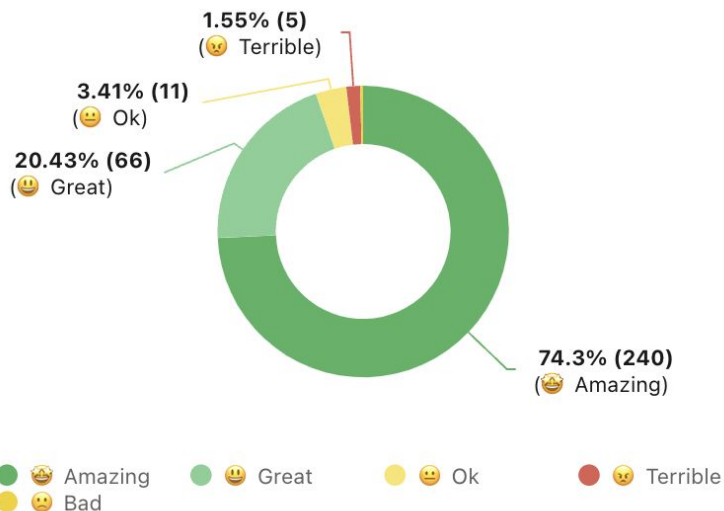
Joe Smith - Contractor

Thanks, I appreciate it!

WHY GOVWELL?

Delight your residents

Conversation ratings - by conversation rating



Luis Alejandro Cadena Go...	—	perfect	
Donna Hawkins	—	no more to tell, ya'll are doing great!	👍 Amazing
JASON STUBBLEFIELD	—	loved the fact that Zach recognized how helpful paying for multiple permits would be at one time and that he would make a note to suggest to his engineering team to make this possible in the future. 5 stars!	👍 Amazing
Ronald Burkett	—	helped me with my question	👍 Amazing
Isaiah Lee	—	great	👍 Amazing
Angel Kavanaugh	—	fast !	👍 Amazing
Cheryl Waddle	—	amazing customer service!	👍 Amazing
Chandler Guess	—	The video the online support person made walking me through things step by step was awesome and helped me complete exactly what the town inspector was asking me to update on my permit application. It was great to be able to live chat with a real person and get answers quickly. 5 stars :)	👍 Amazing
Ian Means	—	Thanks for the help and quick response	👍 Great
William A Hanes	—	Thanks Sarah for your help!	👍 Amazing
Oli Snyder	—	Thank you!	👍 Great
Melina Watson	—	Thank you	👍 Amazing
Ldon Shipman	—	So polite, helpful, and an amazingly quick response!	👍 A

Agenda Item 4.

Easily adapts to your unique processes

GovWell is the most configurable workflow automation software for government. Instantly configure forms, workflows, reports, and more without waiting for IT or support.

- ✓ Empower your team to improve processes
- ✓ Automate routine workflows and tasks
- ✓ Simple to learn and use for non-technical staff

Residential - New Construction Application Form **Workflow** 7 Automations Fees [+ Add Workflow Step](#)

	Workflow Step Name	Owner	Status	
≡	Plan Review	Application Owner ×	In Progress	🗑️
≡	Permit Fees	Application Owner ×	In Progress	🗑️
≡	Issue Permit	Application Owner ×	Permit Issued	🗑️
≡	Inspections	Jack White ×	Permit Issued	🗑️
≡	Certificate of Occupancy	Application Owner ×	Archived	🗑️



Product

Agenda Item 4.

Try a self guided demo



GovWell

Search

Building

Permits

Plan Reviews

Inspections

Citizen Requests

Stormwater

Assets

Inspections

Work Orders

Work Orders

Inspections

Code Enforcement

Tasks

Payments

Reporting

Org Management

User Management

Gotham City, NY

James Gordon

Settings

Building Permits

To Do 72

Waiting for Applicant 148

All 274

Expiring Soon 0

Residential Permits 195

Search

Add filters

Action required by: Staff x

Record #	Record Type				
#RES-25-0005	Residential-New Construction				
#RES-25-0004	Residential-New Construction				
#RES-25-0002	Residential-New Construction				
#RES-24-0241	Residential-New Construction				
#RES-24-0230	Residential-New Construction				
#RES-24-0228	Residential-New Construction	Wayne Enterprises	4321 N Karaugh DR, Gotham City, NY 10018	December 5, 2024, 10:23am	Issue
#RES-24-0225	Residential-New Construction	ABC Business	321 N Fulshear DR, Gotham City, NY 10018	December 4, 2024, 1:21pm	Plan Review

GovWell

Staff Experience Overview

Staff have all the tools needed to *easily and efficiently* review and process applications.

With GovWell you can:

Electronically Review Plans

Collect Fees

Schedule Inspections

Issue Documents

Create Reports

...all in one place!

Show Me

Current Step

Status

Tags

Plan Review	In Progress	Residential
Document Generation	Permit Issued	Residential
Issue	In Progress	Residential
Document Generation	Permit Issued	Residential
Document Generation	Permit Issued	Residential
Issue	Archived	Residential
Plan Review	In Progress	Residential

GovWell

37

Make services accessible

Set up online portals for common services that enable form submission, document uploads, and prevent common submission errors.



Apply for a Building Permit

Agenda Item 4.



Permit Type



Job Info

3

Job Plans

Step 3 of 3

Job Plans

Please upload plans for the Building Department to review.

Site Plan ?

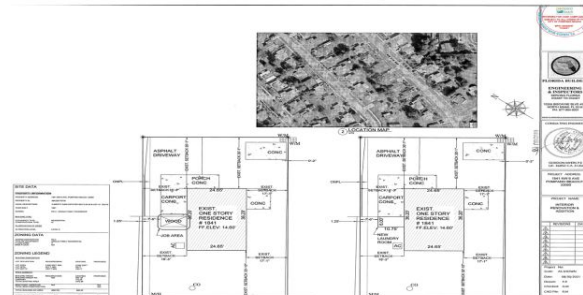
Site Plan

A site plan is a type of drawing which shows existing and proposed conditions for a given area. Site plans typically show buildings, roads, sidewalks and paths/trails, parking, drainage facilities, sanitary sewer lines, water lines, lighting, and landscaping and garden elements.

✗ Rejection: Common reasons why site plans are rejected include:
Incomplete

Not signed and sealed by an architect

An example of a site plan can be found below. [Click here to download](#) the example site plan.



Asbestos Report ?



Click to Upload or drag and drop

PDF, PNG, or JPG

Roof Sketch ?



Click to Upload or drag and drop

PDF, PNG, or JPG

to be true and correct. All provisions of laws and ordinances governing this type of work will

Save as Draft

Submit Permit Application

Staff portal

Move permit and license applications through simple and complex workflows easily. Reduce turnaround time by increasing staff efficiency and transparency across departments.



The screenshot displays the GovWell interface for Building Permit #WA-00123 at 1501 Michigan St, Ridgefield WA 98642. The left sidebar contains navigation links: Search, Building, Permits (selected), Plan Reviews, Inspections, Planning & Zoning, Applications, Code Enforcement, Complaints, and Reporting. The main content area shows the permit details, including a 'Plans Set' section with a 'View' button. A modal window titled 'Route for Plan Review' is open, showing a list of departments with checkboxes for assignment. The 'Workflow' section on the right shows a sequence of steps: 'Review Application' (completed), 'Route for Plan Review' (completed), and 'Plan Review' (active). The 'Plan Review' step includes a 'Review Plans' button and a task due date of 21 Sep 2023. Below this, a table lists reviewers: Bill Davis (Building Plans Reviewer, status: Waiting, due date: 9-10-2023) and Janet Frank (Planning Review, status: Updates Requested, due date: 9-10-2023).

GovWell

Building Permits / Building Permit #WA-00123

Building Permit #WA-00123
1501 Michigan St, Ridgefield WA 98642

Details Files Parcel Activity Participants Fee

Plans Set Version 1 View

Created on September 10, 2023 at 3:45pm

Created by MS Applicant **Michael Sanderson**

Consists of Site Plan Asbestos Report Truss Drawing

Route for Plan Review

Reviewers have been assigned automatically based on the Project Type. You can edit these assignments below.

- ☒ Building Department
- ☒ Planning Department
- ☒ Fire Department
- ☐ Engineering Department
- ☐ Public Works Department
- ☐ Health Department

Done

Workflow

- ✓ Review Application
- ✓ Route for Plan Review
- 3 Plan Review
 - ▶ Review Plans
 - Task due: 21 Sep 2023

Review	Status	Due Date
Bill Davis Building Plans Reviewer	Waiting	9-10-2023
Janet Frank Planning Review	Updates Requested	9-10-2023

Online payments

Enable customers to securely pay fees online via credit/debit card and bank transfer. Put fee collection on autopilot with email reminders.



Agenda Item 4.

S

GovWell <notifications@govwelltech.com>
To: You

Hello Michael Sanderson,

Congratulations! Your Roofing permit **#NY-00123** has been approved.

You must pay the fee of \$125 in order to receive the permit approval documents and [Click here](#) to pay the fee in GovWell.

☰

My Task: Pay Fee

Once you pay the permit fee, you can print the Permit Approval Documents and begin working!

Fee	Status
\$125.00	Unpaid

\$

Pay fee

Search, fast



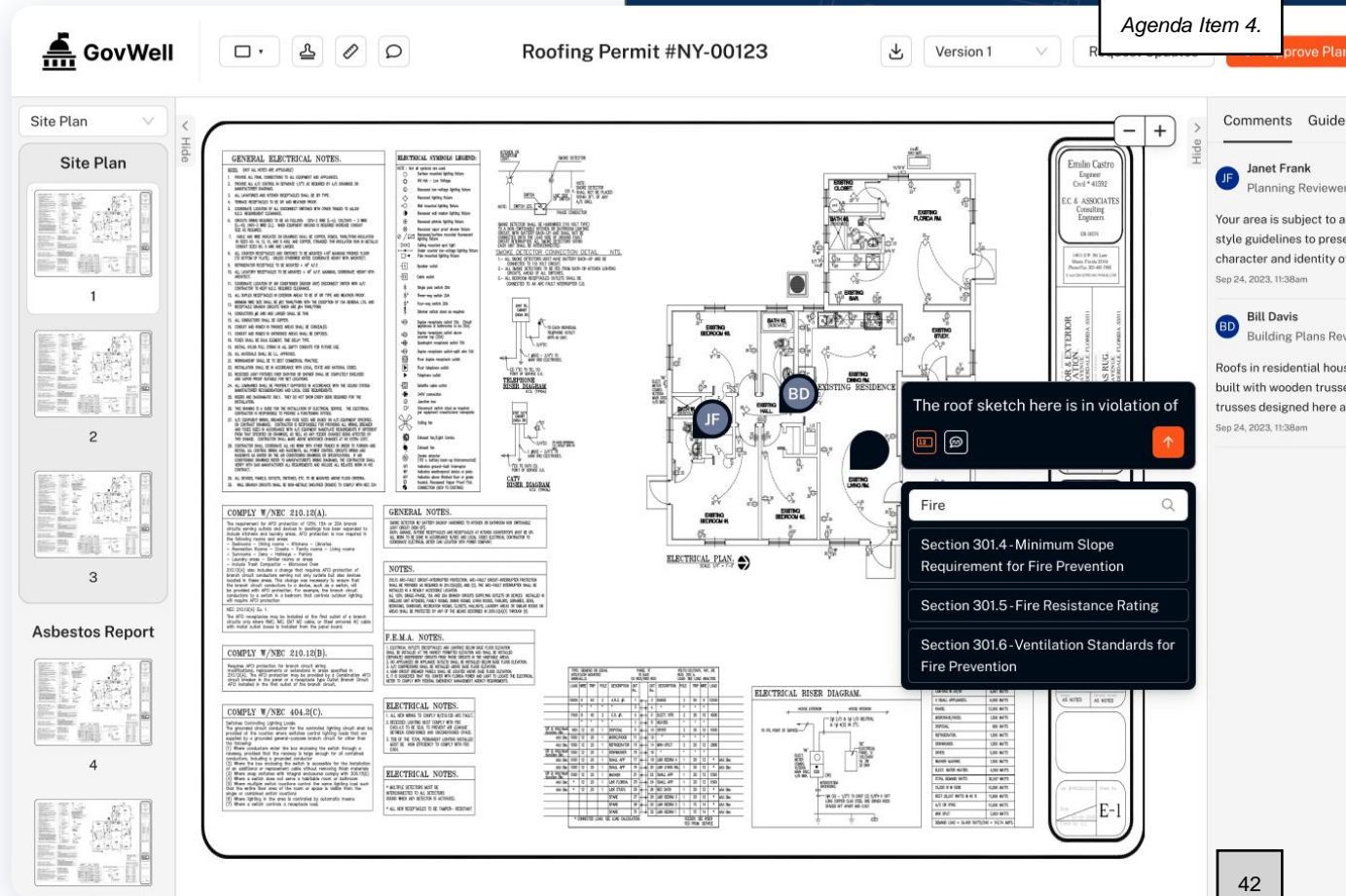
Search and filter
across multiple
record types.

The screenshot shows the GovWell website interface. On the left is a dark blue sidebar with the GovWell logo and a list of navigation items: Search, Building, Permits (highlighted), Inspections, Planning & Zoning, Code Enforcement, Complaints, Inspections, and Reports. The main content area has a header 'Home / Permits' and a 'Permits' section. A search overlay is open, showing a search bar with the number '1031'. Below the search bar are filter buttons: All (selected), Parcel IDs, Addresses, Permits, Applicants, and Violations. The search results are listed below the filters:

- Parcel ID** 103173747 (5 permits · 17 plans · 25 inspections · 2 violations)
- Parcel ID** 103125252 (1 permit · 3 plans · 2 inspections · 0 violations)
- Parcel ID** 103125252 (4 permits · 9 plans · 7 inspections · 1 violations)
- Address** 1031 Sunset Drive, Nyack NY 10960 (1 permit · 3 plans · 2 inspections · 0 violations)
- Permit** #NY-01031 (Commercial Roofing Permit)

At the bottom of the overlay, it says '5 results' and provides actions: 'Select', 'Open', and 'Open in New Tab'.

Collaborate to markup plans electronically and share corrections with applicants. Review faster with comment templates and code references.



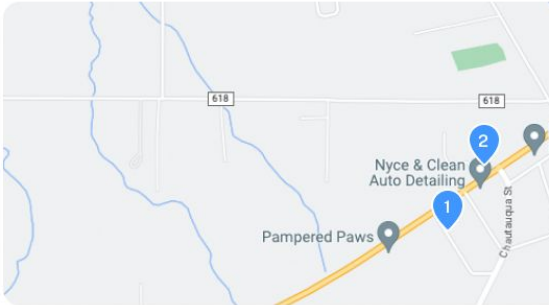
Inspections made easy

Log inspections and
add photos from any
mobile device. Plan
efficient routes by
visualizing your
day's work.



Home / Building Inspections

Building Inspections



My Inspections Today 4

Permit	Address	Status	Type
#NY-123	1501 Michigan St	Overdue	Building
#NY-124	1 Sunset Dr	To Do	Foundation
#NY-125	7 Sunset Dr	To Do	Building
#NY-126	9 Sunset Dr	To Do	Construction
#NY-127	11 Sunset Dr	To Do	Building Rough

GovWell

Agenda Item 4.

< Back to Inspections for Today

Building Permit #WA-00123

1501 Michigan St, Ridgefield WA 98642

Building Rough Inspection

Comments

Add your inspection comments here

+ Add Photos

✕ Reject Inspection

✓ Approve Inspection

Details

Files

Plans Set Version 1

Created on September 10, 2023 at 3:45pm

Created by MS Applicant Michael Sanderson

Consists of

- Site Plan
- Asbestos Report
- Truss Drawing
- Single-Family Sketch


Update Plans Set

Building Rough 9-20-23 Janet Frank View

Code enforcement

Track violations, log inspections, and prepare violation notices. Get ready for court with one click.



**GovWell**

Search

Building

Permits

Plan Reviews

Inspections

Planning & Zoning

Applications

Code Enforcement

Cases

Inspections

Reporting

Gotham, NY

Permit Technician

Settings

Code Case #PF-123 - Dilapidated Exterior

1501 Michigan St, Gotham NY 10960

1 Review

2 In Progress

Details

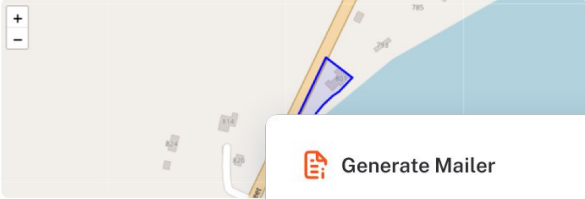
Parcel

Inspections

Files

Parcel Overview

Owner	SMITH, JOHN
Tax ID	051-2-33
Address	1501 Michigan St, Gotham NY 10960



Additional Code Violations at Parcel

Violation	Mailing Address
#123	1501 Michigan St, Gotham NY 10960

Download Case Report

Change Status

Delete

My Task: Review Case

Check the details on the left to determine what action you'd like to take.

Resolve Case

Schedule Inspections

History

Add Comment

September 10, 2023, 5:00pm

MS

Michael Sanderson

Reporter

Michael submitted the Case.

Generate Mailer

×

Fill in the form below to generate a mailer that can be mailed and/or emailed to the property owner.

Mailer Title

Select mailer title

INITIAL NOTICE OF VIOLATION AND ORDER

FOLLOW UP - SECOND NOTICE OF VIOLATION AND ORDER ✓

FOLLOW UP - THIRD NOTICE OF VIOLATION AND ORDER, INVITATION TO COURT HEARING

VIOLATION RESOLUTION NOTICE

Comments

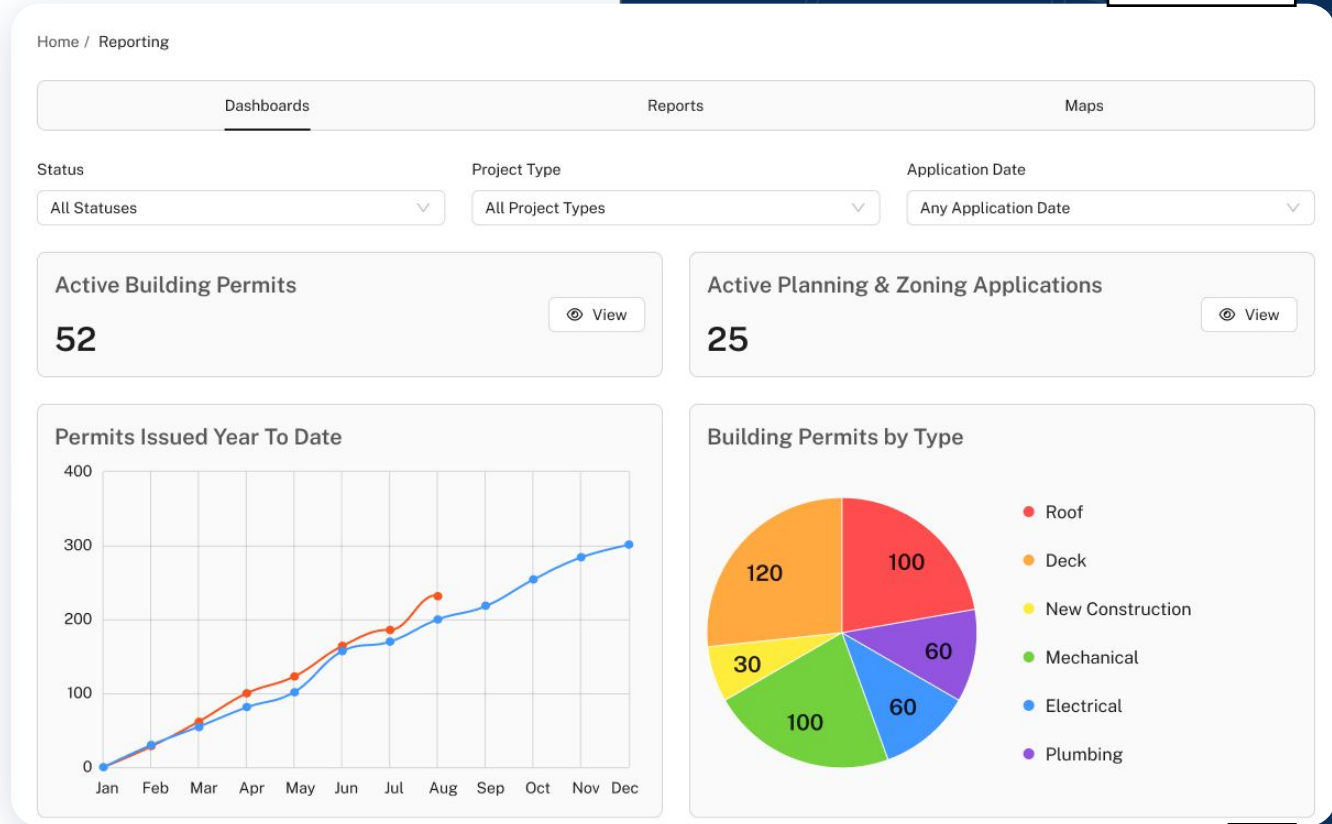
Enter comments for property owner

Agenda Item 4.

**GovWell**

Analytics and reporting

Effortlessly track key metrics, generate reports, and visualize data on maps.



Security

GovWell is **SOC 2 Certified (Type II)**.

As a trusted provider of software to government agencies around the United States, GovWell takes security and privacy extremely seriously.

For more info on GovWell's controls please visit:

<https://trust.govwell.com/>





Pricing

Agenda Item 4.

Modules and pricing

Agenda Item 4.

Module	Description	Price (annual)
Building Permits & Inspections	Manage building permits, inspections, and plan review. Includes online portal for improving access and transparency to the public.	\$10,000
Planning & Zoning	Online planning & zoning applications, workflow management, and plan review.	\$5,000
Code Enforcement	Online citizen complaints + code enforcement case management.	\$5,000
Business Licenses	Manage business license applications and renewals.	\$4,000
Citizen Requests	Online portal and management of citizen requests.	\$4,000
Contractor Registration	Manage contractor license registration & renewals.	\$3,000

Total: \$31,000

Implementation and data migration fees

Agenda Item 4.

Item	Description	Price (one-time)
Implementation - Standard	Full-service configuration of system, including: <ul style="list-style-type: none">• Online forms / applications• Workflows for each record type• Document templates (Permit cards, COs, notices of violation)• Inspection templates• Reports• Staff training	\$10,000
Data Migration (Raw Data + Files) - Standard	Migration of historical permit data to GovWell including data in CSV or Excel format. Customer is responsible for providing GovWell the data in the aforementioned format(s), and GovWell is responsible for importing it. Modules included: <ul style="list-style-type: none">• Building Permits & Inspections• Planning & Zoning• Code Enforcement• Business Licenses• Citizen Requests• Contractor Registration	\$5,000

Total: ~~\$15,000~~ \$7,500

Implementation timelines

We work quickly to get you live on GovWell. We deploy modules in stages so that you can get up and running faster on the most important functionality.

Item	Details
Contract Signing Date (Estimated)*	May 2025
Go-Live Date (Target)	Winter 2026
Current System Shut Off Date	–

*We begin implementation typically within 1 week after we sign a contract.

17 Implementation Time by # of Modules

# of Modules	Timeline (Standard)	Timeline (Priority)
1	3+ Months	2-3 months
2	5+ Months	3-5 months
3	7+ Months	4-7 months
4	9+ Months	6-9 months
5+	12+ Months	8-12 months

Pricing Summary

Agenda Item 4.

Item	Details
Year 1 Cost	\$46,000 \$38,500
Annual Recurring Services	\$31,000
Annual Uplift	5% (not applicable when signing a multi-year agreement)
Billing	Annual, invoiced upon signing
Initial Term	3 years

Pricing valid through 6/30/25



Save money with multi-year agreements

We can lock in prices in exchange for longer commitments.

Included with your subscription



Access to purchased modules, including upgrades and maintenance



Full service implementation: GovWell owns system configuration, GIS integration, staff training



Unlimited data storage



Unlimited user licenses for purchased modules



Same-day chat/email support and dedicated Deployment Strategist

Agenda Item 4.

Best price guarantee

If you receive a lower quoted price from another vendor for equivalent quality & service, we will match the quote and we'll match it.

Fast, easy implementation

You'll partner with a dedicated GovWell Deployment Strategist who is responsible for making your transition seamless.

For more info on how we support you during implementation, view our [implementation guide here](#).



Marykate McCarthy

Sr. Deployment Strategist

Managed logistics for two presidential campaigns. BA Psychology, George Washington University



Briana Barlow-Maibaum

Deployment Strategist

Child of two public servants, former D1 track & field athlete. BA Political Science, UCLA

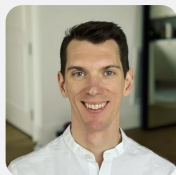


Nate Levin

Deployment Strategist

A decade of experience in government and politics. BA Economics & Sociology, Bates College. MA Public Administration, Columbia University

Agenda Item 4.



Kenneth Taylor

Sr. Deployment Strategist

10 years of experience in software deployment. BS Science of Economics, University of Pennsylvania



Sarah Peters

Sr. Deployment Strategist

Started two companies in travel logistics / hospitality. BS Applied Economics & Management, Cornell University

WHY GOVWELL?

Agenda Item 4.

Fast, unlimited support for staff and your community

1 minute response time

Contact us via chat, phone, and email



Hi James 🖐️
How can we help?

Send us a message

We typically reply in under a minute



We answer citizen questions for you

Reduce phone calls & emails to your office



Joe Smith - Contractor

How do I pull a new building permit?



Zach - GovWell

Hi, this is Zach from GovWell. I can help you start your application.
Please follow the link below for a new building permit application.

govwelltech.com/gotham-city/building



Joe Smith - Contractor

Thanks, I appreciate it!

References

Agenda Item 4.

1. **Ashley Bailey, Hutto, TX**

Director of Development Services

512-759-5961

ashley.bailey@huttotx.gov

Ashley has used GovWell for a number of different modules since 2023.

2. **Roxanne Jasman, Camp Verde, AZ**

Chief Building Official

928-554-0061

roxanne.jasman@campverde.az.gov

Roxanne switched Camp Verde to GovWell from iWorQ last year.

3. **Robin Morency, Cold Spring, KY**

City Clerk

859-441-5961

robin.m@coldspringky.gov

Robin switched Cold Spring to GovWell from iWorQ last year.

Leadership

Agenda Item 4.



Troy LeCaire
CEO and Co-Founder

Originally from Green Bay, Wisconsin, Troy is passionate about empowering public servants to serve their communities better with modern technology. Before GovWell, Troy worked for two Wisconsin senators and spent 7 years in leadership roles at RippleMatch, a developer of hiring software used by 200+ employers like General Mills and eBay. He studied Government at Cornell University.



RM RIPPLEMATCH



Cornell University



Ben Cohen
CTO and Co-Founder

Ben grew up helping his dad, a general contractor, to pull thousands of permits. Ben's personal struggles navigating development processes as an applicant inspired him to build more user-friendly products for governments and citizens. Before GovWell, Ben spent 5 years developing software for Uber and Amazon. He studied Computer Science at Princeton University.

Uber

amazon



PRINCETON
UNIVERSITY



GovWell

Advisors

Agenda Item 4.



Michael A. Nutter
Mayor of Philadelphia
(2008-2016)

Michael Nutter served two terms as the 98th mayor of Philadelphia. He previously spent 15 years in the Philadelphia City Council.

Mayor Nutter is past President of the United States Conference of Mayors and founder of Cities United. He holds a BS in Economics from the Wharton School at the University of Pennsylvania.



Richard J. Berry
Mayor of Albuquerque
(2009-2017)

Richard Berry served two terms as the 29th mayor of Albuquerque. He is also a former member of the New Mexico House of Representatives.

Prior to entering politics, Mayor Berry was an entrepreneur in the construction industry. He received a BBA from University of New Mexico, Albuquerque.



Mick Cornett
Mayor of Oklahoma City
(2005-2018)

Mick Cornett served as the 37th mayor of Oklahoma City where he was re-elected to a record four consecutive terms. He was the President of the United States Conference of Mayors in 2016-17.

He received his BA from University of Oklahoma and MBA from New York University.



C. William Frick
Majority Leader, Maryland House
of Delegates (2017-2019)

Bill Frick served as the Majority Leader for the Maryland House of Delegates from 2017-2019, and as a member representing the 16th district from 2007-2019.

He received his JD from Harvard Law School and BA from Northwestern University.



CONNECTED GOVERNMENT, CONNECTED RESIDENTS.

May 2, 2025

Proposal By: Josie Peery

Proposal For: Lansing City - KS

Proposal Expiration: Jul 31, 2025

Order Form	
Contract Information	Billing Information
Customer: Lansing City - KS	Contact Name:
Kickoff Date: Sep 1, 2025	Address:
Contract Term: 1 years	Email:
	Phone:

Pricing Information

Spatial Data Logic is pleased to offer the following pricing.

Item Name	Total Quantity	Kickoff Date	Duration	Year 1 Total Investment
Data Migration	1	-	-	0
Training	14	-	-	0
SDL Premium	1	Sep 1, 2025	1	\$24,750
				\$24,750

Required Hardware and Software:

- Unless otherwise described in this proposal, SDL is not providing any hardware or software outside of the description above.
- Internet Access – Internet access is a requirement.
- Client Computers – The software requires the current Microsoft-supported Windows operating system or current Apple-supporting MacOS.
- iOS or Android devices are needed for the SDL Mobile App. Devices are required to have data plans for real-time syncing.

Terms and Conditions:

- All outstanding invoices beyond (60) days are subject to the accrual of interest at a rate of 1.5% per month.

- Past-due invoices over 30 days may subject the account to service interruptions.
- All payments will follow SDL's standard billing terms unless otherwise negotiated and agreed upon.

PROPOSAL SIGN-OFF

The above information outlines the scope of work and software services that will be provided by SDL. To begin implementation, SDL will need this signed document in addition to the approved Statement of Work

Purchase Order

Purchase Orders or Invoices will be issued directly to SDL unless using a Third-Party Reseller.

If you are using a third-party reseller, you will receive a quote from that vendor.

Proposal Approval

I have reviewed the information contained in this proposal and agree that:

- The attached quote meets my request.
- I understand the software and hardware requirements for my specific licensing

I confirm that I am authorized to sign on behalf of Lansing City - KS.

Signature:



Name: %BUYER_SIGNEE_NAME%

SPATIAL DATA LOGIC LLC.

Name	Joshua Gentzler
Title	Economic Development

Signature

Date

Draft

Cloudpermit

11911 Freedom Drive, Ste. 720
Reston, Virginia 20190
United States

Proposal #: Q-02885-2
Customer #: CUST-0035176
Date: 8/28/2024
Expires On: 9/20/2024
Sales Person: Brian Liszka
Sales Person Email: brian.liszka@cloudpermit.com
Delivery Method: E-Mail

Ship To

Joshua Gentzler
Lansing
800 First Terrace
Lansing, Kansas 66043
United States
913-364-6920
jgentzler@lansingsks.org

Bill To

Lansing
800 First Terrace
Lansing, Kansas 66043
United States

Subscription

Product Name		Invoice 1	Invoice 2	Invoice 3
Code Enforcement	Total	USD 1,300	USD 1,352	USD 1,406
Land Use	Total	USD 2,000	USD 2,080	USD 2,163
Licensing and Registration	Total	USD 2,700	USD 2,808	USD 2,920
Building	Total	USD 7,000	USD 7,280	USD 7,571
Subscription Total:		USD 13,000	USD 13,520	USD 14,060

Service

Description	Total
Data Import	USD 1,500
Implementation Fee - Building Software Solution	USD 500
Implementation Fee - Code Enforcement Software Solution	USD 500
Implementation Fee - Land Use Software Solution	USD 500
Implementation Fee - Licensing and Registration Software Solution	USD 500
Service Total:	USD 3,500

Customer Total First Invoice: **USD 16,500**

Terms & Conditions

Validity of this quote: 30 days from date of creation

Term: 3 years, billable annually

Payment Term: Net 30 days from Invoice Date

Invoicing: Subscription invoice to be sent after contract is signed and then annually.

Implementation payments: 50% (M1) due upon implementation start and 50% due after implementation is complete (M2).

All stated prices are exclusive of any taxes.

Annual Subscription Fee

Cloudpermit's software licensing model is different from most vendors because it is designed to reflect the needs, convenience, and business realities of small and mid-sized local governments.

The annual fee includes everything the client needs to operate and maintain the software on an ongoing basis. There are no hidden fees and no cost for newly developed features in each module.

Included in the Annual Subscription Fee:

- ✓ Unlimited user licenses for municipal staff
- ✓ Access to all software features (including mobile features)
- ✓ Unlimited data storage
- ✓ Online portal for public users to submit online
- ✓ Core integrations (GIS, Online Payments)
- ✓ Support and maintenance (described below)

Implementation and Training

Implementation

Cloudpermit is an out-of-the-box SaaS solution purpose-built for local government building departments. The implementation process is standardized, while considering the specific and unique needs of each client. Implementation typically takes between 4-8 weeks. Little to no IT support is required from the client.

Training

Cloudpermit provides training for end-users and administrative users throughout the implementation of the software. Training takes between 4-6 hours and is done in the client's uniquely configured environment.

Maintenance and Support

Maintenance

Maintenance is included with the annual subscription fee. Cloudpermit updates the software every 3-4 weeks, for a minimum of 12 updates per year. Updates are managed by Cloudpermit's development team, requiring no effort from the client's end-users or IT staff. Updates are hot-patched, meaning there is no system downtime for end-users. Cloudpermit's release notes are public and available at the following link:

<https://support.cloudpermit.com/support/solutions/67000379501>

Support

Support is included with the annual subscription fee for each solution.

Cloudpermit provides the following support resources:

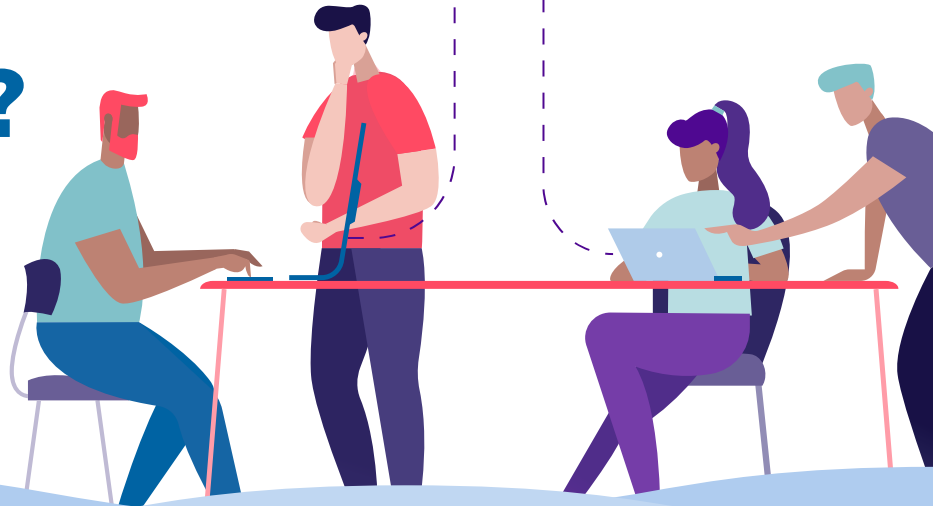
- ✓ Industry standard support ticketing portal for clients
- ✓ Self-help portal for municipal end-users, as well as public applicants (builders/developers)

Cloudpermit's support portal is updated in line with monthly releases, and is available to the public at the following link:

<https://support.cloudpermit.com/support/home>

Why Cloudpermit?

Community Development
Made Simple



Online Access



Perform inspections with or without service in the field, issue applications from your couch, and cut down on time spent at the front counter. All users can access Cloudpermit from their phone, tablet, and computer — just log in.

Time-Saver



Benefit from a community development platform that doesn't have any frills or added expenses you don't need. It's intuitive and easy for all users to enjoy, even those who aren't good with tech.

User-Friendly



Your staff, citizens, and workers can do everything online. Staff always get complete applications from their citizens, and no one needs to travel to the office to reinput notes or submit documents.

Community Growth



Facilitate community growth with increased revenue by speeding up processes. Make your community a better place to live, build, and grow.



Our Products

Community Development **Made Simple**



Permitting

Use government permitting software to provide better citizen service, organize your building permits, and accept complete applications.



Licensing

Enjoy licensing software that lets your team issue and renew licenses, access property information, and use interactive maps.



Planning & Zoning

Take advantage of planning and zoning software to issue land use permits and achieve greater land management.



Code Enforcement

Leverage inspection software to complete assessments in the field, add photos to notes, and schedule inspections online.



Inspections

Use government permitting software to provide better citizen service, organize your building permits, and accept complete applications.

Don't take our word for it...

Listen to our partners

"Our Customer Success Manager was amazing at walking us through the software and went above and beyond our expectations. He ensured we had the necessary tools for success, answered our questions, and gave us the confidence to explore new things. **The excellent customer service we received during implementation enabled us to provide excellent service to our citizens.**"

Henry Hemphill, City Planner
City of Fruita, Colorado

“Cloudpermit seamlessly integrated with our government’s existing systems and proved to be an excellent fit for our team. We no longer worry about servers or user licenses since this software **hosts our data with unlimited user licenses.**”

Mark Shaw, Code Enforcement Officer
Seneca County, New York

“If a country boy like me can figure out how to manipulate and navigate Cloudpermit without any training, then the software must be really user-friendly. It took me 20 years to learn how to use other systems **as effectively as I could use Cloudpermit in just one day.**”

Tim Murray, Director of Planning and Development
City of Brownwood, Texas



850+

Customers

19M

Inspections

18M

Building Permits

45M

Citizens

Implementation Timeline

The implementation schedule is mutually agreed upon before the kickoff meeting and documented with a project plan.

Check out our standard implementation schedule below.

Cloudpermit Estimated Project Timeline	Week 1	Week 2	Week 3	Week 4	Week 5	Week 6	Week 7	Week 8	Week 9	Week 10	Week 11	Week 12	Week 13	Week 14	Week 15	Week 16	Week 17	Week 18	Week 19
Building Department	5-6 weeks																		
Code Enforcement						4-5 weeks													
Planning Department										8-10 weeks									

Implementation Model

Both Cloudpermit's team and the customer are responsible for performing tasks during the implementation process.

Kickoff:

The kickoff meeting starts the implementation process. Your designated Implementation Specialist, your staff, and key stakeholders meet to review an overview of the software, discuss goals and objectives, schedule, and plan for a successful implementation.

Workshop:

The workshop ensures that the Implementation Specialist has a clear understanding of the business processes, details that government staff needs to collect from the applicant, fee schedules, payment providers, any needed integrations and costs, and any needed templates.

Configuration:

The software is configured with the features and functionalities the customer needs.

Cloudpermit provides community development software. We offer simple and online software solutions for building permitting, business licensing, planning & zoning, and code enforcement.



Aim your phone camera here and tap the link that appears!



@Cloudpermit



Cloudpermit.com

Training & Testing:

The customer will meet with their Implementation Specialist for two standard training sessions.

Additional Training: Most customers feel prepared to start using Cloudpermit at the end of their training sessions. Sometimes, additional training is necessary. In this case, customers can order additional training for an additional cost.

Go-Live:

The go-live includes a go/no go decision prior to a scheduled go-live meeting where the training environment goes to production. At the go-live meeting, the customer will submit their first building permit, application, or create their first case within Cloudpermit.

Milestones & Acceptance Criteria:

Milestones are used to accept that you have completed a step in the implementation process. As each milestone is completed, the customer receives and must sign a Milestone Acceptance Document to agree the milestone has been reached.

If there are any go-live blockers or corrections needed, customers must inform Cloudpermit's team.

Change Management:

If additional needs are identified during the implementation process that are outside of the project scope, a change request is made.

Additional Services Cost

Cloudpermit can provide additional services as per the price list with a change order.

For on-site meetings, travel and per diem expenses will be invoiced to the customer in accordance with the Cloudpermit Travel Policy. This includes airfare, mileage, hotel accommodations, and daily per diem.

Let us know if you have any questions and we're looking forward to working with you.

Cloudpermit provides community development software. We offer simple and online software solutions for building permitting, business licensing, planning & zoning, and code enforcement.



Aim your phone camera here and tap the link that appears!



@Cloudpermit



Cloudpermit.com

Where is the data stored?

All data is stored in the US and hosted on Google Cloud Services.

How is data stored securely?

Triple redundant co-location is in place with three geographically separate data centers. All data is encrypted both in transit and at rest.

How often are passwords reset?

Minimum password strength requirements are in place for all users, and passwords must be reset every 6 months.

How often are backups done?

System backups are done hourly.

What is Cloudpermit uptime guarantee?

Cloudpermit guarantees 99.99% uptime annually.

Who owns the data?

The client owns their data, Cloudpermit merely hosts it.

Is there a limit to the amount of data storage?

There is no data storage limit..

What are the benefits of Cloudpermit's security?

Cloudpermit's security measures ensure that client data is stored safely, and accessibility is maintained at all times.

Can I view more information about Cloudpermit's security protocols?

Yes, you can visit our [website](#) for more information on our security measures.

Are there any known security issues with Cloudpermit's system?

No, Cloudpermit's security system is regularly updated to prevent any security breaches.



Cloudpermit provides community development software. We offer simple and online software solutions for building permitting, business licensing, planning & zoning, and code enforcement.



Aim your phone camera here and tap the link that appears!

Use Anytime, Anywhere

Access Cloudpermit 24/7 on your phone, tablet, or laptop with any browser or operating system.

Accept, Review, and Issue Building Permits

Work online to receive and issue building permit applications with ease and without paper.

Receive Complete Building Permit Applications

Force citizens to complete applications before they can click 'submit' with mandatory input fields.

Conduct On-site Mobile Building Inspections

Manage all data, contact information, drawings, reports, etc., in the field by starting and finishing building inspections on-site.

Use Maps Integrated with Your GIS

Select building permit locations, view detailed property information and plan optimal inspection routes.

Change and Modify Workflows

Select building permit types from a pre-configured structure, and manage requirements, including forms, drawings, reviews, and inspections for each type of application.

Gain Insight with Reports

Create reports, such as for permits, assessments, payments, inspections, reviews, etc.

Accept Payment

Enable online and over-the-counter payments, send notifications for due payments, and determine a detailed list of fees.

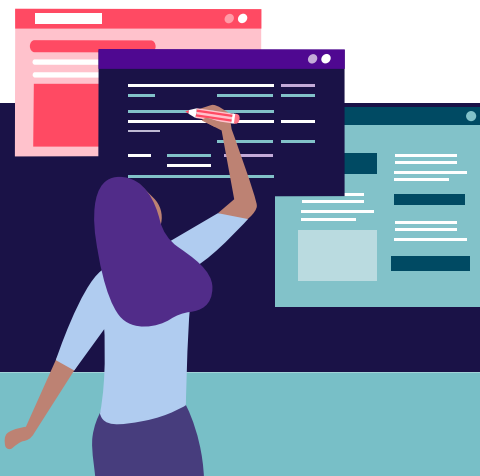
Keep All Communication in One Place

Send direct and group time-stamped messages for organized conversations.

Get Up and Running Quickly

Start using Cloudpermit within weeks without costly integrations or IT support.

Cloudpermit provides community development software. We offer simple and online software solutions for building permitting, planning & zoning, and code enforcement.



Use Anytime, Anywhere

Access Cloudpermit 24/7 on your phone, tablet, or laptop with any browser or operating system.

Accept Complaints from Citizens

Accept complaints and determine what contact information is required for complainants.

Create Cases and Violations in the Field

Work in the field and search past building permits, previous complaints, cases, and history of a property.

Conduct On-site Inspections

Input notes and complete reports in the field on any mobile device.

View Case History in Chronological Order

Access data, contact information, reports, photos, etc., in chronological order.

Share Photos

Upload photos to cases, violations, and inspections.

Use Maps Integrated with Your GIS

Select case locations, view detailed property information, plan optimal inspection routes.

Accept Payment

Enable online and over-the-counter payments, send notifications for due payments, and determine a detailed list of fees.

Keep All Communication in One Place

Send direct and group time-stamped messages for organized conversations.

Get Up and Running Quickly

Start using Cloudpermit within weeks without costly integrations or IT support.

Cloudpermit provides community development software. We offer simple and online software solutions for building permitting, planning & zoning, and code enforcement.



Online Portal in the Cloud

Log into Cloudpermit whenever and wherever suits you best.

- ✓ Use any mobile device via the Internet
- ✓ Benefit from storing information in the cloud
- ✓ Automatically save and protect information in real-time
- ✓ Send direct or group time-stamped messages

License Dashboard View

Access all the information you need most often on your dashboard as soon as you log into Cloudpermit.

- ✓ Find the most recent applications
- ✓ View upcoming due dates
- ✓ Automate fee calculations
- ✓ Check business owner information
- ✓ Verify the status of an application

GIS Integrated Maps

Seamlessly integrate your GIS for accurate and relevant location information.

- ✓ Find up-to-date property information
- ✓ Plan routes for site visits
- ✓ Separate areas into zones

Data Import

Easily import past business licenses into Cloudpermit.

- ✓ Move existing data into a new system
- ✓ Store past business licenses online
- ✓ Keep all information in one place

Renewal Management

Renew business licenses with ease online.

- ✓ Get notified before renewals are due
- ✓ Send automatic email notifications to business owners for renewals
- ✓ See dashboard view for upcoming renewals

Document Management

Manage and sort documents simply and quickly with Cloudpermit.

- ✓ Manage documents for multiple business licenses
- ✓ Filter and sort relevant information

Reporting

Take advantage of custom reports and one-click downloads to learn more about the data surrounding your business licenses.

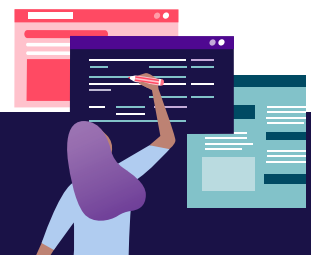
- ✓ Create reports for business license renewals
- ✓ Use templates
- ✓ Track outstanding fees
- ✓ Download reports as an Excel or CSV file

Payment and Fee Calculations

Set up online and over-the-counter payments.

- ✓ Send notifications for due payments
- ✓ Calculate fees for business licenses
- ✓ Manage overdue fees

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Aim your phone camera here and tap the link that appears!



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Online Portal in the Cloud

Log into Cloudpermit whenever and wherever suits you best.

- ✓ Use any mobile device via the Internet
- ✓ Benefit from storing information in the cloud
- ✓ Automatically save and protect information in real-time
- ✓ Send direct or group time-stamped messages

Building Permits and Land Use Permits

Accept and issue a land use permit before accepting a building permit application.

- ✓ Building, planning, and zoning departments can work together
- ✓ Require land use permits before building permits can be issued
- ✓ Allow collaboration between building, planning, and zoning departments

Applications

Receive complete land use permit applications as citizens must complete all fields before their application can be submitted.

- ✓ Send automatic updates when the status of a permit changes
- ✓ Accept land use permit and building permit applications in the same software

GIS Integrated Maps

Seamlessly integrate your GIS for up-to-date information and interactive maps.

- ✓ Find accurate property information
- ✓ Calculate the size of a property
- ✓ Access detailed property information including different layers like heritage areas
- ✓ Search permit locations on a map

Meetings

Manage and sort meetings online.

- ✓ Organize meetings with stakeholders such as the board of appeals
- ✓ Generate meeting packages with important documentation for the board members
- ✓ Manage pre-consultation requests
- ✓ Create agendas using templates
- ✓ Assign applications to upcoming applications

Public Notice

Follow public notice guidelines with ease.

- ✓ Find public notice radius and use links/QR code to send updates to citizens
- ✓ Upload public opinion documents
- ✓ Track public opinion and set up a list of who needs to be contacted

Cloudpermit provides community development software. We offer simple and online software solutions for building permitting, business licensing, planning & zoning, and code enforcement.



Aim your phone camera here and tap the link that appears!



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Circulation

Send circulation requests to receive responses in real-time.

- ✓ Record and organize all responses in the same software
- ✓ Enable real-time responses from stakeholders

Reporting

Determine and review different reports.

- ✓ Save commonly used reports with presets
- ✓ Download reports as CSV or Excel file

Configuration

Work with a trained Implementation Specialist to learn how to use the software.

- ✓ Modify lists and descriptions
- ✓ Access tutorials and support documents
- ✓ Configure default review types and descriptions

Conditions

Assign conditions to permits and clear them prior to closing the files.

- ✓ Allow collaboration between building, planning, and zoning departments

Payments

Collect payments from citizens.

- ✓ Allow citizens to pay with a credit card
- ✓ Let citizens know when their payment is due
- ✓ Configure fees and bills

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Cloudpermit Data Import

March 2023

Description

Cloudpermit Data Import allows the Customer to import the Customer's existing legacy data (applications, permits, inspections, and attachments) into the Cloudpermit system.

The information in this document is subject to change without notice aligning with future releases.

Data Import Process

The data import process includes five (5) steps:

1. Exporting data from the Customer's existing system.
2. Adding the exported data into an Excel spreadsheet.
3. Reviewing the data in the spreadsheet.
4. Correcting possible errors in the spreadsheet.
5. Importing data into the Cloudpermit system.

Roles and responsibilities

1. *Exporting data from existing system:* Customer is responsible for exporting cleansed and normalized data from its existing system into a CSV file format.
 - Data Cleansing: the process of fixing incorrect, incomplete, duplicate or otherwise erroneous data in a data set.
 - Data Normalization: the process of organizing data entries so they appear similar across all fields and records, making it possible to find, group and analyse the information.
2. *Adding exported data into an Excel spreadsheet.* Customer adds the data into the Cloudpermit-provided Excel template. Customer is responsible that the data matches the Excel template's format.
3. *Reviewing data.* Cloudpermit does one round of reviewing the spreadsheet and provides information to Customer about possible errors in entry of the data to the Excel spreadsheet.
4. *Possible correction of errors.* Customer corrects possible errors and provides a cleansed Excel spreadsheet back to Cloudpermit.
5. *Import data into Cloudpermit system.* Cloudpermit and Customer imports the data from the spreadsheet into the Cloudpermit system.

After data has been successfully imported to Cloudpermit, the Customer can find and use the data in the Cloudpermit workspace section as if it would have been created in the Cloudpermit system.

Excel Spreadsheet and data requirements

In order for the content to operate properly within the Cloudpermit system, the exported data will need to be in certain required column and format. Cloudpermit provides an Excel template to Customers who are importing data. The examples below shows the required formatting for each import and field found within the Import Excel templates:

Workspace Import format requirements

Column	Field Name	Required Y/N	Field Type	Req. Formatting
B	Permit Number	YES	TEXT OR NUMBER	N/A
C	Location	YES	TEXT OR NUMBER	Match GIS Format
D	Municipality	NO	TEXT OR NUMBER	N/A
E	Roll Number/PIN	YES	TEXT OR NUMBER	Match GIS Format
F	Permit description	NO	TEXT OR NUMBER	N/A
G	Category	NO	TEXT OR NUMBER	Map to CP Categories
H	Work Type	NO	TEXT OR NUMBER	Map to CP Categories
I	Work Target	NO	TEXT OR NUMBER	Map to CP Categories
J	Workspace Status	NO	TEXT OR NUMBER	Map to CP Categories
K	Assignee (Workspace)	NO	TEXT OR NUMBER	Map to CP Users
L	Date Submitted	NO	DATE AND TIME	MM/DD/YYYY 00:00:00
M	Date issued	NO	DATE AND TIME	MM/DD/YYYY 00:00:00
N	Issued by	NO	TEXT OR NUMBER	N/A
O	Zoning	NO	TEXT OR NUMBER	Match GIS Format
P	Worksla	NO	TEXT OR NUMBER	N/A
Q	Construction cost	NO	NUMBER	N/A
R	Applicant first Name	NO	TEXT OR NUMBER	Initcap
S	Applicant last name	NO	TEXT OR NUMBER	Initcap
T	Applicant street address	NO	TEXT OR NUMBER	N/A
U	Applicant unit number	NO	TEXT OR NUMBER	N/A
V	Applicant postal code	NO	TEXT OR NUMBER	N/A
W	Applicant municipality	NO	TEXT OR NUMBER	N/A
X	Applicant province	NO	TEXT OR NUMBER	N/A
Y	Applicant corporation or partnership	NO	TEXT OR NUMBER	Initcap
Z	Applicant mobile phone	NO	TEXT OR NUMBER	(XXX) XXX-XXXX
AA	Applicant other phone	NO	TEXT OR NUMBER	(XXX) XXX-XXXX
AB	Applicant email	NO	TEXT OR NUMBER	N/A
AC	Owner first name	NO	TEXT OR NUMBER	Initcap
AD	Owner last name	NO	TEXT OR NUMBER	Initcap
AE	Owner street address	NO	TEXT OR NUMBER	N/A
AF	Owner unit number	NO	TEXT OR NUMBER	N/A
AG	Owner postal code	NO	TEXT OR NUMBER	N/A
AH	Owner municipality	NO	TEXT OR NUMBER	N/A
AI	Owner province	NO	TEXT OR NUMBER	N/A
AJ	Owner corporation or partnership	NO	TEXT OR NUMBER	Initcap
AK	Owner mobile phone	NO	TEXT OR NUMBER	(XXX) XXX-XXXX
AL	Owner other phone	NO	TEXT OR NUMBER	(XXX) XXX-XXXX
AM	Owner email	NO	TEXT OR NUMBER	N/A
AN	Builder first name	NO	TEXT OR NUMBER	Initcap
AO	Builder last name	NO	TEXT OR NUMBER	Initcap
AP	Builder street address	NO	TEXT OR NUMBER	N/A
AQ	Builder unit number	NO	TEXT OR NUMBER	N/A
AR	Builder postal code	NO	TEXT OR NUMBER	N/A
AS	Builder municipality	NO	TEXT OR NUMBER	N/A
AT	Builder province	NO	TEXT OR NUMBER	N/A
AU	Builder corporation or partnership	NO	TEXT OR NUMBER	Initcap
AV	Builder mobile phone	NO	TEXT OR NUMBER	(XXX) XXX-XXXX
AW	Builder other phone	NO	TEXT OR NUMBER	(XXX) XXX-XXXX
AX	Builder email	NO	TEXT OR NUMBER	N/A
AY	Permit Comments	NO	TEXT OR NUMBER	N/A

*Initcap = replace the first letter of every word in a character string with an uppercase letter.

Inspection Import format requirements

Column	Field Name	Required Y/N	Field Type	Field Formatting
B	Permit Number	YES	TEXT OR NUMBER	N/A
C	Inspection Type	YES	TEXT OR NUMBER	Map to CP Inspections
D	Result for this visit	NO	TEXT OR NUMBER	Map to CP Results
E	Site Conditions	NO	TEXT OR NUMBER	N/A
F	Internal Notes	NO	TEXT OR NUMBER	N/A
G	Inspection Date	NO	DATE AND TIME	MM/DD/YYYY 00:00:00
H	Inspector	NO	EMAIL (USER IN CLOUDPERMIT)	N/A
I	Inspector Status	NO	TEXT OR NUMBER	Map to CP Statuses
J	Inspection Comments	NO	TEXT OR NUMBER	N/A
K	Requested inspection start time	NO	DATE AND TIME	MM/DD/YYYY 00:00:00
L	Confirmed inspection start time	NO	DATE AND TIME	MM/DD/YYYY 00:00:00

Attachment Import format requirements

Column	Field Name	Required Y/N	Field Type	Field Formatting
B	File Name	YES	TEXT OR NUMBER	N/A
C	Permit	YES	TEXT OR NUMBER	N/A
D	Attachment Type	NO	TEXT OR NUMBER	N/A
E	Description	NO	TEXT OR NUMBER	N/A

AGENDA ITEM

TO: Tim Vandall, City Administrator
FROM: Joshua Gentzler
DATE: June 17, 2025
SUBJECT: Resolution B-6-2025 – Fairlane Town Homes Phase II RHID

Overview: The City of Lansing is proposing to establish a Reinvestment Housing Incentive District (RHID) for the second phase of the Fairlane Town Homes project. This area has been identified as a location where new housing is needed to meet growing demand. The proposed project will include approximately 21 townhome units, including five triplexes and three duplexes, offering both one-bedroom and two-bedroom units. The RHID tool allows the City to support housing development by reimbursing certain eligible costs through the increase in property taxes generated by the new housing over time.

Policy Consideration: This project is being pursued under Kansas law K.S.A. 12-5241 et seq., which authorizes cities to use RHIDs to address housing shortages. A housing analysis previously completed by the City found that a lack of quality housing options is limiting economic growth. On August 12, 2024, the Kansas Department of Commerce approved Lansing's request to establish this RHID. A public hearing is scheduled for August 7, 2025, to allow residents and stakeholders to give feedback before the final decision. If approved, the City will enter into a development agreement with Greenamyre Rentals, Inc. to support the project through eligible tax reimbursement mechanisms.

Financial Consideration: The total assessed value of the land in the RHID district is currently \$27,141, with no existing improvements. The developer is not requesting reimbursement for public infrastructure (like roads and sewers), as these are already in place. Instead, the developer is seeking reimbursement for vertical construction costs — meaning the cost of building the townhomes themselves. A feasibility analysis has been completed, showing that the expected increase in property tax revenue from the new development will be enough to pay for the eligible costs over time, without requiring additional funding from the City.

Action: Staff recommends that the City Council approve Resolution B-6-2025 setting a public hearing date for August 7, 2025, to consider the establishment of the Fairlane Townhomes Phase II RHID and adoption of the related development plan. If there is no objection following the hearing, Council may proceed with formal approval of the RHID and execution of a development agreement with Greenamyre Rentals, Inc.

AGENDA ITEM # 5

(Published in the *Leavenworth Times* on the ____ day of _____, 2025)

Resolution No. B-6-2025

A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF LANSING, KANSAS DETERMINING THAT THE CITY IS CONSIDERING ESTABLISHING A REINVESTMENT HOUSING INCENTIVE DISTRICT WITHIN THE CITY AND ADOPTING A PLAN FOR THE DEVELOPMENT OF HOUSING AND PUBLIC FACILITIES IN SUCH PROPOSED DISTRICT; ESTABLISHING THE DATE AND TIME OF A PUBLIC HEARING ON SUCH MATTER, AND PROVIDING FOR THE GIVING OF NOTICE OF SUCH PUBLIC HEARING (FAIRLANE TOWN HOMES PHASE II REINVESTMENT HOUSING INCENTIVE DISTRICT)

WHEREAS, the Kansas Reinvestment Housing Incentive District Act, K.S.A. 12-5241 *et seq.* (the “Act”) authorizes any city incorporated in accordance with the laws of the state of Kansas (the State) to designate Reinvestment housing incentive districts (“RHID”) within such city; and

WHEREAS, the City of Lansing, Kansas (the “City”) constitutes a City as said term is defined in the Act; and

WHEREAS, a housing needs analysis titled Housing Lansing (the “Analysis”) has been performed with regard to the City, a copy of which is on file in the office of the City Clerk;

WHEREAS, Resolution No. B-10-2024 adopted by the City Council (the “Governing Body”) made certain findings relating to the need for financial incentives for the construction of quality housing within the City, declared it advisable to establish a Reinvestment Housing Incentive District pursuant to the Act and authorized the submission of such Resolution and Analysis to the Kansas Department of Commerce in accordance with the Act; and

WHEREAS, the Secretary of the Kansas Department of Commerce, pursuant to a letter dated August 12, 2024, authorized the City to proceed with the establishment of a Reinvestment Housing Incentive District pursuant to the Act; and

WHEREAS, the City has caused to be prepared a plan (the “Plan”) for the development or redevelopment of housing and public facilities in the Fairlane Town Homes Phase II Reinvestment Housing Incentive District (the “District”) in accordance with the provisions of the Act; and

WHEREAS, the Plan includes:

1. The legal description and map required K.S.A. 12-5244(a);
2. The existing assessed valuation of the real estate in the proposed District listing the land and improvement values separately;

3. A list of the names and addresses of the owners of record of all real estate parcels within the proposed District;
4. A description of the housing and public facilities project or projects that are proposed to be constructed or improved in the District, and the location thereof;
5. A listing of the names, addresses and specific interests in real estate in the proposed District of the developers responsible for development of the housing and public facilities in the proposed District;
6. The contractual assurances, if any, the Governing Body has received from such developer or developers, guaranteeing the financial feasibility of specific housing tax incentive projects in the proposed District;
7. A comprehensive analysis of the feasibility of providing housing tax incentives in the proposed District as provided in the Act, which shows that the public benefits derived from such District will exceed the costs and that the income therefrom, together with all public and private sources of funding, will be sufficient to pay for the Eligible Costs and public improvements that may be undertaken in such District. If other sources of public or private funds are to be used to finance the improvements, they shall be identified in the analysis; and

WHEREAS, the Governing Body proposes to continue proceedings necessary to create the District and adopt the Plan by the calling of a public hearing on such matters.

THEREFORE BE IT RESOLVED by the Governing Body of the City of Lansing, Kansas as follows:

Section 1. Proposed Reinvestment Housing Incentive District. The Governing Body hereby declares an intent to establish the District. The District is proposed to be formed within the boundaries of the real estate legally described in *Exhibit A* attached herein, and shown on the map depicting the existing parcels of land attached herein as *Exhibit B*. A list of the names and addresses of the owners of record of all real estate parcels within the proposed District and the existing assessed valuation of said real estate, listing the land improvement values separately, is attached hereto as *Exhibit C*.

Section 2. Proposed Plan. The Governing Body hereby further declares intent to adopt the Plan in substantially the form presented to the Governing Body on this date, with such changes or supplements as may be approved by the City. A copy of the Plan shall be filed in the office of the City Clerk and be available for public inspection during normal business hours. A description of the housing and public facilities projects that are proposed to be constructed or improved in the proposed District, and the location thereof are described in *Exhibit D* attached hereto. A summary of the contractual assurances by the developer and the comprehensive feasibility analysis is contained in *Exhibit E* attached hereto.

Section 3. Public Hearing. Notice is hereby given that a public hearing will be held by the Governing Body of the City to consider the establishment of the District and adoption of the Plan on **August 7, 2025** at the City Hall, located at 800 First Terrace, Lansing, Kansas 66043; the public hearing to commence at 7:00 p.m. or as soon thereafter as the Governing Body can hear the matter. At the public hearing, the Governing Body will receive public comment on such matters, and may, after the conclusion of such public hearing, consider the findings necessary for establishment of the District and adoption of the Plan, all pursuant to the Act.

Section 4. Notice of Public Hearing. The City Clerk is hereby authorized and directed to provide for notice of the public hearing by taking the following actions:

- A. A certified copy of this Resolution shall be delivered to:
 - i. The Board of County Commissioners of Leavenworth County, Kansas;
 - ii. The Board of Education of Unified School District No. 469, Leavenworth County, Kansas (Lansing); and
 - iii. The Planning Commission of the City.
- B. This Resolution, specifically including *Exhibits A* thru *E* attached hereto, shall be published at least once in the official newspaper of the City not less than one week or more than two weeks preceding the date of the public hearing.
- C. The Resolution, including *Exhibits A* thru *E* attached hereto, is available for inspection at the office of the clerk of the City at normal business hours. Members of the public are invited to review the plan and attend the public hearing on the date announced in this Resolution.

Section 5. Further Action. The Mayor, City Administrator, City Clerk and the officials and employees of the City, including the City Attorney and Gilmore & Bell, P.C. as counsel to the City, are hereby further authorized and directed to take such other actions as may be appropriate or desirable to accomplish the purposes of this Resolution.

Section 6. Effective Date. This Resolution shall take effect after its adoption by the Governing Body.

ADOPTED by the Governing Body of the City of Lansing, Kansas on this 17th day of June 2025.

Anthony R. McNeill, Mayor

ATTEST:

(SEAL)

Tish Sims, City Clerk

EXHIBIT A**LEGAL DESCRIPTION OF PROPOSED RHID BOUNDARIES FOR THE
FAIRLANE TOWN HOMES PHASE II RHID****Legal Description:**

A tract of land being a part of Lot 1, Fairlane Townhomes, 1st Plat, an Administrative Plat in Lansing, Leavenworth County, Kansas, filed as Document Number 2023P00058 at the Register of Deeds office of Leavenworth County; a description written by D. Steven West, PS No. 1614, on June 10, 2025, and being more particularly described as follows:

Beginning at the Northwest Corner of said Lot 1, said point being the same point as the Point of Beginning for said plat boundary of Fairlane Townhomes, 1st Plat; thence N 88°45'25" E along the North boundary line of said plat, a distance of 118.22 feet; thence S 68°29'00" E along the North boundary line of said plat, a distance of 88.51 feet to a point of curvature; thence Southwesterly along the East boundary line of said plat along a curve to the right having an initial tangent bearing of S 21°31'00" W, a radius of 3270.00 feet, a delta angle of 04°45'10", and an arc length of 271.25 feet; thence continuing along the East boundary line of said plat S 26°16'09" W, a distance of 93.31 feet; thence N 63°27'11" W, a distance of 236.04 feet;

thence N 01°04'45" W along part of the West boundary of said plat, a distance of 162.94 feet;

thence N 88°38'53" E along part of the West boundary of said plat, a distance of 77.92 feet;

thence S 63°07'28" E along part of the West boundary of said plat, a distance of 50.04 feet;

thence N 20°22'03" E along part of the West boundary of said plat, a distance of 121.48 feet to the Point of Beginning, and containing 81,198.56 square feet, more or less.

EXHIBIT B

MAP OF PROPOSED

FAIRLANE TOWN HOMES PHASE II REVINVESTMENT HOUSING INCENTIVE

DISTRICT

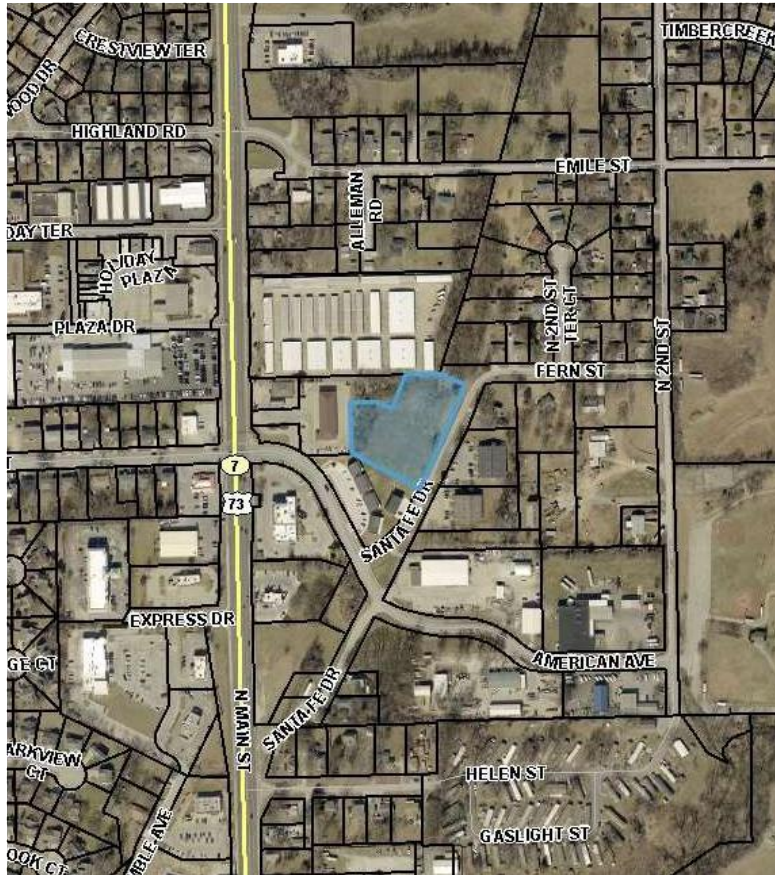
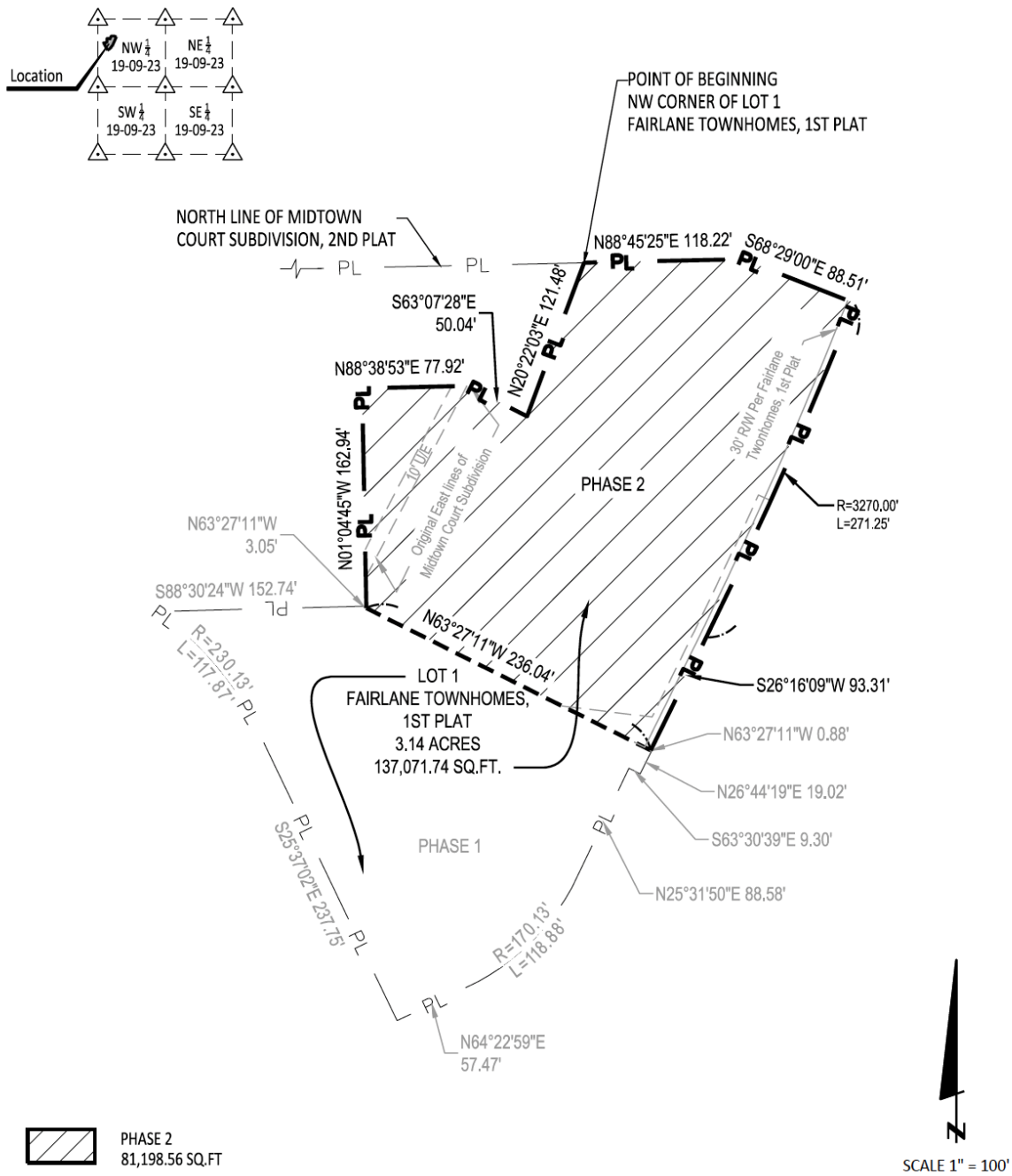


ILLUSTRATION FOR EXHIBIT A



This illustration does not represent a monumented survey. It is intended only to depict the attached legal description.

EXHIBIT A FAIRLANE TOWNHOMES, 1ST PLAT - PHASE 2

SHEET NO.
2
of
2

EXHIBIT C

NAME AND ADDRESSES OF THE OWNERS OF RECORD OF ALL REAL ESTATE PARCELS WITHIN THE PROPOSED FAIRLANE TOWN HOMES PHASE II REINVESTMENT HOUSING INCENTIVE DISTRICT AND THE EXISTING ASSESSED VALUATION OF SAID REAL ESTATE PARCELS AND NAMES AND ADDRESSES OF THE DEVELOPERS

Owners of Real Property:	Greenamyre Rentals, Inc. 2500 S. 2 nd Street Leavenworth, KS 66048
Developer:	Greenamyre Rentals, Inc. 2500 S. 2 nd Street Leavenworth, KS 66048
Individuals with specific interest	Greenamyre Rentals, Inc. 2500 S. 2 nd Street Leavenworth, KS 66048
Existing Assessed Valuation of the District	Land: \$27,141.00 Improvements: \$0.00

EXHIBIT D**DESCRIPTION OF THE HOUSING AND PUBLIC FACILITIES PROJECT OR PROJECTS THAT ARE PROPOSED TO BE CONSTRUCTED OR IMPROVED IN THE PROPOSED RHID**

The housing and public facility project will include the construction and extension of certain infrastructure and utility improvements needed to develop a townhome project within the District, which is currently anticipated to include approximately 21 units, consisting primarily of five (5) triplex buildings (15 units) and three (3) duplexes (6 units), which will include nineteen (19) 2-bedroom/1.5-bath units and two (2) 1-bed/1-bath units, as ultimately determined by developer consistent with the City of Lansing's RHID Policy.

ELIGIBLE COSTS. Developer is largely not seeking reimbursement of traditional infrastructure expenses as they are already constructed, but is seeking reimbursement for the vertical construction per K.S.A. 12-5249(a)(12), which allows for eligible costs to include:

(12) renovation or construction of residential dwellings, multi-family units or buildings or other structures exclusively for residential use located on existing lots if:

(A) The infrastructure, including streets, sewer, water and utilities, has been in existence for at least 10 years; or

(B) the existing lot has been subject to any tax assessment levied pursuant to chapter 12, article 6a or chapter 19, article 27 of the Kansas Statutes Annotated, and amendments thereto, because such lot is located in an improvement district established pursuant to chapter 12, article 6a or chapter 19, article 27 of the Kansas Statutes Annotated, and amendments thereto.

Developer and City agree that such construction costs are eligible pursuant to K.S.A. 12-5249(a)(12)(A) as the infrastructure, including streets, sewer, water and utilities, has been existence for at least 10 years.

EXHIBIT E**SUMMARY OF THE CONTRACTUAL ASSURANCES BY THE DEVELOPER AND OF
THE COMPREHENSIVE FEASIBILITY ANALYSIS*****Contractual Assurances***

The Governing Body of the City of Lansing will enter into a development agreement with Greenamyre Rentals, Inc., the developer. This agreement, as supplemented and amended, will include the project construction schedule, a description of projects to be constructed, financial obligations of the developer and financial and administrative support from the City of Lansing, Kansas.

Feasibility Study

The Developer conducted a study to determine whether the public benefits derived from the District will exceed the costs and that the income from the District, together with other sources of revenue provided by the developer, would be sufficient to pay for the public improvements and other Eligible Costs to be undertaken in the District. The analysis estimates the property tax revenues that will be generated from the Development, less existing property taxes and certain unavailable property tax revenues to determine the revenue stream available to support the costs of the public infrastructure and other Eligible Costs. The estimates indicate that the revenue realized from the project together with other sources of Developer funds would be adequate to pay the eligible costs.

CERTIFICATE OF DELIVERY AND PUBLICATION

STATE OF KANSAS)

) §:

COUNTY OF _____)

The undersigned, City Clerk of the City of Lansing, Kansas (the “City”), does hereby certify, as follows:

(a) On the ____th day of _____, 2025, I caused a certified copy of Resolution No. **B-6-2025** with ***Exhibits A*** thru ***E*** attached (the Resolution), to be delivered to the following:

- 1) The Board of County Commissioners of Leavenworth County, Kansas;
- 2) The Board of Education of Unified School District No. 469 , Leavenworth County, Kansas (Lansing); and
- 3) The Planning Commission of the City.

(b) I caused a copy of the Resolution to be published one time in the *Leavenworth Times*, the official newspaper of the City, on the ____ day of _____, 2025, which date was not less than one week nor more than two weeks preceding the date fixed for the public hearing. A true copy of the affidavit of publication of the Resolution is attached to this Certificate.

WITNESS my hand and seal on this ____ day of _____, 2025.

Tish Sims, City Clerk

EXHIBIT A**Fairlane Town Homes Phase II Request for Reinvestment Housing Incentive District (RHID)
Cover Letter**

June 9, 2025

Fairlane Town Homes Phase II Reinvestment Housing Incentive District is a project consisting of the development of approximately 21 units, consisting primarily of five (5) triplex buildings (15 units) and three (3) duplexes (6 units). The project will include nineteen (19) 2-bedroom/1.5-bath units of 1,100 square feet that will rent for \$1,375 per month, and two (2) 1-bed/1-bath units of 600 square feet that will rent for \$900 per month, as determined by the developer consistent with the City of Lansing's RHID Policy.

The project is being developed by Greenamyre Rentals, Inc. Greenamyre is a residential rental developer based in Leavenworth, Kansas. The rental unit development for Fairlane Town Homes Phase II will take approximately 24 months. Greenamyre has a long history of developing and owning rental units in Lansing. Since 2017, Greenamyre has been the only developer of market rate rental units in Lansing.

The City's 2023 Housing Study revealed through analysis what community leaders, citizens, and City officials already have recognized. Lansing is in dire need of all types of housing. The study (through stakeholder meetings and analysis of community demographics, existing housing, and recent housing activity) indicated the following:

- ✓ There is a shortage of rental housing
- ✓ There is little or no new subdivision development
- ✓ The cost of infrastructure is a prohibitive factor
- ✓ Relatively slow absorption rates and lack of economies of scale are a barrier to housing development
- ✓ There is a lack of housing choice in the housing supply in the market
- ✓ There is perceived development risk because of Lansing being on the geographic edge of the KC metro area

Highlights from stakeholders and community input indicated the following:

- Lot and development costs were a barrier: Infrastructure costs have nearly doubled in recent years which makes it extremely difficult for developers to take the risk of developing new subdivisions. Unfortunately, Lansing has experienced this with the miniscule number of building permits pulled in recent years as evidence. Without tools like RHID, communities like Lansing will continue to see limited growth and stagnant population growth.
- RHID could be an effective tool for funding infrastructure: As highlighted later in the narrative, rather than saddling future homeowners with special assessments to pay for the infrastructure, RHID allows the developer to finance it and pay for those costs through future real estate taxes on the homes constructed.
- Lansing has a story to tell, developers and builders are less enthused about more regulated 'red tape' environments for development: **We are open for business:** By joining the other municipalities in the region in implementing the RHID program, Lansing is advertising that they are open for business and are pro-growth.
- It is difficult to build attainable housing because of construction costs, NIMBY ("not in my backyard") opposition and lack of incentives. Employees who work in the city (including teachers) live outside the community and many even across state lines in Missouri. In the school system, only 20-25% live in Lansing.
- At one time Lansing had 25 active builders, that number has now dwindled to two or three.
- Lansing has a large number of single-family rentals. In the Rock Creek area, 20-30% of homes are rentals. Short-term owners often flip houses to property managers. Prospective apartment residents cannot find settings with modern amenities. Limited rental options allow landlords to rent units with reduced upkeep. Lansing and Leavenworth both lack market rate rentals.
- Resistance to townhouses has always been there, but that will have to change. The only way to get unit costs down is to build density. Builders expressed significant interest in building medium-density housing or mixed density projects incorporating twin-homes, duplexes, and townhouses. There was some resistance to traditional apartments, with greater appeal for townhouse settings.
- 64.5% of respondents had incomes between \$50,000 and \$149,999. 65.5% of respondents pay between \$500 and \$1,999 monthly rent or mortgage payments.

Housing Study Summary -

Population Growth –

Non-LCF population growth was 6.9% between 2010 – 2020 - a .67% annual growth. Basehor grew by nearly 50% during that same period and Tonganoxie grew by 11.5% during the same period. USD 469 grew by only 2.69% in total in the last five (5) years while experiencing some years of decline.

Construction Activity

RDG (the author of the housing study) uses a “50 new housing units per 10,000 residents” as a benchmark for a city experiencing steady growth. Lansing has fallen well behind this benchmark constructing 73 units between 2017 – 2022 – an average of around 12 units a year. A total of only 28 duplex and multifamily units were constructed during that time (all by Greenamyre), an average of just under 5 per year - a surprisingly low number for a community of Lansing’s size.

Figure 2.16: Lansing Building Permits Issued 2010-2022

PERMIT TYPE	2017	2018	2019	2020	2021	2022	TOTAL
1-Family	15	8	7	6	1	8	45
Duplex	4	0	0	4	6	0	14
Multifamily	0	0	0	0	0	14	14
Total	19	8	7	10	7	22	73

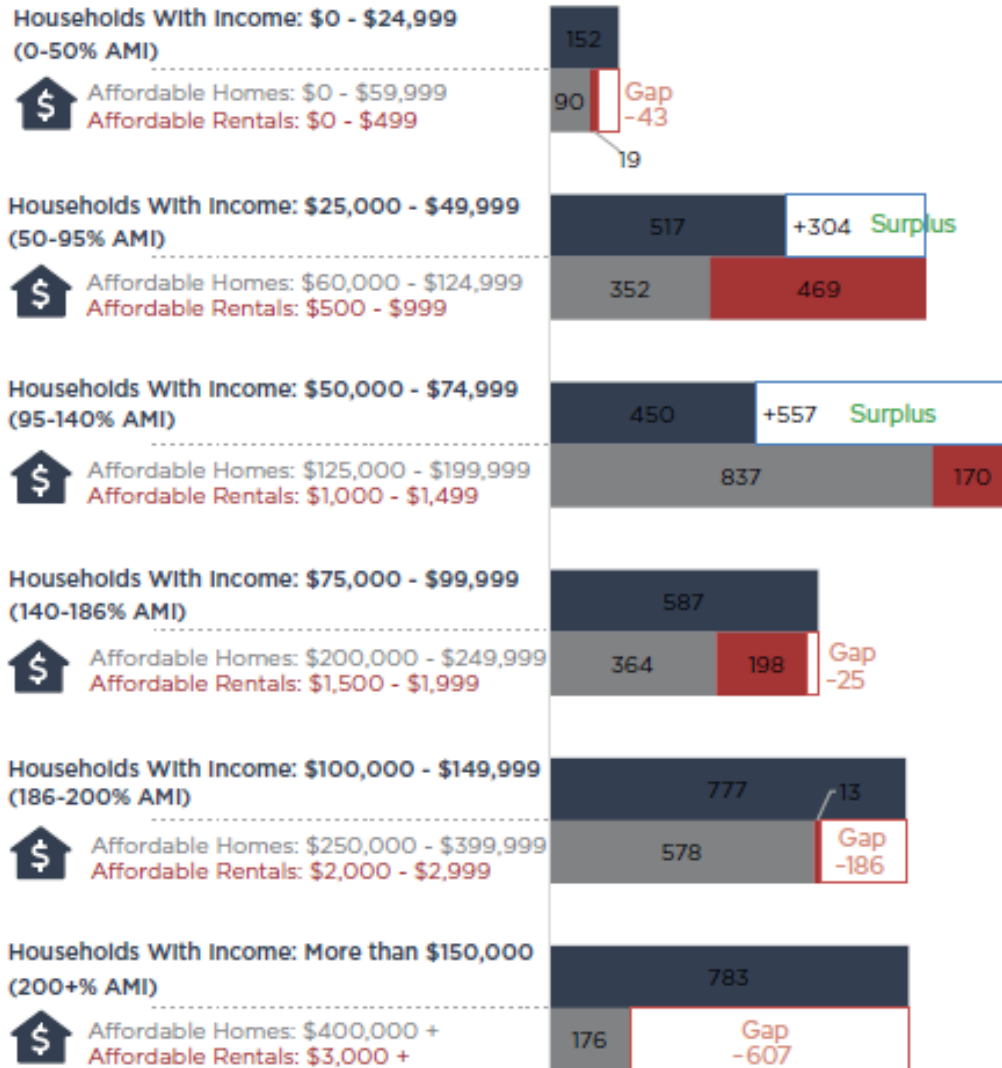
Source: City of Lansing

Housing Affordability

A standard in common use is that a household can afford to allocate 30% of its adjusted gross income to housing-related costs. With 64.5% of respondents having incomes between \$50,000 and \$149,999 for comparison purposes, a household with \$50,000 in income can afford \$1,050 per month in housing costs while a household with \$150,000 in income can afford \$3,550 in housing costs.

Housing Gap – There is a Gap of 211 housing units in the \$75,000 - \$150,000 household income range. The Gap for households with incomes of \$150,000 or more is 607. This project is focused on affordable housing which will include both cohorts between \$75,000 - \$150,000 but will also include some residents in the cohort between \$25,000-\$49,999 for the smaller and lower cost rental units.

Figure 2.25: 2020 Value to Income Ratio



Source: American Community Survey (5-Year Estimates); RDG Planning & Design

Recent market changes to home types according to the Housing Study –

Substantial changes in the market are taking place.

‘Some of these changes are driven by preferences – younger families with a number of demands on their free time are attracted to less time spent on lawn maintenance, want greater walkability, and are sometimes motivated by environmental impact and climate concerns. But the leading influences are economic – land and development costs per conventional subdivision lots are very high and the relatively large, detached homes on them are also expensive as construction costs rise. Typical new construction home costs are typically starting at \$400,000 to \$450,000 and upward, and younger prospective homebuyers are priced out of the market. Higher interest rates are exacerbating the problem

There are two primary ways to address some of these issues: higher residential densities to reduce land and development cost per unit and reducing construction cost by building smaller houses and/or using common walls and rooflines through attached configurations like duplexes, twin homes, and townhomes. These forms are now commonly referred to as "missing middle" development – the middle range between conventional large lot single family development and typical apartments. But economic imperatives and changing development practices are beginning to make these housing forms less "missing."

The project directly addresses these factors by developing 21 housing units between 600 and 1,000 square feet.

Demand through 2030

The Housing Study indicates a need for 112 middle-density residential and 112 multi-family residential units for a total of 224 units. This project addresses both of those unit types.

Figure 3.7: New Residential Land Needs for Scenario

HOUSING TYPE	UNITS/ACRE	NUMBER OF PROJECTED UNITS	REQUIRED LAND AREA (A)
Conventional 1-family	2.75	168	61
Small lot 1-family	5.0	168	34
Middle-density residential	5.0	112	14
Multifamily residential	16.0	112	7
TOTAL	4.84	560	116

Source: RDG Planning & Design

Housing Study Strategy –

Two of the key recommendations are lot development and mitigating risk.

The study suggests lowering the risk related to infrastructure and public improvements in ways that help share the cost and address housing gaps.

Without improved lots or development sites, there is no place to build new housing. Lot development through private financing is a high risk, low reward proposition for developers. Money is spent on the front end for streets, sewers, and water. If residential lot absorption is slow, the developer experiences financial risk and stress. Kansas has two primary tools to address this problem.

Special Assessments –

The development team views special assessments as necessary in some cases, such as building major offsite infrastructure or addressing major onsite issues. However, the overall view is specials mitigate the developer's risk but place larger risk on the city and a cost burden for the homebuyers. They are also confusing to the homebuyer and distort the value of the home.

Revitalization Housing Incentive District (RHID) –

RHID places the risk on the developer, incentivizes builders because of lower site work costs, and ultimately helps the renter when RHID savings are passed on to the end consumer. With RHID, the developer will pay for site work and utilize the RHID tool to recoup costs.

The RHID statute dictates that the state school fund will retain 20 mills for state school funding. Schools are partially funded on a 'per student basis.' Students living in the project would attend USD 469 schools, however, if the first phase of Fairlane is an indicator there won't be many students living in the project. The first phase has had two students in 2023/24 and one student in 2024/25 attending Lansing schools. With the acknowledgment that school funding is complex, this should result in an **increase** or no effect on the school district.

This project will be a catalyst for the housing that is needed and desired in Lansing and will indicate to other developers that Lansing has a thriving market that is open for business.

The request is for a 20-year RHID with an 80% Developer and 20% Taxing Jurisdiction Split.

The total project value is estimated to be approximately \$4,300,000.

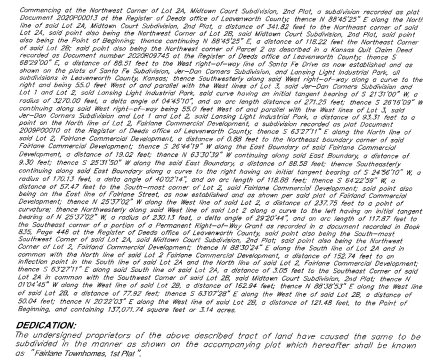
Exhibit B: Legal Description & Map of Proposed District

Legal Description :

A tract of land being all of Lot 2B Midtown Court Subdivision, 2nd Plat, and all of Lot 2, Fairlane Commercial Development, and a part of Abandoned Railroad of Santa Fe Subdivision, all being a part of the Northwest Quarter of Section 19, Township 9 South, Range 23 East of the 6th P.M. in the City of Lansing, Leavenworth County, Kansas, a description written by D. Steven West, PS No. 1614, on October 19, 2023, and being more particularly described as follows:

Commencing at the Northwest Corner of Lot 2A, Midtown Court Subdivision, 2nd Plat, a subdivision recorded as plat Document 2020P00013 at the Register of Deeds office of Leavenworth County; thence N 88°45'25" E along the North line of said Lot 2A, Midtown Court Subdivision, 2nd Plat, a distance of 341.82 feet to the Northeast corner of said Lot 2A, said point also being the Northwest Corner of Lot 2B, said Midtown Court Subdivision, 2nd Plat, said point also being the Point of Beginning; thence continuing N 88°45'25" E, a distance of 118.22 feet the Northeast Corner of said Lot 2B; said point also being the Northwest corner of Parcel 2 as described in a Kansas Quit Claim Deed recorded as Document number 2020R09745 at the Register of Deeds office of Leavenworth County; thence S 68°29'00" E, a distance of 88.51 feet to the West right-of-way line of Santa Fe Drive as now established and as shown on the plats of Santa Fe Subdivision, Jer-Dan Corners Subdivision, and Lansing Light Industrial Park, all subdivisions in Leavenworth County, Kansas; thence Southwesterly along said West right-of-way along a curve to the right and being 55.0 feet West of and parallel with the West lines of Lot 3, said Jer-Dan Corners Subdivision and Lot 1 and Lot 2, said Lansing Light Industrial Park, said curve having an initial tangent bearing of S 21°31'00" W, a radius of 3270.00 feet, a delta angle of 04°45'10", and an arc length distance of 271.25 feet; thence S 26°16'09" W continuing along said West right-of-way being 55.0 feet West of and parallel with the West lines of Lot 3, said Jer-Dan Corners Subdivision and Lot 1 and Lot 2, said Lansing Light Industrial Park, a distance of 93.31 feet to a point on the North line of Lot 2, Fairlane Commercial Development, a subdivision recorded as plat Document 2009P00010 at the Register of Deeds office of Leavenworth County; thence S 63°27'11" E along the North line of said Lot 2, Fairlane Commercial Development, a distance of 0.88 feet to the Northeast boundary corner of said Fairlane Commercial Development; thence S 26°44'19" W along the East Boundary of said Fairlane Commercial Development, a distance of 19.02 feet; thence N 63°30'39" W continuing along said East Boundary, a distance of 9.30 feet; thence S 25°31'50" W along the said East Boundary, a distance of 88.58 feet; thence Southeasterly continuing along said East Boundary along a curve to the right having an initial tangent bearing of S 24°56'10" W, a radius of 170.13 feet, a delta angle of 40°02'14", and an arc length of 118.88 feet; thence S 64°22'59" W, a distance of 57.47 feet to the South-most corner of Lot 2, said Fairlane Commercial Development; said point also being on the East line of Fairlane Street, as now established and as shown per said plat of Fairlane Commercial Development; thence N 25°37'02" W along the West line of said Lot 2, a distance of 237.75 feet to a point of curvature; thence Northwesterly along said West line of said Lot 2 along a curve to the left having an initial tangent bearing of N 25°37'02" W, a radius of 230.13 feet, a delta angle of 29°20'44", and an arc length of 117.87 feet to the Southeast corner of a portion of a Permanent Right-of-Way Grant as recorded in a document recorded in Book 835, Page 448 at the Register of Deeds office of Leavenworth County, said point also being the South-most Southwest Corner of said Lot 2A, said Midtown Court Subdivision, 2nd Plat; said point also being the Northwest Corner of Lot 2, Fairlane Commercial Development; thence N 88°30'24" E along the South line of Lot 2A and in common with the North line of said Lot 2 Fairlane Commercial Development, a distance of 152.74 feet to an inflection point in the South line of said Lot 2A and the North line of said Lot 2, Fairlane Commercial Development; thence S 63°27'11" E along said South line of said Lot 2A, a distance of 3.05 feet to the Southeast Corner of said Lot 2A in common with the Southwest Corner of said Lot 2B, said Midtown Court Subdivision, 2nd Plat; thence N 01°04'45" W along the West line of said Lot 2B, a distance of 162.94 feet; thence N 88°38'53" E along the West line of said Lot 2B, a distance of 77.92 feet; thence S 63°07'28" E along the West line of said Lot 2B, a distance of 50.04 feet; thence N 20°22'03" E along the West line of said Lot 2B, a distance of 121.48 feet, to the Point of Beginning, and containing 137,071.74 square feet or 3.14 acres.

Legal Description :
A tract of land being all of Lot 289 Midtown Court Subdivision, 2nd Plat, and all of Lot 2, Folsome Commercial Development, and a part of Abandoned Railroad of Santa Fe Subdivision, all being a part of the Northwest Quarter of Section 19, Township 9 South, Range 23 East of the 6th P.M., in the City of Lansing, Leemore County, Kansas, as a description written by D. Steinhilber, PLS No. 1614, on October 19, 2023, and being more particularly described as follows:



There will be no restrictions other than those shown hereon.

OWNER'S CERTIFICATE:

This is to certify that the undersigned is the owner of the land described in the plat, and that all previous taxes have been paid, and that they have caused the same to be surveyed and subdivided as indicated thereon, for the uses and purposes therein set forth, and do hereby acknowledge and adopt the same under the style and title thereon indicated.

GIVEN under my hand at Lansing, Kansas this 12 day of December A.D. 1906

2023
Jeremy Greenaway

NOTARY CERTIFICATE:
STATE OF KANSAS }
COUNTY OF LEAVENWORTH } SS

Be it remembered that on this 12th day of December 2023, before me, a notary public in and for said County and State, came Jeremy Greenmyre of Greenmyre Rentals, Inc., to me personally known to be the same persons who executed the foregoing instrument of writing and duly acknowledged the execution of same. In testimony whereof, I have hereunto set my hand and affixed my notarial seal the day and year above written.

(SEAL)  *W. L. Wilson* *Feb. 11, 1907*
W. L. WILSON
NOTARY PUBLIC
STATE OF KANSAS

COMMUNITY & ECONOMIC DEVELOPMENT DIRECTOR APPROVAL:
I, the Director of Community & Economic Development for the City of Lansing,
do hereby approve the administrative plat shown hereon this day 1st of December

2023

 Director of Community & Economic Development Joshua Genteler

COUNTY SURVEYOR'S CERTIFICATE:
I hereby certify this plat meets the requirements of K.S.A. 58-2005. The face of this plat was reviewed based on Kansas Minimum Standards for Boundary Surveys. No field verification is implied. This review is for survey information only.

Dak Bd 12-15-23
Daniel Baumchen, PS 1363 - County Surveyor

REGISTER OF DEEDS CERTIFICATE:
 Plot of Fairlane Townhomes, 1st Plot of Lansing was filed for record in the office of the
 Leavenworth County Register of Deeds this 21st day of DECEMBER, 2023, and is
 duly recorded at 10:29 A.M., as Document No. 2023PC0058

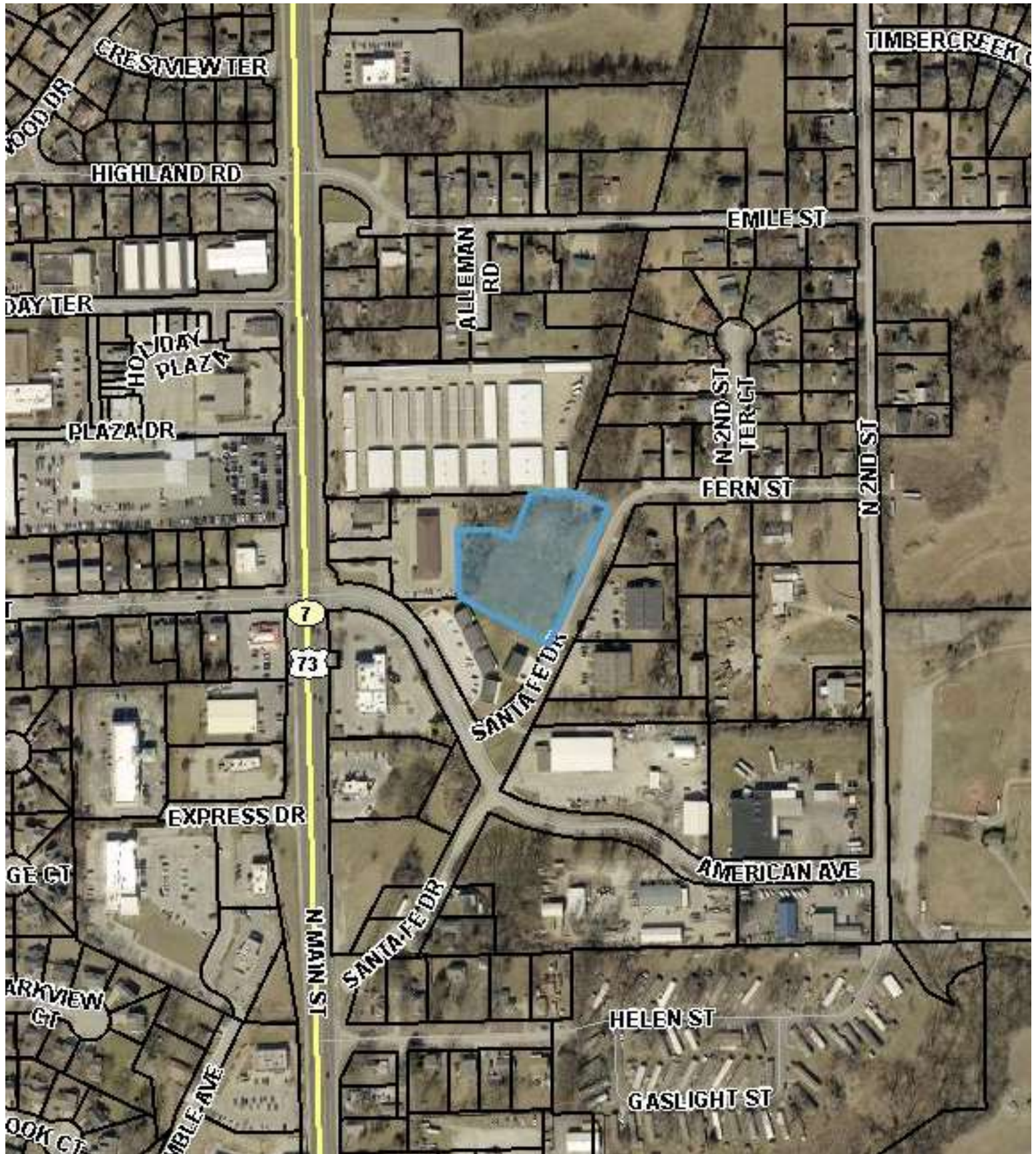


Terrill G. Mashburn
Terry G. Mashburn, Register of Deeds, Leavenworth Co., Kansas

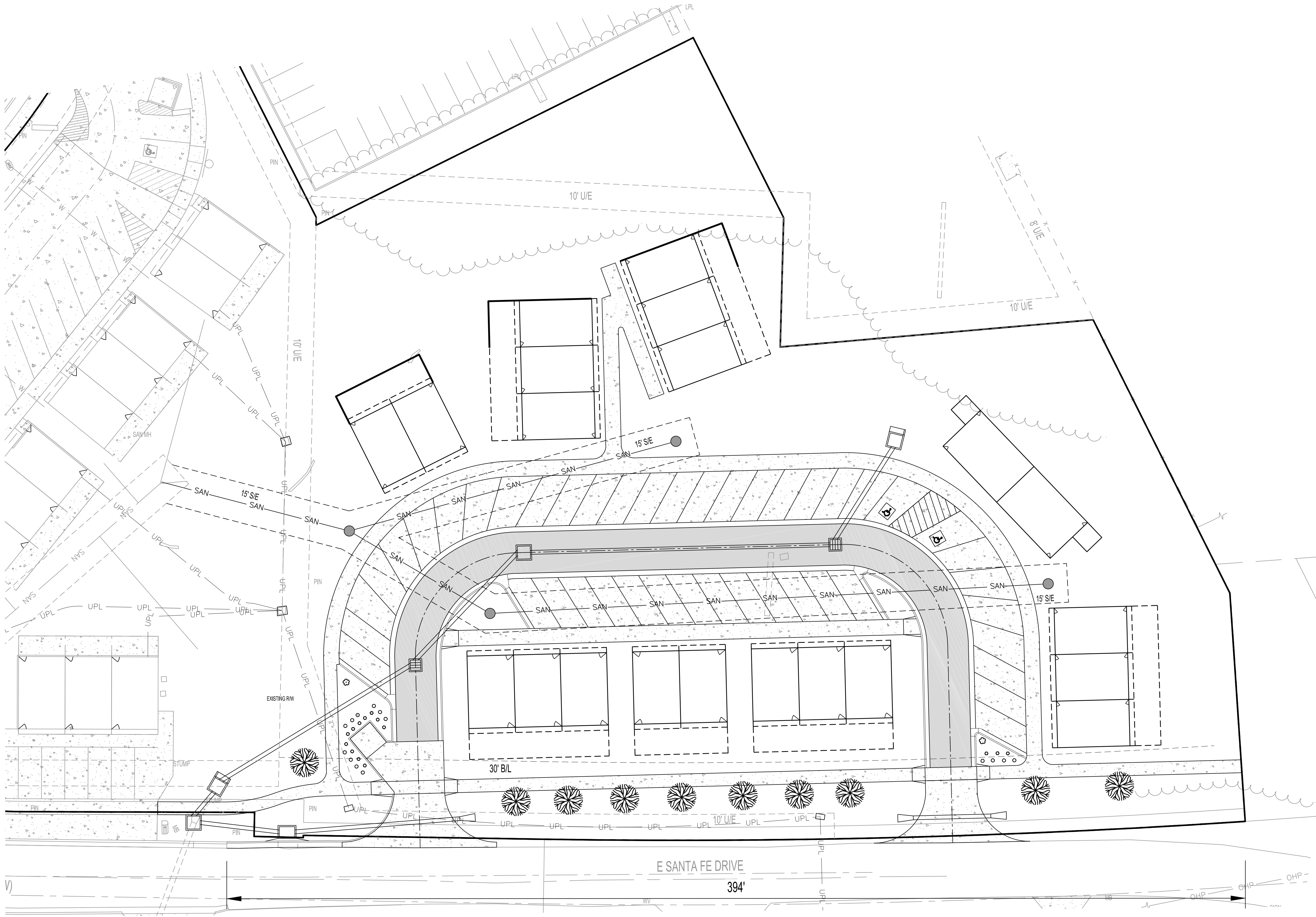
OR:  IS NOW >>  benesch
entals, Inc. Alfred Benesch & Company, Inc.
emyra
Street
0410

1670 College Blvd. Suite 202 Lakewood, CO 80719 (303) 688-4447 www.benttschools.com

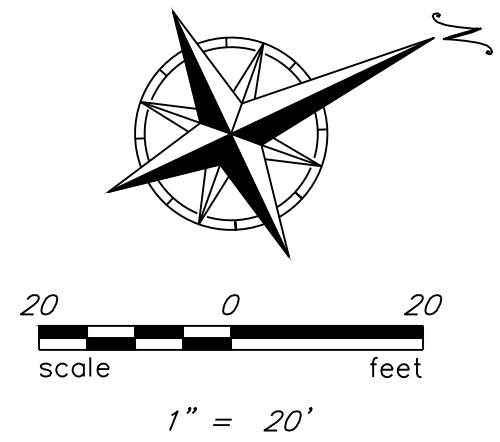
Exhibit C: Preliminary Site Plan



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PLANTING SCHEDULE				
Symbol	Total	Common Name	Botanical Name	Size
	10	Commemoration Sugar Maple	Acer saccharum	3" Cal Min.
	14	Magic Carpet Spirea	Spiraea japonica	2 gal Min.
	14	Lodense Privet	Ligustrum vulgare	2 gal Min.
	2	Goldfinger Potentilla	Potentilla fruticosa	2 gal Min.



OWNER / DEVELOPER
GREENAMYRE RENTALS, INC.
2500 S 2ND STREET
LEAVENWORTH, KS 66048

FARILANE TOWNHOMES PH. 2
LANSING, KANSAS

LANDSCAPE PLAN



15700 College Blvd. #202
Lenexa, KS 66219
Job No. - 1325-500004.00

DESIGNED BY
DRAWN BY
CHECKED BY
REVIEWED BY

DATE

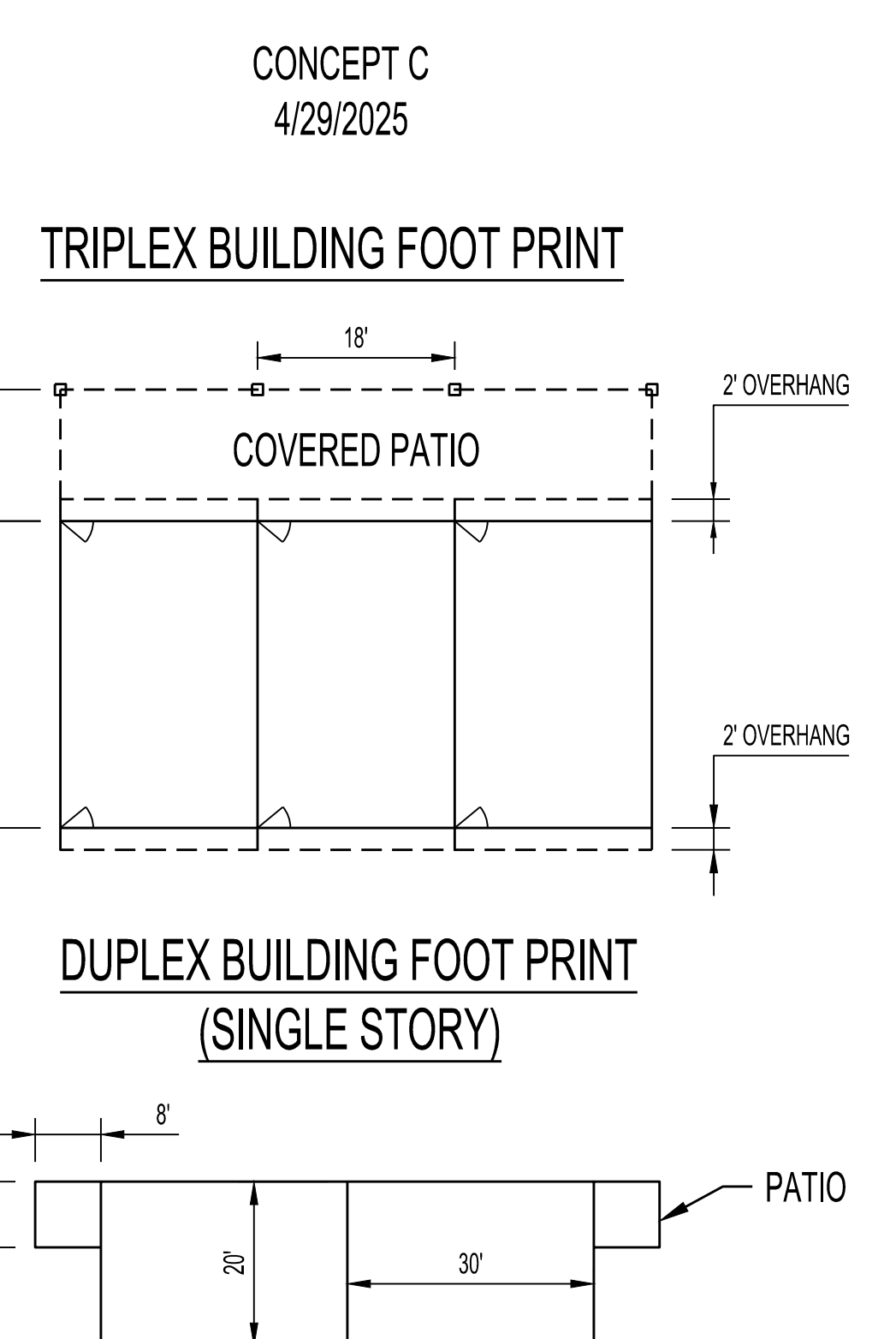
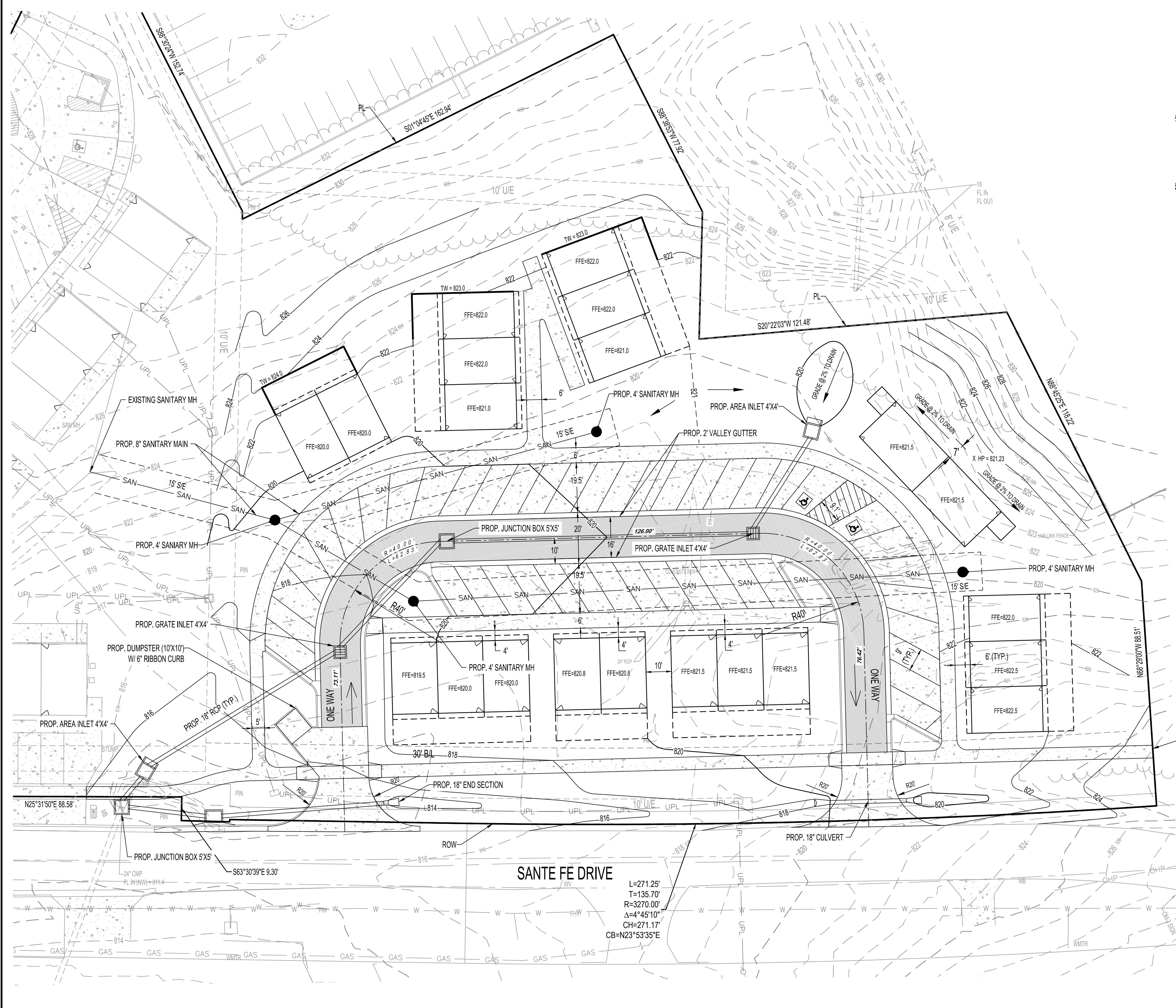
PROJECT
STONE CREEK

DATE

SHEET NO.
of

REVISIONS		NO.	DATE

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PROJECT DATA

TRIPLEXES	5(15 UNITS)
DUPLEXES	3(6 UNITS)
TOTAL UNITS	21
PARKING W/ 2 ADA	44 SPACES

MINIMUM SETBACKS:

FRONT:	25 FEET
SIDE:	10 FEET
REAR:	30 FEET

LEGEND

HP -	HIGH POINT
ME -	MATCH EXISTING
TP -	TOP OF PAVEMENT
LP -	LOW POINT


Agenda Item 5.																													
									DATE																				
									REVISIONS																				
									NO.																				
SITE PLAN																													
										FAIRLANE TOWNHOMES PH 2 LANSING, KANSAS																			
																				 benesch Alfred Benesch & Company 15700 College Blvd, Suite 202 Lenexa, Kansas 66219 913-888-4647 Job No. - 2020-035 10									
PROJECT FAIRLANE TOWNHOMES																													
DATE April 30, 2025																													
JOB NO. 1325-500010.00																													
SHEET NO.																													
of																													

Exhibit D: Project Proforma/Sources of Funds

Fairlane Townhomes Phase II	
Item	Budget Amount
Land Acquisition Cost	\$ 27,190
Infrastructure Cost	\$ 765,000
Construction Cost	\$ 2,950,000
Const. Orig. Fee	\$ 20,000
Contingency	\$ 150,000
Engineering Architectural	\$ 125,000
Development Fee	\$ 21,000
Appraisal	\$ 7,500
R.E. Tax During Construction	\$ 7,200
Insurance (Included in Construction Bid)	\$ 21,000
Construction Interest	\$ 170,675
Total Project Cost	\$ 4,264,565
MIH Net Revenue	\$ 450,000
Total Cost Less MIH	\$ 3,814,565
Financed Amount	\$ 3,051,652
Equity	\$ 762,913

Property Pro-Forma (20 YR)

Farlane Townhomes Phase II

			20 Units									
			Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10
Year Start	Year Ending		1/1/2026	1/1/2027	1/1/2028	1/1/2029	1/1/2030	1/1/2031	1/1/2032	1/1/2033	1/1/2034	1/1/2035
Income Inflation	Expense Inflation			2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Revenue			Per Unit									
Base Rental Revenue		\$0	\$ -	\$ -	\$ 335,100	\$ 341,802	\$ 348,638	\$ 355,611	\$ 362,723	\$ 369,977	\$ 377,377	\$ 384,925
General Vacancy	5.00% of Base Rev.	\$0	\$ -	\$ -	\$ (16,755)	\$ (17,090)	\$ (17,432)	\$ (17,781)	\$ (18,136)	\$ (18,499)	\$ (18,869)	\$ (19,246)
Developer RHID Income		\$0	\$ -	\$ -	\$ -	\$ 40,719	\$ 41,533	\$ 42,364	\$ 43,211	\$ 44,076	\$ 44,957	\$ 45,856
Effective Gross Revenue		\$0	\$ -	\$ -	\$ 318,345	\$ 365,431	\$ 372,740	\$ 380,194	\$ 387,798	\$ 395,554	\$ 403,465	\$ 411,535
Expenses												
RE Taxes		\$345	\$ 6,896	\$ 6,896	\$ 6,896	\$ 63,853	\$ 65,130	\$ 66,433	\$ 67,761	\$ 69,117	\$ 70,499	\$ 71,909
Operating Expenses		\$0	\$ -	\$ -	\$ 42,221	\$ 43,065	\$ 43,927	\$ 44,805	\$ 45,701	\$ 46,615	\$ 47,548	\$ 48,499
Total Operating Expenses	#DIV/0! of EGR	\$345	\$ 6,896	\$ 6,896	\$ 49,117	\$ 106,918	\$ 109,057	\$ 111,238	\$ 113,463	\$ 115,732	\$ 118,047	\$ 120,408
Net Operating Income	-0.17% Entry Cap	-\$345	\$ (6,896)	\$ (6,896)	\$ 269,228	\$ 258,512	\$ 263,683	\$ 268,956	\$ 274,336	\$ 279,822	\$ 285,419	\$ 291,127
Annual Debt Service			\$ 52,067	\$ 156,202	\$ 281,719	\$ 281,719	\$ 281,719	\$ 281,719	\$ 281,719	\$ 281,719	\$ 281,719	\$ 281,719
Cash Flow Before Tax			\$ (58,963)	\$ (163,098)	\$ (12,491)	\$ (23,207)	\$ (18,036)	\$ (12,763)	\$ (7,384)	\$ (1,897)	\$ 3,700	\$ 9,408
Return on Equity	\$ 762,913 Equity	-3.73% Avg.	-7.73%	-21.38%	-1.64%	-3.04%	-2.36%	-1.67%	-0.97%	-0.25%	0.48%	1.23%
Return on Investment	\$ 4,264,565 Investment	-0.67% Avg.	-1.38%	-3.82%	-0.29%	-0.54%	-0.42%	-0.30%	-0.17%	-0.04%	0.09%	0.22%
Debt Service Coverage Ratio			(0.13)	(0.04)	0.96	0.92	0.94	0.95	0.97	0.99	1.01	1.03

STANDARD LOAN	
Loan Amount	\$ 3,051,652
Interest Rate	6.90%
Loan Term	5 Years
Amortization	20 Years
Interest Only	0 Months
Monthly Payment	\$23,476.60
Annual Payment	\$ 281,719.14
Ending Loan Balance	

Property Pro-Forma (20 YR)
Farilane Townhomes Phase II

			Year 11	Year 12	Year 13	Year 14	Year 15	Year 16	Year 17	Year 18	Year 19	Year 20	Year 21
			1/1/2036	1/1/2037	1/1/2038	1/1/2039	1/1/2040	1/1/2041	1/1/2042	1/1/2043	1/1/2044	1/1/2045	1/1/2046
20 Units	Year Start Year Ending		12/31/2036	12/31/2037	12/31/2038	12/31/2039	12/31/2040	12/31/2041	12/31/2042	12/31/2043	12/31/2044	12/31/2045	12/31/2046
Income Inflation			2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Expense Inflation			2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%	2.00%
Revenue													
Per Unit													
Base Rental Revenue	\$0		\$ 392,623	\$ 400,476	\$ 408,485	\$ 416,655	\$ 424,988	\$ 433,488	\$ 442,157	\$ 451,000	\$ 460,020	\$ 469,221	\$ 478,605
General Vacancy	\$0	5.00% of Base Rev.	\$ (19,631)	\$ (20,024)	\$ (20,424)	\$ (20,833)	\$ (21,249)	\$ (21,674)	\$ (22,108)	\$ (22,550)	\$ (23,001)	\$ (23,461)	\$ (23,930)
Developer RHID Income	\$0		\$ 46,773	\$ 47,709	\$ 48,663	\$ 49,636	\$ 50,629	\$ 51,642	\$ 52,674	\$ 53,728	\$ 54,802	\$ 55,898	\$ 57,016
Effective Gross Revenue	\$0		\$ 419,765	\$ 428,161	\$ 436,724	\$ 445,458	\$ 454,367	\$ 463,455	\$ 472,724	\$ 482,178	\$ 491,822	\$ 501,658	\$ 511,691
Expenses													
RE Taxes	\$345		\$ 73,347	\$ 74,814	\$ 76,310	\$ 77,836	\$ 79,393	\$ 80,981	\$ 82,601	\$ 84,253	\$ 85,938	\$ 87,656	\$ 89,410
Operating Expenses	\$0		\$ 49,469	\$ 50,458	\$ 51,467	\$ 52,497	\$ 53,546	\$ 54,617	\$ 55,710	\$ 56,824	\$ 57,960	\$ 59,120	\$ 60,302
Total Operating Expenses	\$345	#DIV/0! of EGR	\$ 122,816	\$ 125,272	\$ 127,777	\$ 130,333	\$ 132,940	\$ 135,598	\$ 138,310	\$ 141,077	\$ 143,898	\$ 146,776	\$ 149,712
Net Operating Income	-0.17% Entry Cap	-\$345	\$ 296,950	\$ 302,889	\$ 308,946	\$ 315,125	\$ 321,428	\$ 327,856	\$ 334,413	\$ 341,102	\$ 347,924	\$ 354,882	\$ 361,980
Annual Debt Service			\$ 281,719	\$ 281,719	\$ 281,719	\$ 281,719	\$ 281,719	\$ 281,719	\$ 281,719	\$ 281,719	\$ 281,719	\$ 281,719	\$ 281,719
Cash Flow Before Tax			\$ 15,230	\$ 21,169	\$ 27,227	\$ 33,406	\$ 39,709	\$ 46,137	\$ 52,694	\$ 59,383	\$ 66,205	\$ 73,163	\$ 80,261
Return on Equity	\$ 762,913	Equity -3.73% Avg.	2.00%	2.77%	3.57%	4.38%	5.20%	6.05%	6.91%	7.78%	8.68%	9.59%	10.52%
Return on Investment	\$ 4,264,565	Investment -0.67% Avg.	0.36%	0.50%	0.64%	0.78%	0.93%	1.08%	1.24%	1.39%	1.55%	1.72%	1.88%
Debt Service Coverage Ratio			1.05	1.08	1.10	1.12	1.14	1.16	1.19	1.21	1.24	1.26	1.28

Exhibit E: Investors

Exhibit E: Schedule of Investors with percentages of invested debt and equity

- Land Development (RHID) –

Greenamyre Rentals, Inc – 100%

Jeremy Greenamyre - 45% Member

Michael Greenamyre – 55% Member

100% of equity and debt

Exhibit F: Project Feasibility Analysis

Fairlane Townhomes Phase II Reinvestment Housing Incentive District Feasibility Study

	Assessed Value	Property Class	Mill Levy	Number of Lots	Tax Amount
Existing Land	\$ 27,141	11.5%	0.139158	1	\$ 3,777
Total Current					\$ 3,777

	Estimated Value of Lots	Estimated Value of Buildings to be Constructed	Property Class	Mill Levy	Est. Property Tax	Number of Lots	Total Value
Per Unit	\$ 10,000	\$ 180,000	11.5%	0.119158	\$ 2,604	21	\$ 54,676

Grand Total Less Incentive Percent	\$ 54,676
Tax Increment	\$ 50,899
25 Year RebateTotal, 2.5% Growth	\$ -
Total Tax Less State Mils/Local Schools	\$ 54,676
Total Captured Mill Levy	0.119158

RHID Split after 21.5 Mills for State School & Bldg	
Developer	80%
City	6.67%
County	6.67%
Local School District	6.67%

Total RE Taxes \$ 63,853

Total Mills 0.139158
Less State School 20 Mills 0.119158

Fairlane Townhomes Phase II

Agenda Item 5.

YEAR	RHID YEAR	BASE RE TAX	TOTAL REAL ESTATE TAX	REAL ESTATE TAX INCREMENT	DEVELOPER PORTION OF INCREMENT - 80%	CITY PORTION OF INCREMENT	COUNTY PORTION OF INCREMENT	LOCAL USD PORTION OF INCREMENT	TOTAL RHID	
1	2025	\$ 3,777	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2	2026	\$ 3,777	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
3	2027	\$ 3,777	\$ 38,273	\$ 34,496	\$ 27,597	\$ 2,300	\$ 2,300	\$ 2,300	\$ 34,496	
4	2028	\$ 3,777	\$ 54,676	\$ 50,899	\$ 40,719	\$ 3,393	\$ 3,393	\$ 3,393	\$ 85,395	
5	2029	\$ 3,777	\$ 55,769	\$ 51,992	\$ 41,594	\$ 3,466	\$ 3,466	\$ 3,466	\$ 137,387	
6	2030	\$ 3,777	\$ 56,885	\$ 53,108	\$ 42,486	\$ 3,540	\$ 3,540	\$ 3,540	\$ 190,495	
7	2031	\$ 3,777	\$ 58,022	\$ 54,245	\$ 43,396	\$ 3,616	\$ 3,616	\$ 3,616	\$ 244,740	
8	2032	\$ 3,777	\$ 59,183	\$ 55,406	\$ 44,325	\$ 3,693	\$ 3,693	\$ 3,693	\$ 300,146	
9	2033	\$ 3,777	\$ 60,366	\$ 56,590	\$ 45,272	\$ 3,772	\$ 3,772	\$ 3,772	\$ 356,736	
10	2034	\$ 3,777	\$ 61,574	\$ 57,797	\$ 46,237	\$ 3,853	\$ 3,853	\$ 3,853	\$ 414,533	
11	2035	\$ 3,777	\$ 62,805	\$ 59,028	\$ 47,223	\$ 3,935	\$ 3,935	\$ 3,935	\$ 473,561	
12	2036	\$ 3,777	\$ 64,061	\$ 60,284	\$ 48,228	\$ 4,019	\$ 4,019	\$ 4,019	\$ 533,845	
13	2037	\$ 3,777	\$ 65,342	\$ 61,566	\$ 49,253	\$ 4,104	\$ 4,104	\$ 4,104	\$ 595,411	
14	2038	\$ 3,777	\$ 66,649	\$ 62,872	\$ 50,298	\$ 4,191	\$ 4,191	\$ 4,191	\$ 658,283	
15	2039	\$ 3,777	\$ 67,982	\$ 64,205	\$ 51,364	\$ 4,280	\$ 4,280	\$ 4,280	\$ 722,489	
16	2040	\$ 3,777	\$ 69,342	\$ 65,565	\$ 52,452	\$ 4,371	\$ 4,371	\$ 4,371	\$ 788,054	
17	2041	\$ 3,777	\$ 70,729	\$ 66,952	\$ 53,562	\$ 4,463	\$ 4,463	\$ 4,463	\$ 855,006	
18	2042	\$ 3,777	\$ 72,143	\$ 68,367	\$ 54,693	\$ 4,557	\$ 4,557	\$ 4,557	\$ 923,372	
19	2043	\$ 3,777	\$ 73,586	\$ 69,809	\$ 55,848	\$ 4,653	\$ 4,653	\$ 4,653	\$ 993,182	
20	2044	\$ 3,777	\$ 75,058	\$ 71,281	\$ 57,025	\$ 4,752	\$ 4,752	\$ 4,752	\$ 1,064,463	
	TOTALS		\$	1,064,463	\$	851,570	\$	70,957	\$	70,957
	NET PRESENT VALUE		8.00%	\$449,663.82	\$359,731.06	\$29,974.59	\$29,974.59	\$29,974.59		

Bond Proceeds (NPV of Revenue Divided by DSCR)

Notes:

The projected appraised value is assumed to increase at the following percent every year: 2.0%

NET PRESENT VALUE 8.0%

Percentage of Completion Assessed:

2025	0.00%
2026	0.00%
2027	70.00%
2028	100.00%

Exhibit G Not Applicable

Developer & Lender Commitment Letters



2500 S.
Leavenworth, KS 66048

Agenda Item 5.

(913) 651-9717
www.Greenamyre.com

November 13, 2024

Alissa Ice and Deanne Engstrom
Kansas Housing Resource Corporation (KHRC)
Moderate Income Housing RFP
611 S. Kansas Ave., Suite 300
Topeka, KS 66603

Alissa & Deanne,

Please accept this letter as our commitment to develop Fairlane Townhomes Phase II, located in Lansing, KS (21 units), assuming approval of the requisite city and state incentives. The Lansing area needs more housing and has severely lagged the metropolitan area in residential development for the last decade. This project will serve as a catalyst for residential construction in Lansing and we are excited about being part of the reactivation of home development in the local market.

Greenamyre Rentals, Inc. is fully committed to funding the project, including owner equity and any debt required to complete the project. Our lender for the project is Commerce Bank (see commitment letter) and with the city's support we are in the process of creating a Reinvestment Housing Improvement District (RHID) to assist with project viability.

Greenamyre Rentals, Inc. encourages the Kansas Housing Resources Corporation to approve funding for a Moderate-Income Housing (MIH) Grant, so that the project development work may begin as soon as possible.

Thank you for your consideration, we look forward to working with KHRC on this important project.

Respectfully,

A handwritten signature in blue ink, appearing to read 'Jeremy Greenamyre', is written over a light blue horizontal line.

Jeremy Greenamyre, Vice President
Jeremy@Greenamyre.com
(913) 828-4440



Leavenworth Banking Center
2830 South 4th Street
Leavenworth, Kansas 66048
(913) 682-8282
commercebank.com

November 21, 2024

City of Lansing

Kansas Housing Resource Corporation

Moderate Income Housing RFP

RE: Greenamyre Rentals, Inc.

Fairlane Phase 2 housing units project in Lansing Ks.

To whom it may concern:

Commerce Bank has had a long standing, positive and continuing relationship with Greenamyre Rentals, Inc. Commerce Bank has been their primary lender for over 35 years. In that time, Commerce Bank has financed every new construction project that the company has built in the Lansing, and Leavenworth County area.

The Fairlane Phase 2 project will serve as a catalyst for new rental housing units in the area. We are excited to work with them on this potential project.

Commerce Bank encourages the City of Lansing, Kansas Housing Resource Corporation, and Moderate Income Housing programs to fund this project request to the fullest extent, any potential loan approval at Commerce Bank will be dependent on full credit committee approval, satisfactory appraisal requirements and on Greenamyre Rentals, Inc. receiving the funding and credits from these programs as we have been presented in their application package.

Thank you for your consideration, and we look forward to working with everyone involved in the project to help increase the supply of housing in Lansing Kansas. Please let me know if you have any questions about our attached term sheet. Brian.habjan@commercebank.com 913-758-2822.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian Habjan", written over a light blue horizontal line.

Brian Habjan

Vice President

Additional Information

Developer PowerPoint Presentation

Fairlane Town Homes Phase II - RHID

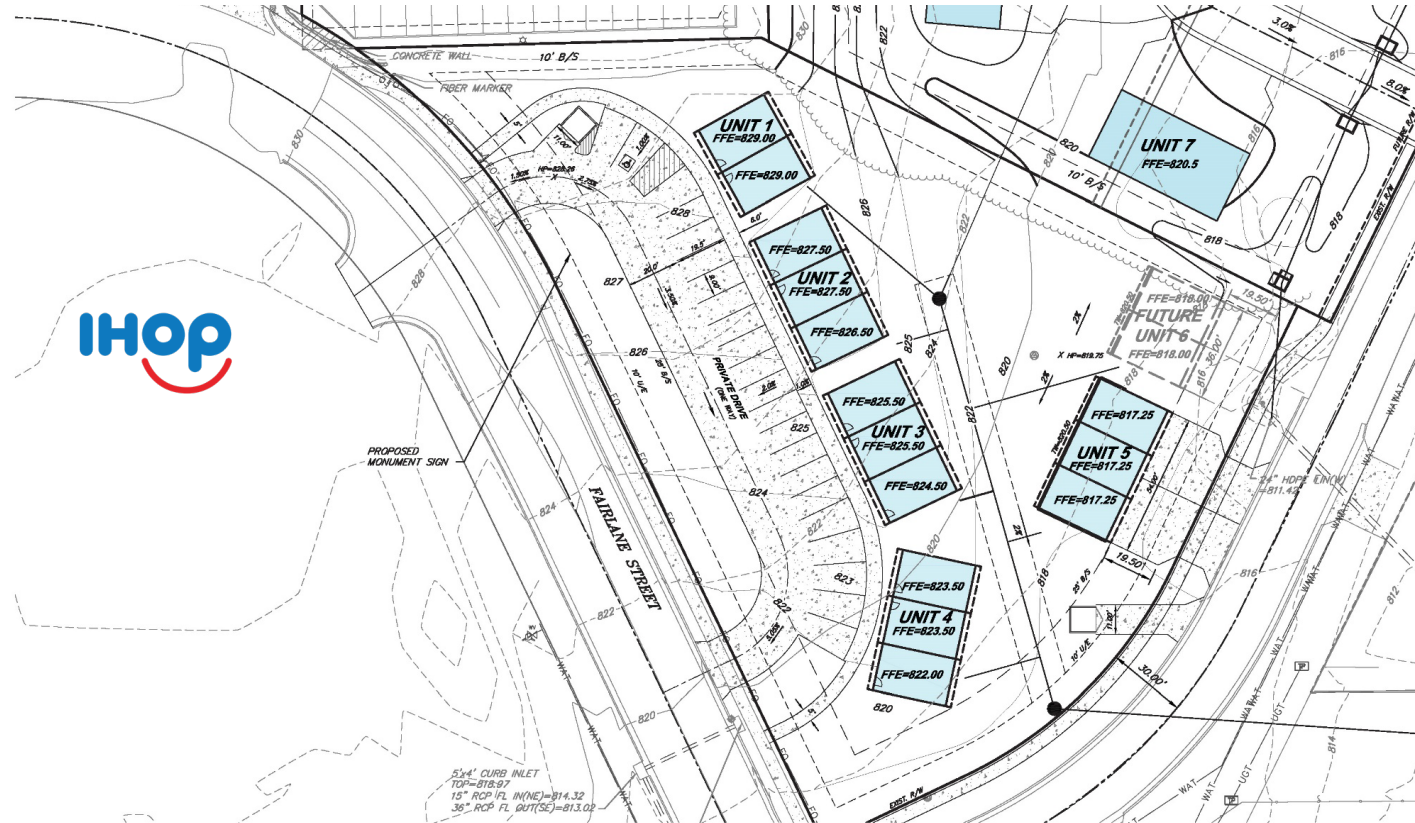
Jeremy Greenamyre, Vice President



Fairlane Town Homes History

- Owned land for decades.
- Main Street Enhancement / Fairlane Extension – Early 2000s
- Replat – 2009
- Additional land – 2020
- Rezone – 2021
- Groundbreaking (Phase I) – 2022

Fairlane Town Homes – Phase I



Fairlane Town Homes – Phase I

Exterior Photos



Fairlane Town Homes – Phase I

Interior Photos



Fairlane Town Homes – Phase I

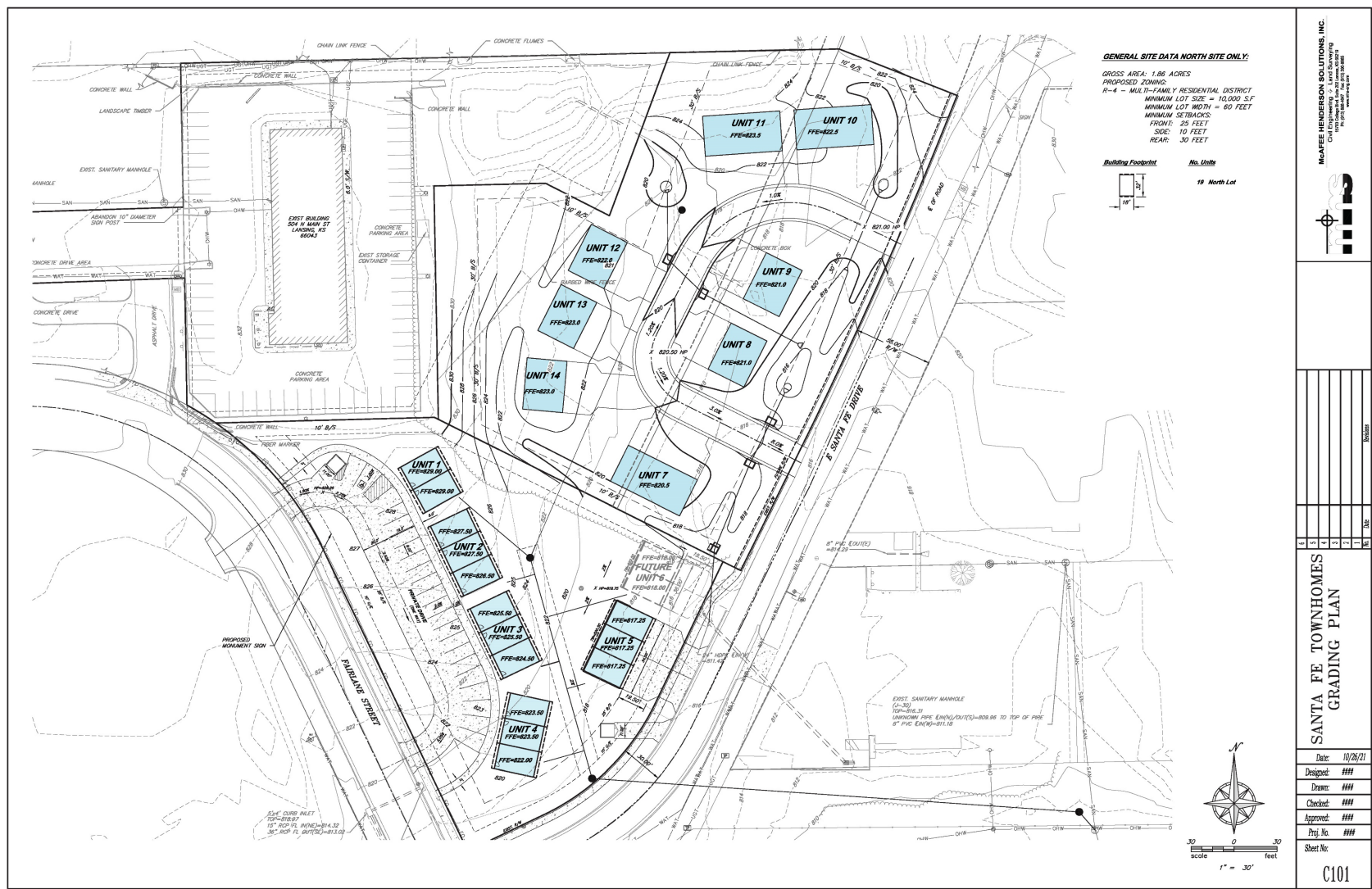
Interior Photos



Fairlane Town Homes – Phase I

- 14 units – 2 bed/1.5 bath, about 1000 sq. ft.
- Construction Start: Summer 2022.
- Construction Completion: Fall 2024.
- Positives:
 - Flat site.
 - Existing sidewalks, curb and gutter.
 - No drainage issues.
 - ARPA grant for sewer extension (about \$90k).
- Over 95% occupancy.

Fairlane Town Homes – Phase I and Phase II Site Plan

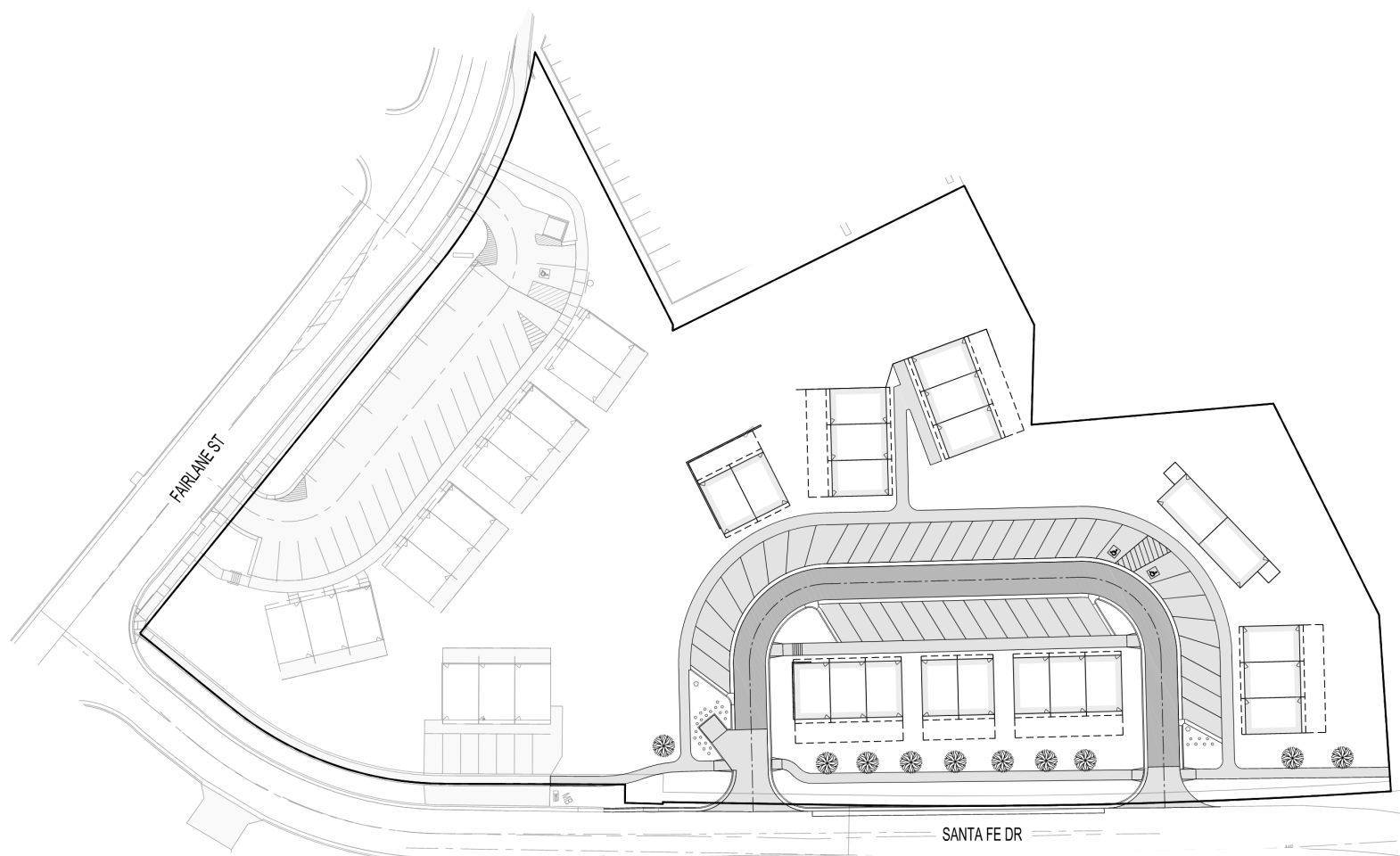


Fairlane Town Homes – Phase II

Project Overview

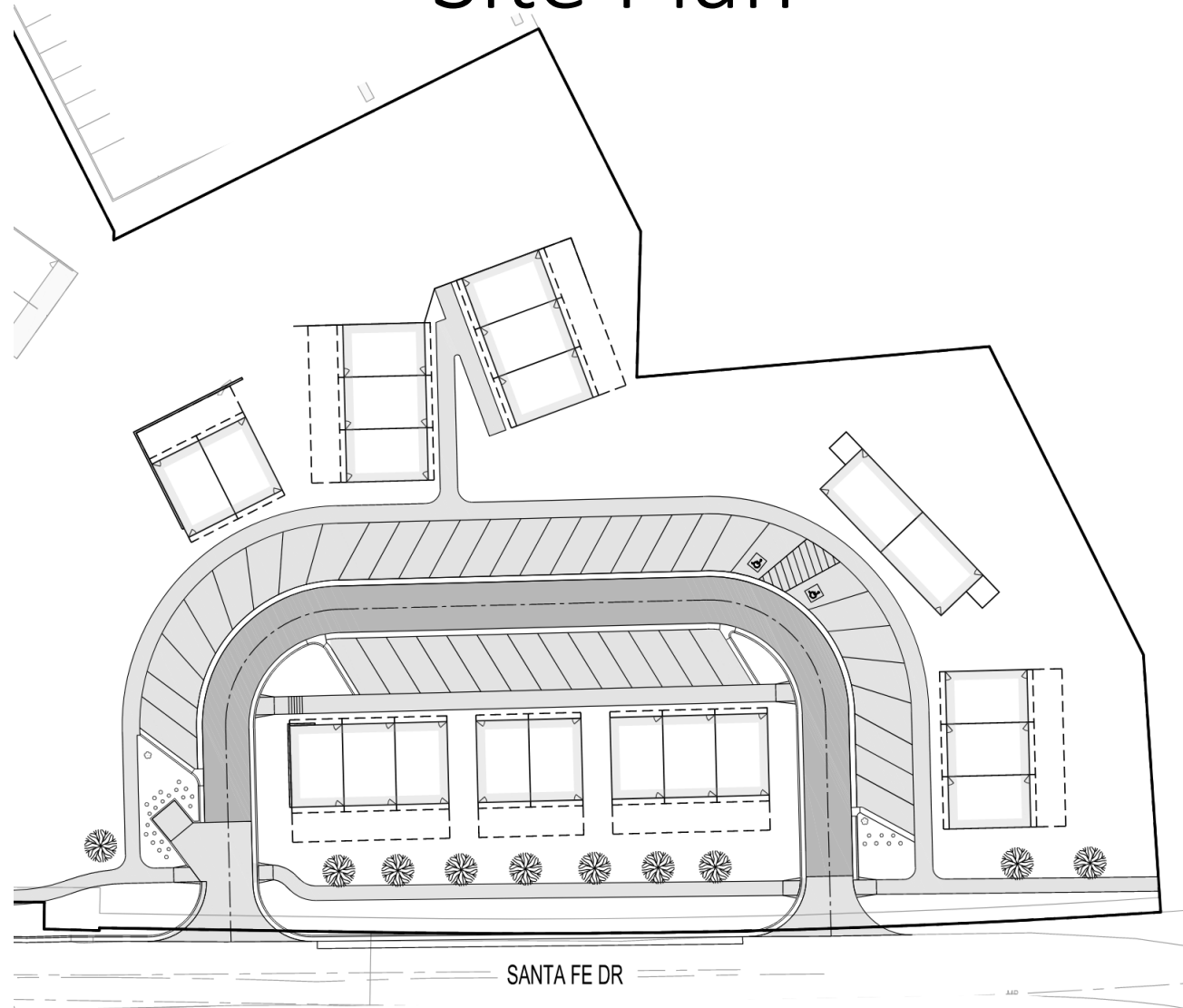
- 19 units – 2 bed/1.5 bath, about 1000 sq. ft. (same as Phase I)
- 2 units – 1 bed/1 bath, about 600 sq. ft., no steps
- Potential Construction Start: Fall 2025.
- Construction Timeline: 24 months.

Fairlane Town Homes - Phase II Site Plan



Fairlane Town Homes - Phase II

Site Plan



Fairlane Town Homes – Phase II

Development Hurdles

- Construction Costs
- Interest Rates: January 2022 – 3.50% vs. Today – 7.50%
 - Every \$1mm adds \$2257/mo. in financing costs
 - Phase II = \$9,000/mo. additional cost (about \$429/mo. per unit!)
- More difficult site:
 - More site work required: grading, retaining walls.
 - Sewer extension.
 - No existing sidewalks, curb and gutter.
 - Multiple drainage issues: retention pond, \approx 6 acres off-site drainage.

Fairlane Town Homes – Phase II Development Hurdles

Extend sidewalk, curb and gutters.

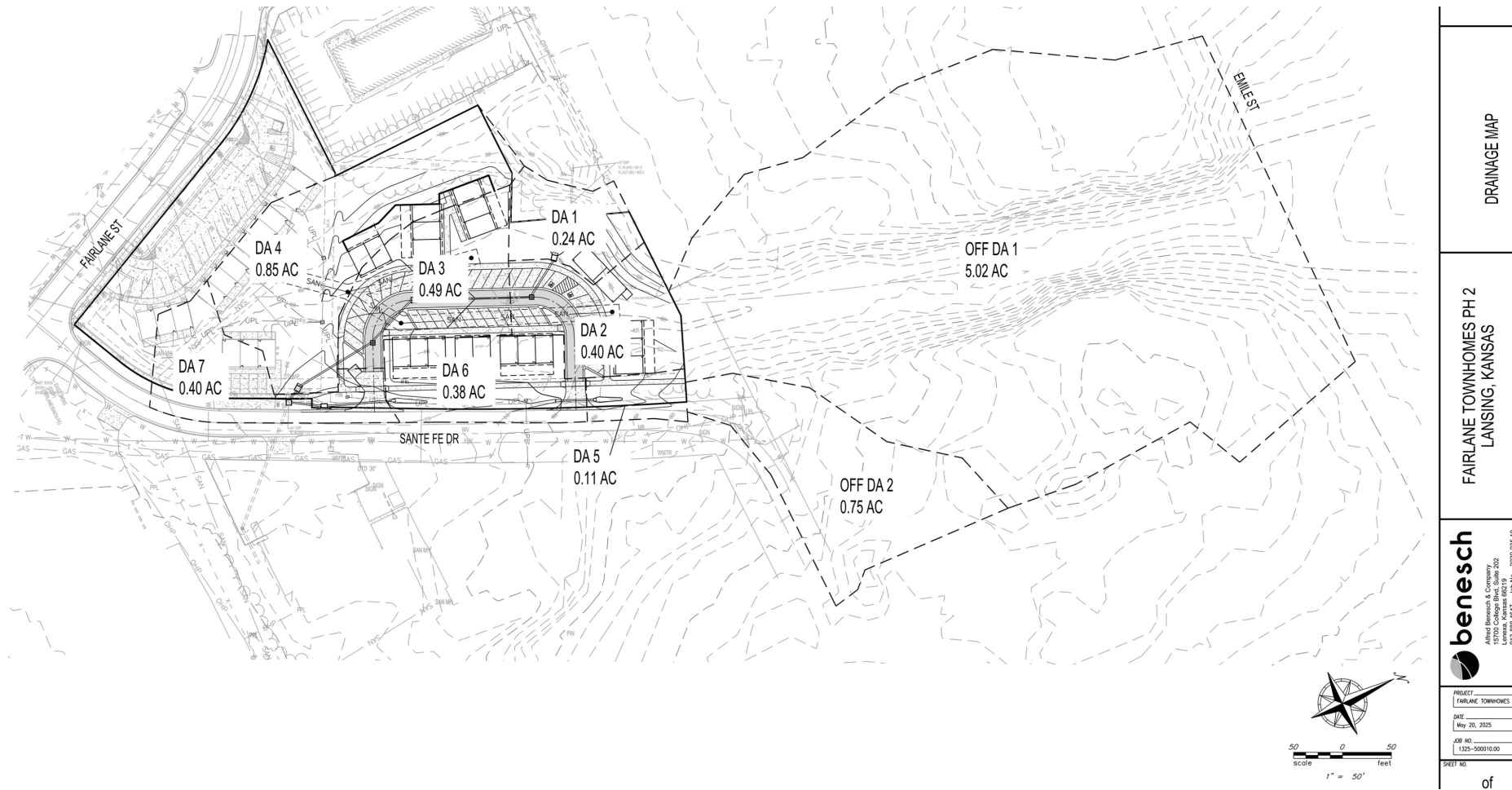


Fairlane Town Homes – Phase II Development Hurdles

- Hotel retention pond
 - Overflow gets hard piped
- \approx 6 acres of off-site drainage
 - Drainage gets hard piped



Fairlane Town Homes – Phase II Development Hurdles



Fairlane Town Homes – Phase II

Development Hurdles

- Engineer's estimates: "The project site requires substantial investment in infrastructure due to its location on low-lying, undeveloped land." Required improvements include:
 - 1,130 LF of Curb & Gutter (**395 LF along Santa Fe Dr.**)
 - 6,300 SF of Sidewalk (**1,785 SF along Santa Fe Dr.**)
 - **640 LF of Storm Sewer**
 - **640 LF of Sanitary Sewer**
 - 20,900 SF of Pavement
 - 700 LF of Water Line
- Engineer's Estimated Total Infrastructure Cost: \$765,000

Fairlane Town Homes – Phase II

Why RHID?

- Incentives are the only way to fill the funding gap.
 - Even with RHID, breakeven is ***six years*** after completion.
- Our project has a neutral effect on the schools.
 - Phase I
 - School year 2023/24: 2 students
 - School year 2024/25: 1 student
 - ***Phase II: Estimate 2.25 students per year***

Fairlane Town Homes – Phase II

Potential Residents

- Phase I

- Average Occupancy: 1.55 people per unit
- Median Income: \$63,185 (79.1% AMI)
- Occupations:
 - Dealership support representative
 - Culinary chef
 - Military ministry
 - Account manager at VA
 - CGSC student
 - Teacher
 - Estimator
 - Owner of cleaning company
 - Insurance accounts manager
 - Hotel manager
 - USM student
 - Sales agent auto dealership
 - Military police
 - Electrician

Fairlane Town Homes – Phase II

Positive Local Impact

- Market-rate, workforce housing.
- Local contractors.
- Local management and maintenance.
- Improves Santa Fe Dr.



**DEVELOPMENT PLAN
OF THE CITY OF LANSING, KANSAS
FAIRLANE TOWN HOMES PHASE II REINVESTMENT HOUSING INCENTIVE DISTRICT**

JUNE 2025

INTRODUCTION

On August 1, 2024, the City Council (the “Governing Body”) of the City Lansing, Kansas (the “City”) adopted Resolution No. B-10-2024, which found and determined that:

1. There is a shortage of quality housing of various price ranges in the City despite the best efforts of public and private housing developers.
2. The shortage of quality housing can be expected to persist and that additional financial incentives are necessary in order to encourage the private sector to construct or renovate housing in the City.
3. The shortage of quality housing is a substantial deterrent to the future economic growth and development of the City.
4. The future economic wellbeing of the City depends on the Governing Body providing additional incentives for the construction of/or renovation of quality housing in the City.

Based on these findings and determinations, the Governing Body proposed the establishment of a Reinvestment Housing Incentive District within the City pursuant to K.S.A. 12-5241 *et seq.* (the “Act”).

Following the adoption of Resolution No. B-10-2024, such Resolution was published once in the official newspaper of the City, and a certified copy of such Resolution was submitted to the Secretary of Commerce for approval of the establishment of the Reinvestment Housing Incentive District in the City as required by K.S.A. 12-5244(c). On August 12, 2024, the Secretary of Commerce provided written confirmation approving the establishment of the Reinvestment Housing Incentive District within the City.

DEVELOPMENT PLAN ADOPTION

K.S.A. 12-5245 states that once a city receives approval from the Secretary of Commerce for the development of a reinvestment housing incentive district, the governing body must adopt a plan for the development of housing and public facilities within the proposed district.

DEVELOPMENT PLAN

As a result of the shortage of quality housing within the City, the City proposes this development plan (the “Development Plan”) to assist in the development of quality housing within the City.

(1) ***Legal Description and Map of the District.*** The legal description of the Fairlane Town Homes Phase II Reinvestment Housing Incentive District (the “District”) is attached as ***Exhibit A*** to this Development Plan. A map of the District is attached as ***Exhibit B*** to this Development Plan.

(2) ***Existing Assessed Valuation of the District.*** The assessed valuation of all real estate within the District for 2024 is:

Land	\$27,141.00
Improvements	<u>\$0.00</u>
Total	\$27,141.00

(3) ***Owners of Record.*** The name and addresses of the owners of record for the real estate within the District is:

Greenamyre Rentals, Inc.
2500 S. 2nd Street
Leavenworth, KS 66048

(4) **Description of Housing and Public Facilities Projects.** The housing and public facilities projects that are proposed to be constructed include the following:

Housing and Public Facilities

The housing and public facility project will include the construction and extension of certain infrastructure and utility improvements needed to develop a townhome project within the District, which is currently anticipated to include approximately 21 units, consisting primarily of five (5) triplex buildings (15 units) and three (3) duplexes (6 units), which will include nineteen (19) 2-bedroom/1.5-bath units and two (2) 1-bed/1-bath units, as ultimately determined by developer consistent with the City of Lansing's RHID Policy.

ELIGIBLE COSTS. Developer is largely not seeking reimbursement of traditional infrastructure expenses (public facilities) as they are already constructed, but is seeking reimbursement for the vertical construction per K.S.A. 12-5249(a)(12), which allows for eligible costs to include:

(12) renovation or construction of residential dwellings, multi-family units or buildings or other structures exclusively for residential use located on existing lots if:

(A) The infrastructure, including streets, sewer, water and utilities, has been in existence for at least 10 years; or

(B) the existing lot has been subject to any tax assessment levied pursuant to chapter 12, article 6a or chapter 19, article 27 of the Kansas Statutes Annotated, and amendments thereto, because such lot is located in an improvement district established pursuant to chapter 12, article 6a or chapter 19, article 27 of the Kansas Statutes Annotated, and amendments thereto.

Developer and City agree that such construction costs are eligible pursuant to K.S.A. 12-5249(a)(12)(A) as the infrastructure, including streets, sewer, water and utilities, has been existence for at least 10 years.

(5) **Developer's Information.** The names, addresses and specific interests in the real estate in the District of the developers responsible for development of the housing and public facilities is:

Owners of Real Property: Greenamyre Rentals, Inc.
2500 S. 2nd Street
Leavenworth, KS 66048

Developer: Greenamyre Rentals, Inc.
2500 S. 2nd Street
Leavenworth, KS 66048

Individuals with specific interest: Greenamyre Rentals, Inc.
2500 S. 2nd Street
Leavenworth, KS 66048

(6) ***Contractual Assurances.*** The Governing Body expects to enter into a Development Agreement (the “Development Agreement”) with Greenamyre Rentals, Inc., a Kansas Corporation (the “Developer”). The Development Agreement will include the project construction schedule, a description of projects to be constructed, financial obligations of the developer, and administrative support from the City. The Development Agreement will include contractual assurances, if any, the Governing Body has received from the Developer guaranteeing the financial feasibility of specific housing tax incentive projects in the proposed district.

(7) ***Comprehensive Analysis of Feasibility.*** The Developer conducted a comprehensive analysis to determine whether the public benefits derived from the District will exceed the costs and that the income from the District, together with other sources of revenue, would be sufficient to pay for the public improvements and Eligible Costs to be undertaken in the District. A copy of the analysis is attached as ***Exhibit C*** to this Development Plan. The analysis estimates the property tax revenues that will be generated from the District, less existing property taxes, together with all public and private sources of funding, to determine the revenue stream available to support reimbursement to the Developer for all or a portion of the costs of financing the Eligible Costs and public improvements. The estimates indicate that the revenue realized from the project together with other sources of Developer funds would be adequate to pay the eligible costs.

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EXHIBIT A
DEVELOPMENT PLAN
FAIRLANE TOWN HOMES PHASE II REINVESTMENT HOUSING INCENTIVE DISTRICT
LEGAL DESCRIPTION OF DISTRICT

Legal Description:

A tract of land being a part of Lot 1, Fairlane Townhomes, 1st Plat, an Administrative Plat in Lansing, Leavenworth County, Kansas, filed as Document Number 2023P00058 at the Register of Deeds office of Leavenworth County; a description written by D. Steven West, PS No. 1614, on June 10, 2025, and being more particularly described as follows:

Beginning at the Northwest Corner of said Lot 1, said point being the same point as the Point of Beginning for said plat boundary of Fairlane Townhomes, 1st Plat; thence N 88°45'25" E along the North boundary line of said plat, a distance of 118.22 feet; thence S 68°29'00" E along the North boundary line of said plat, a distance of 88.51 feet to a point of curvature; thence Southwesterly along the East boundary line of said plat along a curve to the right having an initial tangent bearing of S 21°31'00" W, a radius of 3270.00 feet, a delta angle of 04°45'10", and an arc length of 271.25 feet; thence continuing along the East boundary line of said plat S 26°16'09" W, a distance of 93.31 feet; thence N 63°27'11" W, a distance of 236.04 feet;

thence N 01°04'45" W along part of the West boundary of said plat, a distance of 162.94 feet;

thence N 88°38'53" E along part of the West boundary of said plat, a distance of 77.92 feet;

thence S 63°07'28" E along part of the West boundary of said plat, a distance of 50.04 feet;

thence N 20°22'03" E along part of the West boundary of said plat, a distance of 121.48 feet to the Point of Beginning, and containing 81,198.56 square feet, more or less.

EXHIBIT B
DEVELOPMENT PLAN
FAIRLANE TOWN HOMES PHASE II REINVESTMENT HOUSING INCENTIVE DISTRICT
MAP OF THE DISTRICT

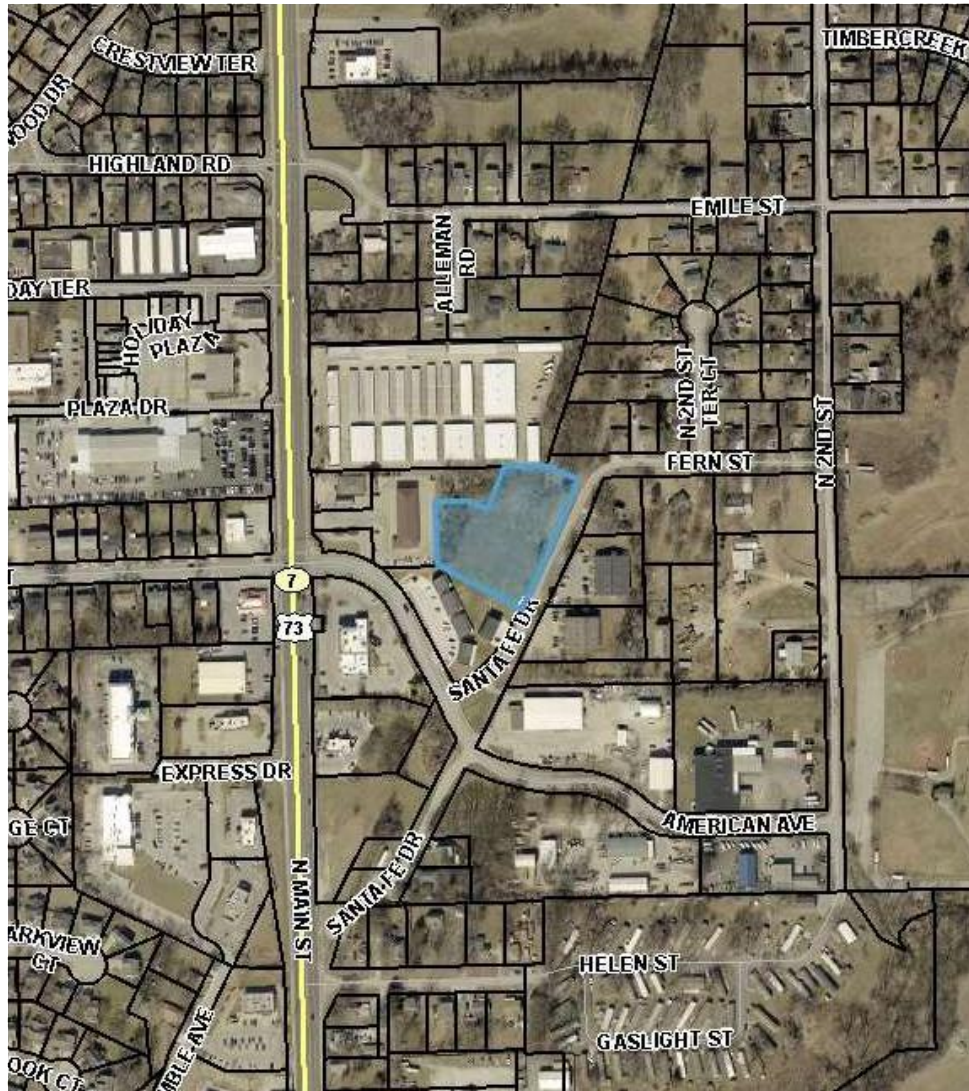


ILLUSTRATION FOR EXHIBIT A

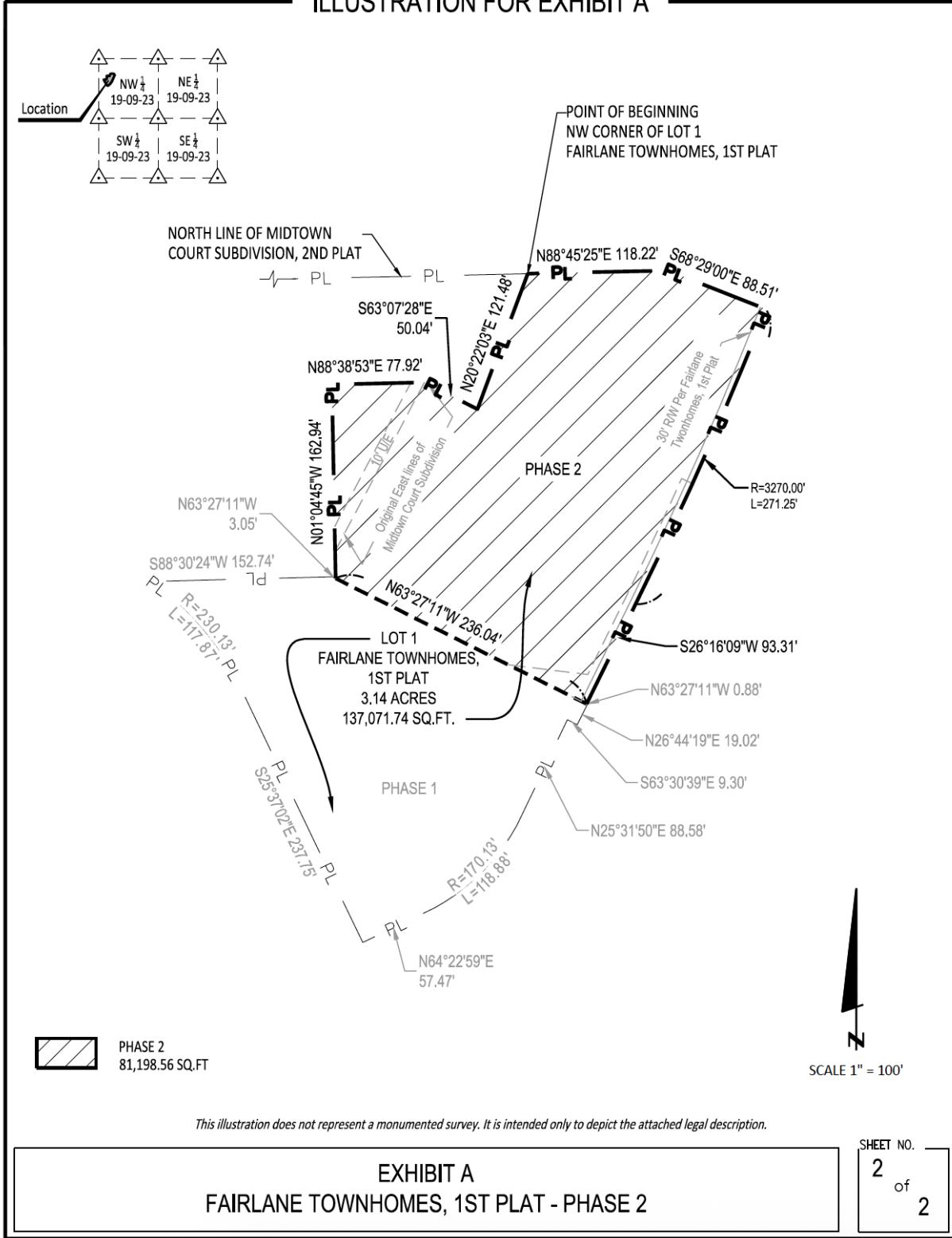


EXHIBIT C
DEVELOPMENT PLAN
FAIRLANE TOWN HOMES PHASE II REINVESTMENT HOUSING INCENTIVE DISTRICT
COMPREHENSIVE FINANCIAL FEASIBILITY ANALYSIS

Fairlane Townhomes Phase II Reinvestment Housing Incentive District Feasibility Study					
	Assessed Value	Property Class	Mill Levy	Number of Lots	Tax Amount
Existing Land	\$ 27,141	11.5%	0.139158	1	\$ 3,777
Total Current					\$ 3,777

	Estimated Value of Lots	Estimated Value of Buildings to be Constructed	Property Class	Mill Levy	Est. Property Tax	Number of Lots	Total Value
Per Unit	\$ 10,000	\$ 180,000	11.5%	0.119158	\$ 2,604	21	\$ 54,676

Grand Total Less Incentive Percent	\$ 54,676
Tax Increment	\$ 50,899
20 Year Reimbursement Model Total, 2% Growth	\$ 1,064,463
Total Tax Less State Mills/Local Schools	\$ 54,676
Total Captured Mill Levy	0.119158

RHID Split after 20 Mill State School Funding	
Developer	80%
City	6.67%
County	6.67%
Local School District	6.67%

Total RE Taxes \$ 63,853

Total Mills 0.139158
Less State School 20 Mills 0.119158

YEAR	RHID YEAR	BASE RE TAX	RHID TOTAL REAL ESTATE TAX	REAL ESTATE TAX INCREMENT	DEVELOPER PORTION OF INCREMENT - 80%	CITY PORTION OF INCREMENT	COUNTY PORTION OF INCREMENT	LOCAL USD PORTION OF INCREMENT	TOTAL RHID
1	2025	\$ 3,777	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2	2026	\$ 3,777	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
3	2027	\$ 3,777	\$ 38,273	\$ 34,496	\$ 27,597	\$ 2,300	\$ 2,300	\$ 2,300	\$ 34,496
4	2028	\$ 3,777	\$ 54,676	\$ 50,899	\$ 40,719	\$ 3,393	\$ 3,393	\$ 3,393	\$ 50,899
5	2029	\$ 3,777	\$ 55,769	\$ 51,992	\$ 41,594	\$ 3,466	\$ 3,466	\$ 3,466	\$ 51,992
6	2030	\$ 3,777	\$ 56,885	\$ 53,108	\$ 42,486	\$ 3,540	\$ 3,540	\$ 3,540	\$ 53,108
7	2031	\$ 3,777	\$ 58,022	\$ 54,245	\$ 43,396	\$ 3,616	\$ 3,616	\$ 3,616	\$ 54,245
8	2032	\$ 3,777	\$ 59,183	\$ 55,406	\$ 44,325	\$ 3,693	\$ 3,693	\$ 3,693	\$ 55,406
9	2033	\$ 3,777	\$ 60,366	\$ 56,590	\$ 45,272	\$ 3,772	\$ 3,772	\$ 3,772	\$ 56,590
10	2034	\$ 3,777	\$ 61,574	\$ 57,797	\$ 46,237	\$ 3,853	\$ 3,853	\$ 3,853	\$ 57,797
11	2035	\$ 3,777	\$ 62,805	\$ 59,028	\$ 47,223	\$ 3,935	\$ 3,935	\$ 3,935	\$ 59,028
12	2036	\$ 3,777	\$ 64,061	\$ 60,284	\$ 48,228	\$ 4,019	\$ 4,019	\$ 4,019	\$ 60,284
13	2037	\$ 3,777	\$ 65,342	\$ 61,566	\$ 49,253	\$ 4,104	\$ 4,104	\$ 4,104	\$ 61,566
14	2038	\$ 3,777	\$ 66,649	\$ 62,872	\$ 50,298	\$ 4,191	\$ 4,191	\$ 4,191	\$ 62,872
15	2039	\$ 3,777	\$ 67,982	\$ 64,205	\$ 51,364	\$ 4,280	\$ 4,280	\$ 4,280	\$ 64,205
16	2040	\$ 3,777	\$ 69,342	\$ 65,565	\$ 52,452	\$ 4,371	\$ 4,371	\$ 4,371	\$ 65,565
17	2041	\$ 3,777	\$ 70,729	\$ 66,952	\$ 53,562	\$ 4,463	\$ 4,463	\$ 4,463	\$ 66,952
18	2042	\$ 3,777	\$ 72,143	\$ 68,367	\$ 54,693	\$ 4,557	\$ 4,557	\$ 4,557	\$ 68,367
19	2043	\$ 3,777	\$ 73,586	\$ 69,809	\$ 55,848	\$ 4,653	\$ 4,653	\$ 4,653	\$ 69,809
20	2044	\$ 3,777	\$ 75,058	\$ 71,281	\$ 57,025	\$ 4,752	\$ 4,752	\$ 4,752	\$ 71,281
TOTALS				\$ 1,064,463	\$ 851,570	\$ 70,957	\$ 70,957	\$ 70,957	
NET PRESENT VALUE			8.00%	\$449,663.82	\$359,731.06	\$29,974.59	\$29,974.59	\$29,974.59	
Bond Proceeds (NPV of Revenue Divided by DSCR)									
Notes:									
The projected appraised value is assumed to increase at the following percent every year:									
NET PRESENT VALUE					2.0%				
					8.0%				
Percentage of Completion Assessed:									
2025			0.00%						
2026			0.00%						
2027			70.00%						
2028			100.00%						

Filter statement

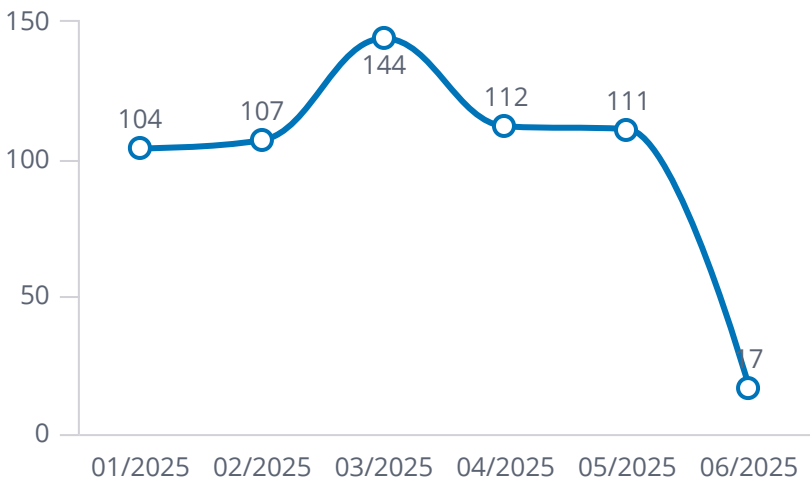
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Fire Incident Count

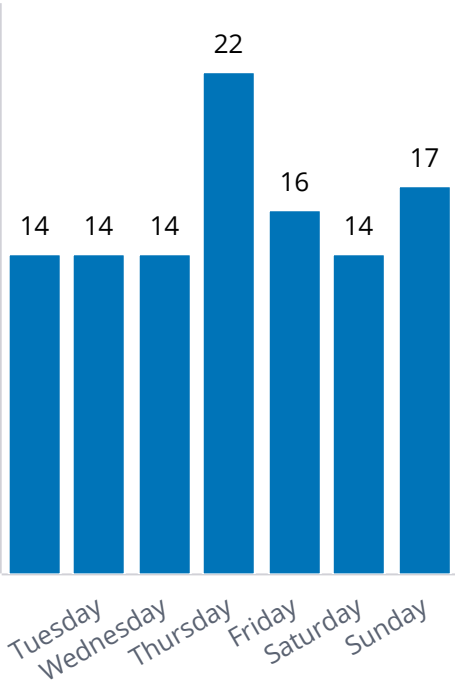
Count of Total Incidents

Count of Incidents
111

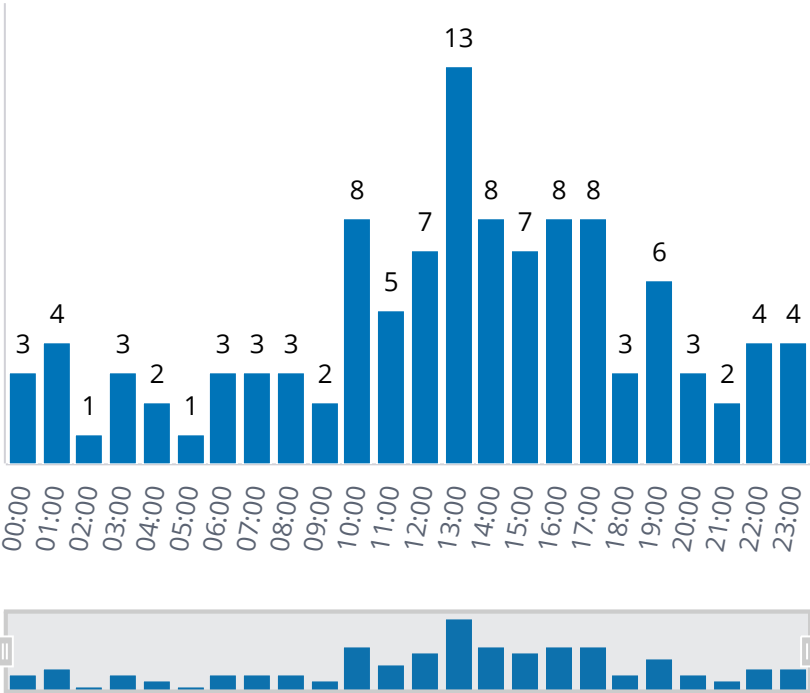
Incident Count by Month (This Year)



Incident Count by Day of Week



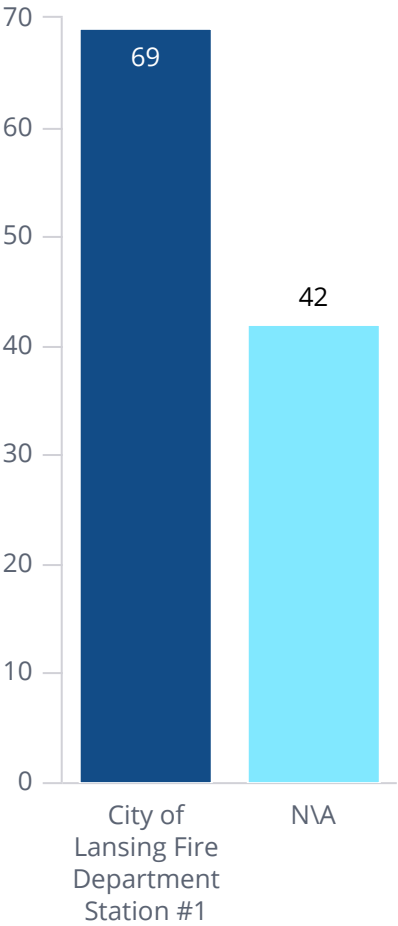
Incident Count by Hour of Day



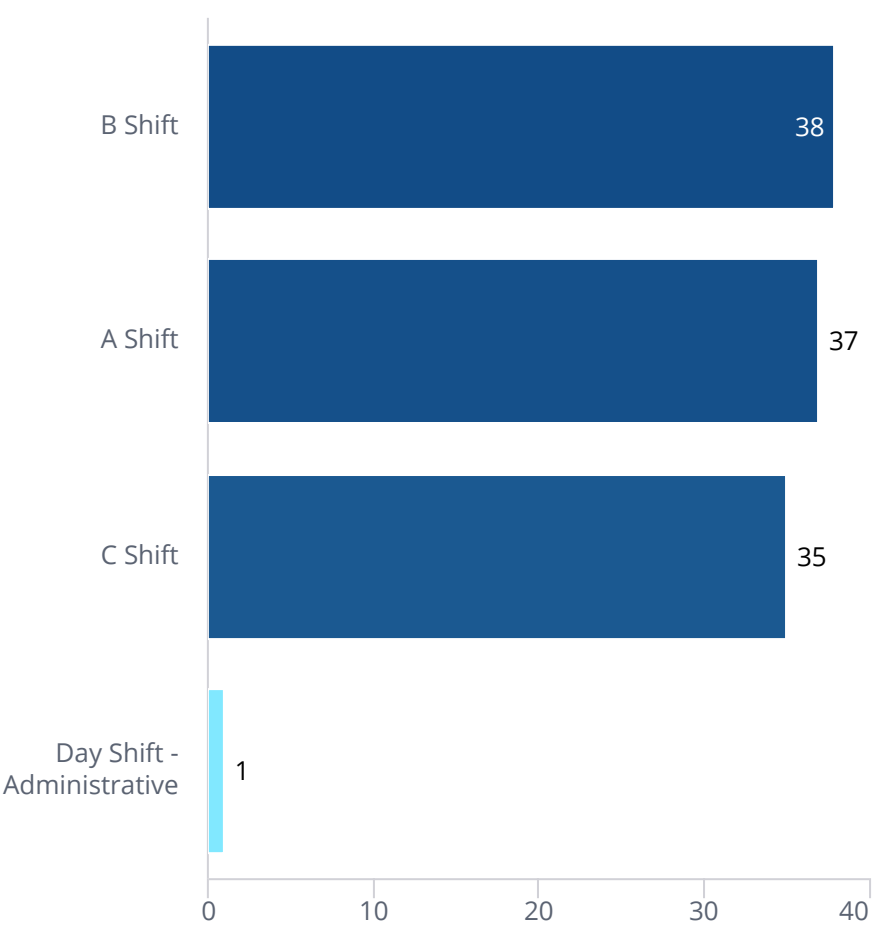
Filter statement

Filters Alarm Date Range 5/1/25 to 5/31/25 | Is Locked true | Is Active true

Incident Count by Station



Incident Count by Shift



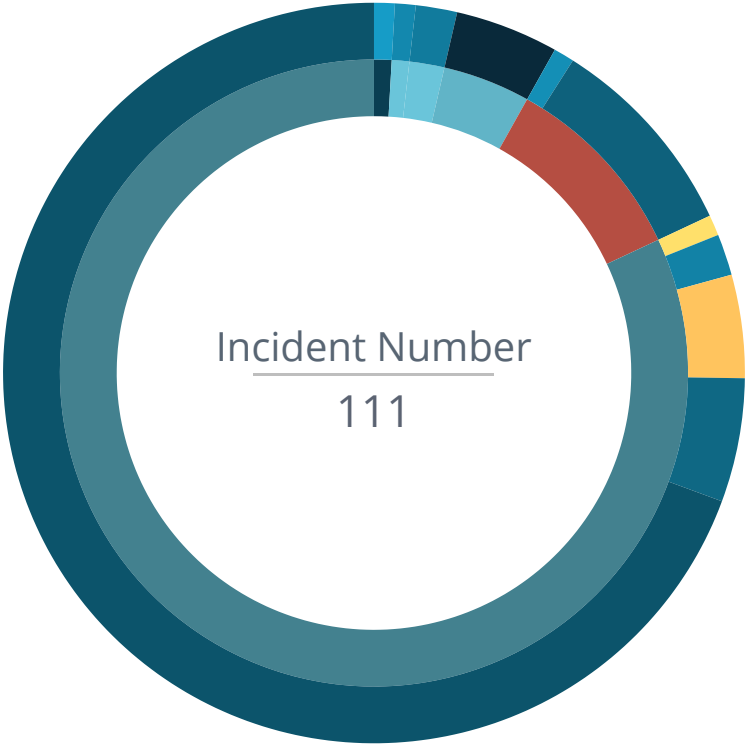
Filter statement

Filters **Alarm Date Range** 5/1/25 to 5/31/25 | **Is Locked** true | **Is Active** true

Count of Incident Responses

Station
City of Lansing Fire Department Station #1
City of Lansing Fire Department Station #1 T
N/A

Percent of Incident Responses by Incident Type



Filter statement

FiltersAlarm Date Range5/1/25 to 5/31/25 | Is Lockedtrue | Is Activetrue

Fire Index - Incident Type Breakdown

This measure comes from the ESO Fire Index. See national performance at: <https://www.eso.com/resources/fire-index/>

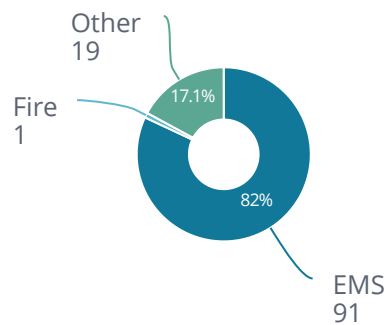
Count of Total Incidents & Exposures

Count of Incidents
111
Additional Exposures **0**

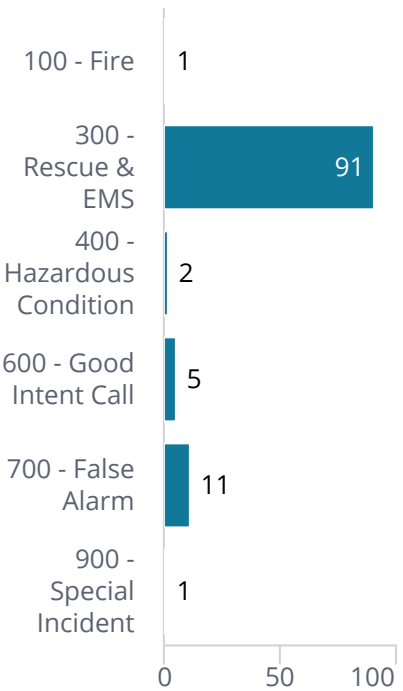
Aid Given/Received

Aid Given
3
Aid Received **0**

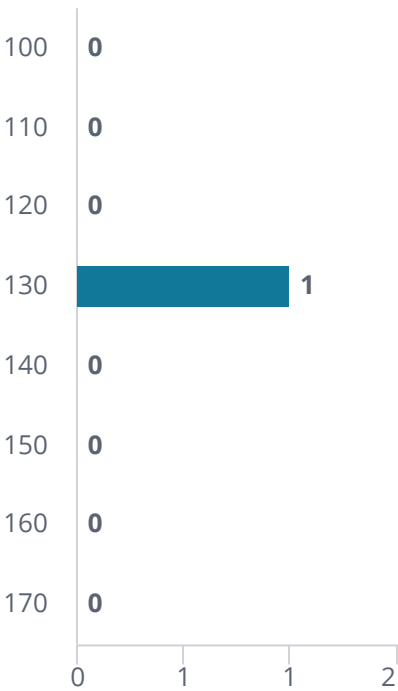
EMS/Fire Incident Breakdown



Count of Incidents by Incident T...



Count of Fire Incidents by Type



Filter statement

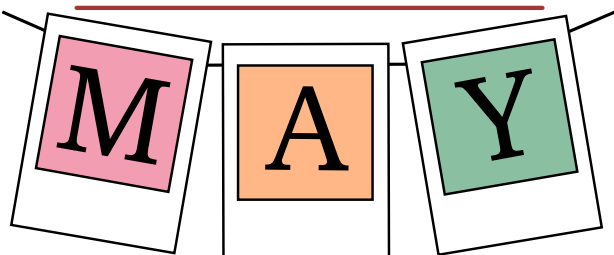
Filters

Alarm Date Range 5/1/25 to 5/31/25 | Is Locked true | Is Active true

Incident Details

Incident Number	Time in Alarm DateTime	Incident Type Group	Incident Type Code
LC202500473	05/01/2025 04:32:40	300 - Rescue & EMS	321
LC202500474	05/01/2025 06:27:35	300 - Rescue & EMS	311
LC202500475	05/01/2025 08:00:46	300 - Rescue & EMS	322
LC202500476	05/01/2025 12:33:29	700 - False Alarm	745
LC202500477	05/01/2025 15:35:28	300 - Rescue & EMS	311
LC202500478	05/01/2025 16:38:51	300 - Rescue & EMS	322
LC202500479	05/02/2025 13:58:04	700 - False Alarm	745
LC202500480	05/02/2025 14:51:52	300 - Rescue & EMS	311
LC202500481	05/03/2025 10:06:17	300 - Rescue & EMS	311
LC202500482	05/03/2025 17:29:34	300 - Rescue & EMS	311
LC202500483	05/04/2025 00:42:22	300 - Rescue & EMS	311
LC202500484	05/04/2025 04:55:46	300 - Rescue & EMS	311
LC202500485	05/04/2025 19:56:37	300 - Rescue & EMS	311
LC202500486	05/05/2025 07:42:22	300 - Rescue & EMS	311

CITY OF LANSING LIBRARY



2025 RECAP



Agenda Item 7.

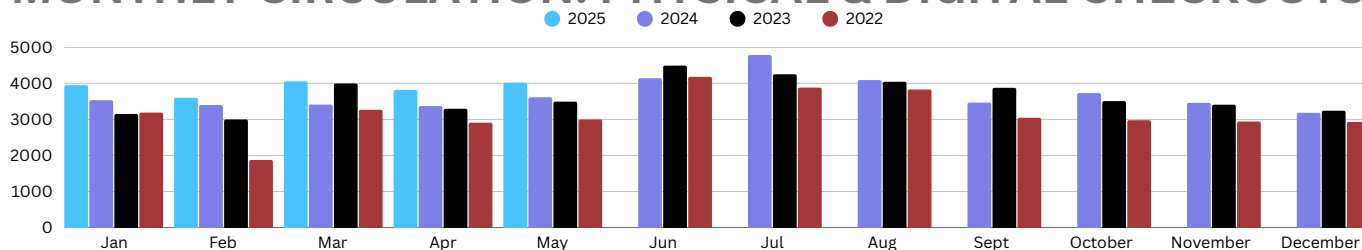
A MESSAGE FROM THE DIRECTOR



We had a reel good time at the Parks & Rec Annual Fishing Derby! The library joined the fun with a special outdoor storytime, and it was a big catch with families. There's something magical about sharing stories under the open sky—with fishing poles and giggles all around.

And speaking of outdoor fun, we're getting ready to break ground on our brand-new library patio! It's going to be the perfect spot to relax, read, and enjoy library programs in the fresh air. Stay tuned—big things are coming just outside our doors!

MONTHLY CIRCULATION: PHYSICAL & DIGITAL CHECKOUTS



A SNAPSHOT OF LIBRARY USAGE FOR MAY 2025

2313
PATRON
VISITS

425
PATRONS PARTICIPATED IN
20 PROGRAMS


2798
PHYSICAL
CHECKOUTS

1222
DIGITAL
CHECKOUTS



IN 2025...

9,705 PEOPLE 
have visited the library

19,443 ITEMS 
borrowed, digital and
physical

841 CHILDREN 
received take-home craft
kits, sponsored by the
Friends of the Library

6,248 SESSIONS 
logged for wi-fi and
public computer usage.

City Clerk's Office/Building Maintenance Vehicle and Equipment Report

Vehicles

Year	Make	Model	Description	Mileage Start	Mileage Ending	Miles Driven	Comments
2023	Ram	1500	SSV Pickup	5280	5,567	287	
						0	
						0	
						0	
						0	
Total						287	

Equipment

Year	Make	Model	Description	Hours Start	Hours End	Hours Used	Comments
2018	Advance	SC1500	AutoScrubber Floor Machine	79.03	79.32	0.29	Community Center Cleaning
2018	Kubota	ZG227-A	Mower	419.2	431	11.8	
2021	Kaivac	1750	Cleaning Machine	13.6	13.6	0	
						0	
						0	
						0	
Total						12.09	

Lansing Community and Economic Development Department

Monthly Fleet Report

Month May Year 2025

Vehicles

Year	Make	Model	License Plate #	Description	Mileage Starting	Mileage Ending	Miles Driven	Comments
2015	Dodge	Journey	A6545	SUV	88,257	88,546	289	
2019	Ford	Ecosport	A4358	SUV	15,560	15,750	190	
2022	Dodge	Ram	D100764	1500 Pick up Truck	11,033	11,305	272	

Lansing Fire Department

Vehicles

Year	Make	Model	Description	Mileage Start	Mileage Ending	Miles Driven	Hours Start	Hours End	Hours Used	Comments
2018- 562	Pierce	PUC	1000 Gallon Pumper	23,000	23,868	868	2189	2263	74	
2007-563	E-One	Typhoon	1000 Gallon Pumper	43,196	43,278	82	3917	3923.5	7	
2017-568	Chevy	3500	Utility Truck	78,094	78,370	276	3421	3444.7	24	
2011-565	Dodge	5500	Brush Truck	52,133	52,183	50	3683	3690	7	
2024-569	Ford	Expedition	Command Vehicle-Chief	1,408	1,700	292	73	92	19	
Total						1,568			130	

Equipment

Year	Make	Model	Description	Hours Start	Hours End	Hours Used	Comments
2005	Bauer		SCBA Compressor	469	470.7	1.7	Breathing Air Compressor
						0	
						0	
						0	
						0	
						0	
Total						1.7	

Parks and Recreation Fleet Report May 2025

Vehicles:

Year	Make	Model	Description	Mileage Start	Mileage Ending	Miles Driven	Current Use	Comments
2006	Dodge	Caravan	Minivan	57,623	57,875	252	AC/Parks use	
2014	Ford	F-350	Dump Truck	27,786	27,883	97.0	Parks maintenance	
2016	Jeep	Patriot	SUV	68,435	68,570	135	Activity Center use	
2017	Chevrolet	Silverado	Truck	33,395	33,990	595	Parks maintenance	
2018	Ford	F-350	4-DR Crew	51,849	52,698	849	Parks maintenance	
Total						1928.00		

Equipment:

Year	Make	Model	Description	Hours Start	Hours End	Hours used	Current Use	Comments
1992	Massey Ferguson	1020	Tractor	1993.8	1993.8	0	Parks maintenance	
2005	Kubota	F3060	Mower	466.7	471.9	5.2	Parks maintenance	
2007	Turbo Tool Cat	5600	Utility Vehicle	1395.4	1398.3	2.9	Parks maintenance	
2012	Wright	ZK	Stander Mower	1272.4	1287.6	15.2	Parks maintenance	
2016	ABI	Force	Infield Groomer	422.3	427.3	5	Parks maintenance	
2017	Kubota	ZD1211	Mower	1214.5	1245.8	31.3	Parks maintenance	
2018	Polaris	Ranger	Utility Vehicle	600.5	608.8	8.3	Parks maintenance	
2019	Exmark	LZ 72	Mower	941.2	975.5	34.3	Parks maintenance	
2019	Emark	LZ 96	Mower	390.7	402.1	11.4	Parks maintenance	
2020	Kubota	ZD1211	Mower	735.8	768.3	32.5	Parks maintenance	
2022	Wright	ZK	Stander Mower	86.3	96.2	9.9	Parks maintenance	
2024	Cushman	Hauler Pro Elite	Golf Cart	8.3	9.1	0.80	Parks maintenance	
Total						156.8		

Lansing Police Department
Vehicle Fleet End of Month Report

May-2025

Unit	VIN Last 4	Year	Make/Model	Mileage as of 5/1	Mileage as of 6/1	Miles Driven	Assigned/ Current Use	Future Use	Comments
1	9291	2023	Dodge Durango	15340	15965	625	Chief	Chief	Limited use Chief
2	4459	2021	Dodge Durango	17571	17730	159	Captain	Captain	Limited use Captain
3	0	0	Dodge Durango		14	14	Lieutenant	Lieutenant	Limited use Lieutenant / Not in use
4			Reserved						
5			Reserved						
6	9963	2023	Dodge Durango	26594	28665	2071	Patrol	Sergeant	
7			Reserved						
8			Reserved						
9			Reserved						
10	4004	2018	Ford Explorer	46594	46969	375	Patrol	Patrol	Patrol
11	4219	2024	Dodge Durango	14346	18127	3781	New	Patrol	
12	5335	2019	Dodge Durango	72195	73496	1301	Patrol	Patrol	
13	????	2024	Dodge Durango	15	15	0	Patrol	Patrol	being upfitted
14	2907	2024	Dodge Durango	16	1108	1092	Patrol	Patrol	being upfitted
15	4580	2021	Dodge Durango	68300	72199	3899	Patrol	Patrol	
16	4003	2018	Ford Explorer	54458	54796	338	Patrol	Patrol	
17	5063	2022	Dodge Ram	30194	32619	2425	Patrol	Patrol	
18	4458	2021	Dodge Durango	62655	65010	2355	Patrol	Patrol	
19	9829	2024	Dodge Durango	5377	6030	653	Patrol	Patrol	
	2908			Mileage Total:		18435			

Lansing Public Works Department
Monthly Fleet Report

Month May Year 2025

Vehicles

Year	Make	Model	License Plate #	Description	Mileage Starting	Mileage Ending	Miles Driven	Comments
2022	Dodge	Ram 2500	B3859	Pick-up	5,799	6,057	258	
1998	Ford	1/2 ton	48091	Pick-up	75,362	75,362	0	
2005	Sterling	LT 8500	64614	Dump Truck	65,963	66,428	465	
2007	Elgin	Crosswind J+	70295	Street Sweeper	8,027	8,028	1	
2017	Chevrolet	3500	88437	Pick-up Truck	43,471	44,020	549	
2011	International	7400	75269	Dump Truck	26,608	26,738	130	
2016	Ford	F350 4x4	88468	One-ton Dump Truck	24,230	24,383	153	
2013	Ford	Explorer	80551	SUV	89,681	90,024	343	
2020	Chevrolet	3500	A8914	One-ton Dump Truck	12,556	12,813	257	
2005	Mack	Granite	B0282	Dump Truck	66,522	66,666	144	
2005	Ford	Ranger	57932	LT- Pick-up Ext	54,285	54,442	157	
2003	Ford	F150		Pickup	8,432	88,689	80,257	

Equipment

Year	Make	Model		Description	Hours Starting	Hours Ending	Hours Used	Comments
1997	JD	770BH		Grader	5,198	5,198	0	
2004	IR	DD-24		Asphalt Roller	343	344	1	
2006	IR	185		Air Compressor	248	248	0	
1997	Bobcat	763		Skid Steer	2,391	2,392	1	
2014	Case	580 SNWT		Backhoe	2,400	2,420	20	
2002	Crafco	110		Crack Sealer	909	909	0	
2009	Case	465		Skid Steer	934	936	2	
2018	John Deere	5065E		Tractor	306	325	0	
2018	Vermeer	BC1000		Chipper	22	22	0	
2022	Case	SV280B		Skidsteer	209	219	10	
2023	Bobcat	CT5558		Tractor	53	61	8	

May			
City Influent	29.03 MG	City Avg Daily	.936 MGD
LCF Influent	3.94 MG	LCF Daily Avg	.127 MG
Total Biosolids	.876 MG	Precip	

Vehicles

Year	Make	Model	Description	Mileage Start	Mileage Ending	Miles Driven	Current Use	Comments
1999	Sterling	Vactor	Jet Truck	9050	9056	6	Collection System	
2012	Chevrolet	Tahoe	SUV	119809	120511	702	Ops/Maint.	
2019	Ford	F250	Pick Up Truck	14364	14557	193	Ops/Maint.	
2019	Ford	F250	Flatbed Truck	7232	7434	202	Ops/Maint.	
2023	Polaris	Ranger	Ops Utility	893	923	30	Operations	
2023	Polaris	Ranger	Maint Utility	390	405	15	Maintenance	
2005	Freightliner	M2106	Dump Truck	28659	28753	94	Biosolids Disposal	
Total						1242		

Equipment

Year	Make	Model	Description	Hours Start	Hours Ending	Hours Used	Current Use	Comments
1991	Case	1825	Uni-Loader	999	1000	1	Plant Activities	
1999	Sterling	Vactor	Jet Truck	2585	2588	3	Collection System	
2004	John Deere	7920	Tractor	1432	1434	2	Biosolids Disposal	
2004	Case	621D	Loader	2658	2664	6	Operations	
2023	Polaris	Ranger	Ops Utility	277	289	12	Operations	
2023	Polaris	Ranger	Maint Utility	137	142	5	Maintenance	
2006	JCB	531-70	Telehandler	751	751	0	Plant Activities	

City Administrator's Report

June 17, 2025

Agenda Items:

Terrance Allen has applied for a seat on the Board of Zoning Appeals. His application is included in the City Council materials.

The City issued a request for proposals (RFP) for professional fireworks services for the City's annual Independence Day celebration. Only one proposal was received, from Victory Pyrotechnics. Victory Pyrotechnics has been the City's fireworks provider since 2019. The average cost over the previous three-year contract was \$23,771.42/year. Different payment options are included on Page 17 of the Council materials (page 8 of the proposal). The City selected Option 3 in 2023, which included a larger up-front cost, with over \$6,300 in savings over the life of the agreement.

The purchase of a different permitting system for the Community & Economic Development Department is on the agenda. This system is responsible for the building permits, planning cases, business licenses, citizen requests, code enforcement cases, etc. The City's contract with our current provider expires in January 2026. Staff received multiple quotes and feels the GovWell system is best suited for our needs.

An application for the RHID program for the Fairlane Townhomes project Phase II was received last week. This parcel was included in the original RHID paperwork submitted to the Department of Commerce. This project would be comparable to the Fairlane Townhomes Phase I project and would add 21 new market rate townhomes to Lansing. This project also received a Moderate-Income Housing Grant from the State of Kansas in partnership with the City. Approval of this resolution would call for a public hearing on August 7th to consider the establishment of the Fairlane Townhomes Phase II RHID.

A Fire Department Report, Library Report, and Fleet Report are included in the agenda materials.

Library:

The Library and the Friends of the Library are working together on a new patio project that will provide a great outdoor space for programs, patrons, and staff. If all goes smoothly, the work could be complete by mid-summer. The estimated \$10,000 project is being funded through a combination of the Development Grant—made possible by the Library's recent regional accreditation—and support from the Friends of the Library 501c3, who are covering half the cost. The patio will give the Library more flexibility for things like story times, book clubs, and other library events.

Parks & Recreation:

A summary of the Parks & Recreation T-ball, baseball, and softball registrations are below.

Division	2024	2025
Tball	80	92
8U Boys	66	81
8U Girls	27	25
10U Boys	60	52
10U Girls	26	27
12U Boys	35	33
12U Girls	18	31
15U Boys	38	28
15U Girls	30	32
TOTAL	380 Participants	401 Participants

Public Works:

J.M. Fahey, the contractor for this summer's Capital Improvement Plan, plans to begin work on curb replacement in early July, with asphalt work beginning shortly thereafter. The contractor should put out notifications in neighborhoods where they are working prior to the improvements. This year's budget for capital improvements totals \$822,000. This work was approved at the April 17th City Council meeting.

The traffic signal at K7/Mary Street began to malfunction on Tuesday, June 3rd in the midst of the thunderstorm and major rainfall. The signal was repaired and became functional again on Wednesday, June 11th. We suspect the signal may have been struck by lightning, and plan to submit to our insurance provider.

Staff is working with the property owner to repair a lingering drainage issue near Nine Mile Creek on Robin Road. We are hopeful to bid the repairs this August and have the contractor make the repairs this fall.

Staff is hoping to bid repairs for the bridge at Bernard Park. We have engineered plans for repairs and are hopeful we can bid the work later this summer, with repairs to occur in fall/winter to minimize the impact. We have a gravel secondary entrance to Bernard Park that was created during the park improvements of 2022-2023.

Wastewater:

Construction on the Town Centre Trunk Sewer Replacement Project began on February 2nd. Approximately 800 linear feet of sewer line has been installed, and the project is gradually proceeding as they grind rock. This project was originally scheduled for 120 days.



City of Lansing
800 First Terrace
Lansing, Kansas 66043

A preconstruction meeting for the Ida/Gamble sewer project was held on May 20th. A Notice to Proceed was issued for June 9th. Shop drawings are under staff review and manholes have been ordered. The existing pipe abandonment is scheduled to begin sometime during the week of June 16th. Construction will begin while school is on summer break, as Ida Street and Gamble Street will be temporarily closed. The project will relocate sewers near this intersection that are oversized for current flows to the new 7 Mile 36" interceptor.

Phase II of the Inflow/Infiltration study began in May, with crews from George Butler Associates (GBA) completing a manhole survey and evaluations. Ace Pipe Cleaning is currently in town cleaning and televising the sewers within the project area and should conclude by June 27th. Future work includes smoke testing and dyed water testing during the drier ground conditions. This work will generally take place north of Brookwood Street and south of the golf course.

Year End Sales Tax Update:

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

	2024 YTD	2025 YTD	Difference
Local Sales & Use Tax (1.9%)	\$1,111,192	\$1,262,631	\$151,439, 13.63%
County Sales Tax	\$367,165	\$389,590	\$22,425, 6.11%
County Use Tax	\$156,957	\$177,957	\$20,815, 13.26%
Guest Tax	\$41,301	\$29,921	-\$11,381, -27.56%

The total non-food sales tax rate in Lansing is broken down as follows:

- 6.5% State Sales Tax (varies on food)
- 1% Countywide Sales Tax
- 1% City General Sales Tax-General Fund
- .45% DeSoto Road & Park Improvements (20 years)
- .45% Aquatic Center (20 years)
- 9.4% TOTAL
- 1% Community Improvement Dist. (Mainstreet Chrysler Dodge Jeep Ram property only)

The special sales tax to pay for the Aquatic Center generated \$303,032 this year. The special sales tax to pay for DeSoto Road and Bernard Park Improvements also generated \$303,032 (both special sales taxes are for the same amount, .45%). At this rate, both special sales taxes would generate \$727,276 by the end of the year.



City of Lansing
800 First Terrace
Lansing, Kansas 66043

Meetings & Announcements:

The City is receiving opioid settlement money through the Kansas Attorney General's Office to treat and fight opioid addiction. Government agencies throughout Kansas will receive over \$340 million over the next 18 years to treat and fight opioid addiction. Lansing is on pace to receive over \$166,000 over the life of the opioid settlement. Thus far, the City is considering utilizing these funds to fund AEDs and mobile radios to assist our first responders in responding to overdoses. The City can also utilize funds to partner with agencies that fight the opioid crisis at its root cause, mental health/homelessness, etc.

There are multiple openings for Police Officer I/II. Starting pay for police officers is competitive, with abundant opportunities for overtime. Officers with experience, education, or certification can be started higher on the pay scale. Additionally, the City offers a \$3,000 sign-on bonus for new, uncertified police officers! The City also has seasonal Parks & Recreation Laborer positions available. Interested candidates can apply by clicking on the "How Do I?" tab under the website and selecting Job Opportunities.

A question was raised about annexing a property at a previous City Council meeting. If a parcel is in another municipality's jurisdiction, that parcel could not be annexed unless another municipality de-annexed it. There are examples of communities in Johnson County that have reconfigured boundaries when it benefits both municipalities; however, this would require consent of both municipalities.

- | | |
|----------------------|--|
| • Tuesday, June 17 | City Council Meeting, 7:00pm, City Hall |
| • Thursday, June 19 | Juneteenth Federal Holiday |
| • Thursday, June 26 | Joint Session with Leavenworth Co. 6:00pm, City Hall |
| • Thursday, June 26 | City Council Budget Work Session, 7:00pm, City Hall |
| • Saturday, June 28 | Independence Day Fireworks Celebration |
| • Thursday, July 3 | City Council Meeting, 7:00pm, City Hall |
| • Friday, July 4 | Independence Day Holiday, City Offices Closed |
| • Wednesday, July 16 | Planning Commission Meeting, 7:00pm, City Hall |
| • Thursday, July 17 | City Council Meeting, 7:00pm, City Hall |
| • Thursday, July 31 | City Council Work Session, 7:00pm, City Hall |

Sincerely,

Tim Vandall