

## **AGENDA**

### **CALL TO ORDER**

### **PLEDGE OF ALLEGIANCE**

### **ROLL CALL**

### **OLD BUSINESS**

- [1.](#) Approval of Minutes

### **AUDIENCE PARTICIPATION**

### **PRESENTATIONS**

### **NEW BUSINESS**

- [2.](#) Public Hearing for CID
- [3.](#) Ordinance No. 1081
- [4.](#) First Amendment to Development Agreement to 555 N. Main Street CID
- [5.](#) Lansing Historical Society and Museum Board Request
  - Agenda Memo
  - 03.21.2019 Minutes
  - KRPM By-Laws
  - KRPM Dissolution
  - Lansing Historical Society and Museum request information
- [6.](#) Library Board re-appointment
- [7.](#) Tree Board Appointments
- [8.](#) Parks and Recreation Advisory Board Appointments
- [9.](#) South Activity Center Gym Doors Bid
- [10.](#) 2022 Pavement Preservation Program (Mill & Overlay) Bids
- [11.](#) Executive Session for Economic Development activities
- [12.](#) Executive Session for Land Acquisition

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

- [13.](#) City Administrator Report

### **PROCLAMATIONS**

- [14.](#) Arbor Day, April 29, 2022 Proclamation

### **OTHER ITEMS OF INTEREST**

- [15.](#) Monthly Vehicle Reports
- [16.](#) 1st Quarter Treasurer's Report

### **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.

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# AGENDA ITEM

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TO: Tim Vandall, City Administrator  
FROM: Shantel Scrogin, Assistant City Clerk  
DATE: April 15, 2022  
SUBJECT: Approval of Minutes

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The Regular Meeting Minutes of April 7, 2022, are enclosed for your review.

Action: Staff recommends a motion to approve the Regular Meeting April 7, 2022, as presented.

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## AGENDA ITEM #

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**CITY OF LANSING**  
CITY COUNCIL MEETING

**REGULAR MEETING MINUTES**  
**April 7, 2022**

**Call To Order:**

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

**Roll Call:**

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

**Councilmembers Present:**

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

**Councilmembers Absent:**

**OLD BUSINESS:**

**Approval of Minutes:** Councilmember Clemons moved to approve the Regular Meeting Minutes of March 17, 2022, as presented. Councilmember Buehler seconded the motion. The motion was unanimously approved.

**Ordinance No. 1080 – Updating Chapter 15, Article III, Section 306 – Parking certain vehicles in districts allowing residential structures of the City of Lansing, KS Code:**

Councilmember Garvey moved to approve Ordinance No. 1080 and authorize the necessary signatures. Councilmember Buehler seconded the motion. The motion was unanimously approved.

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

**Presentations**

**COUNCIL CONSIDERATION OF AGENDA ITEMS:**

**Conditional Use Permit Application for 15915 Eisenhower Rd, Lansing, KS:** Councilmember Buehler moved to approve the Conditional Use Permit for the property located at 15915 Eisenhower Rd, Lansing, KS. Councilmember Garvey seconded the motion.

- Councilmember Kirby asked about the gravel the cars will be sitting on.
  - Community & Economic Development Director Matthew Schmitz replied that question did come up if they will not be allowed to expand to the gravel area and the answer is no. We have aerial imagery showing what is there today and that is what we'll use to guarantee they don't expand.
- Councilmember Studnicka asked how long is a Conditional Use permit good for before they have to renew.
  - Community & Economic Development Director Matthew Schmitz responded five years. The Planning Commission can recommend to the Council that it be pulled at any time for violations.

The motion was approved with Councilmember Studnicka voting against the motion.

**Fence Request – 319 Fairlane:** Councilmember Brungardt moved to approve the fence request at 319 Fairlane. Councilmember Buehler seconded the motion.

- Councilmember Clemons asked if the cement pad they are joining the fence to is in violation of the setback or did they have a prior permit.
  - Community & Economic Development Director Matthew Schmitz replied flatwork doesn't apply. The setback only applies to buildings or anything that comes above grade.

The motion was approved with Councilmember Clemons abstaining.

**Fence Request – 526 Hithergreen Drive:** Councilmember Garvey moved to approve the fence request at 526 Hithergreen Drive. Councilmember Buehler seconded the motion.

- Councilmember Studnicka asked if the fence was only going to come down so far. It’s not going to come all the way out to Hithergreen.
  - Community & Economic Development Director Matthew Schmitz responded no; it will stop where the air conditioning unit on the west side. It should not impact sight distance.

The motion was unanimously approved.

**Library Advisory Board Appointments:** Councilmember Kirby moved to approve the Lansing Community Library Advisory Board appointments of Tom Lauhon to fill a term ending on April 30, 2026, and Marsha Jaskowiec to fill an unexpired term ending on April 30, 2025. Councilmember Clemons seconded the motion. The motion was unanimously approved.

**Bernard Park Baseball and Softball Complex:** Councilmember Buehler moved to accept the bids as presented and award the bids and all alternates in the amount of \$4,573,800 to Sands Construction for the Bernard Park Baseball and Softball complex and authorize the mayor to execute the contract. Councilmember Majure seconded the motion. The motion was unanimously approved.

**Charter Ordinance No. 1-2022 – A Charter Ordinance exempting the City of Lansing, Kansas from the provisions of K.S.A. 14-570 and K.S.A. 14-571 and providing substitute and additional provisions on the same subject relating to public improvements and the issuance of bonds for the purpose of paying for the improvements:** Councilmember Buehler moved to adopt Charter Ordinance No. 1-2022. Councilmember Clemons seconded the motion. The motion was unanimously approved.

**Resolution No. B-2-2022 – A Resolution declaring the intent of the City of Lansing, Kansas, to reimburse capital expenditures relating to the construction of certain improvements with proceeds of tax-exempt financing:** Councilmember Buehler moved to approve Resolution No. B-1-2022. Councilmember Majure seconded the motion.

- Councilmember Brungardt asked this allows us to start and then pay it back.
  - City Administrator Tim Vandall responded we have \$3.7 million in general fund reserves. We can fund the improvements for a couple of months until that bond is insured.

The motion was unanimously approved.

**Construction Bids for the K7 & Eisenhower Project:** Councilmember Brungardt moved to accept the bids as presented and award the bid in the amount of \$1,685,259.30 to Linaweaver Construction, Inc. upon concurring approval by the Kansas Department of Transportation. Councilmember Majure seconded the motion. The motion was unanimously approved.

**REPORTS:**

**Department Heads:** Community & Economic Development Director Matthew Schmitz asked the Council if they wanted to continue to have fence requests brought to Council Meetings. If it’s being placed in the setback, it is something staff can approve it. If the request is to place the fence in the right of way or if neighbors are disputing the request, it would certainly need to come before the Council. We would have to change the code in the form of an Ordinance to make this change. The Council agreed staff could approve the requests unless there was an issue.

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

**City Administrator:** City Administrator Tim Vandall stated staff spoke to an engineer about making turns in and out of Towne Center. The worst access into Towne Center is along 4H Road. A possible fix for this would be to have the median removed but there are decorative light poles and the brick column located in that median. We will need to be thinking about how attached we are to the medians located at both entrance/exits.

Staff heard back from the County in regard to the Joint meeting and they would be interested in the first Council meeting in May or the Work Session in May.

- Mayor McNeill thought a Work Session may allow for more free talk.

Toward the end of the last meeting, the idea of doing partial property tax based on the valuation increase and partial sales tax was brought up. We will be passing the budget in September and the election for the sales tax is in November. We won't know if the sales tax will pass by the time, we pass the budget. If the sales tax is voted down, we would still have that property tax there. Also, the sales tax rate is there for 20 years where the property tax can be adjusted every year by the City Council. It might be cleaner of it's just the sales tax.

- Mayor McNeill stated everyone is in favor of sales tax.

He asked the Council if they felt we needed to obtain a realtor/agent for the property we expressed interest in.

- Councilmember Brungardt stated he thought we should have someone represent the city.

We signed the contract with Vireo, and they are moving along with the design of City Park and the splash pad. If the pool sales tax does pass, we'll need to decide what to do with the splash pad design. There are a lot of things coming up in the November, December, January timeframe that we will need to be aware of and thinking about.

**Governing Body:** Councilmember Kirby hopes we aren't becoming numb to what is going on in Ukraine. Innocent people are dying every day.

Councilmember Majure stated a lot of work went into tonight's agenda by Tim and staff. He is excited about the library and the volunteers for the library. He let Jason know he is doing great work with the parks.

Councilmember Garvey thanked Tom and Marsha for volunteering. He is happy we are still shopping local and giving work to our community. He appreciates what the whole team does.

Councilmember Buehler thanked Tom and Marsha because we can't make our city work without our volunteers. He also provided a fun fact, on this day in 1933, the Cullen-Harrison Act went into effect repealing prohibition for beer.

Councilmember Clemons thanked the volunteers

Councilmember Brungardt said looking through the agenda things are becoming very real. He can't wait to see the ball fields and what the citizens decide about a pool. He ended with Rock Chalk Jayhawk.

Councilmember Studnicka thanked the volunteers for stepping up.

Councilmember Trinkle gave his thoughts and prayers to Greg Robinson and his family for the loss of his mom.

**ADJOURNMENT:**

Councilmember Trinkle moved to adjourn. Councilmember Buehler seconded the motion. The motion was unanimously approved. The meeting was adjourned at 7:38 p.m.

**ATTEST:**

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Assistant City Clerk, Shantel Scrogin

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# AGENDA ITEM

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TO: Tim Vandall, City Administrator

FROM: Matthew R. Schmitz, MPA – Director, Community & Economic Development

DATE: April 21, 2022

SUBJECT: Ordinance No. 1081 – an ordinance of the City of Lansing, Kansas, authorizing the creation and modification of the 555 N. Main Street Community Improvement District in the City of Lansing, Kansas; Authorizing the making of certain project improvements related thereto; Approving the estimated costs of such project improvements; Levying a Community Improvement District Sales Tax within such district; And providing for the method of financing the same and approving an amendment to the Development Agreement.

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Explanation: The owner of Mainstreet Chrysler Dodge Jeep, Inc., Doug Kinney, has asked to increase the footprint of the Community Improvement District (CID) for Mainstreet CDJR, the overall project budget from the original \$4,312,000 to \$7,000,000, and intends to keep the existing 1% sales tax imposed by the CID the same.

CIDs can be increased in size, and have the budget amended, so long as there is a public hearing held, and a petition filed by the owner. This ordinance is the second step in the process to amend and increase the size of the existing CID, as well as increase the overall budget of the CID.

The attached Ordinance would approve the expansion of the CID, the increase to the project budget, and authorize the Mayor and City Clerk to execute the attached amendment to the Development Agreement.

Policy Considerations: None.

Action:

1. Hold a public hearing on the advisability of modifying a community improvement district in the City of Lansing, Kansas, known as the 555 N. Main Street Community Improvement District, and regarding the City's intent to levy a community improvement district sales tax within such district, and;
2. Consider approval of Ordinance No. 1081, an ordinance of the City of Lansing, Kansas, authorizing the creation and modification of the 555 N. Main Street Community Improvement District in the City of Lansing, Kansas; Authorizing the making of certain project improvements related thereto; Approving the estimated costs of such project improvements; Levying a Community Improvement District Sales Tax within such district; And providing for the method of financing the same and approving an amendment to the Development Agreement.

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## AGENDA ITEM #

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(Published in *The Leavenworth Times* on April 26, 2022)

**ORDINANCE NO. 1081**

**AN ORDINANCE AUTHORIZING THE CREATION AND MODIFICATION OF THE 555 N. MAIN STREET COMMUNITY IMPROVEMENT DISTRICT IN THE CITY OF LANSING, KANSAS; AUTHORIZING THE MAKING OF CERTAIN PROJECT IMPROVEMENTS RELATING THERETO; APPROVING THE ESTIMATED COSTS OF SUCH PROJECT IMPROVEMENTS; LEVYING A COMMUNITY IMPROVEMENT DISTRICT SALES TAX WITHIN SUCH DISTRICT; AND PROVIDING FOR THE METHOD OF FINANCING THE SAME AND APPROVING AN AMENDMENT TO DEVELOPMENT AGREEMENT.**

**WHEREAS**, K.S.A. 12-6a26 *et seq.* (the “Act”) authorizes the governing body of any city or county to create community improvement districts to finance projects within such defined area of the city or county and to levy a community improvement district sales tax upon property within the district to finance projects; and

**WHEREAS**, a petition (the “Petition”) was filed with the City Clerk on or about August 10, 2017, proposing the creation of the 555 N. Main Street Community Improvement District (the “District”) under the Act and the imposition of a community improvement district sales tax (the “CID Sales Tax”) in order to pay the costs of projects as described in the Petition; and

**WHEREAS**, pursuant to Ordinance No. 989 passed by the City Council (the “Governing Body”) of the City of Lansing, Kansas (the “City”), the City created the District and levied the CID Sales Tax as requested in the Petition and entered into that certain Development Agreement related to the District dated as of November 1, 2017 (the “Development Agreement”); and

**WHEREAS**, the Governing Body has received from the sole property owner within the District an amended petition dated as of March 14, 2022 (the “Amended Petition”) requesting certain modifications to the District and the costs of projects as described therein (the “Projects”), and the City and CDJ Automotive, LLC, a Missouri limited liability company, DBA Speedway of Lansing Chrysler Dodge Jeep Ram now desire to enter into a First Amendment to Development Agreement (the “Amendment”); and

**WHEREAS**, the Governing Body adopted Resolution No. B-1-2022 on March 17, 2022 (the “Resolution”) directing that a public hearing on the proposed modification to the District be held on April 21, 2022, and requiring that the City Clerk provide for notice of such public hearing as set forth in the Act; and

**WHEREAS**, the Resolution was mailed (by certified mail) to all property owners within the proposed District on April 1, 2022, and published once each week for two (2) consecutive weeks in *The Leavenworth Times*, the official City newspaper, on March 29, 2022 and April 5, 2022; and

**WHEREAS**, on this date, the Governing Body conducted a public hearing on the proposed modification of the District; and

**WHEREAS**, the Governing Body hereby finds and determines it to be advisable to modify the District and the boundaries thereof, authorize the Projects, approve the estimated costs of the Projects and approve the method of financing the same, all in accordance with the provisions of the Act; and



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

**SECTION 1. Creation and Modification of Community Improvement District; Boundaries.**

That the Governing Body hereby finds and determines that it is advisable to create and modify the District in accordance with the Act and the Amended Petition. A legal description of the boundaries of the District is set forth on Exhibit A, attached hereto and incorporated by reference herein. A map generally outlining the boundaries of the District is attached as Exhibit B and incorporated by reference herein.

**SECTION 2. Authorization of Community Improvement District Projects and Estimated Costs.**

(a) The general nature of the Projects is approved as follows:

(1) within the district, the acquisition, improvement, construction, demolition, removal, renovation, reconstruction, rehabilitation, maintenance, restoration, replacement, renewal, repair, installation, relocation, furnishing, equipping or extension of:

- (A) buildings, structures and facilities;
- (B) sidewalks, streets, roads, interchanges, highway access roads, intersections, alleys, parking lots, bridges, ramps, tunnels, overpasses and underpasses, traffic signs and signals, utilities, pedestrian amenities, abandoned cemeteries, drainage systems, water systems, storm systems, sewer systems, lift stations, underground gas, heating and electrical services and connections located within or without the public right-of-way, water mains and extensions and other site improvements;
- (C) parking garages;
- (D) streetscape, lighting, street light fixtures, street light connections, street light facilities, benches or other seating furniture, trash receptacles, marquees, awnings, canopies, walls and barriers;
- (E) parks, lawns, trees and other landscape;

(2) within or without the district, costs for infrastructure located outside the district but contiguous to any portion of the district and such infrastructure is related to a project within the district or substantially for the benefit of the district.

(b) The total estimated cost of the proposed Project is \$7,000,000 of which \$7,000,000 plus the City’s administrative costs are to be funded by the CID Sales Tax.

**SECTION 3. Method of Financing.**

(a) The costs of the Projects will be financed with the CID Sales Tax levied pursuant to the provisions of the Act and reimbursed on a pay-as-you-go basis, as defined in the Act. The CID Sales Tax is hereby imposed at the rate of **1.0%** on the sale of tangible personal property at retail or rendering or furnishing services which are taxable pursuant to the Kansas Retailers’ Sales Tax Act (K.S.A. 79-3601 *et seq.*) within the District, such CID Sales Tax originally commencing on January 1, 2018, and shall continue for a period of twenty (22) years from such date of commencement or such earlier date as provided in the Development Agreement (as may be amended from time to time).

(b) There will be no issuance of bonds, including full faith and credit bonds, pursuant to the Act.

(c) There will be no District special assessments.

**SECTION 4. Segregation of CID Sales Tax Revenues.** All revenues derived from the collection of the CID Sales Tax shall be deposited into a special fund of the City to be designated as the 555 N. Main Street Community Improvement District Revenue Fund. Such revenues shall be used to pay the costs of the Project, including the City’s administrative fee of 5.0%.

**SECTION 5. Amendment.** The Amendment in substantially the form presented to the Governing Body of the City is hereby approved and the Mayor and City Clerk are hereby authorized to execute and deliver the Amendment.

**SECTION 6. Effective Date.** This Ordinance shall take effect and be in full force from and after its passage by the Governing Body of the City and publication once in the official City newspaper.

**PASSED** by the Governing Body on this 21<sup>st</sup> day of April, 2022 and **APPROVED AND SIGNED** by the Mayor.

**CITY OF LANSING, KANSAS**

\_\_\_\_\_  
Anthony R. McNeill, Mayor

[SEAL]

\_\_\_\_\_  
Tish Sims, CMC, City Clerk

**EXHIBIT A**

**LEGAL DESCRIPTION OF THE 555 N. MAIN STREET  
COMMUNITY IMPROVEMENT DISTRICT**

A tract of land in Lots 34 and 35, Block 2, HOLIDAY HILLS, City of Lansing, Leavenworth County, Kansas described as follows:

Beginning at a point 501.50 feet South and 53.38 feet West of the Northeast corner of Section 24, Township 9 South, Range 22 East of the 6<sup>th</sup> P.M., which point lies on the West right-of-way of U.S. Highway #73 and Kansas Highway #7; thence South 89 degrees 53 minutes 00 seconds West 653.57 feet; thence South 00 degrees 00 minutes 05 seconds East 239.15 feet; thence North 88 degrees 13 minutes 30 seconds East 654.84 feet to said West right-of-way and Southeast corner of Lot 35; thence North 00 degrees 16 minutes 00 seconds West 220.20 feet to the point of beginning, less any part thereof taken or used for road purposes.

AND

A TRACT OF LAND IN LOT 34, BLOCK 2, HOLIDAY HILLS ADDITION TO THE CITY OF LANSING, LEAVENWORTH COUNTY, KANSAS, MORE FULLY DESCRIBED AS FOLLOWS: BEGINNING AT A POINT 502.80 FEET SOUTH AND 706.87 FEET WEST OF THE NORTHEAST CORNER OF SECTION 24, TOWNSHIP 9 SOUTH, RANGE 22 EAST OF THE 6TH P.M., THENCE SOUTH 00°00'05" EAST FOR A DISTANCE OF 239.15 FEET; THENCE SOUTH 88°13'30" WEST FOR DISTANCE OF 75.04 FEET; THENCE NORTH 00°00'05" WEST FOR A DISTANCE OF 241.32 FEET TO THE SOUTH RIGHT-OF-WAY LINE OF PLAZA LANE, THENCE NORTH 89°53'00" EAST FOR A DISTANCE OF 75.00 FEET TO THE POINT OF BEGINNING.

ALSO INCLUDING:

All adjacent Right-of-Way.

**EXHIBIT B**

**MAP OF 555 N. MAIN STREET COMMUNITY IMPROVEMENT DISTRICT**



**FIRST AMENDMENT TO DEVELOPMENT AGREEMENT**

**THIS FIRST AMENDMENT TO DEVELOPMENT AGREEMENT** (the “Amendment”) is made as of the \_\_\_\_ day of \_\_\_\_\_, 2022, between the **CITY OF LANSING, KANSAS**, a municipal corporation (the “City”), and **CDJ AUTOMOTIVE, LLC**, a Missouri limited liability company DBA Speedway of Lansing Chrysler Dodge Jeep Ram (“Developer,” and together with the City, the “Parties”).

A. Pursuant to a petition filed with the City Clerk on or about August 10, 2017 (the “Petition”) and other proceedings of the City duly held in accordance with K.S.A. 12-6a26 *et seq.* (the “Act”), the City Council of the City (the “Governing Body”) passed and published Ordinance No. 989 authorizing the projects described in the Petition, creating The 555 N. Main Street Community Improvement District on the property described therein (the “District”), and imposing a 1.0% community improvement district sales tax (the “CID Sales Tax”) within the District.

B. In conjunction with the establishment of the District, the City and Speedway Chrysler Dodge Jeep, Inc. (the “Original Developer”) entered into that certain Development Agreement dated as of November 1, 2017 (the “Development Agreement”), and the Original Developer later assigned its rights and obligations under the Development Agreement to CDJ Automotive, LLC, a Missouri limited liability company, DBA Speedway of Lansing Chrysler Dodge Jeep Ram (“CDJ Automotive”) pursuant to that certain Assignment and Assumption of Development Agreement for Implementation of the 555 N. Main Street Community Improvement District dated as of September 26, 2019.

C. The Governing Body has received from the sole property owner within the District an amended petition dated as of March 14, 2022 (the “Amended Petition”) requesting certain modifications to the District, and the City and CDJ Automotive now desire to enter into this Amendment.

**NOW, THEREFORE**, the Parties agree as follows:

1. Amendments.

a. **Legal Description.** Exhibit A to the Development Agreement is hereby amended and replaced as set forth in **Exhibit A** to this Amendment.

b. **Project Costs.** Exhibit B to the Development Agreement is hereby amended and replaced as set forth in **Exhibit B** to this Amendment, and Section 3 of the Development Agreement is hereby amended and replaced with the following:

**Section 3. Project Costs.**

The estimated costs of the Project (the “Project Costs”) is \$7,000,000 of which \$7,000,000, plus the City Administrative Fee (defined herein), is proposed to be funded by the CID Sales Tax (the “Reimbursable Project Costs”). The Reimbursable Project Costs shall be only those capital expenditures of the Developer related to the acquisition and construction of the Project within the District, including related architectural and engineering costs.

The estimated Project Costs and Reimbursable Project Costs, set forth on **Exhibit B**, attached hereto and incorporated herein, have been prepared by the Developer. The Parties agree that the amounts of the Reimbursable Project Costs may be adjusted among any of the stated categories, except as provided herein, or

to pay additional Reimbursable Project Costs not specifically listed on **Exhibit B**, but which are (1) capital expenditures, (2) related to real property improvements within the District, and (3) otherwise reimbursable under the Act.

The Developer agrees that, notwithstanding anything to the contrary in this Development Agreement, Reimbursable Project Costs shall not include any costs related to acquisition of property not within the boundaries of the District at the time of such acquisition. Furthermore, Reimbursable Project Costs shall not include any costs paid by Developer to any (a) partner, (b) member, (c) shareholder, (d) trustee, (e) beneficiary or (f) family member of such partner, member, shareholder, trustee, or beneficiary, of Developer.

The Project Costs will be privately financed. The Reimbursable Project Costs will be financed on a pay as you go basis, i.e., the Reimbursable Project Costs will be paid for by the Developer without the issuance of notes or bonds, and the Developer will be reimbursed for the Reimbursable Project Costs as moneys are deposited in the Fund (as defined herein) through the imposition of the CID Sales Tax, after payment of the City Administrative Fee, all in accordance with **Section 5** of this Agreement.

c. **Reimbursement Procedures.** Section 5 of the Development Agreement is hereby amended and replaced with the following:

**Section 5. Reimbursement Procedures.**

The City’s agreement to fund Reimbursable Project Costs is conditioned upon the following:

(A) All costs submitted for reimbursement shall be identified by the City in its sole and reasonable discretion as Reimbursable Project Costs by this Agreement. All Reimbursable Project Costs must be related to labor, construction materials and real and personal property located within the District.

(B) The Developer shall submit to the City Administrator an invoice (in substantially the form attached to the Development Agreement as **Exhibit C**), signed by the Developer, with supporting documentation identifying the Reimbursable Project Costs for which the Developer seeks reimbursement.

The supporting documentation shall include copies of invoices reflecting amounts billed, copies of checks, evidence of wire transfer or other payment of cash by the Developer for the Reimbursable Project Costs, lien waivers or other evidence that no mechanic’s liens exist with respect to the construction of the Project, and such other documentation as the City shall reasonably request.

The invoice shall contain a certification by the Developer that the costs submitted for reimbursement are for Reimbursable Project Costs under this Agreement, and that such expense has been incurred by the Developer and has not been previously submitted for reimbursement hereunder.

Invoices may be submitted to the City by the Developer no more often than monthly. If Developer submits invoices in violation of the provisions of this

paragraph, the City shall be under no obligation to respond to such invoices, nor shall Developer have any right to reimbursement from the Fund for such invoices.

The Developer agrees to allow representatives and agents of the City to inspect all books and records, invoices and other business and financial information related to costs submitted for reimbursement.

(C) The City Administrator shall determine whether the cost submitted is for a Reimbursable Project Cost within thirty (30) business days of the date the invoice is submitted by the Developer. If the City Administrator does not provide a response within thirty (30) business days of the date the invoice is submitted, the cost submitted on the invoice shall be deemed approved; provided said cost is permitted under the Act.

If the City Administrator determines that such cost is not a Reimbursable Project Cost under this Agreement, the City Administrator shall notify the Developer of such determination in writing, setting forth in detail the basis for such denial. In such event, the Developer shall have the right to revise and re-submit the costs to address the City's reason for disapproval, and the City will review and approve (or disapprove) the revised Certificate of CID Costs in accordance with this **Section 5**.

(D) If money is available in the Fund, after payment of the City Administrative Fee, the requested reimbursement shall be paid to the Developer within ten (10) days of the approval by the City Administrator.

(E) If the invoices for Reimbursable Project Costs submitted and approved exceed the amounts then available in the Fund after payment of the City Administrative Fee, such invoices shall be paid as CID Sales Tax Revenue becomes available within the Fund. Subject to the availability of moneys within the Fund, the City will make monthly payments on any outstanding Reimbursable Project Costs approved by the City for reimbursement, provided that the City shall have no obligation to make any payments under this Agreement so long as the Developer is in default of any provision of this Agreement.

(F) The Developer, at its discretion, may provide written instructions to the City to make payments of Reimbursable Project Costs approved by the City to Developer's lender (or another third party to which payment is not otherwise prohibited under this Agreement). Upon the City's receipt of such instructions, the City shall make future payments of Reimbursable Project Costs to such lender or third party, but only to the extent the City is otherwise obligated to make such payments pursuant to this Agreement, and such payments by the City to a lender or third party, as instructed by the Developer, shall satisfy the City's obligations to provide such payments under this Agreement.

(G) Notwithstanding the foregoing or anything in **Section 15** hereof, if Developer does not submit an invoice for reimbursement within 18 months from the later of the date of this Agreement or the date Developer last submitted an invoice for reimbursement pursuant to **Section 5** hereof, the City may provide written notice thereof to Developer. If Developer does not submit an invoice for reimbursement in accordance with this **Section 5** within 90 days of delivery of

such notice, Developer shall no longer be able to submit any further invoices for reimbursement pursuant to this Agreement.

2. Except as expressly amended herein, all remaining terms, provisions and conditions of the Agreement shall remain in full force and effect as modified hereby.

3. This Amendment may be executed in any number of counterparts, all of which shall be deemed an original and all of which shall be construed together as one document.

4. The invalidity or inability to enforce one or more phrases, sentences, clauses, or sections of this Amendment shall not affect the validity or enforceability of the remaining portions of this Amendment.

**[Remainder of page intentionally left blank.]**



**THIS FIRST AMENDMENT TO DEVELOPMENT AGREEMENT** has been executed as of the date first written above.

**CITY OF LANSING, KANSAS**

(SEAL)

By: \_\_\_\_\_  
Anthony R. McNeill, Mayor

ATTEST:

By: \_\_\_\_\_  
Tish Sims, CMC, City Clerk

**CDJ AUTOMOTIVE, LLC**

By: \_\_\_\_\_  
Printed Name: Douglas A. Kinney  
Title: Manager

**EXHIBIT A****DISTRICT LEGAL DESCRIPTION**

A tract of land in Lots 34 and 35, Block 2, HOLIDAY HILLS, City of Lansing, Leavenworth County, Kansas described as follows:

Beginning at a point 501.50 feet South and 53.38 feet West of the Northeast corner of Section 24, Township 9 South, Range 22 East of the 6<sup>th</sup> P.M., which point lies on the West right-of-way of U.S. Highway #73 and Kansas Highway #7; thence South 89 degrees 53 minutes 00 seconds West 653.57 feet; thence South 00 degrees 00 minutes 05 seconds East 239.15 feet; thence North 88 degrees 13 minutes 30 seconds East 654.84 feet to said West right-of-way and Southeast corner of Lot 35; thence North 00 degrees 16 minutes 00 seconds West 220.20 feet to the point of beginning, less any part thereof taken or used for road purposes.

AND

A TRACT OF LAND IN LOT 34, BLOCK 2, HOLIDAY HILLS ADDITION TO THE CITY OF LANSING, LEAVENWORTH COUNTY, KANSAS, MORE FULLY DESCRIBED AS FOLLOWS: BEGINNING AT A POINT 502.80 FEET SOUTH AND 706.87 FEET WEST OF THE NORTHEAST CORNER OF SECTION 24, TOWNSHIP 9 SOUTH, RANGE 22 EAST OF THE 6TH P.M., THENCE SOUTH 00°00'05" EAST FOR A DISTANCE OF 239.15 FEET; THENCE SOUTH 88°13'30" WEST FOR DISTANCE OF 75.04 FEET; THENCE NORTH 00°00'05" WEST FOR A DISTANCE OF 241.32 FEET TO THE SOUTH RIGHT-OF-WAY LINE OF PLAZA LANE, THENCE NORTH 89°53'00" EAST FOR A DISTANCE OF 75.00 FEET TO THE POINT OF BEGINNING.

ALSO INCLUDING:

All adjacent Right-of-Way.

**EXHIBIT B**

**Project Costs**

	<b><u>CID Reimbursable Cost</u></b>
LED Light Replacement	\$150,000
<sup>(1)</sup> Property Acquisition	\$1,500,000
Resurface Parking Lot	\$600,000
Roof Replacement or Repair	\$200,000
Facility Remodel/Renovation	\$1,000,000
HVAC Replacement	\$200,000
Various Building & Equipment Upgrades/Replacements	\$600,000
Compliance with Mandatory Manufacturer Building Upgrades	\$2,500,000
<sup>(2)</sup> Construction Loan Interest	<u>\$250,000</u>
<b>TOTAL</b>	<b>\$7,000,000</b>

<sup>(1)</sup> No Property Acquisition costs shall be reimbursed to the Developer unless the acquired property was included within the boundaries of the District as of the date of the acquisition.

<sup>(2)</sup> Construction Loan Interest will only be a reimbursable expense if such interest is accrued on a Reimbursable Project Cost during the construction period of the improvements and incurred prior to December 31, 2024.

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# AGENDA ITEM

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TO: Mayor McNeill, Lansing City Council  
FROM: Tim Vandall, City Administrator  
DATE: April 21, 2022  
SUBJECT: Historical Society Request

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**Explanation:** Correspondence from Debra Bates Lamborn is on the agenda. Ms. Lamborn is the chairperson of the Lansing Historical Society. Ms. Lamborn is requesting funds from the dissolution of the Kansas Regional Prisons Museum 501c3 from March 2019. Upon receiving similar correspondence from the Historical Society in late 2021, the City replied with a copy of the KRPM bylaws and inquired as to what superseded the bylaws. The bylaws for the KRPM 501c3 are on file with the Kansas Secretary of State.

The Kansas Regional Prisons Museum (KRPM) Board was separate from the Lansing Historical Society. The City of Lansing raised funds for the KRPM and for several years deposited all revenue from Lansing DAZE and other events into the KRPM Fund. Leonard Lockwood was the City's point of contact to the KRPM.

In accordance with the bylaws and guidance our auditors, upon dissolution of the KRPM, the Council directed staff to utilize the funds for a cultural/recreational purpose and for something permanent. Based on this direction from the Council at the March 21, 2019, the funds were deposited into the Special Parks & Recreation Fund for design/construction of Bernard Park. The design, engineering, and inspection of Bernard Park totals \$566,671.75 and was approved by the Council in May 2021. Construction at Bernard Park is slated to begin any day.

**Policy Consideration:** I have included materials from the Kansas Regional Prisons Museum. Upon dissolution in 2019, the KRPM followed their bylaws and offered funds to the City of Lansing. The Council discussed this topic in an open public meeting (minutes attached) and decided to use the funds for a recreational/cultural purpose.

Prior to the March 21, 2019 Council meeting, staff presented all documents to our auditors to ensure compliance with all statutes. Based on the KRPM Bylaws on file with the Kansas Secretary of State, our auditors concluded that this was lawful and the intent of the Kansas Regional Prisons Museum Board.

**Financial Consideration:** It may be reasonable to assist the Lansing Historical Museum and other nonprofits through Transient Guest Tax Funds if the Council desires.

Based on guidance at the March 21, 2019 City Council meeting, staff utilized the funds from the Special Parks & Recreation Fund for the design and construction of Bernard Park.

**Action:** No action required.

**CITY OF LANSING**  
CITY COUNCIL MEETING

REGULAR MEETING MINUTES  
March 21, 2019

**Call To Order:**

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

**Roll Call:**

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

**Councilmembers Present:**

**Ward 1:** Gene Kirby and Dave Trinkle  
**Ward 2:** Andi Pawlowski and Don Studnicka  
**Ward 3:** Jesse Garvey and Kerry Brungardt  
**Ward 4:** Tony McNeill and Gregg Buehler

**Councilmembers Absent:**

**OLD BUSINESS:**

**Approval of Minutes:** Councilmember Buehler moved to approve the regular meeting minutes of March 7, 2019, as presented. Councilmember Pawlowski seconded the motion. The motion was approved with Councilmember Brungardt abstaining from the vote.

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

**Presentations: Graduation of Citizen's Academy Participants:** Mayor Mike Smith and Event & Marketing Coordinator Tim Dossey presented participants of the 2018-2019 Citizen's Academy with plaques. The graduates are Jacob Kowalewski, Tyler J. Swift, Ronald Webb, Dr. Harold Laurence, Don Wallace and Judy Wallace.

**Arbor Day Proclamation:** Councilmember Buehler read a proclamation declaring April 12, 2019 as Arbor Day in Lansing.

- Parks & Rec Director Jason Crum invited everyone to a ceremonial tree planting at the library on April 12<sup>th</sup> at 10:45am.

**COUNCIL CONSIDERATION OF AGENDA ITEMS:**

**Ordinance No. 1020 – Cereal Malt Beverage Amendment Chapter 3, Article 2:** Councilmember Kirby moved to adopt Ordinance 1020. Councilmember Pawlowski seconded the motion. The motion was unanimously approved.

**Request for Cereal Malt Beverage License – Aldi Inc:** Councilmember Buehler moved to approve the Cereal Malt Beverage License for Aldi Inc, at 1217 North Main Street. Councilmember Brungardt seconded the motion.

- Councilmember Trinkle asked this makes them fall under the new regs for April 1. They didn't sell beer before, did they.
  - City Clerk Sarah Bodensteiner responded no, they are going to start.
    - Mayor Smith stated this is new.

The motion was unanimously approved.

**Request for Special Use Permit – 101 N. Ethel Lane – More than 4 Animals:** Councilmember Studnicka moved to approve the special use permit for 101 N. Ethel Lane. Councilmember Kirby seconded the motion.

- Councilmember Buehler asked any response to the letters sent out by the neighbors or to the neighbors.
  - Police Chief Steve Wayman responded Wendy had a prior engagement tonight, but I talked to her about it and she said no there wasn't any complaints or anything. I think the only real difference between this is they got rid of their chickens, so they have three dogs and two cats. Something like that but the chickens they had are gone now.
    - Councilmember Buehler replied alright.
      - Councilmember Trinkle asked rooster in the pan.

- Police Chief Steve Wayman replied I don't know what they did with them.
  - Mayor Smith stated yeah, I used to hear it.

The motion was unanimously approved.

**Award of Contract – Retail Development Services:** Councilmember Buehler moved to authorize the mayor to sign a 3-year contract with The Retail Coach in an amount not to exceed \$94,000. Councilmember Pawlowski seconded the motion.

- Councilmember McNeill stated yeah, I have an issue on the option year. The way I interpret it was we're paying for the base year and then if we like them, then the option years. I mean why would we fully fund all those years.
  - Community & Economic Development Director Matthew Schmitz replied the Council can award it way if that's how they would like to award it.
    - Councilmember McNeill responded yeah I prefer that. That totally makes more sense than doing it for three years and finding the first year that people aren't doing their jobs.
      - City Administrator Tim Vandall asked is the subsequent year \$40,000 though.
        - Community & Economic Development Director Matthew Schmitz responded no it would still be with their proposal. It would still be the same price.
          - Councilmember McNeill asked proposed it by an option year, right.
            - Community & Economic Development Director Matthew Schmitz replied right, the thing I would point out is this type of contractor or consultant, it's hard to justify or hard to quantify the type of work they do within only a single year because a lot of economic development projects take multiple years.
              - Councilmember McNeill stated I'm not saying don't use them for multiple years. I'm saying don't pay them for multiple years before we start.
                - Community & Economic Development Director Matthew Schmitz responded we wouldn't pay them the whole thing up front anyway. The payment schedule was structured over three years even if this body approves the entire three years, they only get what they put in there each year.
              - Mayor Smith replied and Matt you could.
            - Councilmember McNeill responded it says to sign a three-year contract, this is to sign a three-year contract. That means you signed it for three years.
              - Community & Economic Development Director Matthew Schmitz replied correct.
            - Mayor Smith asked but Matt in the contract, does it say we can pull out at a certain amount of time, say within a year and it would only be a certain amount to be paid.
          - Community & Economic Development Director Matthew Schmitz responded well yeah, you can terminate the contract.

- Mayor Smith stated I want to know what the contract says. I think Tony is going not to pay it all ahead. I'm just trying to figure that out. If we got a three-year contract but we only pay one year at a time and we have the option to get out of it then it does the same thing.
        - Councilmember Pawlowski responded the motion was for not to exceed.
  - City Administrator Tim Vandall stated I thought that was the point of them giving the discount for years two and three and then sign up. I suppose there's less risk if we do it year by year but we're paying \$10,000 more per year
    - Mayor Smith replied I wouldn't recommend that. I just want to know if we weren't happy.
      - Councilmember McNeill responded the cost doesn't change.
        - Community & Economic Development Director Matthew Schmitz stated their particular proposal, some of them were structured that way, but The Retail Coach particular proposal was not. Theirs was structured that the first year is \$38,000 and then each year after that you could optionally extend the contract for another year for \$25,000 each year. So, we can come back in a year, if we're happy with them and extend the contract by a year and then do the same thing in two years if that's what this body would like to do.
          - Councilmember McNeill replied that's what I recommend but it's up to you guys.
            - Councilmember Buehler stated I agree.
              - Councilmember Kirby responded that makes sense to me.
  - Mayor Smith stated ok, we need to withdraw the motion then.

Councilmember Pawlowski withdrew her second.  
Councilmember Buehler withdrew his motion.

Councilmember Buehler moved to authorize the mayor to sign a 1-year contract with the option to extend a year at a time up to two years with The Retail Coach in an amount not to exceed \$94,000. Councilmember Pawlowski seconded the motion.

- Councilmember Buehler is that right Greg.
  - City Attorney Gregory Robinson I understand what you're saying.
    - Councilmember Pawlowski but is it legal.
      - City Attorney Gregory Robinson yeah but it depends on who else is hearing it. We're familiar with the terms. Does everybody out there understand. I don't know.
        - Councilmember Pawlowski we don't have the contract in front of us.
- Mayor Smith asked we have a motion. Do we have a second on that.
  - Councilmember Pawlowski I seconded it.

The motion was unanimously approved.

**Award of Contract – Phone System and Building Connection:** Councilmember Buehler moved to authorize the mayor to sign an agreement with Towner Communications in an amount not to exceed \$53,927.25 for the phone system, and an agreement with K&W Underground in an amount not to exceed \$17,979.97 for the installation of fiber. Councilmember Pawlowski seconded the motion.

- Councilmember Pawlowski stated I have a question.
  - Councilmember Kirby replied go ahead.
    - Councilmember Pawlowski asked you have a question too.
      - Councilmember Kirby replied yeah.
        - Councilmember Pawlowski asked so, sorry I didn't call you about this because I was busy this week. There was a thing in there that said it was hard to find, trying to find where because everything is voice over internet and my question is why aren't we doing that.

- Community & Economic Development Director Matthew Schmitz responded that is what we're doing. The phone service will be voice over internet service which I am kind of confused by what you are referencing.
  - Councilmember Pawlowski stated well maybe I read it wrong.
    - Councilmember Kirby responded he wasn't the first one.
      - Councilmember Pawlowski replied I expect it from you. So, nevermind. Go ahead Gene.
- Councilmember Kirby stated the difference between the two bids. I mean if we were talking about a couple hundred thousand dollars, probably wouldn't be a whole lot of money but we're not talking about a whole lot of money. You know there's twenty some thousand dollars difference between the two bids.
  - Community & Economic Development Director Matthew Schmitz replied correct.
    - Councilmember Kirby asked because somebody wanted it worse than somebody or the equipment or.
      - Community & Economic Development Director Matthew Schmitz responded NCS included a lot of equipment we don't need the way we're modeling this, the way we're building it.
        - Councilmember Kirby replied ok.
          - Community & Economic Development Director Matthew Schmitz stated they didn't account for some changes that happened since they gave us a quote originally when we budgeted for this.
  - Councilmember Kirby stated ok, I have one more here if I can scroll down quick enough. Sorry about that. One of them talked about there's going to be some added expense, it had to do with, ok 'proposal does not include any possible data wire needed, each location is subject to final walk through to determine network readiness'.
    - Community & Economic Development Director Matthew Schmitz responded so all of our city facilities right now where we're going to put a phone at, they already have a data connection there. That was just included in there for their protection basically but if we need to install drops, they are roughly \$200-300 a piece and our contractor NCS can do that. And we can do that out of my department budget rather than come out of this project.
  - Mayor Smith asked anything else Gene.
    - Councilmember Kirby stated nope.
      - Mayor Smith asked anybody else.
        - Councilmember Brungardt stated thanks Matt.

The motion was unanimously approved.

**Construction Inspection Services – Bittersweet Road & Bridge Improvements Project 18-03:**

Councilmember McNeill moved to authorize the mayor to sign the Construction Inspection Services Agreement for Benesch & Company for the Bittersweet Road and Bridge Improvement Project in an amount not to exceed \$32,900. Councilmember Brungardt seconded the motion.

- Councilmember Trinkle asked how does this fit in with the school and you got DeSoto Road now and then this. Are they going to start right away?
  - Public Works Director Jeff Rupp responded as soon as school is out, we have the overlay project and this project starting.
    - Councilmember Trinkle asked so they're not going to wait to do it while school is in session.
      - Public Works Director Jeff Rupp replied no, I mean there may be an issue when we get to the end if there is an overrun in time but we're trying to schedule it so it gets done between the break and school.



- Mayor Smith stated go ahead Andi.
  - Councilmember Pawlowski stated I'm getting my projects mixed up in my head. Have we already awarded the contract for the bridge.
    - Public Works Director Jeff Rupp replied no, those bids are coming in the 26<sup>th</sup> and we'll be back April 4<sup>th</sup> with the bids.
      - Councilmember Pawlowski asked ok but Benesch did the work on what we're doing to the bridge.
        - Public Works Director Jeff Rupp responded right they designed everything and originally in 2017 when we put the package together this was part of that. They reupped in 2018 and we broke it down. We've got a pretty full schedule for things to be inspected on that project, sixty days worth.
          - Councilmember Pawlowski stated ok, thank you.

The motion was unanimously approved.

**Kansas Regional Prisons Museum:** Councilmember Brungardt moved to approve the transfer of Kansas Regional Prisons Museum Funds to the City of Lansing for a recreational/cultural purpose. Councilmember Pawlowski seconded the motion.

- Mayor Smith asked discussion.
  - Councilmember Kirby responded yes. I know we don't know what we're going to with this but it's my desire that whatever we do, Jason if it ends up with you that its something permanent. Not a one time shot that we do something or pay for something and then it goes away. Something that will be permanent in that we can acknowledge with a plaque or something why that project was possible through their donation. So, I think we need to keep that in mind. I think Leonard is here and I think they agree with that.
    - Councilmember Garvey stated something permanent.
      - Councilmember Kirby replied right. A recognition plaque.
        - Mayor Smith responded I think it's a good idea.
          - Councilmember Pawlowski stated I'd like to see a shelter.
            - Mayor Smith asked anybody else.
              - Councilmember McNeill are we just saying what we'd like to see.

The motion was unanimously approved.

- Mayor Smith stated and folks, thanks for all that you did over the years, I know you kept this thing running and we really appreciate it you staying on top of it and I know you did a lot of work in the meantime so thank you. And I think Gene's idea is excellent and I hope we go in that direction in the future.

**REPORTS:**

**Department Heads:** Public Works Director Jeff Rupp stated the 2<sup>nd</sup> Street project is going to start this coming week. The storm water boxes came in and are cured so the work will start. Library Director Terri Wojtalewicz shared the library is adding OverDrive to the library. It is a popular audiobook and e-book app for patrons to use. The library is also getting ready to go fines free as of April 1<sup>st</sup>. Trends show taking this step increases circulation and participation when overdue fines are removed.

**City Attorney:** City Attorney had nothing to report.

**City Engineer:** City Engineer had nothing to report.

**City Administrator:** City Administrator Tim Vandall stated its pothole season and staff has been busy patching those and street sweeping will begin soon. Westar is going to start replacing all their street lights with LED bulbs, however, if there is an older light pole that is going to be replaced within the next 2 months they will hold off on installing those bulbs until the pole is replaced. There may be some street lights that will be out a little longer than normal.

- Councilmember Pawlowski asked if that was the issue with a lot of the lights being out on Centre Dr.
  - Public Works Director said he would check on it.

City Administrator Tim Vandall stated staff was happy the state approved the Change Order for the Desoto Road Project. So that will be a win-win in regards to access and efficiency for the citizens and the contractor.

**Governing Body:** Councilmember Garvey congratulated the Citizens Academy graduates and thanked the Regional Kansas Prisons Museum representatives for all they did over the years. Councilmember Buehler, Councilmember McNeill, Councilmember Brungardt, Councilmember Studnicka and Councilmember Kirby echoed Councilmember Garvey’s sentiments. Councilmember Buehler stated on this day in 1905, Albert Einstein published his theory of special relativity. Councilmember Trinkle congratulated Terri on her library endeavors and mentioned we need to keep the people in Nebraska and Iowa in our thoughts and prayers amidst the flooding.

**ADJOURNMENT:**

Councilmember Kirby moved to adjourn. Councilmember Pawlowski seconded the motion. The motion was unanimously approved. The meeting was adjourned at 7:29 p.m.

**ATTEST:**

\_\_\_\_\_  
Michael W. Smith, Mayor

\_\_\_\_\_  
Sarah Bodensteiner, City Clerk

Kansas Regional Prisons Museum, Inc. 48-6600 171

**KANSAS REGIONAL PRISONS MUSEUM, INC.**

**By-Laws**

**Article I - Name, Location, Seal**

Section 1. The name of the organization shall be Kansas Regional Prisons Museum, Inc.. The organization is incorporated under the laws of the State of Kansas as a not-for-profit corporation.

Section 2. The principal office of the Corporation shall be located in the County of Leavenworth, Kansas.

Section 3. The corporate seal shall bear the name of the Corporation, location of the Corporation, and name of the four prisons represented by the Corporation.

**Article II - Purpose**

Section 1. This is a not-for-profit corporation. Its purpose is to preserve, collect and interpret the history of four prisons in Leavenworth County. This purpose shall include but not limited to (1) promoting public participation in local historical preservation and heritage commemoration; (2) recognizing exceptional historic preservation; (3) publishing materials on Leavenworth County prisons history; (4) providing community education in areas of local history and culture; and (5) collaborating with relevant heritage organizations.

**Article III - Membership**

Section 1. Membership in this organization shall be closed.

**Article IV - Directors**

Section 1. The directors and management of the affairs of the Corporation shall be vested in a Board of Directors. The Board shall consist of not less than nine members nor more than thirteen members. The Directors of the Corporation shall remain in office unless a resignation has been received by the members of the board of directors or the spirit of the Articles of Incorporation of the Kansas Regional Prisons Museum has been violated. No part of the net income or assets of this corporation shall ever inure to the benefit of any Director. Upon resignation of any Director, the remaining members of the board of directors shall recommend a replacement to the city of Lansing by voting a 2/3 majority. Upon the act of violating the Articles of Incorporation (by using the organization for personal gain) the board of directors will recommend a replacement to the city of Lansing by voting a 2/3 majority. The directors must consist of two members of the Lansing Historical Society, two members of the city of Lansing staff, four representatives from the four prisons and one to five members of the community.

**Section 2.** Honorary Directors may be appointed by the President, or proposed by any Director and approved by a majority of the Board. They shall serve in an advisory capacity to the Board, but shall have no vote and may not exercise any of the power of the members of the Board.

**Section 3.** More than one-half the number of Directors shall constitute a quorum for the transaction of business. In absence of a quorum a meeting may be adjourned by a majority vote of those present.

**Article V - Officers**

**Section 1.** The officers of the Board shall be a President, Vice President, Secretary and Treasurer. Excepting the President, all officers shall be elected from and by the Board of Directors to serve until their successors are elected and qualified. The Mayor of the city of Lansing, or the Mayor's designee, shall serve as President of the Board of Directors.

The President may appoint, subject to Board approval, such other Vice Presidents from among the Board members as the President shall deem appropriate, for specific or "at large" functions.

**Section 2.** The President shall preside at all meetings of the Board of Directors. He or she shall sign all conveyances or instruments in writing to which the Corporation is a party and which have the approval of the Board of Directors, and when required, the city of Lansing. The President, or his/her designee, will sign all purchase requests or purchase orders, and shall in all cases conform to the city of Lansing's purchasing policy.

The President shall have the authority to create with the Board's approval, such other offices in the Corporation as shall best further the purpose of the Corporation, and the President shall have the authority to fill such other offices provided however, that such offices shall not infringe upon nor interfere with such offices as are created by these By-Laws. In the absence of the President, his or her duties shall be performed by the Vice-President, Secretary or Treasurer, in that order.

The President shall designate the duties of the Vice-President. The President shall be an ex-officio member of committees.

**Section 3.** The Secretary shall keep the records of the meetings of the Corporation and of the Board of Directors and send out notices of meetings when scheduled. The Secretary shall sign, execute and deliver on behalf of the Corporation all documents under its corporate seal, when required, as may be ordered by the members of the Board of Directors (such documents shall also be signed by the President), shall keep a full record of the same and shall perform such other duties as the Board of Directors may from time to time, by its vote, direct.

**Section 4.** The Treasurer shall help oversee and coordinate the finances of the organization and aid in the operation of the organization. The Treasurer working with the Finance Committee shall prepare a budget for Board approval and recommendation to the city of Lansing in May of each year. This budget proposal shall be for the following calendar year.

The Treasurer shall render at stated periods as the Board of Directors shall determine a written account of the finances of the organization and such report shall be physically affixed to the minutes of the Board of Directors of such meeting.

**Section 5.** No officer shall for reason of his/her office be entitled to receive any salary or compensation, but nothing herein shall be construed to prevent an officer or director from receiving any compensation from the organization for duties other than as a director or officer.

**Section 6.** An Officer or Director may be reimbursed for reasonable expenses.

**Section 7.** Based on current case law and Attorney General opinions the Corporation will be subject to the Kansas Open Meetings Act and the Kansas Open Records Act, except for any records which may be exempt by law.

**Article VI - Order of Business**

1. Roll Call.
2. Reading of the minutes of the preceding meeting.
3. Treasurer's Report.
4. Reports of Committees.
5. Reports of Officers.
6. Old and unfinished Business.
7. New Business.
8. Adjournment.

**Article VII - Salaries**

**Section 1.** The Board of Directors shall in accordance with current established City of Lansing policies and guidelines recommend to the Lansing City Administrator for hire and compensation any and all employees which they in their discretion may determine to be necessary for the conduct of business of the organization. Such employees shall be subject to the city of Lansing's personnel policies and procedures.

**Article VIII - Committees**

**Section 1.** All committees of this organization shall be appointed by the Board of Directors and their term of office shall be for a period of one year or less if sooner terminated by the action of the Board of Directors.

Permanent committees shall be:

- a. Funding Committee
- b. Infrastructure Committee

**Article IX - Amendments**

These By-Laws may be altered, amended, repealed or added to by an affirmative vote of not less than one-half of the board members.

**Article X - Dissolution**

Dissolution shall occur only after a unanimous vote of the Board of Directors of the organization. Should the vote be affirmative, the assets and/or properties of the organization shall be distributed as follows after making provisions for payment of all liabilities:

1. All minutes of the organization shall be disposed of in accordance with the laws of the Federal and State governments.
2. The Kansas Regional Prisons Museum will be given/transferred to the City of Lansing, Kansas.
3. Should the City of Lansing not accept the assets the Kansas Regional Prisons Museum will be given/transferred to the Lansing Historical Society a 501(c)(3) organization.
4. Should the Lansing Historical Society not accept the assets, such assets shall be offered to the Kansas State Historical Society.
5. In the event the Kansas Regional Prisons Museum is unable to dispose of any assets in the manner described above, the assets shall be disposed of by the district court in the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said court shall determine, which are organized and operated exclusively for such purposes.

Date Adopted: Jan 30, 2008

Kenneth Bernard  
Kenneth Bernard, Board President

INTERNAL REVENUE SERVICE  
 P. O. BOX 2508  
 CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **AUG 07 2008**

KANSAS REGIONAL PRISONS MUSEUM INC  
 C/O LEONARD LOCKWOOD  
 115 E KANSAS  
 LAWING, KS 66043-1257

Employer Identification Number:  
 48-6196171  
 EIN:  
 1708122430048  
 Contact Person:  
 DR. TRIMBLE ID# 31305  
 Contact Telephone Number:  
 (877) 833-5500  
 Accounting Period Ending:  
 December 31  
 Public Charity Status:  
 270(a) (1) (A) (ii)  
 Form 990 Required:  
 Yes  
 Effective Date of Exemption:  
 August 17, 2007  
 Contribution Deductibility:  
 Yes  
 Advance Ruling Ending Date:  
 December 31, 2011  
 Addendum Applies:  
 No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. During your advance ruling period, you will be treated as a public charity. Your advance ruling period begins with the effective date of your exemption and ends with advance ruling ending date shown in the heading of the letter.

Shortly before the end of your advance ruling period, we will send you Form 8734, Support Schedule for Advance Ruling Period. You will have 90 days after the end of your advance ruling period to return the completed form. We will then notify you, in writing, about your public charity status.

Please see enclosed Publication 4221-EC, Compliance Guide for 501(c)(3) Public Charities, for some helpful information about your responsibilities as an exempt organization.

Letter 1045 (00/EG)

Part X Public Charity Status (Continued)

- e. 509(a)(4)—an organization organized and operated exclusively for testing for public safety.
- f. 509(a)(1) and 170(b)(1)(A)(i)—an organization operated for the benefit of a college or university that is owned or operated by a governmental unit.
- g. 509(a)(1) and 170(b)(1)(A)(ii)—an organization that receives a substantial part of its financial support in the form of contributions from publicly supported organizations, from a governmental unit, or from the general public.
- h. 509(a)(2)—an organization that normally receives not more than one-third of its financial support from gross investment income and receives more than one-third of its financial support from contributions, membership fees, and gross receipts from activities related to its exempt function (subject to certain exceptions).
- i. A publicly supported organization, but unless it is described in g or h, the organization would like the IRS to decide the correct status.

8. If you checked box g, h, or i in question 5 above, you must request either an advance or a definitive ruling by selecting one of the boxes below. Refer to the instructions to determine which type of ruling you are eligible to receive.

a. Request for Advance Ruling: By checking this box and signing the consent, pursuant to section 6501(c)(4) of the Code you request an advance ruling and agree to extend the statute of limitations on the assessment of excise tax under section 4940 of the Code. The tax will apply only if you do not establish public support status at the end of the 5-year advance ruling period. The assessment period will be extended for the 5 advance ruling years to 5 years, 6 months, and 15 days beyond the end of the first year. You have the right to refuse or limit the extension to a mutually agreed-upon period of time or issuance. Publication 1085, Extending the Tax Assessment Period, provides a more detailed explanation of your rights and the consequences of the choices you make. You may obtain Publication 1085 free of charge from the IRS web site at www.irs.gov or by calling toll-free 1-800-829-3878. Signing this consent will not deprive you of any special rights to which you would otherwise be entitled. If you decide not to extend the statute of limitations, you are not eligible for an advance ruling.

Consent Filing Period of Limitations Upon Assessment of Tax Under Section 4940 of the Internal Revenue Code

For Organization

*Leonard E Lockwood*  
Signature of Officer, Director, Treasurer, or other authorized officer

*Leonard E Lockwood 11/31/08*  
(Type or print name of signer) Date  
**TREASURER**  
(Type or print title or authority of signer)

For IRS Use Only  
*Robert Quis*

AUG 17 2008

IRS Director, Exempt Organizations

- b. Request for Definitive Ruling: Check the box if you have completed one tax year of at least 5 full months and you are requesting a definitive ruling. To obtain your public support status, answer line 5b if you checked box g in line 5 above. Answer line 5b(i) if you checked box h in line 5 above. If you checked box i in line 5 above, answer both lines 5b(i) and (ii).
  - (i) (a) Enter 2% of line 8, column (a) on Part IX-A, Statement of Revenues and Expenses.
  - (b) Attach a list showing the name and amount contributed by each person, company, or organization whose gifts totaled more than the 2% amount. If the answer is "None," check this box.
  - (ii) (a) For each year amounts are included on lines 1, 2, and 9 of Part IX-A, Statement of Revenues and Expenses, attach a list showing the name of and amount received from each disqualified person. If the answer is "None," check this box.
  - (b) For each year amounts are included on line 9 of Part IX-A, Statement of Revenues and Expenses, attach a list showing the name of and amount received from each payer, other than a disqualified person, whose payments were more than the larger of (1) 1% of line 10, Part IX-A, Statement of Revenues and Expenses, or (2) \$5,000. If the answer is "None," check this box.
- 7. Did you receive any unusual grants during any of the years shown on Part IX-A, Statement of Revenues and Expenses? If "Yes," attach a list including the name of the contributor, the date and amount of the grant, a brief description of the grant, and explain why it is unusual.  Yes  No



-2-

KANSAS REGIONAL PRISONS MUSEUM INC

Sincerely,



Robert Choi  
Director, Exempt Organizations  
Rulings and Agreements

Enclosure: Publication 4981-FC  
Statute Exemption

Letter 1045 (00/03)

RON THORNBURGH  
Secretary of State



Memorial Hall, 1st Floor  
120 S.W. 10th Avenue  
Topeka, KS 66612-1594  
(785) 296-4564

STATE OF KANSAS

August 17, 2007

LEONARD LOCKWOOD  
KANSAS REGIONAL PRISONS MUSEUM, INC.  
28220 183RD ST  
LEAVENWORTH KS 66048

RE: KANSAS REGIONAL PRISONS MUSEUM, INC.

ID. # 4108056 (USE IN ALL CORRESPONDENCE WITH OUR OFFICE)

Enclosed are your certified articles of incorporation for a Kansas not for profit corporation. Your corporation's business entity identification number is at the top of this page. This business entity identification number should be used in all correspondence with our office.

Every not for profit corporation must file an annual report with the Secretary of State and pay a filing fee. The annual report and fee are due together on the 15th day of the 6th month following the entity's tax year end (for example, June 15, 2005 for entities with a December 31, 2004 tax year end). An annual report is not required if the corporation has not been incorporated for six months prior to its first tax year end. If your corporation operates on a tax year end other than the calendar year, you must notify our office in writing prior to December 31.

The annual report may be filed electronically at [www.kssos.org](http://www.kssos.org) or you may obtain a paper form from the Web site.

cne

4108056

**Contact Information**  
 Kansas Secretary of State  
 Ron Thornburgh  
 Memorial Hall, 1st Floor  
 120 S.W. 10th Avenue  
 Topeka, KS 66612-1594  
 (785) 296-4564  
 kssos@kssos.org  
 www.kssos.org

**KANSAS SECRETARY OF STATE**  
**Not For Profit Articles of Incorporation**

CN

All information must be completed or this document will not be accepted for filing.

51

08-17-2007	13:24:00
0141 01	\$20.00
051 002 PP	1
FILE#: 4108056	FILED BY KS SOS


02044180

1. Name of the corporation:

*Kansas Regional Prisons Museum, Inc.*

2. Address of registered office in Kansas:

Address must be a street address. A post office box is unacceptable.

*115 East Kansas*

Street address

*Lansing*

City

*Kansas*

State

*66043*

Zip

3. Name of resident agent at above address:

*Leonard Lockwood*

4. Nature of corporation's business or purpose:

*Museum representing the past, present and future of the four prisons located in Leavenworth County, Kansas. See Attached for purpose.*

5. Will this corporation have authority to issue capital stock? Yes  No

If yes, the total number of shares authorized:

- \_\_\_\_\_ shares of \_\_\_\_\_ stock, class \_\_\_\_\_ par value of \_\_\_\_\_ dollars each
- \_\_\_\_\_ shares of \_\_\_\_\_ stock, class \_\_\_\_\_ par value of \_\_\_\_\_ dollars each
- \_\_\_\_\_ shares of \_\_\_\_\_ stock, class \_\_\_\_\_ without nominal or par value
- \_\_\_\_\_ shares of \_\_\_\_\_ stock, class \_\_\_\_\_ without nominal or par value

If applicable, state any designations, powers, rights, limitations or restrictions applicable to any class of stock or any special grant of authority to be given to the board of directors:

6. Are conditions of membership fixed by the bylaws? Yes  No

If no, state conditions of membership:

7. Name and mailing address of incorporator(s):

Name	Street address	City	State	Zip
<i>Leonard Lockwood</i>	<i>28220 187th St</i>	<i>Leavenworth</i>	<i>Kansas</i>	<i>66048</i>

FILED  
SECRETARY OF STATE

2007 AUG 17 PM 12:10

8. Name and mailing address of each director:

Name	Street address	City	State	Zip
See Attached				

9. Is this corporation perpetual? Yes  No

If no, the term for which this corporation is to exist is: \_\_\_\_\_  
Month Day Year

• Tax closing date, if known: December 31  
Month Day

I declare under penalty of perjury under the laws of the state of Kansas that the foregoing is true and correct.

Executed on the 14th of August, 2007.  
Day Month Year

(Signatures must correspond exactly to the names of the incorporators listed in number 7.)

Leeward Lockwood \_\_\_\_\_  
 \_\_\_\_\_

**Mailing Information**

Where would you like the Secretary of State's office to send official mail? If no address is given, the mail will be sent to the registered office.

28220 183rd St.    Leavenworth    Kansas    66048  
Street address City State Zip

The mail should be addressed to the following named individual: Leeward Lockwood

**Instruction**

Submit this form with the \$20 filing fee.

Notice: There is a \$25 service fee for all returned checks.

Aug. 17, 2007

**Notice:**

Not for Profit Corporations do not automatically qualify for exemption from federal taxes. In order to qualify for exemption, the Internal Revenue Service (IRS) requires that the articles of incorporation contain certain provisions. This form does not contain these requisite provisions. Accordingly, if the corporation plans to seek federal tax exemption from the IRS, you should refer to section 501(c)(3) of the Internal Revenue Code. The IRS publication "Tax Exempt Status for Your Organization," IRS Publication 557, contains explanations and sample language for the provisions required. You can call the IRS at (800)829-3676 for a copy of the publication or download the publication at [www.irs.ustreas.gov](http://www.irs.ustreas.gov). If you have any additional questions about federal tax exemption you should contact the IRS.

4. Nature of corporation's business or purpose.

Said corporation is organized exclusively for charitable, religious, educational, and scientific purposes, including, for such purposes, the making of distributions to organizations that qualify as exempt organizations under section 501(c) (3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

No part of the net earnings of the corporation shall inure to the benefit of, or be distributable to its members, trustees, officers, or other private persons, except that the corporation shall be authorized and empowered to pay reasonable compensation for services rendered. No substantial part of the activities of the corporation shall be the carrying on of propaganda or otherwise attempting to influence legislation and the corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of or in opposition to any candidate for public office. Notwithstanding any other provision of these articles, this corporation shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the purposes of this corporation.

Upon dissolution of the corporation, the Board of Trustees shall, after paying or making provision for the payment of all the liabilities of the corporation, dispose of all of the assets of the corporation in such manner, or to such organization or organizations under section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, or shall be distributed to the federal government, or to a state or local government for a public purpose. Any such assets not so disposed of shall be disposed of by the district court in the county in which the principal office of the corporation is then located, exclusively for such purposes or to such organization or organizations, as said court shall determine, which are organized and operated exclusively for such purposes.

8. Name and mailing address of each director.

<u>Name</u>	<u>Street Address</u>	<u>City</u>	<u>State</u>	<u>Zip</u>
Kenneth Bernard	119 E. Lois	Lansing	Kansas	66043
Peter Grande	1301 N. Warehouse Rd	Ft. Leavenworth	Kansas	66027
Sarah Huffman	1119 Sycamore Ridge	Lansing	Kansas	66043
Bill Johnson	4225 Valley View Rd.	Leavenworth	Kansas	66048
Fred Lawrence	100 Highway Terrace	Leavenworth	Kansas	66048
Leonard Lockwood	28220 183 <sup>rd</sup> Street	Leavenworth	Kansas	66048
David McKune	115 Southfork	Lansing	Kansas	66043
Jerry Reilly	2115 Lecompton Rd.	Leavenworth	Kansas	66048
Harley Russell	3013 Garland Street	Leavenworth	Kansas	66048
Kenny Wilk	715 Cottonwood Drive	Lansing	Kansas	66043

March 11, 2019

City Of Lansing, Attn. Mike Smith  
800 First Terrace  
Lansing, Kansas 66043

Re. Dissolution of the Corporation known as KANSAS REGIONAL PRISONS  
MUSEUM, INC

Dear Mayor Mike Smith,

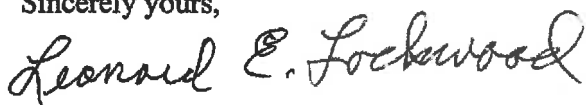
The Kansas Prisons Board of Directors met on February 22, 2019 to discuss the future of the corporation. Following a discussion of the initial intentions and future of the corporation, it was decided due to challenges of fund raising and the lack of new volunteers to dissolve the corporation in accordance with Article Ten of the By-laws of the Corporation.

Following discussion, Mr. Lockwood motioned to dissolve the Kansas Regional Prison Museum, Inc. and Mr. Young seconded the motion. The motion was passed unanimously by the board members. The Treasurer, Mr. Lockwood, was directed to submit the required paperwork to dispose of the assets of the corporation as directed by it's Certified Articles of Incorporation registered with the Kansas Secretary of State. Mr. Lockwood will also notify the Internal Revenue Service of the dissolution of the corporation.

In accordance with Article Ten of the By-Laws the assets are transferred to the City of Lansing to be utilized for a public purpose. The only assets of the corporation are as follows:

Cash and Bank Accounts	\$ 2,312.90
Certificate of deposit	137,008.79
Idle funds in investment pool	<u>475.72</u>
<b>Total Assets</b>	<b>\$139,797.41</b>

Sincerely yours,



Leonard E. Lockwood, Treasurer



City of Lansing  
800 First Terrace  
Lansing, Kansas 66043

Leonard Lockwood called the Kansas Regional Prisons Museum Board meeting to order at 4:10pm on February 22<sup>nd</sup>, 2019. Board Members Gene Young and Mayor Mike Smith were also present. Also, in attendance were City Councilman Gene Kirby and City Administrator Tim Vandall.

Mr. Young and Mr. Lockwood discussed the initial intentions of the Kansas Regional Prisons Museum. Mr. Lockwood and Mr. Young are the only board members remaining in addition to the presiding Mayor of Lansing, currently Mike Smith. The Board discussed Article Ten of the KRPM By-Laws which discusses dissolution. Based on the challenges of fund raising and the lack of new volunteers, the board felt there was not a legitimate path forward to establish a museum devoted to prisons in the region.

Following discussion, Mr. Lockwood motioned to dissolve the Kansas Regional Prisons Museum, Inc. Mr. Young seconded the motion. Motion passed unanimously with Mr. Lockwood, Mr. Young, and Mayor Smith all voting AYE.


Mr. Lockwood will submit paperwork to IRS notifying them of disbanding the 501C3. Mr. Lockwood asked Mr. Vandall to get the financial report in case it is needed for dissolution paperwork. Mr. Vandall will inform the City Council of the decision at an upcoming City Council meeting.

Mr. Lockwood made a motion to adjourn. Mr. Young seconded the motion. Motion to adjourn passed unanimously with all members voting AYE. The meeting concluded at 4:38pm.

  
Leonard Lockwood, KRPM Board

  
Gene Young, KRPM Board

  
Mayor Michael W. Smith, KRPM Board


  
Councilman Gene Kirby, Witness

  
Timothy Vandall, City Administrator-Minutes

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## AGENDA ITEM

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**TO:** Mayor; Lansing City Council  
**FROM:** Tim Vandall, City Administrator   
**DATE:** March 18, 2019  
**SUBJECT:** Kansas Regional Prisons Museum

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**Explanation:** On February 22<sup>nd</sup>, 2019, the Kansas Regional Prisons Museum Board voted unanimously to disband. Article Ten, Section Two, of the KRPM by-laws states assets will be "given/transferred to the City of Lansing, Kansas." The by-laws are included on the agenda materials. Staff has consulted with our auditor Wendling, Noe, Nelson & Johnson to ensure full compliance. If the funds are transferred to the City, we believe a recreational/cultural use would be most appropriate.

**Financial Considerations:** As of February 28<sup>th</sup>, there was \$139,797.41 in the Kansas Regional Prisons Museum Fund. No funds have been spent from this fund for several years. In the past, the City worked with the KRPM Board on fundraisers and even allocated revenues from Lansing DAZE to the KRPM Fund.

**Policy Considerations:** If approved, this transfer is in accordance with the KRPM by-laws and is legal according to our auditors.

**Action:** Approve transfer of Kansas Regional Prisons Museum Funds to the City of Lansing for a recreational/cultural purpose.

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**AGENDA ITEM #** 10

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PRESERVING THE HISTORY OF DELAWARE TOWNSHIP,  
THE CITY OF LANSING,  
KANSAS STATE PENITENTIARY AT LANSING AND  
UNITED STATES PENITENTIARY AT LEAVENWORTH, KS



WEBSITE: [LANSINGKANSASHISTORY.COM](http://LANSINGKANSASHISTORY.COM)  
EMAIL: [INFO@LANSINGKANSASHISTORY.COM](mailto:INFO@LANSINGKANSASHISTORY.COM)

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April 14, 2021

To Whom it may concern:

The Lansing Historical Society and Museum board requests to be placed on the April 21 City Council meeting agenda regarding the Lansing Historical Society and Museum's recent request for the return of museum funds held by the city.

Thank you,

Debra Bates-Lamborn  
President of the Lansing Historical Society and Museum  
Jeff Conklin, Vice President  
Lisa Perry Snodgrass, Treasurer  
Catherine Trowbridge, Secretary  
Karen Miller, Board Member  
John Craig, Board Member  
Paul Lamborn, Board Member

PRESERVING THE HISTORY OF DELAWARE TOWNSHIP,  
 THE CITY OF LANSING,  
 KANSAS STATE PENITENTIARY AT LANSING AND  
 UNITED STATES PENITENTIARY AT LEAVENWORTH, KS

LANSING HISTORICAL SOCIETY



MUSEUM

115 EAST KANSAS AVENUE, LANSING, KANSAS

WEBSITE: [LANSINGKANSASHISTORY.COM](http://LANSINGKANSASHISTORY.COM)  
 EMAIL: [INFO@LANSINGKANSASHISTORY.COM](mailto:INFO@LANSINGKANSASHISTORY.COM)

January 2022

Members of the Lansing Historical Society:

It has come to our attention that \$143,188.00 raised during a ten-year period by the Lansing Historical Society was turned over to the City of Lansing. The funds were raised for the Lansing Historical Museum and the Kansas Regional Prison Museum. At the time, the Lansing Historical Museum was owned and managed by the city. The Kansas Regional Prison Museum was formally dissolved two years ago.

Lansing City Administrator Tim Vandall has rejected our request to return the museum funds to the Lansing Historical Society. Without an influx of funds we believe the museum won't last two more years. With that in mind, we are reluctant to solicit donations while the City of Lansing holds those funds.

Leonard Lockwood was treasurer for both non-profit museum entities. When the Kansas Regional Prison Museum dissolved in 2020, Lockwood relinquished all funds raised by the Lansing Historical Society to the City of Lansing. We believe the money should have been returned to the Lansing Historical Society.

Between 2006 and 2016, Lansing Historical Museum was owned and staffed by the City of Lansing. The Lansing Historical Society's original agreement with the City of Lansing specifically stated that the city would operate and staff the museum. By 2017 the city was no longer fulfilling that obligation. The Historical Society Board was forced to retake control in order to have the museum open to the public.

We believe the money the City of Lansing holds for the defunct Kansas Regional Prison Museum rightfully belongs to the Lansing Historical Society and Museum.

Please share your thoughts and support by sending an email to: [info@Lansingkansashistory.com](mailto:info@Lansingkansashistory.com). Alternatively, visit us in person at the museum between 1:00 and 3:00 p.m. on Sundays. To see the architectural rendering of the proposed Kansas Regional Prison Museum, visit our website at [Lansingkansashistory.com](http://Lansingkansashistory.com).

Thank you.

Debra Bates-Lamborn

President of the Lansing Historical Society and Museum

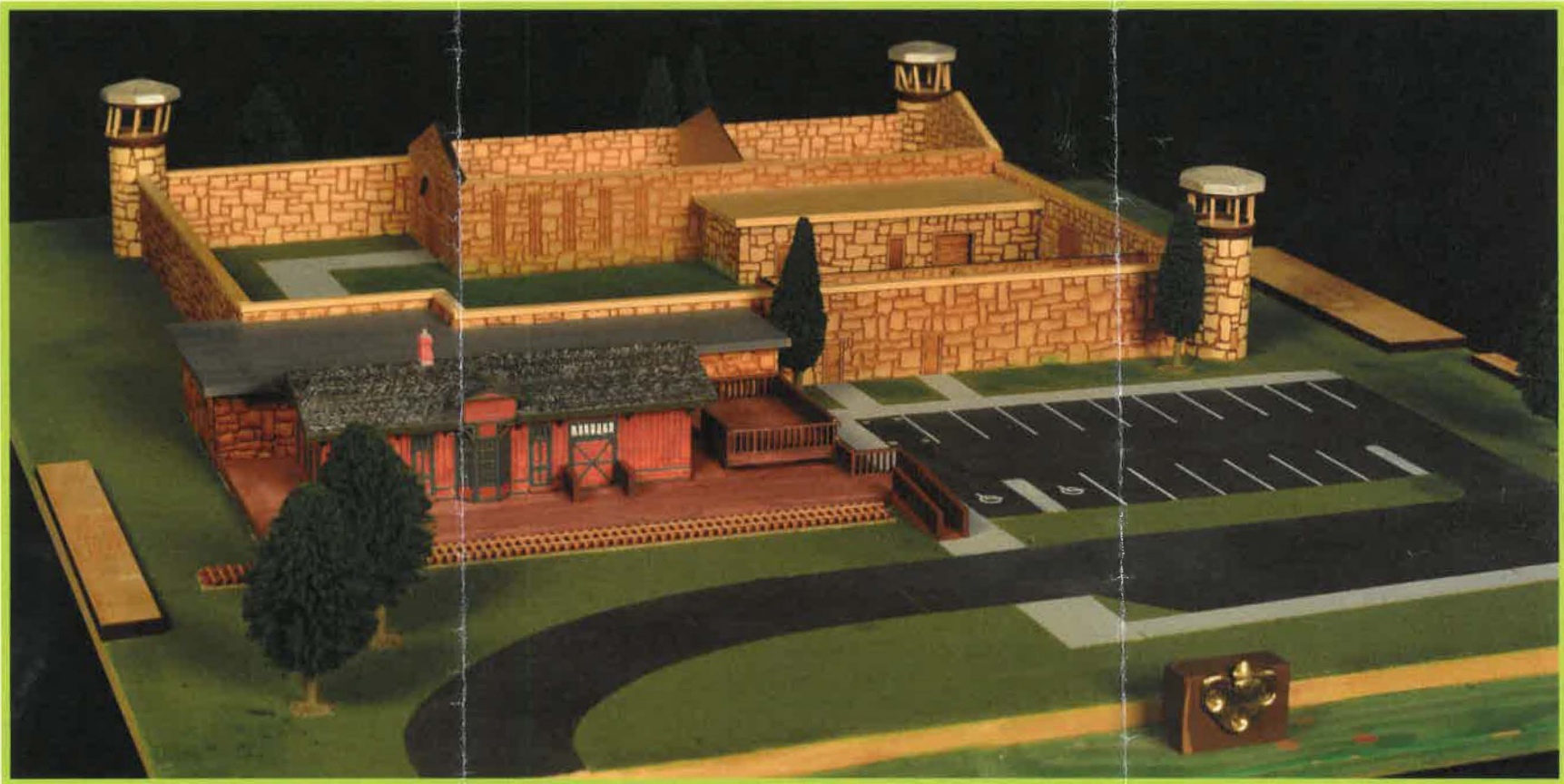
Jeff Conklin, Vice President

Lisa Perry Snodgrass, Treasurer

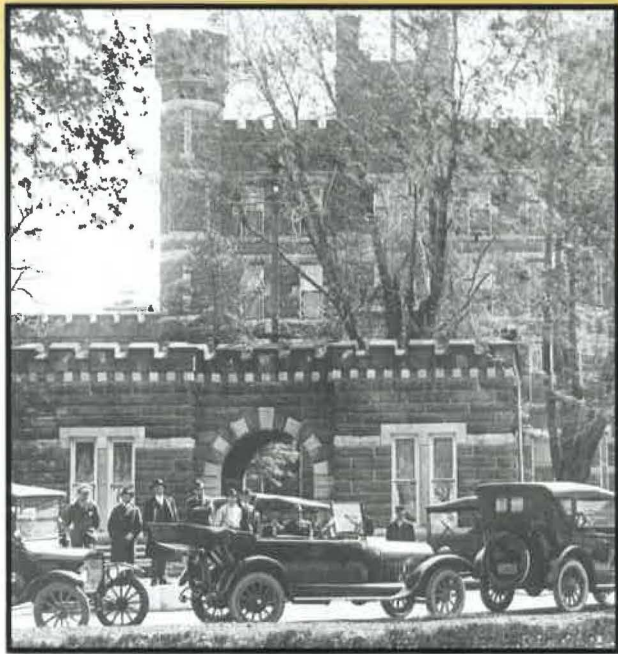
Catherine Sherley Trowbridge, Secretary

John Craig, Board Member

Paul Lamborn, Board Member



This portable display (circa 2006) depicts the existing Lansing Historical Society and Museum (front left) and the proposed Kansas Regional Prison Museum (now defunct). The display was specifically built to be taken to events for public viewing, where it was promoted as the next step in the evolution of the Lansing Historical Society Museum complex.



KSP Circa 1917

## KANSAS STATE PRISON

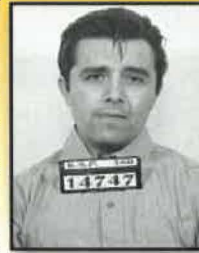
The Kansas State Penitentiary in Lansing is one of the oldest correctional institutions in the country. The Kansas Legislature authorized construction in 1859 and construction began in 1864. KSP was modeled after a prison in Joliet, Illinois. The prison required that all officials live nearby, and the town grew up around the prison.

Executions of state, federal, and military prisoners were performed by hanging at KSP until 1965. Some of the inmates who found their way to the gallows were:

Lowell Andrews, a University of Kansas student, murdered his parents and sister in their Wolcott, KS, family home on November 28, 1958. He was executed in 1962.

Perry Smith and Richard Hickock, on November 15, 1959, murdered four members of the

Herbert Clutter family of Holcomb, KS. Smith and Hickock were hanged in 1965. The story of the Clutter family murders and the executions of Smith and Hickock were the subject of Truman Capote novel, *In Cold Blood*.



Perry Smith

George York and James Latham, a 1961 spree killer team, were the most recent individuals executed by the state of Kansas in 1965.

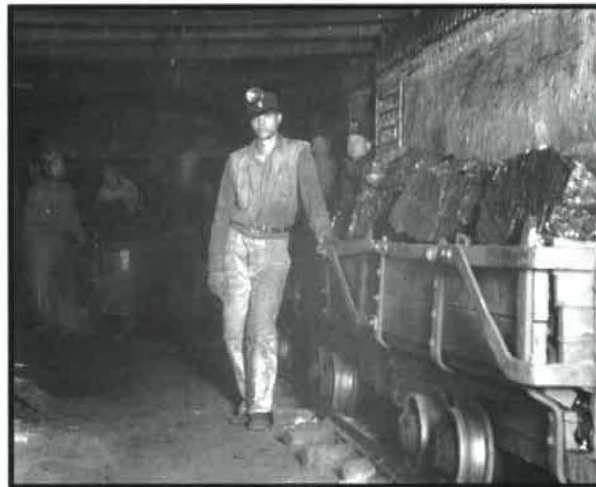


Richard Hickock

Other villains housed at KSP included Harvey Bailey, cohort of George "Machine Gun" Kelly; and Emmett Dalton, of the Dalton Gang.

## COAL MINES

The discovery of coal in the area opened up three coal mines: Carr, Brighton and the prison. KSP would mine coal for years using this rich ore to fuel not only the prison, but many of the state buildings as well.



## HISTORY OF DELAWARE TOWNSHIP

Delaware Township includes the towns of Lansing, Progress, Brighton, Delaware, Richardson, Morgantown, Xavier, Wadsworth, and Bain City. It is the history of these communities we celebrate through our collections.

In the 1880s, **L.V. Harkness**, vice-president of Standard Oil, began buying hundreds of acres of land in the area.

He built the Brighton Mine, the Brighton Mine Railroad, and the town of Brighton because he said he saw the promise of a profitable future. The Brighton miners ultimately went out on strike and the owner closed it down. Cattle farms and apple or-



L.V. Harkness

chards flourished in the rolling hills that made up the countryside. One of those ranches was the Ryan Brothers Cattle Farm. The four brothers were nationally known for their cattle and the thousands upon thousands of acres of land they owned in California,



Matthew Ryan

Texas, Montana and Kansas. Matt Ryan would die a tragic death while riding his horse on the farm. The place of his death is now the site of Lansing High School.

It was said that George C. Richardson was the first child born in Leavenworth. George would be a business success with the Missouri Valley Orchard Company and the Carr Mine.

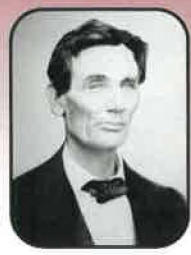


George C. Richardson



# TRAINS AND TROLLEYS

## OUR HERITAGE



At the height of the Civil War, with unity so much on his mind, President Abraham Lincoln sought a way to connect and secure the great expanse of our nation. It came in the form of the transcontinental railroad.



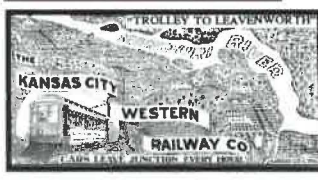
With it came a host of smaller railroads going through towns like Lansing, Maltby, Pope, Ettenson, Delaware, Richardson, Wadsworth, and Bain City. Some of these towns are but a memory today. Lansing saw all of these railroads making their way through Delaware Township,



to include the Kansas City-Western Railway Co. From timetables to engineering documents, maps to books, we offer a



wealth of railroad information. The museum is keeping those memories alive with newspaper articles from the day, artifacts, and historical photographs.



# LANSING HISTORICAL SOCIETY & MUSEUM

115 EAST KANSAS AVENUE  
LANSING, KANSAS

Located on the front lawn of the former Kansas State Penitentiary, the Lansing Historical Society and Museum is one of a kind, merging the history of the community through industry – Railroads, Prisons and Mining. What makes this Museum unique? It is a fully restored 1887 Atchison, Topeka & Santa Fe Railway depot, which played an important part in this country's history with the railroad. More than that, the Museum houses a collection of oddities that can be found nowhere else.

## MISSION STATEMENT

Using its historic Atchison, Topeka & Santa Fe Railway depot and collections, the nonprofit Lansing Historical Society and Museum shares the story of Delaware Township through its dedication to collecting, preserving, interpreting and exhibiting authentic historical materials.

The Museum seeks to broaden the historical knowledge of the general public through the use of photographs and artifacts.

**YOU CAN HELP OUR MISSION**  
The Museum relies on the generous support of members and donors from outside our organization to carry out our mission. Your support allows us to share our museum and the collections in the present and preserve them for future generations.

**Open Hours**  
Sunday 1 to 3 p.m.  
Available for private tours  
Website: [LansingKansasHistory.com](http://LansingKansasHistory.com)  
email: [info@Lansingkansashistory.com](mailto:info@Lansingkansashistory.com)

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## AGENDA ITEM

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TO: Tim Vandall, City Administrator  
FROM: Terri Wojtalewicz, Library Director  
DATE: April 15, 2022  
SUBJECT: Lansing Library Board Appointment

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Sharon Mueller has applied for re-appointment to the Lansing Community Library Board. to serve another four (4) year term ending on April 30, 2026.

Policy Consideration: n/a

Financial Consideration: n/a

Action: Staff recommends a motion to approve the Lansing Community Library Advisory Board appointment of Sharon Mueller to fill a term ending on April 30, 2026.

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## AGENDA ITEM #

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# CITY OF LANSING KANSAS

800 First Terrace, Lansing, Kansas 66043 - Telephone: 913-727-3036  
Fax: 913-828-4579 - www.lansingsks.org

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## APPLICATION FOR LIBRARY ADVISORY BOARD MEMBER

---

Name: Sharon Mueller

Lansing Address: 325 Crestview St.

Home Phone: - Secondary Phone: 913-240-3648

E-mail: smueller7@gmail.com

Please attach a written statement expressing your interest in being appointed to the Lansing Community Library Board. Your written statement should address the following three topics:

1. What skills and/or experience do you possess that will help further the library goals in any of the following areas: Library Services, Programming, Public Relations, or Strategic Planning?
2. What do you hope to accomplish as a Board Member?
3. Willingness to attend board, committee, and training meetings.

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

This appointment is for a four (4) year term on the Lansing Community Library Advisory Board expiring April 30, 2026. Applicants must be a resident of Lansing Unified School District #469, at least 18 years of age, a U.S. citizen, and registered to vote.

All applications should be returned to Lansing City Hall, marked to the "Attention of the City Clerk" no later than 5pm on April 8, 2022.

RECEIVED APR 06 2022

**Sharon Chmidling Mueller**  
**Library Advisory Board Application**

1. B.A. English, M.S. English Education, M.S. Library Sciences. 21 years of teaching experience, current member of the Library Advisory Board, regularly attend school board meetings, am involved in various civic organizations
2. Increase and maintain adequate funding for the library, increase and maintain adequate library presence in the community. It is also extremely important to me that we protect patron rights to access a variety of material and that the governance of the library remains a non-partisan entity.
3. I have been willing and will continue to attend training sessions, meetings, and library events as a member of the advisory board.

Respectfully,  
Sharon Chmidling Mueller

A handwritten signature in black ink that reads "Sharon Chmidling Mueller". The signature is written in a cursive style and extends to the right with a long horizontal flourish.

**References:**


James (Jesse) Garvey 123 Oakbrook Court, 66043 913-683-1696  
Connie Evans 228 Debra St., 66043 816-718-1930  
Linda Godsil 601 Willow Court, 66043 913-547-2688



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# AGENDA ITEM

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TO: Tim Vandall, City Administrator  
FROM: Jason Crum, Parks and Recreation Director   
DATE: April 15, 2022  
SUBJECT: Tree Board Appointment

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One vacancy on the Tree Board existed which has been advertised for quite some time. Two applications were received since the boards last meeting for the vacancy. An existing Tree Board member, Barb Eikmeier made the decision to resign from her position on the board to allow for both applicants to serve on the board.

The Tree Board recommends the appointment of Bethany Magee to the Tree Board for a term ending December 31, 2022, and Kathleen Gledhill for a term ending December 31, 2024.

Action: Appoint Bethany Magee to the Tree Board for a term ending December 31, 2022, and Kathleen Gledhill to the Tree Board for a term ending December 31, 2024.

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# AGENDA ITEM #

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**CITY OF**  
**LANSING**  
**KANSAS**

800 First Terrace, Lansing, Kansas 66043 - Telephone: 913-727-3036  
Fax: 913-828-4579 - www.lansingks.org

**APPLICATION FOR TREE BOARD MEMBER**

Name: Kathleen Gledhill  
 Lansing Address: 817 Highway CT, Lansing, Ks 66043  
 Home Phone: none  
 Secondary Phone: (913) 683-8461  
 E-mail: FriendlyDrVista@yahoo.com

Please attach a written statement expressing your interest in being appointed to the Lansing Tree Board. Your written statement should address the following four topics:

1. Qualifications for the position.
2. Personal philosophy concerning community trees.
3. Desired accomplishments as a Board Member.
4. Willingness to attend board meetings on the 2<sup>nd</sup> Thursday of January, March, May, September and November at 5:30 p.m.
5. The name, address, and telephone number of three personal references.

There are two (2) open positions on the Tree Board. One position is to fulfill a term expiring on December 31, 2021, and the other is to fulfill a term expiring on December 31, 2022. Applicants must be a resident of the Lansing Unified School District #469 (USD 469), be 18 years of age, and a U.S. citizen.

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

**RECEIVED**  
**JAN 13 2021 SS**  
**CITY OF LANSING**

January 12, 2022

To Whom It May Concern:

I am interested in becoming a member of the Lansing Tree Board.

1. **Qualifications:** I hold a Bachelor of Science degree in Secondary Education and a Master of Science degree in Education. I have taught in private and public schools at the elementary, middle school, and high school levels for a total of 18 years.
2. **Personal Philosophy Concerning Community Trees:** I am a supporter of Tree City, U.S.A., and support national efforts to replenish the nation's forests that have been decimated by fire, disease, and drought. Trees are essential for the air that we breathe, reducing storm runoff, the reduction of erosion and pollution of our streams, rivers, and lakes, and provide habitat for animals.
3. **Desired Accomplishments as a Board member:** I would like to see Lansing develop a vibrant arboretum that the public can enjoy, and provide educational programs for students and adults. I also would like to engage in public plantings throughout Lansing.
4. **Personal References:**  
Doreen Gretchen, 3112 West Summit Drive, Leavenworth, KS 66048 (913) 683-9857  
Randy and Julie Brandt, 4245 Clayton Court, Leavenworth, KS 66048 (913) 702-5176

Sincerely,



Kathleen H. Gledhill



800 First Terrace, Lansing, Kansas 66043 - Telephone: 913-727-3036  
 Fax: 913-828-4579 - [www.lansingsks.org](http://www.lansingsks.org)

**APPLICATION FOR TREE BOARD MEMBER**

Name: Bethany Magee

Lansing Address: 883 Clearview Drive, Lansing, KS

Home Phone: 913-683-4389

Secondary Phone: \_\_\_\_\_

E-mail: bethany.magee@gmail.com

Please attach a written statement expressing your interest in being appointed to the Lansing Tree Board. Your written statement should address the following four topics:

1. Qualifications for the position.
2. Personal philosophy concerning community trees.
3. Desired accomplishments as a Board Member.
4. Willingness to attend board meetings on the 2<sup>nd</sup> Thursday of January, March, May, September and November at 5:30 p.m.
5. The name, address, and telephone number of three personal references.

There is a vacancy position on the Tree Board. One position is to fulfill a term expiring on December 31, 2022. Applicants must be a resident of the Lansing Unified School District #469 (USD 469), be 18 years of age, and a U.S. citizen.

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

Hello,

I am Bethany Magee and I am a new resident of Lansing,KS. As a recent graduate of the Citizens' Academy, I am anxious to contribute to the community and the Tree Board seems to be a great place to begin.

I have a Fisheries and Wildlife Biology degree from Kansas State which may be beneficial to the Tree Board. I appreciate the effect of trees and local flora on the "curb appeal" of a city and to the emotional well-being of its citizens. I hope that my participation can help add to these as well as strengthening my bond to my new hometown.

For references, I present;

Carolyn and Lou Klemp  
637 Willow Street  
Lansing, KS 66043  
913-727-3868

John and Sharon Sandercox  
2217 Kingman Street  
Leavenworth, KS 66048  
913-651-5643

Holly and Jeff Pittman  
1108 S. Broadway  
Leavenworth, KS 66048  
913-912-3459

Thank you for your consideration,  
Bethany Magee

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# AGENDA ITEM

---

TO: Tim Vandall, City Administrator  
FROM: Jason Crum, Parks and Recreation Director *Jc*  
DATE: April 15, 2022  
SUBJECT: Parks and Recreation Advisory Board Appointments

---

There is one vacancy on the Parks and Recreation Advisory Board. One application was received since the boards last meeting. The Parks and Recreation Advisory Board recommends the appointment of Norine Lauhon to the Parks and Recreation Advisory Board for a term ending December 31, 2022.

Action: Appoint Norine Lauhon to the Parks and Recreation Advisory Board for a term ending December 31, 2022.

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# AGENDA ITEM #

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800 First Terrace, Lansing, Kansas 66043 - Telephone: 913-727-3036  
Fax: 913-828-4579 - www.lansingks.org

**APPLICATION FOR LANSING PARKS & RECREATION ADVISORY BOARD MEMBER**

Name: Norine Lauhon - Nurse Lauhon  
Lansing Address: 526 S. Hickory Trail  
Home Phone: 913-634-2997 Cell Phone: 913-634-2997  
E-mail: norine1777@gmail.com

Please attach a written statement expressing your interest in being appointed to the Lansing Parks and Recreation Advisory Board. Your written statement should address the following four topics:

1. Qualifications for the position.
2. Personal philosophy of Parks and Recreation Activities.
3. Desired accomplishments as a Board Member.
4. Willingness to attend board meetings on the 2<sup>nd</sup> Thursday of every other month.

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

This appointment is to fulfill a Parks & Recreation Advisory Board term of two (2) years expiring on December 31, 2022. Applicants must be a resident of the Lansing School District (USD 469), 18 years of age and a U.S. citizen.

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

I'm Norine Lauhon and have an interest in applying for the current opening for the Lansing Parks and Recreation Advisory Board.

Please note the following written statement addressing the requested topics and providing the requested references.

*My qualifications for the position:*

I'm recently retired after being employed by SPX Cooling Technologies for more than fifty years. I held a management position for a good portion of the fifty years and participated in numerous team initiatives. These experiences provide a good background for determining a given mission and goals for the subject at hand and working together for success.

*Personal philosophy of Parks and Recreation Activities:*

I've lived in Lansing, Ks, for over forty years and value our community and the family atmosphere that we have. My philosophy is that the citizens of our community be listened to and the Lansing Parks and Recreation Board support their needs if economically feasible.

*Desired accomplishments as a Board Member:*

My desired accomplishments are to quickly understand the needs of the Lansing Parks & Recreation Board needs and contribute to the best of my ability.

*Willingness to attend board meetings on the 2<sup>nd</sup> Thursday of every other month:*

If I'm successful in filling this opening, I'm committing to attend the scheduled board meetings – if not personally attending the participation will be remote via Zoom or Go To Meetings.

References:

Mike and Kathy Lemke

602 South Hickory Trail, Lansing, Ks.

620-339-5866

Terri Wojtalewicz

Director Lansing City Library

913-364-6900

Eric Rathburn

514 Delaware, Leavenworth, Ks.

913-221-2411



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# AGENDA ITEM

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TO: Tim Vandall, City Administrator  
FROM: Jason Crum, Parks and Recreation Director *JC*  
DATE: April 15, 2022  
SUBJECT: South Activity Center Gym Doors

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In 2021 a Capital and Supplemental request was made for replacement of the south exterior gym doors at the Activity Center. The request was made for \$60,000.00. To the best of my knowledge, the doors are original to the gymnasium which dates them to around 1950. The doors and frames are wood and are showing significant deterioration. There are currently three sets of double doors on the exterior and only two sets on the interior from the concession area into the gym. When this request was made the City Council asked that we explore the possibility of removing one set of doors. That was done, and we will only be replacing the two sets of doors that align with the interior doors. The third set will be panels with windows. The project will have a similar look to the current doors with modern materials. On March 31<sup>st</sup>, 2022, a request for bid advertisement ran in the Leavenworth Times. Bids for the project were due on April 14<sup>th</sup> at 2:00 p.m. One bid was received from Overhead Door Company of KC for \$53,111.00. The bid form is attached.

Policy Consideration: N/A

Financial Consideration:

This project will be funded from general fund account 10-030-43301.

Action:

Staff recommends a motion to approve the bid of \$53,111.00 from Overhead Door Company of KC for the replacement of the south gym doors.

# **BID FORM**

## 2022 Lansing Activity Center South Gym Entrance

Company Name and Address: Overhead Door Company of KC  
1901 E. 119th St  
Olathe KS 66061

Bid Total \$ 53,111

Planned Start Date 8-Weeks ARO

### Name and Contact Information of Responsible Individual:

Name: Keith Lawrence  
Address: 1901 E. 119th St.  
Olathe KS 66061  
Email: Keith.lawrence@dhpac.com  
Phone: Cell 816-274-2287

Signature: Clay Noble

Digitally signed by Clay Noble  
DN: cn=Clay Noble, o=DH Pace, ou=Vice President, Entry Door Systems,  
c=us, email=Clay.Noble@dhpac.com, ou=15  
Date: 2022.04.14 08:58:26 -0500

Date: 4-14-2022



Request for Bids  
Lansing Activity Center  
South Gym Entrance

City of Lansing, Kansas  
Parks and Recreation Department  
108 S. 2<sup>nd</sup> Street  
Lansing, Kansas 66043

## REQUEST FOR BID

### PROJECT OVERVIEW

The City of Lansing, Kansas is accepting bids for the south entrance of the Lansing Activity Center gym. Work performed must conform to all current federal, state, and local building codes and regulations. The award of contract is tentatively scheduled for April 21, 2022. Work dates will need to be scheduled with the Parks and Recreation Department.

### INSTRUCTIONS TO BIDDERS

All interested bidders are required to submit one sealed copy of their bid. Submittal requirements and criteria for the bids are described herein. The City will evaluate the bids received and determine the best overall bid for this project. Bidders shall schedule a visit with the location to familiarize themselves with the specific conditions, measurements, and requirements. The attached drawings are for reference only and the dimensions may not be accurate. Bidders are required to take their own measurements for bidding. A Site visit can be scheduled with Jason Crum at parks@lansings.org

### **Bid Requirements:**

All bids shall be submitted to the office of the City Clerk, 800 1<sup>st</sup> Terrace, Lansing, Kansas, 66043, and are open for public inspection after the sealed bid opening date and time. Bids shall be submitted in sealed envelopes, addressed to the office of the City Clerk, upon which the following is clearly written or printed "Bid for the Lansing Activity Center South Gym Entrance" and the name and address of the bidder. Any bids received after the closing time will be returned unopened. Bids must be received by the City Clerk's office on or before **2:00 p.m. central time, on April 14<sup>th</sup>, 2022.** Facsimile transmission of the bid will not be accepted. Bids must be signed and dated, and all bid prices must be filled in. Bids must be valid for a period of 60 days. The City of Lansing, Kansas retains the right to accept or deny any bid for any reason, and to award a contract for services the City deems best suited for the use intended. Please list the expected start date of your work. Once materials are available for the job, the workdays should be scheduled with the Parks and Recreation Department.

### **Questions, Clarifications and Addenda:**

Bidders requiring clarification shall direct all communication in writing by email to Jason Crum at parks@lansing.ks.us. All requests for clarification shall be received no later than 3 (three) working days before the due date. Interpretation and modification of the bid packet will be by addenda only. Oral responses, interpretations, or modifications given by other means are not binding. Addenda will be delivered by email to holders of record at the email address provided by the bidder. To receive addenda, please provide company name, contact name, address, phone number, and email address to Jason Crum at parks@lansings.org

### SCOPE OF WORK

The following services are requested as part of this bid and are to be furnished by the contractor. Bidders requesting exceptions are required to provide sufficient justification for the request. The

contractor will be responsible for the removal and disposal of all existing materials that will not be reused. The existing system contains support elements for the building. These elements should be located and accounted for prior to bidding and ordering of replacement pieces. The intention of the project is to maintain a similar look and function with new materials. The contractor will be responsible for securing the site for the duration of the project.

The following items shall be installed:

-2 ea. 6'0 x 7'0 Aluminum door pairs with sidelights and transoms. Medium stile. Powder coat White. Doors should align with the existing interior concession room doors.

- 5" Mid-rails

- Top door sections, ¼" Clear Laminated Glass

- Lower door sections. 1" IG Smooth white insulated aluminum panels

- 2 ea. Removable mullions, Clear finish.

- 10" Bottom rails

- Offset pivot hinges

- 3 ea. Rim panic devices with exterior pull handles

- 1 ea. Rim panic with exterior pull handle and keyed cylinder. Keyed random.

- 4 ea. SC80 door closers with drop plates.

- Sidelights to be 3-Panel with a solid upper transom (1" IG smooth white insulated panels) and a solid lower panel (1" IG smooth white insulated panels). Center window panel ¼" clear laminated glass.

Horizontal mullions to be centered with 5" mid-rails on doors.

-4 ea. Center matching window panels, fixed. Upper transoms to be solid (1" IG smooth white insulated panels). Lower panels to be solid (1" IG smooth white insulated panels).

- Center window panels to be ¼" clear Laminated Glass. Horizontal mullions to be centered with 5" mid-rails on doors.

- 4.5" x 2" Aluminum framing, Powder coat, White, Includes Transoms.

- 2 ea. 72" Threshold and 4 ea. Bottom door sweeps.

- Wrap support beams with White break metal.

1. All work must be performed in compliance with currently adopted industry standards and applicable codes of the City of Lansing (current version).
2. All necessary equipment, labor, and supervision to perform scope of work.
3. **\*\*Approved equal items must be approved in writing by the Director.\*\***
4. Work will be performed Monday thru Friday from 8AM to 5PM, CST., unless prior arrangements have been made.

## INDEMNIFICATION AND INSURANCE

The contract between the City and the contractor shall contain the City's standard insurance provisions as shown below. In addition, the following indemnification clause shall be part of the contract:

To the fullest extent permitted by law, the contractor shall be required to indemnify, defend, and hold harmless the City of Lansing, Kansas, its agents and employees from and against all claims, damages, losses and expenses, including but not limited to attorney fees, arising out of or resulting from performance of the work, provided that such claim, damage, loss or expense is attributable to bodily injury, sickness, disease or death, or to injury to or destruction of tangible property including loss of use resulting there-from, but only when caused in whole or in part by negligent acts or omissions of the contractor. The contractor shall not be responsible for indemnifying the City, or its agents and employees for such agent's and employee's sole negligence.

The contractor shall secure and maintain, or have maintained throughout the duration of this contract, insurance of such types and in such amounts as may be necessary to protect itself, and the City of Lansing, Kansas against all hazards or risks of loss, whether such hazards or risks of loss be generated by the contractor or any of its subcontractors, or by anyone directly or indirectly employed by the contractor or its subcontractors. Cost of insurance shall be included in and not separate from this contract. The contractor shall also provide the City of Lansing, Kansas evidence of such insurance coverage for the contractor, and all renewals thereof, in the form of certificates of insurance accompanied by appropriate additional insured endorsements.

Specific types of insurance to be maintained by the contractor include, but are not limited to, the following:

- Workers' Compensation and Employers' Liability Insurance. The liability limits for workers compensation shall be in accordance with Kansas Law and employers' liability shall be \$1,000,000 for each occurrence. Other states coverage and waiver of subrogation is required.
- Business Automobile Liability Insurance. This insurance shall be maintained with limits not less than \$1,000,000 combined single limit for each occurrence.
- Commercial General Liability Insurance. This insurance shall insure the contractor and shall be endorsed to name the City of Lansing, Kansas as an additional insured. The liability limits shall be not less than \$1,000,000 per occurrence and \$2,000,000 general aggregate. A \$1,000,000 per occurrence coverage policy with a per site endorsement will not require the \$2,000,000 annual aggregate.
- Umbrella Liability Insurance. This insurance shall protect the consultant and shall name the City of Lansing, Kansas as an additional insured. The liability limits shall be not less than \$2,000,000 per occurrence and \$2,000,000 general aggregate.
- Professional Liability Insurance. The contractor has, or is able to obtain, professional liability insurance with a minimum limit of \$1,000,000 annual aggregate.

- Coverage Limits. Coverage limits for General and Auto Liability exposures may be met by a combination of primary and umbrella policy limits.
- Exposure Limits. The above are minimum acceptable coverage limits and do not infer or place a limit on the liability of the contractor. Should a separate firm be used for design, such firm shall provide evidence of worker's compensation and general liability insurance in addition to the professional liability insurance as specified above.

### **PROFESSIONAL RESPONSIBILITY**

The City expects the contractor to perform due diligence in the performance of its services and to carry out its responsibilities in accordance with customarily accepted professional practices.

### **TERMS AND CONDITIONS**

The City reserves the right to waive minor technicalities under this specification. If there is additional equipment or hardware required that is not listed in the specification that is required to complete the work and to comply with all federal and state laws, please identify and include those items as well.

The respondent shall comply with the documentation required in this bid packet. Failure to comply with the requirements may result in disqualification of the respondent's submittal.

The City reserves the right to:

1. Reject any and all submittals,
2. Amend or cancel the bid at any time,
3. Revise the schedule as the City sees fit, and
4. Enter into any agreement deemed by the City to be in its best interest.

Bidders should familiarize themselves with the City of Lansing's Purchasing Policy. This policy, approved by the Lansing City Council on the 7<sup>th</sup> of May, 2015, authorizes the governing body to offer local bid preference to bidders located within the city of Lansing and/or Leavenworth County. The entire policy can be found online at [www.lansingks.org](http://www.lansingks.org)

The contractor, including subcontractors and vendors, will be required to comply with the Kansas Act Against Discrimination (K.S.A. 44-1001 et seq.) and the Kansas Age Discrimination in Employment (K.S.A. 44-1111 et. seq.).

The City of Lansing assures that no person shall on the grounds of race, color, national origin, sex, disability, age or low income status as provided by Title VI of the Civil Rights Act of 1964, and the Civil Rights Restoration Act of 1987 (P.L. 100.259) be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity. The City of Lansing further assures every effort will be made to ensure nondiscrimination in all of its programs and activities, whether those programs and activities are federally funded or not.

**BID FORM**

**2022 Lansing Activity Center South Gym Entrance**

Company Name and Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Bid Total \$ \_\_\_\_\_

Planned Start Date \_\_\_\_\_

**Name and Contact Information of Responsible Individual:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Email: \_\_\_\_\_

Phone: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



# AGENDA ITEM

TO: Tim Vandall, City Administrator

FROM: Mike Spickelmier, Director of Public Works *NEWS 4/14/22*

DATE: April 15, 2022

SUBJECT: 2022 Pavement Preservation Program (Mill & Overlay) Bids

The bids for the 2022 Mill & Overlay are listed below:

		Corey Ln/Ct	cottonwood	LES X-walk	W. Mary	2nd Alley
Contractor:	Base Bid	Alt. 1	Alt. 2	Alt. 3	Alt. 4	Alt. 5
J.M Fahey	\$ 876,064.90	\$ 97,912.80	\$ 58,252.00	\$ 8,835.00	\$ 460,933.55	\$ 18,075.00
Little Joe's	\$ 727,972.85	\$ 61,371.60	\$ 40,421.20	\$ 6,500.00	\$ 446,407.98	\$ 17,500.00
Superior Bowen	\$ 875,445.67	\$ 71,678.35	\$ 48,560.15	\$ 10,750.00	\$ 460,016.86	\$ 20,175.00
McAnany	\$ 904,720.50	\$ 86,383.35	\$ 66,621.00	\$ 7,500.00	\$ 483,451.20	\$ 28,000.00
Harbour Construction	\$ 773,530.60	\$ 66,095.00	\$ 43,009.60	\$ 7,590.00	\$ 450,763.15	\$ 17,800.00
Engineer's Estimate	\$ 663,584.88	\$ 71,049.01	\$ 44,697.90	\$ 15,000.00	\$ 551,945.12	\$ 14,250.00

Policy Considerations: The bids were solicited in accordance with the City of Lansing Purchasing Policy, opened, and read aloud at 1:30pm on Wednesday April 13, 2022.

1. Alternate #1: PW Recommends inclusion in the 2022 M&O program
2. Alternate #2: PW recommends pushing back this work to 2023 due to financial constraints
3. Alternate #3: The Mary Street Crosswalk was requested by USD469 in 2021. We have reached out to the School District to try and cost share this portion of the project.
4. Alternate #4: PW recommends pushing back this work to 2023 due to financial constraints
5. Alternate #5: PW recommends pushing back this work, and programming alley work specifically in the 2023 budget.

Financial Considerations: The City of Lansing Capital Improvement Fund 70 has the following line items:

70-010-43320 Street Contract \$750,000  
 70-010-43322 Sidewalk Construction \$20,000  
 70-010-43334 Curb Replacement \$25,000

Base Bid Asphalt Pricing has increased from \$66.40/ton to \$86.60/ton installed (30% increase)

Base Bid: \$9,828 in sidewalk, \$77,699 in curb repair  
 Alt 1 \$23,641 in curb repair + \$7,372 in Valley Gutter installation

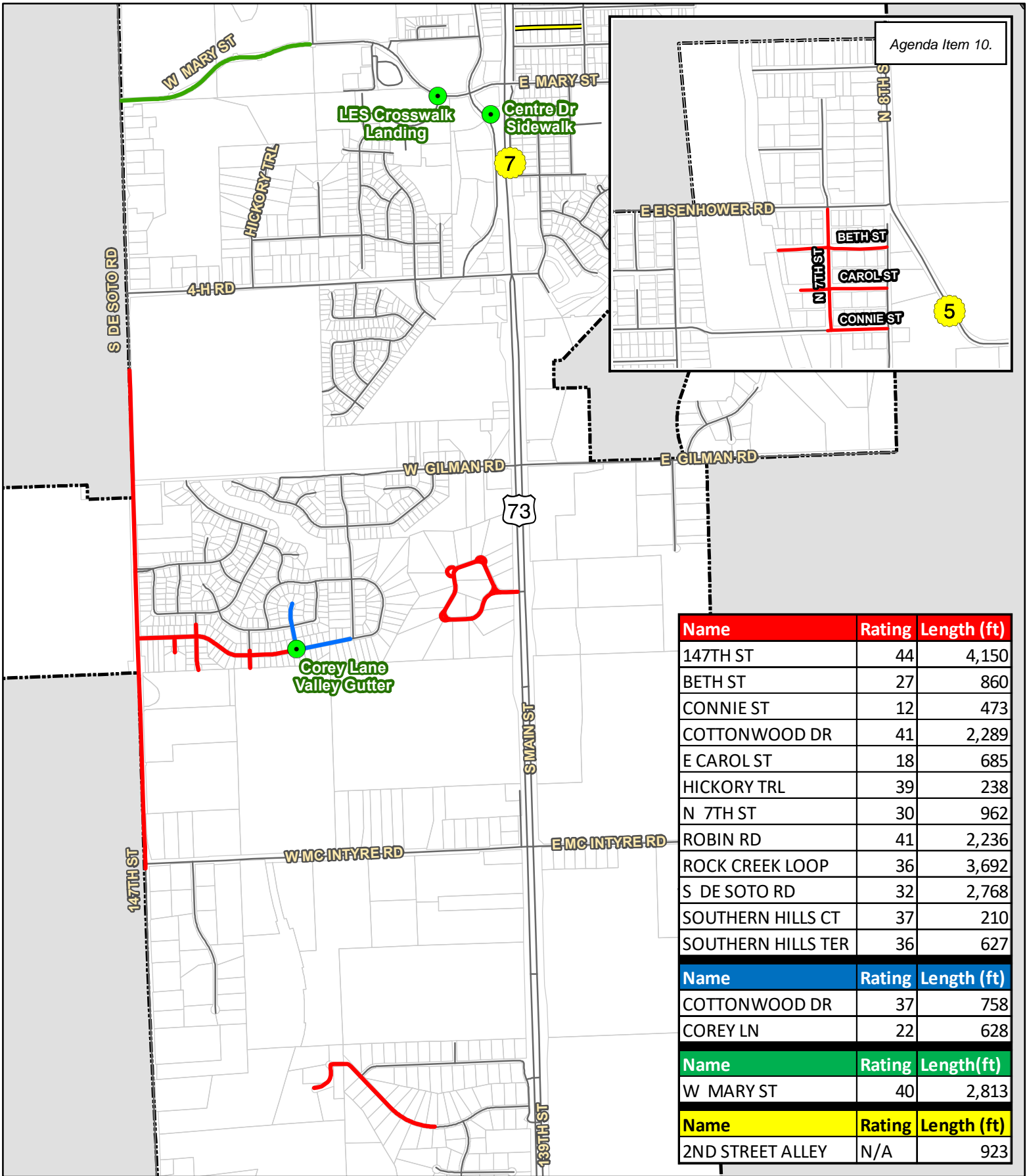
Options:

- A. Base Bid + Alt. 1 + Alt 3 \$795,844.45 (Recommended Option)
- B. Base Bid + Alt. 1 + Alt 3 + Alt 5 \$813,344.45
- C. Other Combination of Base Bid + Alternates - TBD

Action: (Public Works Recommendation)

Accept the bids and unit prices as presented and award the Low Bid to Little Joes Asphalt Inc. For the Base Bid, Alternate #1, and Alternate, #3 in the amount of \$795,844.45 with any budget overrun to be paid for out of the capital reserve account.

## AGENDA ITEM #



Name	Rating	Length (ft)
147TH ST	44	4,150
BETH ST	27	860
CONNIE ST	12	473
COTTONWOOD DR	41	2,289
E CAROL ST	18	685
HICKORY TRL	39	238
N 7TH ST	30	962
ROBIN RD	41	2,236
ROCK CREEK LOOP	36	3,692
S DE SOTO RD	32	2,768
SOUTHERN HILLS CT	37	210
SOUTHERN HILLS TER	36	627
Name	Rating	Length (ft)
COTTONWOOD DR	37	758
COREY LN	22	628
Name	Rating	Length(ft)
W MARY ST	40	2,813
Name	Rating	Length (ft)
2ND STREET ALLEY	N/A	923

- Legend**
- Supplemental Concrete Work
  - 2022 M&O Selection - Base
  - 2022 M&O Selection - Alternate 1
  - 2022 M&O Selection - Alternate 2
  - 2022 M&O Selection - Alley Work
  - Parcels
  - City Boundary

**2022 Mill & Overlay Selection + Concrete Work**

1 inch = 1,750 feet

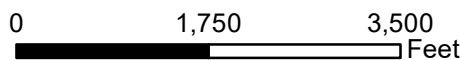





Exhibit B  
Centre Drive Sidewalk Replacement Locations

**Legend**

 Sidewalk Replacement

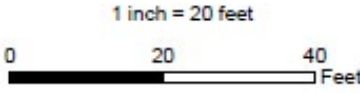




Exhibit C  
Corey Lane Concrete Valley Gutter

**Legend**  
Valley Gutter Area

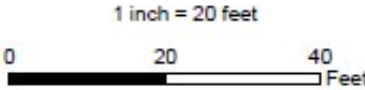



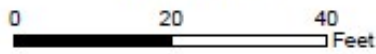


Exhibit D  
W Mary Street Crosswalk and Landing

**Legend**

 W Mary Crosswalk Landing

1 inch = 20 feet



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# AGENDA ITEM

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TO: Tim Vandall, City Administrator  
FROM: Tish Sims, City Clerk  
DATE: April 15, 2022  
SUBJECT: Executive Session – Economic Development

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Executive Session will be called to review Economic Development activities pursuant to the discussion of confidential data relating to the financial affairs or trade secrets of corporations, partnerships, trusts, and individual proprietorship, K.S.A. 75-4319(b)(4).

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## AGENDA ITEM #

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# AGENDA ITEM

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TO: Tim Vandall, City Administrator  
FROM: Tish Sims, City Clerk  
DATE: April 15, 2022  
SUBJECT: Executive Session – Preliminary Discussion of the Acquisition of Real Property

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

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## AGENDA ITEM #

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**City of Lansing**  
 800 First Terrace  
 Lansing, Kansas 66043

**City Administrator’s Report**  
 April 21, 2022

**Agenda Items:**

A public hearing for the extension of the Community Improvement District (CID) is on the agenda for April 21<sup>st</sup>. The CID presently encompasses what is commonly known as MainStreet Chrysler Dodge Jeep Ram; the owner of the business would like to expand the CID to the .4 acre property directly west of the existing dealership. By extending the CID, funds from the incentive could be used to construct the new paint/body shop.

Bids for our annual Pavement Preservation Program (CIP) were opened on April 13<sup>th</sup>. The base bid package included several roads (attachment included), with alternates including Corey Lane, Cottonwood Drive, a crosswalk for USD469, West Mary, and paving an alley on 2<sup>nd</sup> Street. Asphalt costs have increased significantly over the last 12 months. The low bid came from Little Joe’s Asphalt out of Bonner Springs. The full bid totals are included below. For everything, we budgeted \$795,000; we do have some reserves in the Capital Improvement Fund (Fund 70) where we could go over \$795k, if needed.

	Base Bid	Alt 1-Corey	Alt 2-Cotton.	Alt 3-X-walk USD469	Alt 4-W Mary	Alt 5-Alley
JM Fahey	\$876,064.90	\$97,912.80	\$58,252.00	\$8,835.00	\$460,933.55	\$18,075.00
Little Joe’s	\$727,972.85	\$61,371.60	\$40,421.00	\$6,500.00	\$446,407.98	\$17,500.00
Superior Bowen	\$875,445.67	\$71,678.35	\$48,560.15	\$10,750.00	\$460,016.86	\$20,175.00
McAnany	\$904,720.50	\$86,383.35	\$66,621.00	\$7,500.00	\$483,451.20	\$28,000.00
Harbour Const	\$773,530.60	\$66,095.00	\$43,009.60	\$7,590.00	\$450,763.15	\$17,800.00
Eng. Estimate	\$663,584.88	\$71,049.01	\$44,697.90	\$15,000.00	\$551,945.12	\$14,250.00

The Historical Society will be present at the meeting to request funds. Their correspondence to the City is included in the agenda materials. I have also included documents on the background of the request.

A proclamation declaring April 29, 2022 Arbor Day in Lansing is on the agenda. This is one of the criteria for Lansing retaining its Tree City USA status. At 10am on April 29<sup>th</sup>, a ceremonial tree will be planted at Highland Park.

Appointments for the Library Board, Tree Board, and Parks and Recreation Advisory Board are on the agenda.



One bid from Overhead Door Company of Kansas City was received for the replacement of the south doors at the Activity Center. The City budgeted \$60,000 for this expense during the last budget cycle, with the bid coming in at \$53,111.

An executive session for land acquisition is on the agenda.

An executive session for economic development is on the agenda.

**Library:**

The Friends of the Library annual book sale is scheduled for April 22-24<sup>th</sup> at the Lansing Activity Center. Only members of the Friends of the Library can purchase books on Friday the 22<sup>nd</sup>, while the next two days are open to the public. Residents can purchase a membership to the Friends of the Library at the door for \$5 on Friday evening.

**Public Works:**

A preconstruction meeting with Linaweaver Construction for the K7/Eisenhower project will take place very soon. Encourage residents to make use of detours whenever possible, or to utilize the intersection at non-peak hours.

Staff reached out to the K7 Corridor Committee and KDOT regarding the Gilman speed limit. KDOT stated they would require an engineering speed study, which would then be reviewed by KDOT staff. We will broach this topic during budget season to ask the Council if they want to fund the study. It is worth noting that even with the study, there is no guarantee KDOT would concur with the study and modify the speed limit.

Design for the drainage pipe at 4H and Valley is at 50%. Staff should be receiving a more thorough cost estimate for the project later this spring. The temporary repairs were completed last fall.

The Census Bureau has rejected the City's request to split parcels along the lines of arterial roads for our proposed Council wards, meaning the maps proposed in early 2022 will need to be redrawn, likely similar to the maps from 2012. Staff will provide updates and options to the Council at a meeting in May.

Street sweeping is set to begin in the next couple of weeks.

**Wastewater:**

Easement documents for the Town Centre Trunk Sewer Replacement project were delivered to Valbridge Property Advisors for appraisal work. The draft geotechnical report was received and reviewed. The results of the rock coring found significant amounts of limestone throughout the project at shallow depths. Staff has requested additional rock cores between manhole locations



City of Lansing  
800 First Terrace  
Lansing, Kansas 66043

to further quantify the amount of rock present. GBA will develop a revised cost estimate given this new information, but the volume of rock will add cost to the project. Previous cost estimates put the project near \$775,000, which includes a 20% contingency. Construction of this project will follow, as directed by the Council.

Preliminary plans for the McIntyre Sewer Interceptor are 30% complete and under review by City staff. A set of the plans has been forwarded to Leavenworth County for inclusion in the BASE Grant application. An updated cost estimate for this project was developed using recent bid tabs for regional projects; the estimate puts the project at \$4.5M, which includes a 40% contingency. This project will extend sewers to McIntyre Road and includes the installation of nearly 9,500’ of pipe.

Twelve flow meters were installed on March 25<sup>th</sup>, which was in time to collect data from the recent rainfall events where Lansing received 1.3-1.5” of rain. Data collection will continue for 90 days.

**Community & Economic Development:**

Family Eye Care has begun dirt work on the site of their new location on Center Drive.

**Meetings & Announcements:**

The City is currently accepting applications for Police Officer I/II and part time Animal Control Officer.

The City’s and Leavenworth County’s joint BASE Grant application was not approved.

The VFW/Boy Scout fundraiser VFW Commander Vodarick referenced at the last meeting is May 7<sup>th</sup> in the Lansing Community Center. The memorial ceremony for the new bricks at the Bernard Park Veteran’s Memorial is on May 21<sup>st</sup>. Please strive to attend both events, if able.

The City has also volunteer openings for Planning Commission and Parks and Recreation Advisory Board.

- Thursday, April 21<sup>st</sup> City Council Meeting, 7:00pm, City Hall
- Thursday, April 28<sup>th</sup> City Council Work Session, 7:00pm, City Hall
- Thursday, May 5<sup>th</sup> City Council Meeting, 7:00pm, City Hall
- Saturday, May 7<sup>th</sup> Fishing Derby, Bernard Park
- Fri-Sat May 13-14<sup>th</sup> BBQ Contest (not open to the public)/Citywide yard sale
- Thursday, May 19<sup>th</sup> City Council Meeting, 7:00pm, City Hall
- Thursday, May 26<sup>th</sup> City Council Work Session, 7:00pm, City Hall



**City of Lansing**  
800 First Terrace  
Lansing, Kansas 66043

Sincerely,

Tim Vandall

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## AGENDA ITEM

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TO: Tim Vandall, City Administrator  
FROM: Jason Crum, Parks and Recreation Director *JC*  
DATE: April 15, 2022  
SUBJECT: Tree City Proclamation

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One of the long-term goals of the Lansing Tree Board is to retain status as a Tree City U.S.A. Lansing has been recognized as such for 22 years. One of the criteria for gaining this status is an Arbor Day Proclamation. Attached is a proclamation declaring April 29, 2022, as Arbor Day in Lansing. Representatives from the Tree Board will be present to receive the proclamation from the Mayor.

On April 29, 2022, at 10:00 a.m. a ceremonial tree will be planted at Highland Park

Policy Consideration: N/A

Financial Consideration: N/A

Action: None

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## AGENDA ITEM #

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# Proclamation Arbor Day

Whereas, In 1872 J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

Whereas, This holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and

Whereas, Arbor Day is now observed throughout the nation and the world, and

Whereas Trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife, and

Whereas, Trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products, and

Whereas, Trees in our city increase property values, enhance the economic vitality of business areas, and beautify our community, and

Whereas, Trees wherever they are planted, are a source of joy and spiritual renewal, and

Whereas, The City of Lansing has been recognized as a Tree City USA by the National Arbor Day Foundation and desires to continue its tree-planting ways.

Now, Therefore, I, Anthony R. McNeill, Mayor of the City of Lansing, in the State of Kansas, do hereby proclaim the 29th day of April, in the year Two-Thousand Twenty-two as

## **'Arbor Day'**

in the City of Lansing, and I urge all citizens to support efforts to protect our trees and woodlands and to support our city's urban forestry program, and

Further, I urge all citizens to plant trees to gladden the heart and promote the well-being of present and future generations.

In witness thereof, I have hereunto set my hand and caused the official seal of the City of Lansing, Kansas to be affixed. This the 21st day of March, in the year Two-Thousand Twenty-two.

City of Lansing

\_\_\_\_\_  
Anthony R. McNeill, Mayor

\_\_\_\_\_  
Tish Sims, City Clerk



**Lansing Community and Economic Development Department**

**Monthly Fleet Report**

**Month** March      **Year** 2022

**Vehicles**

<b>Year</b>	<b>Make</b>	<b>Model</b>	<b>License Plate #</b>	<b>Description</b>	<b>Mileage Starting</b>	<b>Mileage Ending</b>	<b>Miles Driven</b>	<b>Comments</b>
2006	Ford	Ranger XLT	67211	LT. Pick-up Ext	58,411	58,976	565	
2005	Ford	Ranger	57932	LT. Pick-up Ext	49,660	50,043	383	
2015	Dodge	Journey	A6545	SUV	77,465	78,110	645	KTag: KTA. 02497158

## Parks and Recreation Fleet Report March 2021

### Vehicles:

Year	Make	Model	Description	Mileage Start	Mileage Ending	Miles Driven	Current Use	Comments
2011	Dodge	Caravan	Mini Van	51,033	51,235	202	AC/Parks use	
2014	Ford	F-350	Dump truck	21818.6	21990.5	171.9	Parks maintenance	
2016	Jeep	Patriot	SUV	65982	66046	64	Activity Center use	
2017	Chevrolet	Silverado	truck	19725	19924	199	Parks maintenance	
2018	Ford	F-350	4-dr crew	25681	26406	725	Parks maintenance	
Total						1361.90		

### Equipment:

Year	Make	Model	Description	Hours Start	Hours End	Hours used	Current Use	Comments
1992	Massey Ferguson	1020	Tractor	1983.5	1983.5	0	Parks maintenance	
2005	Kubota	F3060	mower	343.6	343.6	0	Parks maintenance	
2007	Turbo Tool Cat	5600	utility vehicle	1252.5	1254.2	1.7	Parks maintenance	
2012	Wright	ZK	stander mower	1151.7	1153	1.3	Parks maintenance	
2016	ABI	Force	infield groomer	274.3	274.5	0.2	Parks maintenance	
2017	Kubota	ZD1211	mower	790	790	0	Parks maintenance	
2018	Polaris	Ranger	utility vehicle	318.4	324.5	6.1	Parks maintenance	
2019	Exmark	LZ 72	mower	475.7	476	0.3	Parks maintenance	
2019	Emark	LZ 96	mower	250.6	250.6	0	Parks maintenance	
2020	Kubota	ZD1211	mower	182.2	182.2	0	Parks maintenance	
Total						9.60		



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

Vehicles

Year	Make	Model	Description	Mileage Start	Mileage Ending	Miles Driven	Comments
2007	Ford	Econoline	15 Passenger Wagon	22002	22,086	84	
						0	
						0	
						0	
						0	
Total						84	

Equipment

Year	Make	Model	Description	Hours Start	Hours End	Hours Used	Comments
2018	Advance	SC1500	AutoScrubber Floor Machine	50.43	52.82	2.39	Community Center Cleaning
2018	Kubota	ZG227-A	Mower	234.3	234.3	0	
2021	Kaivac	1750	Cleaning Machine	5.45	6.5	1.05	
						0	
						0	
						0	
Total						3.44	

**Lansing Public Works Department  
Monthly Fleet Report**

**Month** March **Year** 2022

**Vehicles**

Year	Make	Model	License Plate #	Description	Mileage Starting	Mileage Ending	Miles Driven	Comments
2008	Ford	Ranger XLT	70321	LT. Pick-up Ext	NA	NA	NA	Sold Purple Wave
1998	Ford	1/2 ton	48091	Pick-up	69,304	69,496	192	
2005	Sterling	LT 8500	64614	Dump Truck	59,869	60,066	197	
2007	Elgin	Crosswind J+	70295	Street Sweeper	6,952	-	-	In the Shop
2017	Chevrolet	3500	88437	Pick-up Truck	28,984	-	-	In the Shop
2011	International	7400	75269	Dump Truck	22,103	22,213	110	
2016	Ford	F350 4x4	88468	One-ton Dump Truck	17,454	-	-	In the Shop
2013	Ford	Explorer	80551	SUV	73,729	74,074	345	
2019	Ford	Ecosport	A4358	SUV	7,828	8,026	198	KTag- KTA. 02497157
2020	Chevrolet	3500	A8914	One-ton Dump Truck	4,308	4,510	202	
2005	Mack	Granite	B0282	Dump Truck	44,577	44,721	144	

**Equipment**

Year	Make	Model		Description	Hours Starting	Hours Ending	Hours Used	Comments
1997	JD	770BH		Grader	5,160	5,160	0	
2004	IR	DD-24		Asphalt Roller	303	303	0	
2006	IR	185		Air Compressor	226	226	0	
1997	Bobcat	763		Skid Steer	2,301	2,308	7	
2014	Case	580 SNWT		Backhoe	1,771	1,802	31	
2002	Crafco	110		Crack Sealer	842	842	0	
2003	Kubota	L3710		Tractor	1,631	1,631	0	
2009	Case	465		Skid Steer	737	737	0	
2018	John Deere	5065E		Tractor	167	168	1	
2018	Vermeer	BC1000		Chipper	10	10	0	

**CITY OF LANSING  
TREASURER'S REPORT - QUARTER ENDING MARCH 31, 2022**

Fund Name	Fund Number	Unencumbered Cash Balance 12/31/21 DR / (CR)	Receipts	Disbursements	Audit Adj. & Net Encumb. Liquidated 3/31/22	Unencumbered Fund Balance 3/31/22 DR / (CR)	Add Reserves, Account Payable, and Encumbrances	Subtract Receivables, Other Assets, and Net Fixed Assets	Treasurer's Cash Balance 3/31/22
<b>General:</b>	10	3,352,836.11	2,729,187.33	1,608,853.34	0.00	4,473,170.10	151,909.25	182.61	4,624,896.72
<b>Special Revenue:</b>									
Library	20	165,365.91	198,237.61	77,690.99	0.00	285,912.53	7,084.66	0.00	292,997.20
Consolidated Street & Highway	22	327,172.85	124,457.00	117,930.30	0.00	333,699.55	7,558.56	0.00	341,258.12
Special Parks & Recreation	23	181,636.04	29,885.84	7,617.96	0.00	203,903.92	0.00	0.00	203,903.92
Special Alcoholic Liquor	24	38,597.07	5,000.84	0.00	0.00	43,597.91	0.00	0.00	43,597.91
Sales Tax (\$.45) Fund	26	598,403.05	159,736.48	163,328.96	0.00	594,810.57	0.00	0.00	594,810.57
Hillbrook Subdivision Escrow	66	0.00	0.00	0.00	0.00	0.00	17,453.40	0.00	17,453.40
<b>Agency:</b>									
Bonds Posted	41	0.00	0.00	0.00	0.00	0.00	22,697.76	0.00	22,697.76
Park Land Trust	59	23.62	0.00	0.00	0.00	23.62	0.00	0.00	23.62
Mayor's Christmas	61	16,756.00	0.00	0.00	0.00	16,756.00	0.00	0.00	16,756.00
Transient Guest Tax	63	235,283.82	23,821.91	4,192.25	0.00	254,913.48	0.00	0.00	254,913.48
ARPA	49	111,763.38	0.00	0.00	0.00	111,763.38	400,000.00	0.00	511,763.38
<b>Debt Service:</b>									
Bond & Interest	40	135,290.13	858,010.05	180,867.43	0.00	812,432.75	203,169.54	0.00	1,015,602.29
<b>Enterprise:</b>									
Wastewater Utility	50	7,907,130.69	794,656.78	420,181.38	0.00	8,281,606.09	11,831,125.45	17,164,696.72	2,948,034.82
Solid Waste Utility	51	172,751.15	148,963.47	95,051.37	0.00	226,663.25	0.00	39,584.20	187,079.05
Investment Fixed Assets	90	3,992,316.82	0.00	0.00	0.00	3,992,316.82	0.00	3,992,316.82	0.00
<b>Capital Projects:</b>									
Capital Projects Fund	70	965,724.08	237,458.84	3,412.45	0.00	1,199,770.47	0.00	0.00	1,199,770.49
Equipment Reserve Fund	80	208,340.11	25,002.53	0.00	0.00	233,342.64	0.00	0.00	233,342.64
Police Equipment Reserve Fund	45	40,479.17	33,600.75	0.00	0.00	74,079.92	0.00	0.00	74,079.92
Desoto Road Project Fund	84	7,099.70	0.00	0.00	0.00	7,099.70	0.00	0.00	7,099.70
Lansing Towne Centre	87	94,429.22	0.00	0.00	0.00	94,429.22	0.00	0.00	94,429.22
<b>Total All Funds</b>		<b>18,551,398.92</b>	<b>5,368,019.43</b>	<b>2,679,126.43</b>	<b>0.00</b>	<b>21,240,291.92</b>	<b>12,640,998.62</b>	<b>21,196,780.35</b>	<b>12,684,510.21</b>

<b>STATEMENT OF BOND INDEBTEDNESS</b>				
Bonds	General Obligation		Waste Water Revenue	Total
	Improvement	Revolving Loans		
Outstanding as of 1/1/22	\$ 24,845,000	\$ -	\$ -	\$ 24,845,000
Retired	-	-	-	-
Issued	-	-	-	-
Refunded	-	-	-	-
Outstanding as of 3/31/2022	\$ 24,845,000	\$ -	\$ -	\$ 24,845,000
Temporary Notes	\$ 2,210,000			\$ 2,210,000
Total Outstanding 3/31/2022				\$ 27,055,000

\*Published quarterly in accordance with KSA 12-1608, 12-1609 - Elizabeth Sanford, Director of Finance.