

AGENDA

CALL TO ORDER

AGENDA ITEMS

- [1.](#) 2024 Budget Presentation

ADJOURNMENT

For information on how to view prior meetings, please visit our website at <https://www.lansingks.org>. If you require any special assistance, please notify the City Clerk prior to the meeting.

WORKSESSION ITEM

TO: Tim Vandall, City Administrator
FROM: Elizabeth Sanford, Finance Director
DATE: May 22, 2023
SUBJECT: Budget Overview

The Finance Director will present an overview of the 2024 budget. The presentation and 2024 C&S Requests are attached.

WORKSESSION ITEM

2024 Budget Review



General Fund Revenues

<u>Revenues</u>	<u>2022 Actual</u>	<u>2023 Budget</u>	<u>2024 Requested</u>
Property Taxes	\$2,742,278	\$2,691,582	
Motor Vehicle Taxes	\$297,854	\$323,559	\$275,586
Local Alcoholic Liquor Tax	\$23,392	\$19,122	\$19,122
Local Sales and Use Tax	\$1,485,506	\$1,300,000	\$1,500,000
County Sales and Use Tax	\$1,321,287	\$1,300,000	\$1,350,000
Franchise Fees	\$789,130	\$677,800	\$677,800
Business/Occupational Licenses	\$53,004	\$52,000	\$52,000
Permits/Fees	\$115,076	\$69,500	\$69,500
Court Fees	\$58,136	\$40,000	\$40,000
Police Fines & Forfeitures	\$391,152	\$429,500	\$429,500
Animal Control	\$13,603	\$25,000	\$25,000
Other Fees/Grants	\$86,706	\$92,800	\$92,800
Federal Grants	\$10,475	\$0	\$0
Total Revenues	\$7,460,615	\$6,980,863	\$4,300,380

Department	2022 Actual	2023 Budget	2024 Requested	Difference	Increases
Administration	\$129,962	\$142,695	\$152,704	\$10,009	Training
Police	\$1,932,614	\$2,316,611	\$2,511,765	\$195,154	Body armor, video storage, animal control, fuel
Municipal Court	\$237,429	\$268,740	\$286,890	\$18,150	Probation fees, contract employees
Streets	\$218,335	\$201,928	\$243,809	\$41,881	Fuel, utilities, cost of goods
Street Lighting	\$182,533	\$208,000	\$200,000	(\$8,000)	New lights on Centre Dr should decrease maint.
Building Maintenance	\$110,368	\$83,367	\$98,392	\$15,025	Building supplies, fuel
CED	\$591,631	\$631,449	\$675,869	\$44,420	Fuel, cost of goods, vehicle maintenance
Finance	\$276,405	\$305,521	\$323,370	\$17,849	Cost of goods, software licenses
Public Works	\$268,152	\$307,396	\$324,736	\$17,340	Utilities, vehicle maintenance
City Administrator	\$173,349	\$165,388	\$169,004	\$3,616	
Community Center	\$3,396	\$7,590	\$7,563	(\$27)	
Parks & Recreation	\$648,529	\$735,648	\$782,353	\$46,705	Fuel, community events, cost of goods
Activity Center	\$194,271	\$141,900	\$150,919	\$9,019	Utilities, building insurance
IT	\$108,982	\$155,000	\$155,000	\$0	Contract increase for IT services
Council	\$46,848	\$50,757	\$50,760	\$0	
Non-Departmental	\$571,267	\$492,450	\$679,500	\$187,050	Insurance, utilities
Transfers	\$1,160,000	\$1,945,000	\$1,400,000	(\$545,000)	
Total	\$6,851,071	\$8,159,440	\$8,212,634	\$53,194	

General Fund EXPENSES

Transfer to	2024 Requested
Capital Improvements	\$1,025,000
Equipment Reserve	\$100,000
Special Parks	\$0
Special Highway	\$275,000

Tax Levy Funds

2024 PROJECTED BUDGET	GENERAL	LIBRARY	DEBT SERVICE
Beginning Balance	\$2,794,858	\$107,945	\$422,649
Revenues	\$7,321,730	\$427,651	\$3,896,027
Total Receipts	\$10,116,588	\$535,596	\$4,318,676
Expenses	\$8,202,634	\$453,662	\$4,015,634
Ending Balance	\$1,913,954	\$81,934	\$303,042

Special Revenue Funds

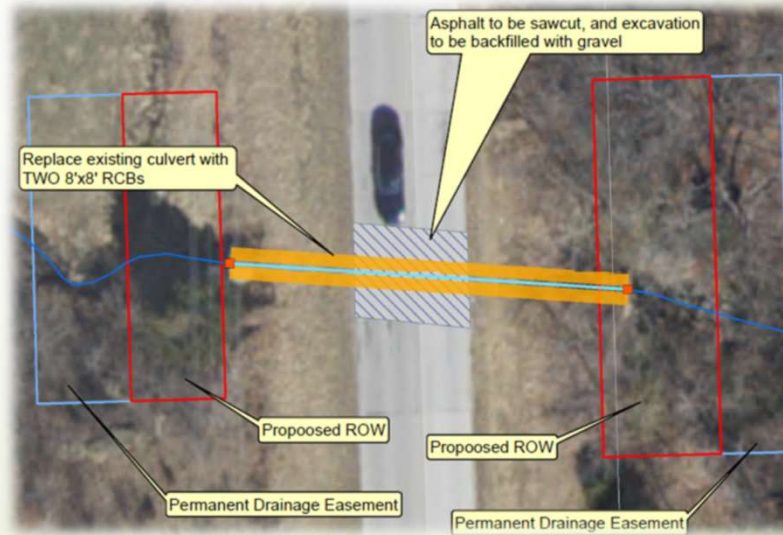
2024 Projected Budget	Special Highway	Special Alcohol Liquor	Transient Guest	Sales Tax (\$.45)	CIP	Special Parks	Equipment Reserve
Beginning Balance	\$85,967	\$78,821	\$155,835	\$431,420	\$511,378	\$196,236	\$50,619
Revenues	\$634,800	\$25,016	\$78,400	\$668,000	\$1,155,500	\$92,426	\$110,600
Total Receipts	\$720,767	\$103,837	\$234,235	\$1,099,420	\$1,666,878	\$288,662	\$161,219
Expenses	\$702,053	\$50,750	\$106,519	\$819,844	\$1,112,800	\$90,450	\$125,000
Ending Balance	\$18,714	\$53,087	\$127,716	\$279,576	\$566,878	\$198,212	\$36,219

Enterprise Funds

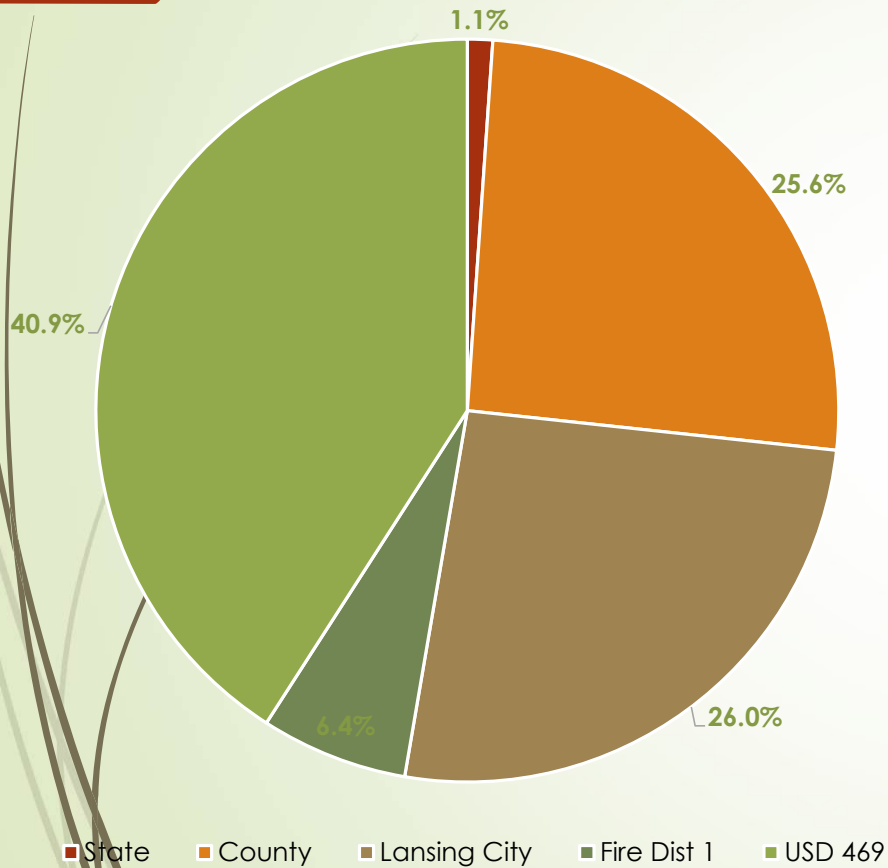
2024 Projected Budget	Wastewater	Solid Waste
Beginning Balance	\$2,026,369	\$201,706
Revenues	\$3,137,000	\$633,950
Total Receipts	\$5,163,369	\$835,656
Expenses	\$3,962,846	\$601,500
Ending Balance	\$1,200,523	\$234,156

2024 C&S Requests

Department	Item	Amount
Police	10 Patrol vehicle base radios	\$38,000
PW/Streets	Hot Box Asphalt Patching Trailer	\$55,000
	Total C&S	\$93,000
	Storm Sewer Project	
PW CIP	147 th Street box culvert replacement	\$400,000



Mill Levy Breakdown

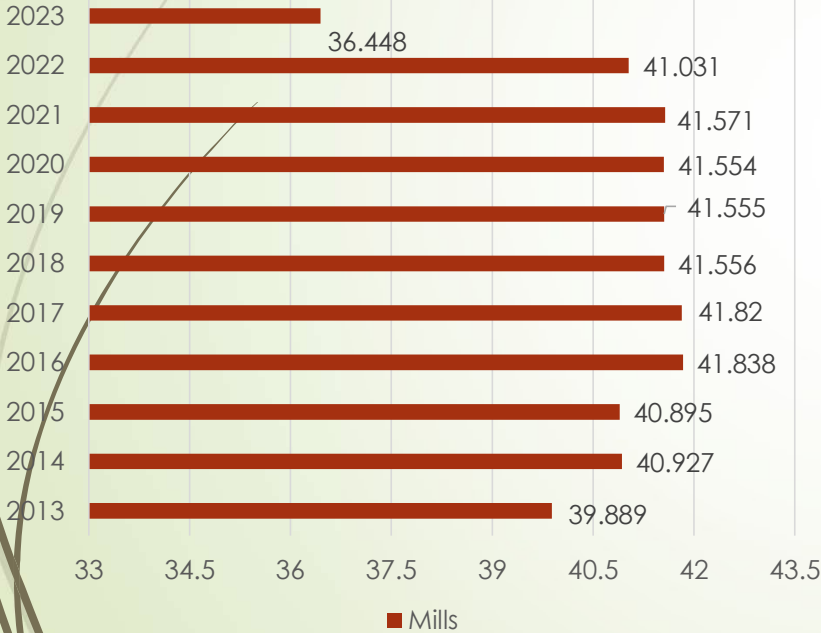


Taxing Entity	\$100,000 Home	\$200,000 Home	\$300,000 Home
State – 1.5	\$17.25	\$34.50	\$51.75
County – 35.924	\$413.13	\$826.25	\$1,239.38
Lansing City – 36.448	\$419.15	\$838.30	1257.46
Fire Dist 1 - \$8.925	\$102.64	\$205.28	\$307.91
USD 469 – 57.377	\$659.84	\$1,319.67	\$1,979.51
Total Levy – 140.174	\$1,612.00	\$3,224.00	\$4,836.00

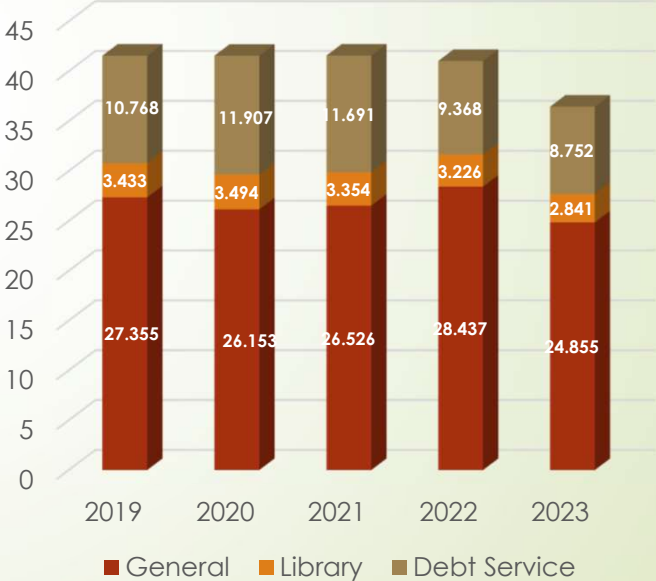
	\$100,000 Home	\$200,000 Home	\$300,000 Home
1 mill	\$11.50	\$23.00	\$34.50
2 mills	\$23.00	\$46.00	\$69.00
3 mills	\$34.50	\$69.00	\$103.50
4 mills	\$46.00	\$92.00	\$138.00

Historic Mill Levy

Mills



Mills by Tax Levy Fund





**Tax dollars
needed to
fund 2024
budget**

Tax Levy Funds	2023	2024 (Projected)	Difference
Base Budget	\$3,979,091	\$3,825,109	(\$153,982)
C&S Requests		\$493,000	\$493,000
Total Tax Dollars	\$3,979,091	\$3,332,109	\$339,018

2023 Budget

36.448 mills generates \$3,979,091 tax dollars
1 mill = \$109,172



QUESTIONS?

**CAPITAL AND SUPPLEMENTAL
REQUEST FORM
FISCAL YEAR 2024**

- I. **Department/Division:** Police Department
- II. **Item Requested:** 10 Replacement Patrol vehicle base radios
- III. **Request Justification:** It appears that there may be additional requirements on public safety radios in the future. This requirement will be that there is encryption, our current base radios are not capable of this feature. Additionally, the current base radios were purchased over 10 years ago, when we switched to digital format for emergency communications. Our current radios are obsolete, If the radios break there is no fixing them. Also, there is an unknown time frame of when replacements are purchased as to the delivery time. Meaning that it could take 6 months or longer to obtain a replacement if our current radios become disabled.
- IV. **Explain how the request will improve efficiency/effectiveness:** There is a current push by MARC and federal agencies to make emergency communications encrypted. If this push becomes mandated, then we will not be able to pick up emergency communications with our outdated radio equipment. I Have been purchasing replacement portables over the last several budget cycles in an effort to update equipment.
- V. **Cost:** \$38,000.00 for 10 replacement Base Radios for Police patrol units

Supporting documentation attached?



LANSING POLICE DEPT, CITY OF

02/24/2023



QUOTE-2064913

Billing Address:
LANSING POLICE DEPT, CITY
OF
800 FIRST TERR
LANSING, KS 66043
US

Quote Date:02/24/2023
Expiration Date:04/25/2023
Quote Created By:
Brad Grabar
bgrabar@tbselectronics.com

End Customer:
LANSING POLICE DEPT, CITY OF
Steve Wayman
swayman@lansingks.org
913-727-3000

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
	APX™ 4500 Enhanced					
1	M22URS9PW1BN	APX4500 ENHANCED 7/800 MHZ MOBILE	1	\$2,036.00	\$1,221.60	\$1,221.60
1a	G24AX	ENH: 3 YEAR ESSENTIAL SVC	1	\$216.00	\$216.00	\$216.00
1b	G67DQ	ADD: REMOTE MOUNT O2 APXM	1	\$327.00	\$196.20	\$196.20
1c	G142AD	ADD: NO SPEAKER APX	1	\$0.00	\$0.00	\$0.00
1d	QA02756AD	ADD: 3600 OR 9600 TRUNKING BAUD SINGLE SYSTEM	1	\$1,727.00	\$1,036.20	\$1,036.20
1e	GA01606AA	ADD: NO GPS/WI-FI ANTENNA NEEDED	1	\$0.00	\$0.00	\$0.00
1f	G843AH	ADD: AES ENCRYPTION AND ADP	1	\$523.00	\$313.80	\$313.80
1g	GA00804AA	ADD: APX O2 CH (GREY)	1	\$541.00	\$324.60	\$324.60
1h	G89AC	ADD: NO RF ANTENNA NEEDED	1	\$0.00	\$0.00	\$0.00
1i	G444AH	ADD: APX CONTROL HEAD SOFTWARE	1	\$0.00	\$0.00	\$0.00
1j	W22BA	ADD: STD PALM MICROPHONE APX	1	\$79.00	\$47.40	\$47.40



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.

Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800



Purchase Order Checklist
Marked as PO/ Contract/ Notice to Proceed on Company Letterhead (PO will not be processed without this)
PO Number/ Contract Number
PO Date
Vendor = Motorola Solutions, Inc.
Payment (Billing) Terms/ State Contract Number
Bill-To Name on PO must be equal to the Legal Bill-To Name
Bill-To Address
Ship-To Address (If we are shipping to a MR location, it must be documented on PO)
Ultimate Address (If the Ship-To address is the MR location then the Ultimate Destination address must be documented on PO)
PO Amount must be equal to or greater than Order Total
Non-Editable Format (Word/ Excel templates cannot be accepted)
Bill To Contact Name & Phone # and EMAIL for customer accounts payable dept
Ship To Contact Name & Phone #
Tax Exemption Status
Signatures (As required)

**CAPITAL AND SUPPLEMENTAL
REQUEST FORM
FISCAL YEAR 2024**

- I. **Department/Division:** Public Works / Streets
- II. **Item Requested:** Hot Box Asphalt Patching Trailer
- III. **Request Justification:** This equipment would enhance asphalt patching operations in providing longer time on site, as well as reduce the frequency of material transport.
- IV. **Explain how the request will improve efficiency/effectiveness:** Currently in order to keep the asphalt at workable temperatures, smaller more frequent loads are utilized. A hot box trailer allows for the hot-mix asphalt to be kept at workable temperatures due to the heat hopper. The longer workability of the mix allow for operations to progress with fewer delays due to material transport and reduce waste due to unsuitability due to temperature.
- V. **Cost:** \$55,000

Supporting documentation attached? This equipment was demonstrated at the recent APWA conference, and will also be available for demonstration in May at the MAX Expo in Overland Park. The City of Leavenworth recently employed this equipment into their maintenance program as well.



Department Ranking: 1

Item 1.



2023 Special Inspection

Item 1.

NBI BRIDGE NO.: _____
LANSING BR NO: DeSoto Rd Culvert (South of 4H)
INSPECTED BY: Jarrod Russell
DATE INSPECTED: 24-Apr-23



WEST ELEVATION, INLET, NO VISIBLE DEFLECTION



BOTTOM OF CMP LINED WITH CONCRETE, FAIR CONDITION



WEST SEAM, NORTH SIDE OPEN WITH MINOR INFILTRATION



WEST SEAM, NORTH SIDE OPEN APPROX. 1IN AT CORNERS

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WEST SEAM, NORTH SIDE OPEN WITH MINOR INFILTRATION



WEST SEAM, NORTH SIDE OPEN APPROX. 1IN AT CORNERS



VISIBLE DEFLECTION IN CEILING AT WEST SEAM



WEST SEAM OPEN APPROX. 1.25" AT TOP, FILL VISIBLE

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WEST SEAM LOC. 24FT FROM WEST INLET, NOT UNDER RDWAY



MIDDLE SEAM WITH MINOR LEAKAGE, SOUTH SIDE



DIFFERENTIAL SETTLEMENT IN MIDDLE SEAM, NORTH SIDE

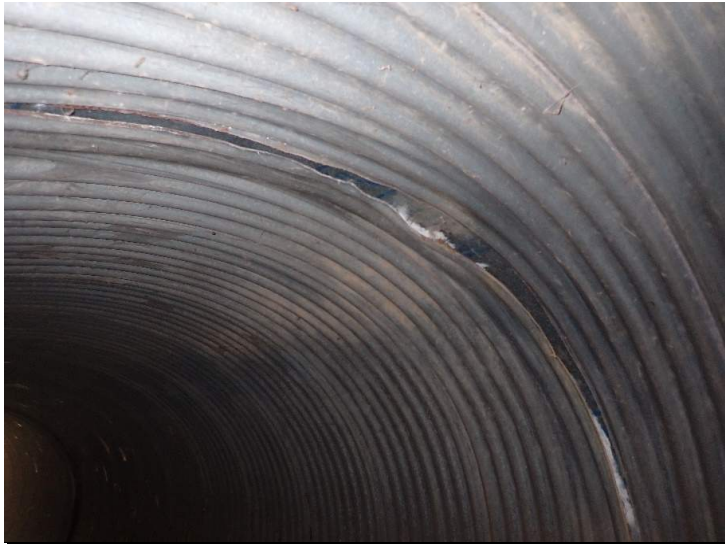


MIDDLE SEAM WITH MINOR LEAKAGE, NORTH SIDE

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POSSIBLE DAMAGED END OF MIDDLE SEAM, NORTH SIDE



FILL VISIBLE AT TOP OF MIDDLE SEAM



MIDDLE OF CMP VISIBLY SQUASHING COMPARED TO END SECTION



EAST SEAM WITH MINOR LEAKAGE AT SOUTH SIDE

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EAST SEAM OPEN 1.25IN, VISIBLE FILL



EAST SEAM WITH MINOR LEAKAGE AT NORTH SIDE



EAST SEAM OPEN 1.25IN, VISIBLE FILL

