
AGENDA

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

OLD BUSINESS

- [1.](#) Approval of Minutes

AUDIENCE PARTICIPATION

PRESENTATIONS

- [2.](#) National Library Week Proclamation

NEW BUSINESS

- [3.](#) Approval of Audit for Year Ending 12/31/2022
- [4.](#) Library Board Re-Appointments
- [5.](#) Planning Commission Board Re-Appointments
- [6.](#) Executive Session

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

- [7.](#) 1st Quarter Treasurer's Report
- [8.](#) Fleet Report
- [9.](#) City Administrator Report

PROCLAMATIONS

- [10.](#) Municipal Clerk's Week Proclamation

OTHER ITEMS OF INTEREST

ADJOURNMENT

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

AGENDA ITEM

TO: Tim Vandall, City Administrator
FROM: Tish Sims, City Clerk
DATE: April 13, 2023
SUBJECT: Approval of Minutes

The Regular Meeting Minutes of April 6, 2023 are enclosed for your review.

Action: Staff recommends a motion to approve the Regular Meeting Minutes of April 6, 2023, as presented.

AGENDA ITEM

CITY OF LANSING

CITY COUNCIL MEETING

MEETING MINUTES
April 6, 2023

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: Kevin Gardner and Gene Kirby

Ward 2: Marcus Majure

Ward 3: Jesse Garvey

Ward 4: Dan Clemons

Absent: Don Studnicka, Kerry Brungardt, and Gregg Buehler

OLD BUSINESS:

Approval of Minutes of the Regular Meeting of March 16, 2023, as presented.

Councilmember Buehler made a motion to approve Regular Meeting Minutes of March 16, 2023, as presented. Councilmember Garvey seconded the motion. No discussion occurred. Roll Call Vote: Aye: Councilmembers Clemons, Gardner, Kirby, Majure, and Garvey. Nay: none; Abstain: none; Absent: Councilmembers Brungardt, Studnicka, and Buehler. The motion was approved.

Audience Participation: None.

Presentations:

Citizen's Academy Graduation:

- The 13th annual Citizen's Academy graduates are:
 - Krista Holland
 - Michelle Riggs
 - Maralee Thompson
 - C. Emma Njoku
 - Mika Stilwell
 - Zach Bolin

Arbor Day Proclamation – A proclamation recognizing April 14, 2023, as Arbor Day was read and presented to Director of Parks and Recreation Jason Crum by Councilmember Gardner.

Countywide Transportation Study:

Jeff McKerrow with Kimley Horn and Jayne Siemens with Venice Communication, Inc., presented the results of the Transportation Survey.

COUNCIL CONSIDERATION OF AGENDA ITEMS:

Sands Construction Asphalt Price Increase Request

Staff received a request from Sands Construction for funds in the amount of \$28,578.37 to cover the cost of asphalt due to the large increase in fuel prices last summer. Staff met to discuss this request, and decided as an alternative for consideration to ask Sands for a price on some additional work that could be completed inside the park. Sands Construction proposed patching and resurfacing the outer loop of the original parking lot and the road, adding a flagpole, a gate at the entrance of the new parking lot, a sidewalk adjacent to the parking lot and a sidewalk to the batting cage.

Councilmember Majure made a motion to approve Sands Construction's request for \$28,579.37 for the asphalt price increase using funds saved on the installation of the power line.

Councilmember Clemons seconded the motion. Discussion commenced clarifying that despite the increase in cost, Sands Construction would still be the lowest bidder of those that submitted for the contract. **Roll Call Vote: Aye: Councilmembers Clemons, Gardner, Kirby, Majure, and Garvey. Nay: none; Abstain: none; Absent: Councilmembers Brungardt, Studnicka, and Buehler. The motion was approved.**

Concession Stand Contract

For some time, Staff has been considering having a concession contractor. An RFP for concession services was released earlier this year. The one proposal submitted was by Jarvy's Shaved Ice. A contract was drafted and submitted for City Council review.

Councilmember Kirby made a motion to approve authorizing the Mayor to execute a contract with Jarvy's Shaved Ice to operate the concession stand at Bernard Park for the 2023 season.

Councilmember Gardner seconded the motion. Discussion commenced regarding the difficulty of finding volunteers or staff to work the concession in the past. The contract would relieve the City of that burden as well as providing a 10% income from the contract. In addition, Jarvy's would be responsible for stocking the concessions and insuring any items left on-site through a general liability insurance policy which has already been provided to the City. Jarvy's would be open for all regular season games and has expressed an interest in providing concessions for any tournaments that may be scheduled. The contract will be for one year and may serve as a model if a similar situation was discussed for the Aquatics Center. **Roll Call Vote: Aye: Councilmembers Clemons, Gardner, Kirby, Majure, and Garvey. Nay: none; Abstain: none; Absent: Councilmembers Brungardt, Studnicka, and Buehler. The motion was approved.**

Mobile Message Board Quotes

Staff solicited quotes for a budgeted mobile message board. Two quotes were received:

- Ver-Mac 1500 Full Matrix - \$20,170.00 Vendor: C-Hawkk Const. Eudora KS
- WanCo WTMMA(A) Full Matrix - \$20,320.00 Vendor: Streetwise, Grandview MO

Councilmember Clemons made a motion to approve the purchase of the Ver-Mac 1500 full matrix message board from C-Hawk Construction in the amount of \$20,170.00. Councilmember Garvey seconded the motion.

Discussion commenced clarifying that the sign will be KDOT interoperable. **Roll Call Vote: Aye: Councilmembers Clemons, Gardner, Kirby, Majure, and Garvey. Nay: none; Abstain: none; Absent: Councilmembers Brungardt, Studnicka, and Buehler. The motion was approved.**

Mill & Overlay Bid

Staff solicited bids for the 2023 Mill & Overlay project. Four bids were opened on March 30, 2023. There were three (3) alternates that were bid on:

- (#1) Sycamore Ridge Dr.,
- (#2) W. Gilman Rd., and
- (#3) N 2nd St. Alley.

Staff recommends accepting alternate #3 in addition to the base bid.

Councilmember Kirby made a motion to accept the bids and unit prices as presented and award the 2023 Mill & Overlay project base bid, Alternate #3 bid, and 5% project contingency to Little Joe's Asphalt, Inc. for a total cost of \$923,686.31. Councilmember Garvey seconded the motion. Discussion commenced about indexing on mill and overlay to prevent shortages similar to 2022. The contractors programmed the increased cost risk as they see fit into their bids. The repairs to the curbs throughout the city are taking away from the budget for surface repair. The 50-year-old curbs are in better shape than the 20-year-old curbs. Concrete has increased in price more than asphalt. The City adopted the Kansas City Metro Materials Board about 8-9 years ago. The contractor is obligated to provide the new mix. The City changed the specifications 8 or 10 years ago in response to the curb issues. The contractors are using a much more robust, high-quality aggregate that holds up better and has performed better. They City is getting better performance with KCMMB **Roll Call**
Vote: Aye: Councilmembers Clemons, Gardner, Kirby, Majure, and Garvey. Nay: none; Abstain: none; Absent: Councilmembers Brungardt, Studnicka, and Buehler. The motion was approved.

REPORTS:

Department Heads: Nothing to discuss.

City Attorney: Nothing to discuss.

City Administrator: Council had reached out to City Administrator Vandall regarding yard damage from Clearwave/AT&T installation last year. Clearwave was in town today patching bald spots and grass. Hopefully, they will be getting through the rest of the town soon. They're making fantastic progress on the intersection. They were close to wrapping up the asphalt when staff toured the site today. Striping should happen shortly thereafter. We will be thrilled when that is done. There is a ribbon cutting on Thursday.

Governing Body:

Councilmember Clemons: Leavenworth County Port Authority will meet the second Friday of every month probably for the next year. As we go through that process, I'll do up some minutes or something and have it as part of the package, so it doesn't extend the time during the meeting itself. If you have questions on it, you can shoot it to me. I want to thank the Citizen's Academy. I really appreciate having citizens understand our government and be able to get involved with it.

Councilmember Gardner: Congratulations to everybody. I had a lot of questions regarding Sands Construction contract, but thanks to Tim and his responses, a long, lengthy phone conversation with Jason, and a visit to the park with Gene all my questions were answered. While we were out there...I grew up on city fields. Grew up, grew old, and grew out of it. We drove out there. And I know it's not completed yet, but it looks great out there. It is very impressive when you go out there and take a look at that. I can't wait to get out there and experience the ball games. I may even coach again just so I can get on those fields.

Councilmember Kirby: Echo what everyone else has said. And I also want to take this opportunity tonight for all of us to remember the Kansas City, Kansas police officers who stood in the line of fire yesterday for all of us. My understanding is they took possession of hundreds of fentanyl pills and powder. And this is a good time to remind parents that if you haven't had that talk with your children, it's time to have it. Dan and I attended the One Pill Can Kill. You can't get any plainer than that. Let's remember them and all our emergency responders. Tonight, I would ask everybody to pray or think of former Councilmember Trinkle and his entire family as they continue down this very difficult situation, they find themselves in.

Councilmember Majure: I'd like to thank the Citizen's Academy. Share the word and get the next group signed up. Excited that you all are learning all about our city and our government and everything we have here. Jason, great job...Arbor Day Proclamation...appreciate it. Great job on the parks. I know we have a ribbon cutting coming up pretty soon. It's real exciting coming in my neighborhood off Gilman and seeing all the soccer going on already. I get excited. All our parks are full with soccer and soon to be baseball...softball. Thank you, Jason, on the concession stand contract. That's forward thinking. That's what we're talking about here. Mike, congratulations on the message board and mill overlay. Good job. Thanks, Tim, and thanks goes out to our first responders. I appreciate our first responders and our city staff. You all are working really hard. Tonight, we have a full-blown meeting, and I can't thank everybody here for coming.

Councilmember Garvey: Ditto what everybody else has already said. Congratulations graduates. We appreciate you signing up for the program, getting involved, and seeing the way the city runs, and the things that are involved in it.

ADJOURNMENT:

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

The meeting adjourned at 8:08 p.m.

ATTEST:

City Clerk Tish Sims, CMC



National Library Week Proclamation

WHEREAS, Today's libraries are not just about books but what they have for and with people;

WHEREAS, libraries of all types are at the heart of cities, towns, schools and campuses;

WHEREAS, Libraries have long served as trusted and treasured institutions where people of all backgrounds can be together and connect;

WHEREAS, Libraries and librarians build strong communities through transformative services, programs and expertise;

WHEREAS, Libraries, which promote the free exchange of information and ideas for all, are cornerstones of democracy;

WHEREAS, Libraries promote civic engagement by keeping people informed and aware of community events and issues;

WHEREAS, Librarians and library workers partner with other civic organizations to make sure their community's needs are being met;

WHEREAS, Libraries and librarians empower their communities to make informed decisions by providing free access to information;

WHEREAS, Libraries are a resource for all members of the community regardless of race, ethnicity, creed, ability, sexual orientation, gender identity or socio-economic status, by offering services and educational resources that transform lives and strengthen communities;

WHEREAS, libraries, librarians, library workers and supporters across America are celebrating

National Library Week

NOW, THEREFORE, be it resolved that I, Anthony R. McNeill, Mayor of the City of Lansing, State of Kansas, proclaim National Library Week, April 23-29, 2023. I encourage all residents to visit the library this week and explore what's new at your library and engage with your librarian. Because of you, Libraries Transform.

City of Lansing

Anthony R McNeill, Mayor

Tish Sims, City Clerk

AGENDA ITEM

TO: Tim Vandall, City Administrator
FROM: Beth Sanford, Finance Director
DATE: April 14, 2023
SUBJECT: Approval of Audit Ending December 31, 2022

Staff from the firm of Adams Brown LLC performed an audit of the financial statements for the City of Lansing for the year ended December 31, 2022.

A member of the firm will present a brief overview of the audit and answer any questions.

Action:

Staff recommends a motion to approve the final audit for the City of Lansing for the year ended December 31, 2022.

AGENDA ITEM



April 6, 2023

To the City Council
City of Lansing, Kansas
Lansing, Kansas

We have audited the financial statement of **City of Lansing, Kansas** for the year ended December 31, 2022, and have issued our report thereon dated April 6, 2023. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated January 18, 2023. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by **City of Lansing, Kansas** are described in Note 1 to the financial statement. No new accounting policies were adopted and the application of existing policies was not changed during the year ended December 31, 2022. We noted no transactions entered into by the City during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statement in the proper period.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. The attached schedule summarizes uncorrected misstatements of the financial statement. Management has determined that their effects are immaterial, both individually and in the aggregate, to the financial statement taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a disagreement on a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statement or the auditors' report. We are pleased to report that no such disagreements arose during the course of our audit.

City of Lansing, Kansas

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April 6, 2023

Management Representations

We have requested certain representations from management that are included in the management representation letter dated April 6, 2023.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion” on certain situations. If a consultation involves application of an accounting principle to the City’s financial statement or a determination of the type of auditors’ opinion that may be expressed on that statement, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the City’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

There were no changes to our initial assessment of risks of material misstatements to the financial statement, which were communicated to you in our letter dated February 27, 2023.

Other Matters

We were engaged to report on the supplementary information as outlined in the table of contents, which accompany the financial statement but is not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with the regulatory basis of accounting, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statement. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statement or to the financial statement itself.

We would like to express our appreciation for the opportunity to perform the December 31, 2022 audit for **City of Lansing, Kansas** and to the employees for the cooperation and assistance given to us during the audit.

Restriction on Use

This communication is intended solely for the information and use of management, the City Council, others within the organization, State of Kansas and is not intended to be, and should not be, used by anyone other than these specified parties.

Adams Brown, LLC

ADAMSBROWN, LLC

Certified Public Accountants
Great Bend, Kansas

CITY OF LANSING, KANSAS

Report on Examination Procedures

For the Year Ended December 31, 2022

DRAFT



INDEPENDENT ACCOUNTANTS' REPORT ON EXAMINATION PROCEDURES

To the City Council
City of Lansing, Kansas
Lansing, KS 66043

We have examined **City of Lansing, Kansas'** compliance with the compliance requirements "activities allowed or unallowed" and "allowable cost/cost principles" (the specified requirements) as described in Part IV "Requirements for an Alternative Compliance Examination Engagement for Recipients That Would Otherwise be Required to Undergo a Single Audit or Program-Specific Audit as a Result of Receiving Coronavirus State and Local Fiscal Recovery Funds" of the CSLFRF section of the 2022 OMB *Compliance Supplement* (referred to herein as "Requirements for an Alternative CSLFRF Compliance Examination Engagement") during the year ended December 31, 2022. Management of **City of Lansing, Kansas** is responsible for **City of Lansing, Kansas'** compliance with the specified requirements. Our responsibility is to express an opinion on **City of Lansing, Kansas'** compliance with the specified requirements based on our examination.

Our examination was conducted in accordance with attestation standards established by the AICPA; the standards applicable to attestation engagements contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and in the "Requirements for an Alternative CSLFRF Compliance Examination Engagement". Those standards and requirements require that we plan and perform the examination to obtain reasonable assurance about whether **City of Lansing, Kansas** complied, in all material respects, with the specified requirements referenced above. An examination involves performing procedures to obtain evidence about whether **City of Lansing, Kansas** complied with the specified requirements. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risks of material noncompliance, whether due to fraud or error. We believe that the evidence we obtained is sufficient and appropriate to provide a reasonable basis for our opinion.

We are required to be independent and meet our other ethical responsibilities in accordance with relevant ethical requirements relating to the engagement.

Our examination does not provide a legal determination on **City of Lansing, Kansas'** compliance with specified requirements.

In our opinion, **City of Lansing, Kansas** complied, in all material respects, with the specified requirements referenced above during the year ended December 31, 2022.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we are required to report all deficiencies that are considered to be significant deficiencies or material weaknesses in internal control; fraud, and noncompliance with provisions of laws, regulations, contracts or grant agreements that have a material effect on **City of Lansing, Kansas'** compliance with the specified requirements and any other instances

City of Lansing, Kansas
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that warrant the attention of those charged with governance. We are also required to obtain and report the views of responsible officials concerning the findings, conclusions, and recommendations, as well as any planned corrective actions. We performed our examination to express an opinion on **City of Lansing, Kansas**' compliance with the specified requirements and not for the purpose of expressing an opinion on the internal control over the specified requirements or on compliance and other matters; accordingly, we express no such opinions. The results of our tests disclosed no matters that are required to be reported under *Government Auditing Standards*.

Intended Purpose

The purpose of this examination report is solely to express an opinion on whether **City of Lansing, Kansas** complied, in all material respects with the specified requirements referenced above during the year ended December 31, 2022. Accordingly, this report is not suitable for any other purpose.



ADAMSBROWN, LLC
Certified Public Accountants
Great Bend, Kansas

April 6, 2023

DRAFT

CITY OF LANSING, KANSAS

Financial Statement
With Independent Auditors' Report

For the Year Ended December 31, 2022

DRAFT

CITY OF LANSING, KANSAS
Financial Statement With Independent Auditors' Report
For the Year Ended December 31, 2022

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INDEPENDENT AUDITORS' REPORT

To the Mayor and City Council
City of Lansing, Kansas
Lansing, Kansas

Adverse and Unmodified Opinions

We have audited the accompanying fund summary statement of regulatory basis receipts, expenditures, and unencumbered cash balances of **City of Lansing, Kansas**, as of and for the year ended December 31, 2022 and the related notes to the financial statement.

Adverse Opinion on U.S. Generally Accepted Accounting Principles

In our opinion, because of the significance of the matters discussed in the Basis for Adverse and Unmodified Opinions section of our report, the accompanying financial statement referred to above does not present fairly, in conformity with accounting principles generally accepted in the United States of America, the financial position of the City as of December 31, 2022, or changes in financial position and cash flows thereof for the year then ended.

Unmodified Opinion on Regulatory Basis of Accounting

In our opinion, the accompanying financial statement referred to above presents fairly, in all material respects, the aggregate cash and unencumbered cash balance of the City as of December 31, 2022, and the aggregate receipts and expenditures for the year then ended in accordance with the financial reporting provisions of the *Kansas Municipal Audit and Accounting Guide* described in Note 1.

Basis for Adverse and Unmodified Opinions

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the *Kansas Municipal Audit and Accounting Guide*. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statement section of our report. We are required to be independent of the City, and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our adverse and unmodified audit opinions.

Matter Giving Rise to Adverse Opinion on U.S. Generally Accepted Accounting Principles

As discussed in Note 1 of the financial statement, the financial statement is prepared by the City on the basis of the financial reporting provisions of the *Kansas Municipal Audit and Accounting Guide*, which is a basis of accounting other than accounting principles generally accepted in the United States of America. The effects on the financial statement of the variances between the regulatory basis of accounting described in Note 1 and accounting principles generally accepted in the United States of America, although not reasonably determinable, are presumed to be material.

Responsibilities of Management for the Financial Statement

Management is responsible for the preparation and fair presentation of this financial statement in accordance with the *Kansas Municipal Audit and Accounting Guide* as described in Note 1; this includes determining that the regulatory basis of accounting is an acceptable basis for the preparation of the financial statement in the circumstances. Management is also responsible for the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of the financial statement that is free from material misstatement, whether due to fraud or error.

In preparing the financial statement, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditors' Responsibilities for the Audit of the Financial Statement

Our objectives are to obtain reasonable assurance about whether the financial statement as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinions. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statement.

In performing an audit in accordance with GAAS, we:

- exercise professional judgment and maintain professional skepticism throughout the audit.
- identify and assess the risks of material misstatement of the financial statement, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statement.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, no such opinion is expressed.
- evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statement.
- conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the City's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Emphasis of Matter

Change in Accounting Principal – As discussed in Note 1 to the financial statements, the City changed from the GAAP basis of accounting to the Kansas regulatory basis of accounting during the current year.

City of Lansing, Kansas

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As a result of the change in the accounting basis, fund balances as of January 1, 2022, were restated, Our opinion is not modified with respect to this matter.

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the fund summary statement of regulatory basis receipts, expenditures and unencumbered cash balances (basic financial statement) as a whole. The summary of regulatory basis expenditures – actual and budget, individual fund schedules of regulatory basis receipts and expenditures – actual and budget, and summary of regulatory basis receipts and disbursements – agency funds (Schedules 1, 2 and 3 as listed in the table of contents) are presented for purposes of additional analysis and are not a required part of the basic financial statement; however, are required to be presented under the provisions of the *Kansas Municipal Audit and Accounting Guide*. Such information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statement. The information has been subjected to the auditing procedures applied in the audit of the basic financial statement and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statement or to the basic financial statement itself, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the accompanying supplementary information is fairly stated, in all material respects, in relation to the basic financial statement as a whole, on the basis of accounting described in Note 1.

A handwritten signature in black ink that reads "Adam Brown, LLC". The signature is written in a cursive, flowing style.

ADAMSBROWN, LLC
Certified Public Accountants
Great Bend, Kansas

April 6, 2023

CITY OF LANSING, KANSAS
Summary Statement of Receipts, Expenditures and Unencumbered Cash
Regulatory Basis
For the Year Ended December 31, 2022

Funds	Beginning Unencumbered Cash Balance	Prior Year Cancelled Encumbrances	Receipts	Expenditures	Ending Unencumbered Cash Balance	Add Encumbrances and Accounts Payable	Ending Cash Balance
Governmental Type Funds							
General Fund	\$ 3,323,891	-	7,460,616	6,851,071	3,933,436	380,808	4,314,244
Special Purpose Funds							
Library Fund	165,366	-	357,664	330,268	192,762	6,149	198,911
Consolidated Street and Highway Fund	327,173	-	482,767	532,729	277,211	8,148	285,359
Special Parks and Recreation Fund	181,636	-	79,040	62,722	197,954	5,625	203,579
Special Alcohol Liquor Fund	38,597	-	23,552	-	62,149	-	62,149
Special Alcohol Drug Fund	-	-	2,938	-	2,938	-	2,938
Sales Tax (\$.45) Fund	506,491	-	668,942	479,027	696,406	9,652	706,058
Police Equipment Reserve Fund	40,479	-	41,765	16,337	65,907	-	65,907
Park Land Trust Fund	24	-	-	-	24	-	24
Mayor's Christmas Fund	16,756	-	1,196	4,585	13,367	660	14,027
Transient Guest Tax Fund	235,284	-	103,013	121,096	217,201	-	217,201
Equipment Reserve Fund	94,340	9,610	100,594	149,425	55,119	110,000	165,119
Capital Improvement Fund	932,081	-	1,991,857	2,748,059	175,879	213,542	389,421
ARPA Fund	111,763	-	911,764	125,822	897,705	-	897,705
Bond and Interest Funds							
Bond and Interest Fund	372,321	-	1,658,642	1,546,983	483,980	-	483,980
Towne Centre Fund	94,429	-	358,779	-	453,208	-	453,208
Capital Project Funds							
DeSoto Road Project Fund	7,100	-	-	7,100	-	-	-
CIP Parks Fund	-	-	4,659,064	4,659,064	-	507,357	507,357
Business Funds							
Wastewater Fund	2,063,795	-	3,102,638	3,077,101	2,089,332	523,891	2,613,223
Solid Waste Fund	120,252	-	609,020	584,516	144,756	48,877	193,633
Total Primary Government (Excluding Agency Funds)	<u>\$ 8,631,778</u>	<u>9,610</u>	<u>22,613,851</u>	<u>21,295,905</u>	<u>9,959,334</u>	<u>1,814,709</u>	<u>11,774,043</u>
Composition of Cash							
Kansas Municipal Investment Pool						\$	2,127,017
Checking Accounts							9,685,904
Petty Cash							725
Total Cash							11,813,646
Agency Funds per Schedule 3							(39,603)
Total Primary Government (Excluding Agency Funds)						\$	11,774,043

The notes to the financial statement are an integral part of this statement.

CITY OF LANSING, KANSAS
Notes to Financial Statement
December 31, 2022

NOTE 1 – SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

City of Lansing, Kansas has established a uniform system of accounting maintained to reflect compliance with the applicable laws of the State of Kansas. The accompanying financial statement is presented to conform to the cash basis and budget laws of the State of Kansas, which is a comprehensive basis of accounting other than accounting principles generally accepted in the United States of America. The following is a summary of such significant policies.

Financial Reporting Entity

The City is a municipal corporation governed by an elected mayor and eight-member council. A related municipal entity is an entity established to benefit the City and/or its constituents. The City has no related municipal entities.

Basis of Presentation – Fund Accounting

The accounts of the City are organized and operated on the basis of funds. In governmental accounting, a fund is defined as an independent fiscal and accounting entity with a self-balancing set of accounts. Fund accounting segregates funds according to their intended purpose and is used to aid management in demonstrating compliance with finance related legal and contractual provisions. The minimum number of funds is maintained consistent with legal and managerial requirements.

The following types of funds comprise the financial activities of the City for the year ended December 31, 2022.

Regulatory Basis Fund Types

General Fund – the chief operating fund. Used to account for all resources except those required to be accounted for in another fund.

Special Purpose Fund – used to account for the proceeds of specific tax levies and other specific revenue sources (other than Capital Project and tax levies for long-term debt) that are intended for specified purposes.

Bond and Interest Fund – used to account for the accumulation of resources, including tax levies, transfers from other funds and payment of general long-term debt.

Capital Project Fund – used to account for the debt proceeds and other financial resources to be used for acquisition or construction of major capital facilities or equipment.

Business Fund – fund financed in whole or in part by fees charged to users of the goods or services (enterprise and internal service funds).

Agency Fund – fund used to report assets held by the municipal reporting entity in a purely custodial capacity (payroll clearing fund, county treasurer tax collection accounts, etc.).

Basis of Accounting

During the year ended December 31, 2022, the City changed from GAAP Basis of accounting to the Kansas regulatory basis of accounting.

Regulatory Basis of Accounting and Departure from Accounting Principles Generally Accepted in the United States of America. The KMAAG regulatory basis of accounting involves the recognition of cash, cash equivalents, marketable investments, and certain accounts payable and encumbrance obligations to

CITY OF LANSING, KANSAS

Notes to Financial Statement
December 31, 2022

arrive at a net unencumbered cash and investments balance on a regulatory basis for each fund, and the reporting of changes in unencumbered cash and investments of a fund resulting from the difference in regulatory basis receipts and regulatory basis expenditures for the fiscal year. All recognized assets and liabilities are measured and reported at cost, unless they have been permanently impaired and have no future cash value or represent no future obligation against cash. The KMAAG regulatory basis does not recognize capital assets, long-term debt, accrued receivables and payables, or any other assets, liabilities or deferred inflows or outflows, other than those mentioned above.

The City has approved a resolution that is in compliance with K.S.A. 75-1120a(c), waiving the requirement for application of generally accepted accounting principles and allowing the City to use the regulatory basis of accounting.

Reimbursements

The City records reimbursable expenditures in the fund that makes the disbursement and records reimbursements as a receipt to the fund that receives the reimbursement. For purposes of budgetary comparisons, the expenditures are properly offset by the reimbursements under KMAAG regulatory basis of accounting.

NOTE 2 – BUDGETARY INFORMATION

Kansas statutes require that an annual operating budget be legally adopted for the general fund, special purpose funds (unless specifically exempted by statute), bond and interest funds, and business funds. Although directory rather than mandatory, the statutes provide for the following sequence and timetable in the adoption of the legal annual operating budget:

- a. Preparation of the budget for the succeeding calendar year on or before August 1st.
- b. Publication in local newspaper on or before August 5th of the proposed budget and notice of public hearing on the budget.
- c. Public hearing on or before August 15th, but at least 10 days after publication of notice of hearing.
- d. Adoption of the final budget on or before August 25th.

If the City is holding a revenue neutral rate hearing, the budget timeline for adoption of the final budget has been adjusted to on or before September 20th. The City did hold a revenue neutral rate hearing this year.

The statutes allow for the governing body to increase the originally adopted budget for previously unbudgeted increases in revenue other than ad valorem property taxes. To do this, a notice of public hearing to amend the budget must be published in the local newspaper. At least 10 days after publication, the hearing may be held and the governing body may amend the budget at that time. There were budget amendments for this year for the Capital Improvement Fund.

The statutes permit transferring budgeted amounts between line items within an individual fund. However, such statutes prohibit expenditures in excess of the total amount of the adopted budget of expenditures of individual funds. Budget comparison schedules are presented for each fund showing actual receipts and expenditures compared to legally budgeted receipts and expenditures.

All legal annual operating budgets are prepared using the regulatory basis of accounting, in which revenues are recognized when cash is received and expenditures include disbursements, accounts payable, and encumbrances, with disbursements being adjusted for prior year's accounts payable and

CITY OF LANSING, KANSAS
Notes to Financial Statement
December 31, 2022

encumbrances. Encumbrances are commitments by the City for future payments and are supported by a document evidencing the commitment, such as a purchase order or contract. Any unused budgeted expenditure authority lapses at year end.

A legal operating budget is not required for capital project funds, trust funds, and the following special purpose funds: Special Alcohol Drug Fund, Police Equipment Reserve Fund and ARPA Fund.

Spending in funds which are not subject to the legal annual operating budget requirement is controlled by federal regulations, other statutes, or by the use of internal spending limits established by the governing body.

NOTE 3 – DEPOSITS AND INVESTMENTS

City of Lansing, Kansas follows the practice of pooling cash and investments of all funds. Each fund's portion of total cash and investments is summarized by fund category in the summary statement of receipts, expenditures and unencumbered cash.

K.S.A. 9-1401 establishes the depositories which may be used by the City. The statute requires banks eligible to hold the City's funds have a main or branch bank in the county in which the City is located, or in an adjoining county if such institution has been designated as an official depository, and the banks provide an acceptable rate of return on funds. In addition, K.S.A. 9-1402 requires the banks to pledge securities for deposits in excess of FDIC coverage. The City has no other policies that would further limit interest rate risk.

K.S.A. 12-1675 limits the City's investment of idle funds to time deposits, open accounts, and certificates of deposit with allowable financial institutions; U.S. government securities; temporary notes; no-fund warrants; repurchase agreements; and the Kansas Municipal Investment Pool. The City has no investment policy that would further limit its investment choices. The rating of the City's investments is noted below.

As of December 31, 2022, the City had the following investments and maturities:

Investment Type	Fair Value	Investment Maturities (in years)	Rating
		Less than One	
Kansas Municipal Investment Pool	\$ 2,127,017	2,127,017	N/A

Concentration of Credit Risk

State statutes place no limit on the amount the City may invest in any one issuer as long as the investments are adequately secured under K.S.A. 9-1402 and K.S.A. 9-1405. The City's allocation of investments as of December 31, 2022, is as follows:

Investments	Percentage of Investments
Kansas Municipal Investment Pool	100%

Custodial Credit Risk – Deposits

Custodial credit risk is the risk that in the event of a bank failure, the City's deposits may not be returned to it. State statutes require the City's deposits in financial institutions to be entirely covered by federal depository insurance or by collateral held under a joint custody receipt issued by a bank within the State of Kansas, the Federal Reserve Bank of Kansas City, or the Federal Home Loan Bank of Topeka, except

CITY OF LANSING, KANSAS
Notes to Financial Statement
December 31, 2022

during designated "peak periods" when required coverage is 50%. The City does not use "peak periods". All deposits were legally secured at December 31, 2022.

At December 31, 2022, the City's carrying amount of deposits was \$9,686,629 and the bank balance was \$10,727,715. The bank balance was held by one bank resulting in a concentration of credit risk. Of the bank balance, \$250,000 was covered by federal depository insurance and \$10,477,715 was collateralized with securities held by the pledging financial institutions' agents in the City's name.

Custodial Credit Risk – Investments

For an investment, this is the risk that, in the event of the failure of the issuer or counterparty, the City will not be able to recover the value of its investments or collateral securities that are in the possession of an outside party. State statutes require investments to be adequately secured.

At December 31, 2022, the City had invested \$2,127,017 in the State's municipal investment pool. The municipal investment pool is under the oversight of the Pooled Money Investment Board. The board is comprised of the State Treasurer and four additional members appointed by the State Governor. The board reports annually to the Kansas legislature. State pooled monies may be invested in direct obligations of, or obligations that are insured as to principal and interest, by the U.S. government or any agency thereof, with maturities up to four years. No more than 10 percent of those funds may be invested in mortgage-backed securities. In addition, the State pool may invest in repurchase agreements with Kansas banks or with primary government securities dealers.

NOTE 4 – INTERFUND TRANSFERS

Interfund transfers within the reporting entity are substantially for the purpose of subsidizing operating functions, funding capital projects and asset acquisitions or maintaining debt service on a routine basis as authorized by Kansas statutes. **City of Lansing, Kansas**' interfund transfers and regulatory authority for the year ended December 31, 2022 were as follows:

From	To	Regulatory Authority	Amount
General Fund	Consolidated Street and Highway Fund	K.S.A. 12-1,119	\$ 120,000
General Fund	Capital Improvement Fund	K.S.A. 12-1,118	940,000
General Fund	Equipment Reserve Fund	K.S.A. 12-1,117	100,000
Sales Tax (\$.45) Fund	Bond and Interest Fund	K.S.A. 12-197	388,075

NOTE 5 – CAPITAL PROJECTS

Capital project authorizations with approved change orders compared with expenditures from inception are as follows:

	Project Authorization	Expenditures to Date
Parks Project	\$ 4,642,068	\$ 4,642,068

On December 15, 2022, the City Council approved Ordinance No. 1093, authorizing the levy of a .45 percent Retailer's General Purpose Sales Tax for use in financing the construction of a pool. The City is currently in the initial design stage, and no contracts for construction have been approved.

CITY OF LANSING, KANSAS
Notes to Financial Statement
December 31, 2022

NOTE 6 – LITIGATION

City of Lansing, Kansas is a party to various legal proceedings which normally occur in governmental operations. These legal proceedings are not likely to have a material financial impact on the affected funds of the City.

NOTE 7 – RISK MANAGEMENT

City of Lansing, Kansas is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; business interruptions; errors and omissions; employee injuries and illnesses; natural disasters; and employee health, dental and accident benefits. The City has been unable to obtain commercial insurance at a cost it considered to be economically justifiable. For this reason, the City joined together with other cities in the State to participate in Kansas Eastern Region Insurance Trust (KERIT), a public entity risk pool currently operating as a common risk management and insurance program for 18 participating members.

The City provides an annual premium to Kansas Eastern Region Insurance Trust (KERIT) for its commercial insurance coverage. The agreement to participate provides that KERIT will be self-sustaining through member premiums and will reinsure through commercial companies for claims in excess of \$1,000,000 for each insured event, depending on the type of insured event. Additional premiums may be due if total claims for the pool are different than what has been anticipated by KERIT management.

Commercial insurance coverage is purchased for claims arising from such matters other than related to employee health benefits. Settled claims resulting from these risks have not exceeded commercial coverage in any of the three preceding years. There have not been significant reductions in coverage from prior years.

NOTE 8 – GRANTS AND SHARED REVENUES

City of Lansing, Kansas participates in numerous state and federal grant programs, which are governed by various rules and regulations for the grantor agencies. Costs charged to the respective grant programs are subject to audit and adjustment by the grantor agencies; therefore, to the extent that the City has not complied with the rules and regulations governing the grants, refunds of any money received may be required. In the opinion of the City, any liability for reimbursement, which may arise as the result of the audit, is not believed to be material.

NOTE 9 – STEWARDSHIP, COMPLIANCE AND ACCOUNTABILITY

The City exceeded the budget authority in the Capital Improvement Fund by \$450,297, which is in violation of K.S.A. 79-2935.

NOTE 10 – DEFINED BENEFIT PENSION PLAN

General Information about the Pension Plan

Plan Description

City of Lansing, Kansas participates in the Kansas Public Employees Retirement System (KPERS) and the Kansas Police and Firemen's Retirement System (KP&F). Both are part of a cost-sharing, multiple-employer defined benefit pension plan as provided by Kansas law. KPERS and KP&F provide retirement benefits, life insurance, disability income benefits, and death benefits. Kansas law establishes and amends benefit provisions. KPERS and KP&F issue a publicly available financial report that includes

CITY OF LANSING, KANSAS

Notes to Financial Statement

December 31, 2022

financial statements and required supplementary information. KPERS' financial statements are included in its Annual Comprehensive Financial Report which can be found on the KPERS website at www.kpers.org or by writing to KPERS (611 S Kansas, Suite 100; Topeka, KS 66603) or by calling 1-888-275-5737.

Contributions

K.S.A. 74-4919 and K.S.A. 74-49,210 establish the KPERS member-employee contribution rates. KPERS has multiple benefit structures and contribution rates depending on whether the employee is a KPERS 1, KPERS 2 or KPERS 3 member. KPERS 1 members are active and contributing members hired before July 1, 2009. KPERS 2 members were first employed in a covered position on or after July 1, 2009, and KPERS 3 members were first employed in a covered position on or after January 1, 2015. Effective January 1, 2015, Kansas law established the KPERS member-employee contribution rate at 6% of covered salary for KPERS 1, KPERS 2 and KPERS 3 members. K.S.A. 74-4975 establishes the KP&F member-employee contribution rate at 7.15% of covered salary. Member contributions are withheld by their employer and paid to KPERS according to the provisions of Section 414(h) of the Internal Revenue Code.

State law provides that the employer contribution rates for KPERS 1, KPERS 2, KPERS 3 and KP&F be determined based on the results of each annual actuarial valuation. Kansas law sets a limitation on annual increases in the employer contribution rates. The actuarially determined employer contribution rate (not including the 1% contribution rate for the Death and Disability Program) and the statutory contribution rate was 8.90% for KPERS and 22.99% for KP&F for the fiscal year ended December 31, 2022. Contributions to the pension plan from the City were \$206,634 for KPERS and \$264,584 for KP&F for the year ended December 31, 2022.

Net Pension Liability

At December 31, 2022, the City's proportionate share of the collective net pension liability reported by KPERS was \$2,261,798 and \$2,756,567 for KP&F. The net pension liability was measured as of June 30, 2022, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of December 31, 2021, which was rolled forward to June 30, 2022. The City's proportion of the net pension liability was based on the ratio of the City's contributions to KPERS, relative to the total employer and non-employer contributions of the Local subgroup within KPERS. Since the KMAAG regulatory basis of accounting does not recognize long-term debt, this liability is not reported in this financial statement.

The complete actuarial valuation report including all actuarial assumptions and methods, and the report on the allocation of the KPERS collective net pension liability to all participating employers are publicly available on the website at www.kpers.org or can be obtained as described above.

NOTE 11 – OTHER POST EMPLOYMENT BENEFITS

As provided by K.S.A. 12-5040, **City of Lansing, Kansas** allows retirees to participate in the group health insurance plan. While each retiree pays the full amount of the applicable premium, conceptually, the City is subsidizing the retirees because each participant is charged a level of premium regardless of age. However, the cost of this subsidy has not been quantified in this financial statement.

Under the Consolidated Omnibus Budget Reconciliation Act (COBRA), the City makes health care benefits available to eligible former employees and eligible dependents. Certain requirements are outlined by the federal government for this coverage. The premium is paid in full by the insured.

CITY OF LANSING, KANSAS
Notes to Financial Statement
December 31, 2022

As provided by K.S.A.74-4927, disabled members in the Kansas Public Employees Retirement System (KPERS) receive long-term disability benefits and life insurance benefits. The plan is administered through a trust held by KPERS that is funded to pay annual benefit payments. The employer contribution rate is set at 1% for the year ended December 31, 2022.

NOTE 12 – COMPENSATED ABSENCES

Annual Leave

The City's policy regarding annual leave for all regular full-time employees is as follows:

Years Worked	Amount Earned
0-1	3.08 hours/pay period
2-5	3.69 hours/pay period
6-9	5.54 hours/pay period
10 and over	6.46 hours/pay period

Annual leave earned may not be taken until the employee completes six months of employment. Full-time employee may not carry over more than 200 hours of annual leave from one calendar year to another.

Personal Day

Each employee, after the completion of his/her probationary period, shall be entitled to one personal day per calendar year. A personal day may not be carried over from one calendar year to another and will not be paid out upon termination of employment.

Sick Leave

The City's policy for sick leave permits all full-time employees to earn sick leave at the rate of 3.69 hours per pay period. Sick leave earned may not be taken until the employee completes six months of employment. Employees are allowed to accumulate a maximum of 528 hours of sick leave. Upon termination of employment employees are not compensated for any accumulated unused sick leave.

NOTE 13 – LONG-TERM DEBT

City of Lansing, Kansas has the following types of long-term debt.

General Obligation Bonds

On September 10, 2015, the City issued \$7,130,000 in Series 2015-A General Obligation Refunding and Improvement Bonds to finance improvements for the School District Benefit District and to establish an escrow account to redeem General Obligation Bonds, Series 2006-A and 2008-A.

On August 10, 2016, the City issued \$8,135,000 in Series 2016-A General Obligation Refunding and Improvement Bonds to finance the 7 Mile Creek Sewer Project and 9 Mile Sewer Project and to establish an escrow account to redeem General Obligation Bonds, Series 2006-A.

On October 31, 2018, the City issued \$5,500,000 in Series 2018-A General Obligation Bonds to finance the DeSoto Road Project.

On February 1, 2019, the City issued \$2,065,000 in Series 2019-A General Obligation Bonds to finance the Sewerage System Project.

On October 1, 2020, the City issued \$3,100,000 in Series 2020-A General Obligation Bonds to finance the 2010-A and 2012-A &B debt refunding.

CITY OF LANSING, KANSAS
Notes to Financial Statement
December 31, 2022

On July 13, 2022, the City issued \$4,520,000 in Series 2022-A General Obligation Bonds to finance the Parks Project.

Temporary Note

On October 1, 2020, the City issued \$2,210,000 in Series 2020-1 General Obligation Temporary Notes to finance the Towne Centre Land Acquisition.

Lease Obligations

The City has entered into a lease agreement for computer equipment. The lease contains a fiscal funding clause.

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CITY OF LANSING, KANSAS
Notes to Financial Statement
December 31, 2022

Changes in long-term liabilities for the City for the year ended December 31, 2022, were as follows:

Issue	Interest Rates	Date of Issue	Amount of Issue	Date of Final Maturity	Balance Beginning of Year	Additions	Reductions/ Payments	Balance End of Year	Interest Paid
General Obligation Bonds									
Series 2015-A	2.25 - 4.00%	2015	\$ 7,130,000	2030	\$ 5,320,000	-	755,000	4,565,000	161,625
Series 2016-A	3.00%	2016	8,135,000	2036	5,235,000	-	285,000	4,950,000	157,050
Series 2018-A	3.00 - 4.00%	2018	5,500,000	2038	4,875,000	-	215,000	4,660,000	173,075
Series 2019-A	3.00 - 4.00%	2019	2,065,000	2039	1,960,000	-	80,000	1,880,000	64,198
Series 2020-A	1.00 - 3.00%	2020	3,100,000	2028	3,100,000	-	1,095,000	2,005,000	91,300
Series 2022-A	3.85 - 4.00%	2022	4,520,000	2042	-	4,520,000	-	4,520,000	-
Temporary Note									
Series 2020-1	0.30%	2020	2,210,000	2024	2,210,000	-	-	2,210,000	6,630
Finance Lease									
Computer Equipment	7.49%	2019	22,800	2023	9,421	-	4,535	4,886	730
Total Contractual Indebtedness					\$ 22,709,421	4,520,000	2,434,535	24,794,886	654,608

Current maturities of long-term debt and interest for the next five years and in five year increments through maturity are as follows:

	YEAR								
	2023	2024	2025	2026	2027	2028-2032	2033-2037	2038-2042	Total
Principal									
General Obligation Bonds	\$ 2,635,000	2,170,000	1,670,000	1,635,000	1,490,000	5,690,000	5,150,000	2,140,000	22,580,000
Temporary Note	-	2,210,000	-	-	-	-	-	-	2,210,000
Finance Lease	4,886	-	-	-	-	-	-	-	4,886
Total Principal	2,639,886	4,380,000	1,670,000	1,635,000	1,490,000	5,690,000	5,150,000	2,140,000	24,794,886
Interest									
General Obligation Bonds	767,359	652,166	582,316	532,929	487,391	1,828,988	944,384	207,145	6,002,678
Temporary Note	6,630	6,630	-	-	-	-	-	-	13,260
Finance Lease	379	-	-	-	-	-	-	-	379
Total Interest	774,368	658,796	582,316	532,929	487,391	1,828,988	944,384	207,145	6,016,317
Total Principal and Interest	\$ 3,414,254	5,038,796	2,252,316	2,167,929	1,977,391	7,518,988	6,094,384	2,347,145	30,811,203

CITY OF LANSING, KANSAS

Regulatory-Required Supplementary Information

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Schedule 1

CITY OF LANSING, KANSAS
Summary of Expenditures - Actual and Budget
Regulatory Basis
For the Year Ended December 31, 2022

<u>Funds</u>	<u>Certified Budget</u>	<u>Adjustment for Qualifying Budget Credits</u>	<u>Total Budget for Comparison</u>	<u>Expenditures Chargeable to Current Year</u>	<u>Variance Over (Under)</u>
Governmental Type Funds					
General Fund	\$ 8,994,741	-	8,994,741	6,851,071	(2,143,670)
Special Purpose Funds					
Library Fund	469,442	-	469,442	330,268	(139,174)
Consolidated Street and Highway Fund	592,562	-	592,562	532,729	(59,833)
Special Parks and Recreation Fund	283,650	-	283,650	62,722	(220,928)
Special Alcohol Liquor Fund	2,750	-	2,750	-	(2,750)
Sales Tax (\$.45) Fund	738,075	-	738,075	479,027	(259,048)
Park Land Trust Fund	-	-	-	-	-
Mayor's Christmas Fund	14,000	-	14,000	4,585	(9,415)
Transient Guest Tax Fund	237,701	-	237,701	121,096	(116,605)
Equipment Reserve Fund	253,356	-	253,356	149,425	(103,931)
Capital Improvement Fund	2,219,135	78,627	2,297,762	2,748,059	450,297
Bond and Interest Fund					
Bond and Interest Fund	1,746,983	-	1,746,983	1,546,983	(200,000)
Business Funds					
Wastewater Fund	5,578,496	-	5,578,496	3,077,101	(2,501,395)
Solid Waste Fund	670,500	-	670,500	584,516	(85,984)

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Schedule 2-1

CITY OF LANSING, KANSAS
General Fund
Schedule of Receipts and Expenditures - Actual and Budget
Regulatory Basis
For the Year Ended December 31, 2022

	Current Year		Variance Over (Under)
	Actual	Budget	
Receipts			
Property Tax	\$ 2,742,278	2,735,903	6,375
Motor Vehicle Tax	297,854	286,043	11,811
Local Alcoholic Liquor Tax	23,392	16,115	7,277
Sales Tax	2,109,587	1,845,000	264,587
Compensating Use Tax	770,222	470,000	300,222
Franchise Fees	789,130	668,800	120,330
Licenses and Permits	163,664	89,000	74,664
Fines and Forfeitures	479,084	354,500	124,584
Federal Aid	10,475	-	10,475
Interest	8,715	100	8,615
Other	66,215	112,300	(46,085)
Transfers In	-	75,000	(75,000)
Total Receipts	7,460,616	6,652,761	807,855
Expenditures			
General Government			
City Administrator	173,349	160,981	12,368
Administration	747,068	2,149,683	(1,402,615)
Municipal Court	237,430	230,913	6,517
Building Maintenance	110,367	73,324	37,043
Community Development	591,631	649,888	(58,257)
Information Technology	108,983	101,785	7,198
Finance Department	276,405	284,389	(7,984)
Public Safety			
Police	1,930,964	2,003,600	(72,636)
Emergency Preparedness	-	3,000	(3,000)
Public Works			
General	258,391	280,128	(21,737)
Streets	218,336	265,085	(46,749)
Street Lights	182,533	201,000	(18,467)
Culture and Recreation			
Parks and Recreation	657,921	589,232	68,689
Activity Center	194,297	190,220	4,077
Community Center	3,396	7,563	(4,167)
Contingency	-	643,950	(643,950)
Transfers Out	1,160,000	1,160,000	-
Total Expenditures	6,851,071	8,994,741	(2,143,670)
Receipts Over (Under) Expenditures	609,545		
Unencumbered Cash - Beginning	3,323,891		
Unencumbered Cash - Ending	\$ 3,933,436		

Schedule 2-2

CITY OF LANSING, KANSAS
Library Fund
Schedule of Receipts and Expenditures - Actual and Budget
Regulatory Basis
For the Year Ended December 31, 2022

	Current Year		Variance Over (Under)
	Actual	Budget	
Receipts			
Taxes	\$ 340,770	346,434	(5,664)
Intergovernmental	8,779	5,100	3,679
Interest	271	10	261
Miscellaneous	7,844	2,700	5,144
Total Receipts	357,664	354,244	3,420
Expenditures			
Personal Services	254,481	266,342	(11,861)
Contractual Services	4,190	9,400	(5,210)
Commodities	14,052	21,200	(7,148)
Capital Outlay	57,545	64,000	(6,455)
Contingency	-	108,500	(108,500)
Total Expenditures	330,268	469,442	(139,174)
Receipts Over (Under) Expenditures	27,396		
Unencumbered Cash - Beginning	165,366		
Unencumbered Cash - Ending	\$ 192,762		

Schedule 2-3

CITY OF LANSING, KANSAS
Consolidated Street and Highway Fund
Schedule of Receipts and Expenditures - Actual and Budget
Regulatory Basis
For the Year Ended December 31, 2022

	Current Year		Variance Over (Under)
	Actual	Budget	
Receipts			
Intergovernmental	\$ 360,602	339,310	21,292
Interest	1,193	10	1,183
Permits	972	500	472
Transfers In	120,000	120,000	-
Total Receipts	482,767	459,820	22,947
Expenditures			
Personal Services	306,053	316,562	(10,509)
Contractual Services	90,497	113,000	(22,503)
Commodities	62,008	68,000	(5,992)
Capital Outlay	74,171	95,000	(20,829)
Total Expenditures	532,729	592,562	(59,833)
Receipts Over (Under) Expenditures	(49,962)		
Unencumbered Cash - Beginning	327,173		
Unencumbered Cash - Ending	\$ 277,211		

Schedule 2-4

CITY OF LANSING, KANSAS
Special Parks and Recreation Fund
Schedule of Receipts and Expenditures - Actual and Budget
Regulatory Basis
For the Year Ended December 31, 2022

	Current Year		Variance Over (Under)
	Actual	Budget	
Receipts			
Taxes	\$ 23,392	16,115	7,277
Interest	9	25	(16)
Fees	54,097	68,885	(14,788)
Miscellaneous	1,542	2,700	(1,158)
Total Receipts	79,040	87,725	(8,685)
Expenditures			
Culture and Recreation	62,722	283,650	(220,928)
Receipts Over (Under) Expenditures	16,318		
Unencumbered Cash - Beginning	181,636		
Unencumbered Cash - Ending	\$ 197,954		

Schedule 2-5

CITY OF LANSING, KANSAS
Special Alcohol Liquor Fund
Schedule of Receipts and Expenditures - Actual and Budget
Regulatory Basis
For the Year Ended December 31, 2022

	Current Year		Variance Over (Under)
	Actual	Budget	
Receipts			
Taxes	\$ 23,392	16,115	7,277
Interest	160	-	160
Total Receipts	23,552	16,115	7,437
Expenditures			
Contractual Services	-	750	(750)
Capital Outlay	-	2,000	(2,000)
Total Expenditures	-	2,750	(2,750)
Receipts Over (Under) Expenditures	23,552		
Unencumbered Cash - Beginning	38,597		
Unencumbered Cash - Ending	\$ 62,149		

Schedule 2-6

CITY OF LANSING, KANSAS
Special Alcohol Drug Fund
 Schedule of Receipts and Expenditures
 Regulatory Basis
 For the Year Ended December 31, 2022

	Current Year Actual
Receipts	
Opioid Settlement	\$ 2,938
Expenditures	-
Receipts Over (Under) Expenditures	2,938
Unencumbered Cash - Beginning	-
Unencumbered Cash - Ending	\$ 2,938

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Schedule 2-7

CITY OF LANSING, KANSAS
Sales Tax (\$.45) Fund
Schedule of Receipts and Expenditures - Actual and Budget
Regulatory Basis
For the Year Ended December 31, 2022

	Current Year		Variance Over (Under)
	Actual	Budget	
Receipts			
Taxes	\$ 667,401	555,000	112,401
Interest	1,541	20	1,521
Total Receipts	668,942	555,020	113,922
Expenditures			
Capital Outlay	90,952	538,075	(447,123)
Transfers Out	388,075	200,000	188,075
Total Expenditures	479,027	738,075	(259,048)
Receipts Over (Under) Expenditures	189,915		
Unencumbered Cash - Beginning	506,491		
Unencumbered Cash - Ending	\$ 696,406		

Schedule 2-8

CITY OF LANSING, KANSAS
Police Equipment Reserve Fund
Schedule of Receipts and Expenditures
Regulatory Basis
For the Year Ended December 31, 2022

	Current Year Actual
Receipts	
Fines and Fees	\$ 11,014
Reimbursed Expenses	<u>30,751</u>
Total Receipts	41,765
Expenditures	
Capital Outlay	<u>16,337</u>
Receipts Over (Under) Expenditures	25,428
Unencumbered Cash - Beginning	<u>40,479</u>
Unencumbered Cash - Ending	<u><u>\$ 65,907</u></u>

DRAFT

Schedule 2-9

CITY OF LANSING, KANSAS
Park Land Trust Fund
 Schedule of Receipts and Expenditures - Actual and Budget
 Regulatory Basis
 For the Year Ended December 31, 2022

	Current Year		Variance Over (Under)
	Actual	Budget	
Receipts	\$ -	-	-
Expenditures	-	-	-
Receipts Over (Under) Expenditures	-		
Unencumbered Cash - Beginning	24		
Unencumbered Cash - Ending	\$ 24		

DRAFT

Schedule 2-10

CITY OF LANSING, KANSAS
Mayor's Christmas Fund
Schedule of Receipts and Expenditures - Actual and Budget
Regulatory Basis
For the Year Ended December 31, 2022

	Current Year		Variance Over (Under)
	Actual	Budget	
Receipts			
Donations	\$ 1,196	4,000	(2,804)
Expenditures			
Distributions	4,585	4,000	585
Contingency	-	10,000	(10,000)
Total Expenditures	4,585	14,000	(9,415)
Receipts Over (Under) Expenditures	(3,389)		
Unencumbered Cash - Beginning	16,756		
Unencumbered Cash - Ending	\$ 13,367		

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Schedule 2-11

CITY OF LANSING, KANSAS
Transient Guest Tax Fund
Schedule of Receipts and Expenditures - Actual and Budget
Regulatory Basis
For the Year Ended December 31, 2022

	Current Year		Variance Over (Under)
	Actual	Budget	
Receipts			
Taxes	\$ 93,461	100,000	(6,539)
Interest	227	10	217
Events	9,325	23,000	(13,675)
Total Receipts	103,013	123,010	(19,997)
Expenditures			
Contractual Services	24,186	41,806	(17,620)
Commodities	11,491	12,750	(1,259)
Events	85,419	183,145	(97,726)
Total Expenditures	121,096	237,701	(116,605)
Receipts Over (Under) Expenditures	(18,083)		
Unencumbered Cash - Beginning	235,284		
Unencumbered Cash - Ending	\$ 217,201		

Schedule 2-12

CITY OF LANSING, KANSAS
Equipment Reserve Fund
Schedule of Receipts and Expenditures - Actual and Budget
Regulatory Basis
For the Year Ended December 31, 2022

	Current Year		Variance Over (Under)
	Actual	Budget	
Receipts			
Interest	\$ 594	10	584
Reimbursed Expenses	-	10,000	(10,000)
Transfers In	100,000	100,000	-
Total Receipts	100,594	110,010	(9,416)
Expenditures			
Capital Outlay	149,425	253,356	(103,931)
Receipts Over (Under) Expenditures	(48,831)		
Unencumbered Cash - Beginning	94,340		
Prior Year Cancelled Encumbrances	9,610		
Unencumbered Cash - Ending	\$ 55,119		

Schedule 2-13

CITY OF LANSING, KANSAS
Capital Improvement Fund
Schedule of Receipts and Expenditures - Actual and Budget
Regulatory Basis
For the Year Ended December 31, 2022

	Current Year		Variance Over (Under)
	Actual	Budget	
Receipts			
Intergovernmental	\$ 142,806	142,806	-
Interest	424	250	174
Reimbursed Expenses	908,627	830,000	78,627
Transfers In	940,000	940,000	-
Total Receipts	1,991,857	1,913,056	78,801
Expenditures			
Capital Outlay	2,748,059	2,219,135	528,924
(a) Adjustment for Qualifying Budget Credits	-	78,627	(78,627)
Total Expenditures	2,748,059	2,297,762	450,297
Receipts Over (Under) Expenditures	(756,202)		
Unencumbered Cash - Beginning	932,081		
Unencumbered Cash - Ending	\$ 175,879		
(a) Adjustment for Qualifying Budget Credits			
Reimbursed Expenses Over Amount Budgeted		\$ 78,627	

Schedule 2-14

CITY OF LANSING, KANSAS
ARPA Fund
Schedule of Receipts and Expenditures
Regulatory Basis
For the Year Ended December 31, 2022

	Current Year Actual
Receipts	
Federal Aid	\$ 911,764
Expenditures	
Capital Outlay	125,822
Receipts Over (Under) Expenditures	785,942
Unencumbered Cash - Beginning	111,763
Unencumbered Cash - Ending	\$ 897,705

DRAFT

Schedule 2-15

CITY OF LANSING, KANSAS
Bond and Interest Fund
Schedule of Receipts and Expenditures - Actual and Budget
Regulatory Basis
For the Year Ended December 31, 2022

	Current Year		Variance Over (Under)
	Actual	Budget	
Receipts			
Taxes	\$ 1,268,505	1,283,819	(15,314)
Interest	2,062	10	2,052
Transfers In	388,075	388,075	-
Total Receipts	1,658,642	1,671,904	(13,262)
Expenditures			
Principal Payments	1,185,248	1,185,248	-
Interest Payments	361,735	361,735	-
Cash Basis Reserve	-	200,000	(200,000)
Total Expenditures	1,546,983	1,746,983	(200,000)
Receipts Over (Under) Expenditures	111,659		
Unencumbered Cash - Beginning	372,321		
Unencumbered Cash - Ending	\$ 483,980		

Schedule 2-16

CITY OF LANSING, KANSAS
Towne Centre Fund
 Schedule of Receipts and Expenditures
 Regulatory Basis
 For the Year Ended December 31, 2022

	Current Year Actual
Receipts	
Sale of Assets	\$ 358,779
Expenditures	<u> -</u>
Receipts Over (Under) Expenditures	358,779
Unencumbered Cash - Beginning	<u> 94,429</u>
Unencumbered Cash - Ending	<u><u> 453,208</u></u>

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Schedule 2-17

CITY OF LANSING, KANSAS
DeSoto Road Project Fund
 Schedule of Receipts and Expenditures
 Regulatory Basis
 For the Year Ended December 31, 2022

	Current Year Actual
Receipts	\$ -
Expenditures	
Construction and Engineering	<u>7,100</u>
Receipts Over (Under) Expenditures	(7,100)
Unencumbered Cash - Beginning	<u>7,100</u>
Unencumbered Cash - Ending	\$ <u><u>-</u></u>

DRAFT

Schedule 2-18

CITY OF LANSING, KANSAS
CIP Parks Fund
Schedule of Receipts and Expenditures
Regulatory Basis
For the Year Ended December 31, 2022

	Current Year Actual
Receipts	
Bond Proceeds	\$ <u>4,659,064</u>
Expenditures	
Construction	4,576,634
Bond Issuance Costs	<u>82,430</u>
Total Expenditures	<u>4,659,064</u>
Receipts Over (Under) Expenditures	-
Unencumbered Cash - Beginning	<u>-</u>
Unencumbered Cash - Ending	<u><u>\$ -</u></u>

DRAFT

Schedule 2-19

CITY OF LANSING, KANSAS
Wastewater Fund
Schedule of Receipts and Expenditures - Actual and Budget
Regulatory Basis
For the Year Ended December 31, 2022

	Current Year		Variance
	Actual	Budget	Over (Under)
Receipts			
Service Charges and Fees	\$ 3,084,586	3,061,000	23,586
Interest	8,535	100	8,435
City Service Charge	1,505	3,000	(1,495)
Reimbursed Expenses	8,012	-	8,012
Total Receipts	3,102,638	3,064,100	38,538
Expenditures			
Salaries, Wages, and Benefits	453,229	462,851	(9,622)
Purchased Services	470,056	733,000	(262,944)
Commodities	26,185	118,250	(92,065)
Capital Outlay	-	227,500	(227,500)
Insurance	41,076	-	41,076
Sewer Maintenance	549,660	-	549,660
Bond Interest	1,536,895	1,536,895	-
Contingency	-	2,500,000	(2,500,000)
Total Expenditures	3,077,101	5,578,496	(2,501,395)
Receipts Over (Under) Expenditures	25,537		
Unencumbered Cash - Beginning	2,063,795		
Unencumbered Cash - Ending	\$ 2,089,332		

Schedule 2-20

CITY OF LANSING, KANSAS
Solid Waste Fund
Schedule of Receipts and Expenditures - Actual and Budget
Regulatory Basis
For the Year Ended December 31, 2022

	Current Year		Variance
	Actual	Budget	Over (Under)
Receipts			
Service Charges and Fees	\$ 605,665	595,050	10,615
Interest	758	10	748
City Service Charges	645	1,500	(855)
Reimbursed Expenses	1,952	1,000	952
Total Receipts	609,020	597,560	11,460
Expenditures			
Waste Collection	584,516	550,000	34,516
Contingency	-	120,500	(120,500)
Total Expenditures	584,516	670,500	(85,984)
Receipts Over (Under) Expenditures	24,504		
Unencumbered Cash - Beginning	120,252		
Unencumbered Cash - Ending	\$ 144,756		

Schedule 3

CITY OF LANSING, KANSAS
Agency Funds
 Summary of Receipts and Disbursements
 Regulatory Basis
 For the Year Ended December 31, 2022

Fund	Beginning Cash Balance	Receipts	Disbursements	Ending Cash Balance
Bonds and Fines Escrow	\$ 17,918	537,440	533,208	22,150
Hillbrook Subdivision Escrow 04-24	17,453	-	-	17,453
Total	\$ 35,371	537,440	533,208	39,603

DRAFT

AGENDA ITEM

TO: Tim Vandall, City Administrator
FROM: Terri Wojtalewicz, Library Director
DATE: April 14, 2023
SUBJECT: Lansing Library Board Appointment

Timothy Moran and Ellen Hannon have applied for re-appointment to the Lansing Community Library Board. to serve another four (4) year term ending on April 30, 2027.

Policy Consideration: n/a

Financial Consideration: n/a

Action: Staff recommends a motion to approve the Lansing Community Library Advisory Board Re-appointment of Timothy Moran and Ellen Hannon to fill terms ending on April 30, 2027.

AGENDA ITEM



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

APPLICATION FOR LIBRARY ADVISORY BOARD MEMBER

Name: Timothy Moran

Lansing Address: 103 Willow Point

Home Phone: 913-547-2844 Secondary Phone: 913-547-2845

E-mail: TMMoran@Fastmail.us

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.

In filling the Lansing Community Library Advisory Board position, I understand that I will attend board, committee, and training meetings as part of this position.

I would like to be part of the effort to continue building the Lansing Library forward to fully serve the community's needs and one that the citizens of Lansing can be proud of.

Having a wide range of paid and volunteer experiences, I feel I can contribute to the four areas of focus on the board. First, I have worked in school libraries in Junior and Senior High schools. Second, I have developed extended digital, computer-based, and paper education formats, focusing on a wide range of lifestyles and education levels. Third, I am a Rotarian and have worked on many projects that required public relations to garner support for our efforts in the greater community. Finally, I was a certified project manager in my work life. I developed and managed various programs that combined funding, production, testing, and use of both soft and physical objects.

I have lived in Lansing since 2003 and plan to live here in the foreseeable future. I have worked with the Leavenworth Master Gardners to make the library's butterfly garden.

Living in other countries in both Europe and Asia, I value the importance of free public libraries, which sets American cities apart from others in the world.





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

APPLICATION FOR LIBRARY ADVISORY BOARD MEMBER

Name: Ellen Hannon

Lansing Address: 614 Pine Ridge Ct. Lansing, KS 66043

Home Phone: _____

Secondary Phone: (cell) 913 306-6967

E-mail: ehannon0856@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 MAR 28 2023

March 27, 2023

My name is Ellen Hannon. I have been a Lansing resident since 1996. I am interested in continuing my appointment to the Lansing Library Advisory Board. I have been serving on the Lansing Library Board since 2015. I have also served as the Chair or Vice-Chair for several years on this advisory board.

I am a retired educator with forty years of experience teaching general education, special education, and serving as a school counselor. All of these teaching assignments have taught me diversity and acceptance. I was honored in 2018 as the Lansing Elementary Teacher of the year.

I believe that I am qualified for the open position on the Lansing Library Board. I am an avid reader and am organized and responsible. In my interactions with others, I maintain the dignity and respect of all those individuals in which I come in contact. I am a team player focused on the goals of the organization.

As a Lansing Library Board member, I would bring ideas for future activities, support children and adults in becoming lifelong learners, and reinforce the joy of reading.

I am willing to attend the monthly board meetings and any necessary training sessions.

If you have any questions, please contact me by e-mail at ehannon0856@gmail.com or by phone at 913 306-6967.

Ellen Hannon

AGENDA ITEM

TO: Tim Vandall, City Administrator
FROM: Joshua Gentzler
DATE: April 17, 2023
SUBJECT: Lansing Planning Commission Appointment

Richard Hannon, Nancy McDougal and Michael Suozzo have applied for re-appointments to the Lansing Planning Commission to serve three (3) year terms ending on April 30, 2026.

Policy Consideration: n/a

Financial Consideration: n/a

Action: Staff recommends a motion to approve the Lansing Planning Commission re-appointments of Richard Hannon, Nancy McDougal and Michael Suozzo for terms ending on April 30, 2026.

AGENDA ITEM



800 First Terrace, Lansing, Kansas 66043 - Telephone: 913-727-3036
Fax: 913-828-4579 - www.lansing.ks.us

APPLICATION FOR LANSING PLANNING COMMISSION

Name: Richard J. Hannon

Lansing Address: 614 Pine Ridge Ct. Lansing, KS 66043

Home Phone: (913) 306-6968

Secondary Phone:

E-mail: hannon@pobox.com

Please attach a one to two page written statement expressing your interest in being appointed to the Lansing Planning Commission. Your written statement should address the following four topics:

1. Qualifications for the position. I have been a Lansing resident since 1996 when we purchased a home in the Hickory Ridge Subdivision. In 1996, I retired from the US Army. From 1996 to 2019, I worked in a civilian career on Fort Leavenworth. In 2019, I retired as a Department of the Army Civilian. I am currently retired. My wife Ellen and I raised our three children in Lansing. Many activities and changes have occurred in our Lansing Community since 1996. A few of the changes are the new elementary school, Town Center, new housing areas, Kenneth Bernard Park, the new High School, Angel Falls Trail and numerous new businesses. I have followed these events with keen interest and curiosity for the betterment of our community. I have served in numerous leadership and managerial positions while on active duty with the US Army. I am currently on the Lansing Board of Zoning Appeals and serving a second 4-year term on the LAN DEL Water Board. I have also been serving on the Lansing Planning Commission for the last two years. I grew up on a farm in Northern Missouri. During these formative years, I did not experience an atmosphere of volunteerism and organizational participation. This experience helped shape my genuine belief of giving-back and helping others. I also learned there are many ways to give-back without sacrificing other critical responsibilities such as raising a family and being a responsible American.

2. Personal philosophy of the Lansing Planning Commission and development in Lansing. The City of Lansing, with a population of around 12,000 people should have

representatives and volunteers that are actively responsive and open to the citizens of the city. As a Commissioner on the Planning Commission, I can represent the citizens of Lansing and be part of a team focusing on the planning and future development. It is important to bring a current, mid, and long-term dimension to the planning and development process.

3. Desired accomplishments as a Lansing Planning Commission member. As a member of the Planning Commission, I will be an active member working with over 60 years of experience in numerous locations. One of my strengths is in long term planning and implementation. I also intend to look at the big picture and long-term consequences versus short term gains. With all this being said, doing the right thing is paramount. This is important based on Lansing's location in Leavenworth County and the unique challenges being surrounded by larger municipalities.

4. Willingness to attend meetings. I will consistently attend the meetings. Additionally, I will spend additional time reading and preparing for the meetings as appropriate.

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

- Ralph Taylor, 622 Pine Ridge Ct., Lansing, KS 66043, 913-250-0386(Home)
- Frank Hannon, 2600 Valhalla Place, Leavenworth, KS 66048, 913-682-3677(Home)
- Charles (Mike) M. Black, 3217 Meadow Road, Leavenworth, KS 66048, 913-683-8173(Home)
- Tom Gray, 1823 Pine Ridge Drive, Leavenworth, KS 66048, 913-703-2290(Home)

This volunteer position is for the Lansing Planning Commission for a three (3) year term ending on April 30, 2026. Applicants must be at least 18 years of age and a U.S. Citizen. Applicants must also be a resident of the City of Lansing or live within the Urban Growth Management Area outside of city limits.

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

CITY OF LANSING KANSAS

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

APPLICATION FOR LANSING PLANNING COMMISSION

Name: Nancy McDougall
Lansing Address: 23630 147th St, Leavenworth Ks 66048
Home Phone: 913-683-1023
Business Phone: 913-721-1702
E-mail: nancym@firststateks.com

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

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

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

This volunteer position is for the Lansing Planning Commission for a three (3) year term ending on April 30, 2026. Applicants must be at least 18 years of age and a U.S. Citizen. Applicants must also be a resident of the City of Lansing or live within the Urban Growth Management Area outside of city limits.


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

My name is Nancy McDougal, I have been a member of the Lansing planning commission for the past 4 or 5 years. I originally filled a vacancy and then renewed for another 3 year term. My term is up this spring and I am requesting to remain on the commission. I am not in the City of Lansing but my property is adjacent to the southern boundary of the city limits. Being in the urban boundary and a life time resident of Leavenworth County, I believe I bring a different perspective to the commission and a voice that should be heard.

I believe my experience over the past 43 years in banking and mortgage lending have assisted me in my roll on the planning commission and should continue to do so. My philosophy is we need to focus on developing areas within the current city limits to their full use. The City has a lot of land that has not been developed over the years for various reasons. New businesses need to be brought in and allowed to develop on these sites.

In all the time I have been a member of the planning commission, I believe there is only one time I have missed a meeting and that was due to a death in the family.

Thank you for your consideration.



Nancy A. McDougal
23630 147th Street
Leavenworth KS 66048

References:

Bill New

18657 Jamison Rd

Leavenworth KS 66048

913-845-2500 x5147

Joe Jenkins

18701 Hemphill Rd

Tonganoxie KS 66086

816-806-5255

Robert Hall Jr

14398 McIntyre Rd

Leavenworth KS 66048

913-207-2891



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

APPLICATION FOR LANSING PLANNING COMMISSION

Name: MICHAEL A. SUOZZO
Lansing Address: 417 OAKBROOK DRIVE
Home Phone: 913-306-2180 (CELL)
Business Phone: N/A
E-mail: MSUOZZO@GMAIL.COM

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

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

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

This volunteer position is for the Lansing Planning Commission for a three (3) year term ending on April 30, 2026. Applicants must be at least 18 years of age and a U.S. Citizen. Applicants must also be a resident of the City of Lansing or live within the Urban Growth Management Area outside of city limits.

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

Michael A. Suozzo**Statement in support of an application for Lansing Planning Commission**

I request favorable consideration of my application for reappointment to the Lansing Planning Commission. I have owned a home in Lansing since 1977 and have been a full-time resident for the past 32 years. I have raised a family and watched the community grow over that period and want to continue to give back. I was appointed to the planning commission in 1997 and to following year volunteered to be the planning commission's representative to the Board of Zoning Appeals.

I believe that a strong and coherent set of zoning ordinances, strictly and fairly enforced, are necessary to ensure the orderly and safe growth of Lansing. However, in a community like Lansing, which has developed and grown over 150 years, there are diverse areas of the town, some areas are less than 10 years old, others much older. I believe in looking at each action, brought before the commission guided by the city Unified Development Ordinance and our comprehensible plan. My philosophy, as a member of the planning commission is to apply common sense to each action brought before the commission.

In the 26 years I have been a member of the commission I have attended 90% of the meetings.

References:

Mr Greg Robinson, 712 1st Ter Ste 210 Lansing KS (913) 727-5800

Mr Dave Anaya, 3121 Gilman Rd Lansing, KS (913) 250-5029

Mr Dale Baustain Oakbrook Dr, Lansing KS (913) 683-5082

AGENDA ITEM

TO: Tim Vandall, City Administrator
FROM: Tish Sims, City Clerk
DATE: April 17, 2023
SUBJECT: Executive Session – Consultation with Attorney

Executive Session will be called for consultation with Attorney for the City which would be deemed privileged in an Attorney-Client relationship, K.S.A. 75-4319(b)(2) for a period of 20 minutes.

AGENDA ITEM

CITY OF LANSING
TREASURER'S REPORT - QUARTER ENDING MARCH 31, 2023

Fund Name	Fund Number	Unencumbered Cash Balance 12/31/22 DR / (CR)	Receipts	Disbursements	Audit Adj. & Net Encumb. Liquidated 3/31/23	Unencumbered Fund Balance 3/31/23 DR / (CR)	Add Reserves, Account Payable, and Encumbrances	Subtract Receivables, Other Assets, and Net Fixed Assets	Treasurer's Cash Balance 3/31/23
General:	10	4,027,091.07	2,727,235.55	2,025,012.56	0.00	4,729,314.06	233,351.63	1,537.23	4,961,128.44
Special Revenue:									
Library	20	201,053.98	193,513.22	94,404.48	0.00	300,162.72	9,006.85	0.00	309,169.58
Consolidated Street & Highway	22	277,211.04	128,077.59	121,866.83	0.00	283,421.80	9,552.27	0.00	292,974.08
Special Parks & Recreation	23	197,954.11	29,938.02	12,466.46	0.00	215,425.67	0.00	0.00	215,425.67
Special Alcoholic Liquor	24	62,148.83	5,720.96	0.00	0.00	67,869.79	0.00	0.00	67,869.79
Special Alcohol Drug	25	2,937.66	27,704.46	0.00	0.00	30,642.12	0.00	0.00	30,642.12
Sales Tax (\$.45) Fund	26	696,406.14	166,752.83	277,000.51	0.00	586,158.46	7,741.00	0.00	593,899.46
Hillbrook Subdivision Escrow	66	0.00	0.00	0.00	0.00	0.00	17,453.40	0.00	17,453.40
Agency:									
Bonds Posted	41	0.00	0.00	0.00	0.00	0.00	24,710.20	0.00	24,710.20
Park Land Trust	59	23.62	0.00	0.00	0.00	23.62	0.00	0.00	23.62
Mayor's Christmas	61	13,367.34	0.00	(63.46)	0.00	13,430.80	0.00	0.00	13,430.80
Transient Guest Tax	63	217,201.19	30,146.34	53,468.30	0.00	193,879.23	0.00	0.00	193,879.23
ARPA	49	0.00	0.00	80,000.00	0.00	(80,000.00)	913,718.46	16,013.70	817,704.76
Debt Service:									
Bond & Interest	40	272,518.74	1,004,135.06	272,018.22	0.00	1,004,635.58	169,307.94	0.00	1,173,943.52
Enterprise:									
Wastewater Utility	50	7,956,839.85	782,219.33	371,446.59	0.00	8,367,612.59	10,746,610.94	16,112,815.35	3,001,408.18
Solid Waste Utility	51	312,632.98	158,139.31	98,718.45	0.00	372,053.84	0.00	168,567.18	203,486.66
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
Capital Projects:									
Capital Projects Fund	70	175,878.36	964,746.88	142,900.78	0.00	997,724.46	123,386.32	0.00	1,121,110.80
Equipment Reserve Fund	80	55,119.26	30,989.66	488.00	0.00	85,620.92	110,000.00	0.00	195,620.92
Police Equipment Reserve Fund	45	65,907.42	1,696.50	0.00	0.00	67,603.92	0.00	0.00	67,603.92
CIP Parks	88	507,357.40	0.00	307,736.00	0.00	199,621.40	0.00	0.00	199,621.40
Lansing Towne Centre	87	453,208.47	0.00	0.00	0.00	453,208.47	0.00	0.00	453,208.47
Total All Funds		19,487,174.28	6,251,015.71	3,857,463.72	0.00	21,880,726.27	12,364,839.01	20,291,250.28	13,954,315.02

STATEMENT OF BOND INDEBTEDNESS				
Bonds	General Obligation		Waste Water Revenue	Total
	Improvement	Revolving Loans		
Outstanding as of 1/1/23	\$ 26,935,000	\$ -	\$ -	\$ 26,935,000
Retired	-	-	-	\$ -
Issued	-	-	-	\$ -
Refunded	-	-	-	\$ -
Outstanding as of 3/31/2023	\$ 26,935,000	\$ -	\$ -	\$ 26,935,000
Temporary Notes	\$ 2,210,000			\$ 2,210,000
Total Outstanding 3/31/2023				\$ 29,145,000

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

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	22713	22,800	87	
						0	
						0	
						0	
						0	
Total						87	

Equipment

Year	Make	Model	Description	Hours Start	Hours End	Hours Used	Comments
2018	Advance	SC1500	AutoScrubber Floor Machine	60.35	60.89	0.54	Community Center Cleaning
2018	Kubota	ZG227-A	Mower	279.5	279.5	0	
2021	Kaivac	1750	Cleaning Machine	10.1	10.3	0.2	
						0	
						0	
						0	
Total						0.74	

Lansing Community and Economic Development Department

Monthly Fleet Report

Month March **Year** 2023

Vehicles

Year	Make	Model	License Plate #	Description	Mileage Starting	Mileage Ending	Miles Driven	Comments
2006	Ford	Ranger XLT	67211	LT. Pick-up Ext	63,095	63,461	366	
2015	Dodge	Journey	A6545	SUV	79,091	79,617	526	KTag: KTA. 02497158
2022	Dodge	Ram	D100764	1500 Pick up Truck	1,997	2,318	321	

Parks and Recreation Fleet Report March 2023

Vehicles:

Year	Make	Model	Description	Mileage Start	Mileage Ending	Miles Driven	Current Use	Comments
2006	Dodge	Caravan	Minivan	52,808	53,147	339	AC/Parks use	
2014	Ford	F-350	Dump truck	23,111	23,354	243.1	Parks maintenance	
2016	Jeep	Patriot	SUV	66,988	67,031	43	Activity Center use	
2017	Chevrolet	Silverado	truck	22,303	22,709	406	Parks maintenance	
2018	Ford	F-350	4-dr crew	33,410	34,194	784	Parks maintenance	
Total						1815.10		

Equipment:

Year	Make	Model	Description	Hours Start	Hours End	Hours used	Current Use	Comments
1992	Massey Ferguson	1020	Tractor	1986.2	1986.2	0	Parks maintenance	
2005	Kubota	F3060	mower	378.6	379.7	1.1	Parks maintenance	
2007	Turbo Tool Cat	5600	utility vehicle	1285.3	1285.8	0.5	Parks maintenance	
2012	Wright	ZK	stander mower	1165	1167.3	2.3	Parks maintenance	
2016	ABI	Force	infield groomer	318.7	325	6.3	Parks maintenance	
2017	Kubota	ZD1211	mower	884.6	884.6	0	Parks maintenance	
2018	Polaris	Ranger	utility vehicle	387.1	390.6	3.5	Parks maintenance	
2019	Exmark	LZ 72	mower	606.9	607.7	0.8	Parks maintenance	
2019	Emark	LZ 96	mower	294.6	294.6	0	Parks maintenance	
2020	Kubota	ZD1211	mower	310	311.5	1.5	Parks maintenance	
2022	Wright	ZK	stander mower	12.2	12.2	0	Parks maintenance	
Total						16.00		

Lansing Police Department Vehicle Fleet End of Month Report

Mar-2021

Unit	Year	Make/Model	Last 5 VIN	Mileage as of 03/01	Mileage as of 04/04	Miles Driven	Current Use	Future Use	Comments
1	2013	Ford Explorer	40459	94752	95797	1045	Detective	Detective	Limited Use - Detective
2	2020	Dodge Durango	96952	29544	30752	1208	Patrol	Patrol	Fit for patrol duty
3	2021	Dodge Durango	64458	9879	11131	1252	Patrol	Patrol	Fit for patrol duty
4	2015	Ford Explorer	40976	71297	72511	1214	Patrol	Patrol	Fit for patrol duty
5	2021	Dodge Durango	64459	3439	3813	374	Captain	Captain	Limited Use - Captain
6	2019	Dodge Durango	85334	0	0	0	Sergeants	Sergeants	On Order
7	2018	Ford Explorer	34004	17222	18772	1550	Patrol	Patrol	Fit for patrol duty
8a	2017	Dodge Charger	86270	67936	68951	1015	Patrol	Patrol	Fit for patrol duty
9	2018	Ford Explorer	34003	33691	34086	395	Lieutenant	Lieutenant	Limited Use - Lieutenant
10	2022	Dodge Ram	XXXXX	0	0	0	Patrol	Patrol	On Order
11	2003	Ford F150	64639	86808	86808	0	Animal Control	Animal Control	Fit for animal control duty
12	2019	Dodge Durango	85335	20131	20750	619	Chief	Chief	Limited Use - Chief
13a	2017	Dodge Charger	96163	77526	78787	1261	Patrol	Patrol	Fit for patrol duty
15	2021	Dodge Durango	34002	2418	4390	1972	Patrol	Patrol	Fit for patrol duty
17	2022	Dodge Ram	XXXXX	0	0	0	Patrol	Patrol	On Order
					Mileage Total:	11905			

March			
City Influent	31.74 MG	City Avg Daily	1.02 MGD
LCF Influent	.452 MGD	LCF Daily Avg	0.146 MG
Total Biosolids	1.06 MG	Precip	2.10 inches

Vehicles

Year	Make	Model	Description	Mileage Start	Mileage Ending	Miles Driven	Current Use	Comments
1999	Sterling	Vactor	Jet Truck	8521	8521	0	Collection System	
2012	Chevrolet	Tahoe	SUV	109929	110662	733	Ops/Maint.	
2019	Ford	F250	Pick Up Truck	10865	10915	50	Ops/Maint.	
2019	Ford	F250	Flatbed Truck	4371	4409	38	Ops/Maint.	
2023	Polaris	Ranger	Ops Utility	0	19.8	19.8	Operations	added to vehicle inventory this month
2005	Freightliner	M2106	Dump Truck	26534	26639	105	Biosolids Disposal	
Total						945.8		

Equipment

Year	Make	Model	Description	Hours Start	Hours Ending	Hours Used	Current Use	Comments
1991	Case	1825	Uni-Loader	992	992	0	Plant Activities	
1999	Sterling	Vactor	Jet Truck	229	229	0	Collection System	
2004	John Deere	7920	Tractor	1347	1348	1	Biosolids Disposal	
2005	Polaris	Ranger #1	Utility Vehicle	1501	1502	1	Operations	
2004	Case	621D	Loader	2523	2531	8	Operations	
2023	Polaris	Ranger	Ops Utility	0	5.5	5.5	Operations	added to vehicle inventory this month
2005	Polaris	Ranger #2	Utility Vehicle	1672	1681	9	Maintenance	
2006	JCB	531-70	Telehandler	700	701	1	Plant Activities	

**Lansing Public Works Department
Monthly Fleet Report**

Month March Year 2023

Vehicles

Year	Make	Model	License Plate #	Description	Mileage Starting	Mileage Ending	Miles Driven	Comments
2022	Dodge	Ram 2500	B3859	Pick-up	1,328	1,410	82	
1998	Ford	1/2 ton	48091	Pick-up	71,194	71,636	442	
2005	Sterling	LT 8500	64614	Dump Truck	61,355	61,727	372	
2007	Elgin	Crosswind J+	70295	Street Sweeper	7,102	-	-	In The Shop
2017	Chevrolet	3500	88437	Pick-up Truck	33,365	34,058	693	
2011	International	7400	75269	Dump Truck	22,935	23,000	65	
2016	Ford	F350 4x4	88468	One-ton Dump Truck	19,891	20,042	151	
2013	Ford	Explorer	80551	SUV	78,555	79,058	503	
2019	Ford	Ecosport	A4358	SUV	10,093	10,225	132	KTag- KTA. 02497157
2020	Chevrolet	3500	A8914	One-ton Dump Truck	7,132	7,331	199	
2005	Mack	Granite	B0282	Dump Truck	45,396	-	-	In The Shop
2005	Ford	Ranger	57932	LT- Pick-up Ext	52,212	52,322	110	

Equipment

Year	Make	Model		Description	Hours Starting	Hours Ending	Hours Used	Comments
1997	JD	770BH		Grader	5,165	5,171	6	
2004	IR	DD-24		Asphalt Roller	314	314	0	
2006	IR	185		Air Compressor	229	229	0	
1997	Bobcat	763		Skid Steer	2,343	2,347	4	
2014	Case	580 SNWT		Backhoe	1,953	1,968	15	
2002	Crafco	110		Crack Sealer	842	842	0	
2003	Kubota	L3710		Tractor	1,631	1,631	0	
2009	Case	465		Skid Steer	769	776	7	
2018	John Deere	5065E		Tractor	213	218	0	
2018	Vermeer	BC1000		Chipper	15	15	0	
2022	Case	SV280B		Skidsteer	49	53	4	



City of Lansing
800 First Terrace
Lansing, Kansas 66043

City Administrator's Report
April 20, 2023

Agenda Items:

Approval of the 2022 audit is on the agenda for Thursday evening. A staff member from Adams Brown LLC will present a brief overview of the audit and answer any questions from the governing body.

Timothy Moran and Ellen Hannon have applied for re-appointment to the Library Board. This would be a four year term and expire on April 30, 2027.

Richard Hannon, Nancy McDougal and Michael Suozzo have all applied for re-appointment to the Planning Commission. These are three-year terms and would expire on April 30, 2026.

An executive session for attorney client privilege is on the agenda.

Public Works:

The intersection project is complete! Thanks to everyone who came out for the ribbon cutting on April 13th. This project will make the busiest intersection in Leavenworth County safer and will improve the flow of traffic.

Work on the Southfork pipe liner is complete. The City is holding back the final payment until grass is established on the area torn up by construction.

Clearwave Fiber has been issued 14 permits within Lansing, and an additional four KDOT permits to conduct work in the right-of-way. Clearwave is in the process of planting grass in some areas, with additional seeding likely to take place over the next couple of months. AT&T has been issued six permits, and one KDOT permit to work in the right-of-way. AT&T will likely continue working in Lansing in 2023 and perhaps beyond. AT&T has also stated they will cease installation of the above ground utility boxes in front yards but may still install in rear utility easements. Moving forward, AT&T will utilize at-grade utility boxes, also known as flowerpots. No permits will be released from bonds until soil restoration has been accepted.

Community & Economic Development:

Construction of Take 5 Oil is underway. Although there may be minor delays, the City is working with the contractor to ensure adjacent property owners have access to their property at all times.

Steady progress has been made at 670 First Terrace (south of Mutual Savings). Once complete, this project will house a new 3,500 SF dental clinic; the lot is deep enough to also accommodate



City of Lansing
800 First Terrace
Lansing, Kansas 66043

a large commercial building on the east side of the lot (to be built at a future date). Access for these properties will be off First Terrace.

Work continues on the townhomes at Fairlane and Santa Fe. The completion date for the 14-unit townhome complex is tentatively scheduled for the summer of 2023. We have been invited to tour the units in May/June once they are near completion.

YTD Sales Tax Update:

	2022 YTD	2023 YTD	Difference
Local Sales & Use Tax (1.45%)	\$515,246	\$532,415	\$17,169, 3.52%
County Sales Tax	\$252,356	\$247,360	-\$4,996, -1.98%
County Use Tax	\$97,613	\$96,362	-\$1,251, -1.28%
Guest Tax	\$21,421	\$29,980	\$8,559, 36.96%

The .45% sales tax has generated \$165,049 in the first three months of 2023, on pace for \$661,972. The new special sales tax for the pool will begin July 1, 2023, raising Lansing's overall sales tax rate to 9.4%.

Wastewater:

The City Council approved staff to advertise the Town Centre Sewer Replacement project for bids in the fall of 2023. All of the temporary and permanent easements for the project have been signed. 100% plans, specifications, and permitting are complete. The latest engineer estimate for construction is \$900,000.

The 90% plans for the McIntyre Sewer Interceptor have been reviewed by staff and returned to the design engineer. The next step for the project is to acquire easements or permission from landowners to perform geotechnical work and a tree survey to refine the cost estimate. The tree survey has been completed and will be incorporated into the plans. This project will extend sewers to McIntyre Road and include the installation of nearly 9,500 feet of pipe.

Parks & Recreation:

We have scheduled a ribbon cutting and community open house for Bernard Park on Monday, May 22nd from 6pm-8pm. We'd like the event to feature the national anthem, cutting of a ribbon, tours of the fields, concessions/shaved ice, and Mayor McNeill throwing out a first pitch. We are working to confirm the date.

Spring Parks & Recreation soccer registration figures are below.



City of Lansing
800 First Terrace
Lansing, Kansas 66043

Division	2022 Spring Participants	2023 Spring Participants
Under 6	68	45
Under 8	100	91
Under 10	92	60
Under 12	49	61
Under 14	42	34
Total	351	291

Construction and installation of the new doors on the south side of the Lansing Activity Center is nearly complete. The doors are functional, but some cosmetic items need to be finalized and completed before final payment will be issued.

Meetings & Announcements:

The City currently has an opening on the Parks & Recreation Advisory Board and multiple openings on the Building Trade Board of Appeals and Plumbing Trade Board of Appeals.

The State of the City and Business Appreciation Lunch is Friday, May 5th in the Community Center! This will be our first event in two years! Ichiban will be catering the event.

The City currently has openings for Police Officer (I/II) and Animal Control Officer.

- Thursday, April 20th City Council Meeting, 7:00pm, City Hall
- Thursday, April 27th City Council Work Session, 7:00pm, City Hall
- Thursday, May 4th City Council Meeting, 7:00pm, City Hall
- Friday, May 5th Mayor's State of the City/Business Appreciation Lunch
 - Lansing Community Center
- Saturday, May 6th Fishing Derby, Bernard Park
- Wednesday, May 17th Planning Commission Meeting, 7:00pm, City Hall
- Thursday, May 18th City Council Meeting, 7:00pm, City Hall
- Monday, May 22nd Bernard Park Ribbon Cutting & Open House, 6pm-8pm
- Thursday, May 25th City Council Work Session, 7:00pm, City Hall
- Monday, May 29th Memorial Day, City Offices Closed

Sincerely,

Tim Vandall



Professional Municipal Clerks Week Proclamation

Whereas, The Office of the Professional Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

Whereas, The Office of the Professional Municipal Clerk is the oldest among public servants, and

Whereas, The Office of the Professional Municipal Clerk provides the professional link between the citizens, the local governing bodies, and agencies of government at other levels, and

Whereas, Professional Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.

Whereas, The Professional Municipal Clerk serves as the information center on functions of local government and community.

Whereas, Professional Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Professional Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations.

Whereas, It is most appropriate that we recognize the accomplishments of the Office of the Professional Municipal Clerk.

Now, Therefore, I, Anthony R. McNeill, Mayor of the City of Lansing, in the State of Kansas, do recognize the week of April 30 through May 6, 2023 as

Professional Municipal Clerks Week

And further extend appreciation to our Professional Municipal Clerk, Tish Sims, and to all Professional Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

In Witness Whereof, I have hereunto set my hand this 20th day of April, in the year Two Thousand Twenty-three.

City of Lansing

Anthony R. McNeill, Mayor

Tish Sims, CMC, City Clerk