



*Note – This meeting may be transmitted via Facebook Live on the City of Tonganoxie page

Honorable David Frese, Mayor

Council Members

Rocky Himpel

Jacob Dale

Lisa Patterson

Loralee Stevens

Chris Donnelly

Open Regular Meeting – 7:00 p.m.

I. Pledge of Allegiance

II. Approval of Minutes – Regular meeting dated March 2, 2020

III. Consent Agenda

- a) Review bill payments

IV. Open Agenda

Members of the public are welcome to use this time to comment about any matter relating to City business. The comments that are discussed under Open Agenda may or may not be acted upon by the Council during this meeting. In order to speak during open agenda, you must sign up with your name and address with the city clerk or designee **before the meeting**. Comments will be limited to 3 minutes. Please wait to be recognized by the Mayor and **state your name and address** for the record.

V. Old Business

VI. New Business

- a) Consider Approval of COVID19 Policy
- b) Consider Appointment to Fill Vacancy of Planning Commissioner Position
- c) Community Events Planning Committee Report & Proposed 2020 Events Budget
- d) Public Hearing – Resolution of Intent to Issue Industrial Revenue Bonds for the Purpose of Financing the Acquisition, Construction, Renovation and Equipping of a Commercial Facility
- e) Resolution 03-20-03: Resolution of Intent to Issue Taxable Industrial Revenue Bonds for the Purpose of Financing the Acquisition, Construction, Renovation and Equipping of a Commercial Facility
- f) Public Hearing – West Village RHID District & Development Agreement
- g) Consider Approval of 2020 Leavenworth County Economic Development Public Sector Funding
- h) Consider Approval of Street Sweeper Purchase
- i) Resolution 03-20-04: Approval of Lease Purchase Agreement to Purchase Street Sweeper
- j) Consider Approval of Zero-Turn Mower Purchase
- k) City Manager Agenda
 - 1. Urgent Needs Grant Update
 - 2. Library Project Update
- l) City Attorney Agenda

m) Mayor Pro Tem Agenda

n) City Council Agenda

o) Mayor Agenda

1. Proclamation of April 2020 as Child Abuse Prevention Month and April 3rd as Wear Blue day
2. Review Options for Maintenance at Downtown Pocket Park
3. Executive Session for discussion of personnel matters of non-elected personnel

VII. Information & Communications (No Action Required)

VIII. Adjourn

City Council Meeting Minutes
March 2, 2020
7:00 PM Meeting

Open Regular Meeting – 7:00 p.m.

I. Pledge of Allegiance

- Mayor Frese opened the meeting at 7:00 p.m.
- Mayor Frese, Mr. Himpel, Mr. Donnelly, Ms. Stevens, Ms. Patterson, and Mr. Dale were present. City Manager George Brajkovic, Assistant City Manager Dan Porter, Police Chief Greg Lawson, and City Attorney Anna Krstulic were also in attendance.
- Mayor Frese led the Pledge of Allegiance.

II. Approval of Minutes – Regular meeting dated February 18, 2020

- Ms. Patterson made a motion to approve the minutes from the February 18, 2020 City Council meeting.
- Mr. Donnelly seconded the motion.
- Vote of all ayes, motion carried.

III. Consent Agenda

- a) Review bill payments
- Mr. Dale made a motion to approve the consent agenda.
- Mr. Donnelly seconded the motion.
- Vote of all ayes, motion carried.

IV. Open Agenda

Members of the public are welcome to use this time to comment about any matter relating to City business. The comments that are discussed under Open Agenda may or may not be acted upon by the Council during this meeting. In order to speak during open agenda, you must sign up with your name and address with the City Clerk or designee **before the meeting**. Comments will be limited to 3 minutes. Please wait to be recognized by the Mayor and **state your name and address** for the record.

- Cindy Foley, 18730 Ward Parkway, Tonganoxie, KS 66086 addressed the City Council on the subject of the safety of the intersection of East Washington Street and East Street near the Tonganoxie Middle School and Tonganoxie Elementary School campus during times of busy traffic conditions. She expressed concerns with the behavior of drivers at the intersection and shared information including crash data.
- Mr. Himpel asked the City Manager if the road was a County or City road.
- Mr. Brajkovic replied that at the intersection in question, the City and Leavenworth County have an agreement that the County is responsible for the maintenance of the surface of the road.
- Ms. Patterson asked the City Manager for information about the past history of development and improvements near the intersection.
- Mr. Brajkovic replied that the City and the School District heard complaints about traffic and particularly queuing on East Washington Street in 2017, and over the 2017-2018 winter break, the School District instituted new traffic flow arrangements that dramatically reduced the extent of queuing on the public roadway.
- Ms. Foley asked if the City Council would support reviewing the issue within 90 days.
- Mayor Frese replied that he would like to discuss the issue with the School District. He noted that his home is nearby and he sometimes observes safety concerns with children crossing Pleasant Street before and after school.
- No other members of the public addressed the City Council.

V. Old Business

a) Resolution 03-20-01: Approval of Lease for New Public Library

- Mr. Brajkovic introduced the item and explained recent adjustments to the Library lease terms.
- Ms. Krstulic stated that five issues remain in the negotiation of the lease terms, including whether City consent is required for room rentals, specifying City responsibilities for repairing the parking lot, City's remedies for Library default, Library's remedies for City default, and limitation of City liability.
- Councilmembers provided feedback on each issue and requested revisions to address two of the five outstanding issues: (1) room rentals are allowed without prior City consent, and (2) City will maintain the parking lot which includes filling potholes, restriping and repairing curbs as necessary, but not snow removal.
- Meagan Vestal, a member of the Tonganoxie Public Library Board, shared that the Library Board was in support of approving the agreement with the changes presented.
- **Mr. Donnelly made a motion to approve Resolution 03-20-01, approving the Lease for the New Public Library with the inclusion of the changes discussed with the City Attorney.**
- **Mr. Dale seconded the motion.**
- **Vote of all ayes, motion carried.**

VI. New Business

a) Presentation of AAA Safety Award

- Robert Hamilton addressed the City Council and presented a Platinum Award to the Tonganoxie Police Department ("TPD") on behalf of AAA insurance. He noted that this is the second time in three years that the TPD has received the award and that the TPD is one of 37 agencies in the State of Kansas to receive the award.
- Chief Lawson thanked KDOT for its support in the initiatives that led to this award and recognized Sergeant Nick Ontiveros for his work on those initiatives.

b) Consider the Recreation Commission's Recommendation of an Appointment to the Recreation Commission

- Mr. Brajkovic introduced the item and explained that the Recreation Commission recommends Ryan Brune be appointed to the vacant City-appointed position.
- Mr. Himpel stated that he is abstaining from voting because he does not feel it is transparent to consider only the application of the person recommended by the Recreation Commission. He stated that he believes the Council should consider all applications.
- **Mayor Frese appointed Ryan Brune to the vacant City-appointed position on the Recreation Commission and requested the City Council's consent.**
- **Vote of 4 ayes, 1 abstention (Himpel), motion carried.**

c) Resolution 03-20-02: Conveyance of Ball Fields Property to the Tonganoxie Recreation Commission

- Mr. Brajkovic introduced the item and explained that the City fulfilled its lease purchase agreement with First State Bank and Trust of Tonganoxie related to the purchase and improvement of 5 acres of property for ball fields. The City had an agreement with the Recreation Commission pursuant to which the Recreation Commission leased the property for 10 years and made payments to the City. Upon payment to the City of the entire amount of the City's obligations owed to the Bank over the 10-year term, the City agreed to donate the property to the Recreation Commission. The Recreation Commission completed its obligations, and staff recommends that the City Council consider approval of a quitclaim deed to transfer ownership of the property to the Recreation Commission.
- Mr. Donnelly commented that the ball fields are a tremendous asset for the community.

- **Ms. Stevens made a motion to approve Resolution 03-20-02, authorizing the conveyance of the ball fields property to the Tonganoxie Recreation Commission.**
- **Mr. Donnelly seconded the motion.**
- **Vote of all ayes, motion carried.**

d) Ordinance 1484: Special Use Permit for Tots to Teens Childcare LLC Daycare at 702 E 4th Street

- Mr. Brajkovic introduced the item and explained the conditions included in the staff report and the Planning Commission's recommendation for approval of the Special Use Permit.
- Desiree Kinney commented that she has no issue with the staff recommendations.
- Mr. Donnelly asked if members of the public offered input at the public hearing.
- Mr. Brajkovic confirmed that notice was provided for the public hearing, but no members of the public addressed the Planning Commission at the public hearing.
- Ms. Stevens asked if there were parking concerns on the site.
- Ms. Kinney replied that she worked with the neighboring property owners to ensure that the parking requirements of her customers for drop-off and pick-up of their children each day would cause as little conflict as possible. She added that there are also ADA-accessible parking stalls included in the site plan.
- **Ms. Patterson made a motion to approve Ordinance 1484 to accept the Planning Commission's recommendations for approval of a special use permit for a daycare facility at 704 East 4th Street subject to the conditions recommended by staff.**
- **Mr. Donnelly seconded the motion.**
- **Vote of all ayes, motion carried.**

e) City Manager Agenda

1. Urgent Needs Grant Update

- Mr. Brajkovic provided an update on the status of the aerial sanitary sewer creek crossing repair project, indicating that construction will be underway at the site later in the week if weather permits.

2. Library Project Update

- Mr. Brajkovic provided an update on the current status of the Public Library construction project and noted that substantial completion of the new facility was completed on February 28, followed by installation of much of the furniture and equipment for the building.

f) City Attorney Agenda

g) Mayor Pro Tem Agenda

- Mayor Pro Tem Himpel stated that the Leavenworth County Commission is evaluating fees for planning and zoning, and the County Planning Commission continues to workshop the proposed edits to the table of uses and comprehensive plan.

h) City Council Agenda

i) Mayor Agenda

- Mayor Frese stated that he and the City Manager presented information about the City's strategic plan and the West Village development project to the members of the Tonganoxie Historical Society on February 27 in a very productive discussion. He said that the community events planning group would be meeting soon and proposing a schedule and budget to the City Council at an upcoming meeting.

1. Executive Session for Discussion of Personnel Matters of Non-Elected Personnel

- **Mr. Donnelly made a motion that the Governing Body recess into executive session to discuss the City Manager's annual review process pursuant to the personnel matters of nonelected personnel exception, K.S.A. 75-4319(b)(1). The open meeting will resume in the City Council chamber at 8:30 p.m. The executive session will include the City Attorney, City Manager, and Assistant City Manager.**
- **Mr. Dale seconded the motion.**
- **Vote of all ayes, motion carried.**
- **At 8:30 p.m., the City Council resumed the meeting, and Ms. Patterson noted that no binding action was taken in the executive session.**

VII. Information & Communications (No Action Required)

- **Monica Gee, 612 East 4th Street, addressed the City Council and shared that the Tonganoxie Business Association Annual Dinner and Awards Banquet had a good speaker with many ideas about how the community could increase marketing efforts.**

VIII. Adjourn

- **Ms. Patterson made a motion to adjourn the meeting.**
- **Mr. Dale seconded the motion.**
- **Vote of all ayes, motion carried.**
- **Meeting adjourned at 8:31 p.m.**

Respectfully submitted,



Dan Porter, Assistant City Manager



City of Tonganoxie, KS

Check Report

Date Range: 02/26/2020 - 03/12/2020

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
1015	JE Dunn	03/06/2020	Regular	0	264251	47323
1130	Roberts Auto Plaza Inc	03/05/2020	Regular	0	36622.5	47312
0250	HONEYCREEK DISPOSAL SERVICE	03/06/2020	Regular	0	29211.57	47322
1131	Busch and Assoc., LLC	03/05/2020	Regular	0	27900	47311
0189	FIRST STATE BANK & TRUST	02/28/2020	Regular	0	17343.17	47289
0189	FIRST STATE BANK & TRUST	02/28/2020	Regular	0	11186.29	47287
1068	Stinson LLP	03/06/2020	Regular	0	9316.54	47336
0099	CITY OF LEAVENWORTH	03/06/2020	Regular	0	6198.41	47315
0579	SECURITY BENEFIT - 457	03/06/2020	Regular	0	3509.08	47335
0185	FERRELLGAS	02/28/2020	Regular	0	3289.83	47286
1066	Western Consultants	03/04/2020	Regular	0	2499.96	47310
0189	FIRST STATE BANK & TRUST	02/28/2020	Regular	0	2352.25	47288
1121	Jerome Gorman	02/28/2020	Regular	0	2200	47294
0660	Premier Automotive of Bonner Springs KS, LLC	02/28/2020	Regular	0	1660	47300
0555	RICOH USA, INC.	02/28/2020	Regular	0	1482.7	47302
0642	USPS	03/06/2020	Regular	0	1030	47341
0006	ACE PIPE CLEANING INC	02/28/2020	Regular	0	928.4	47283
0505	PATCHEN	02/28/2020	Regular	0	842.36	47298
0248	HOLLIDAY SAND & GRAVEL COMPANY	02/28/2020	Regular	0	746.27	47293
0243	HIMPEL LUMBER & BUILDING SUPPL	02/28/2020	Regular	0	709.06	47292
0051	BG CONSULTANTS INC	03/04/2020	Regular	0	621	47308
0656	VERIZON WIRELESS	03/06/2020	Regular	0	603.2	47342
0596	GEOFF SONNTAG	02/28/2020	Regular	0	600	47291
0677	WILLIAM PRAY	02/28/2020	Regular	0	600	47306
0596	GEOFF SONNTAG	03/06/2020	Regular	0	600	47320
0677	WILLIAM PRAY	03/06/2020	Regular	0	600	47343
0629	TONGANOXIE FIREMANS RELIEF ASC	03/06/2020	Regular	0	596.28	47340
0692	ZEP MANUFACTURING COMPANY	02/28/2020	Regular	0	566.99	47307
0809	FREESTATE ELECTRIC COOPERATIVE INC	02/28/2020	Regular	0	561.86	47290
0051	BG CONSULTANTS INC	03/04/2020	Regular	0	550.8	47309
0001	911 CUSTOM	02/28/2020	Regular	0	544.71	47282
0614	T-MOBILE	03/06/2020	Regular	0	503.54	47338
0503	PACE ANALYTICAL SERVICES INC	03/06/2020	Regular	0	469	47333
1132	Miles Automotive Inc	03/06/2020	Regular	0	427.69	47332
0661	VISION SERVICE PLAN	02/28/2020	Regular	0	401.11	47305
0330	KANSAS GAS SERVICE	03/06/2020	Regular	0	387.56	47325
0426	LEAVENWORTH COUNTY SHERIFF OFFICE	03/06/2020	Regular	0	385	47328
0757	KC CLEAN	03/06/2020	Regular	0	360	47327
0846	Donald J Van Meter & Associates, Inc.	03/06/2020	Regular	0	320	47318
0922	BORDER STATES INDUSTRIES	02/28/2020	Regular	0	280.36	47284
0205	GALL'S LLC	03/06/2020	Regular	0	239.97	47319
1129	T&W Steel	02/28/2020	Regular	0	228.83	47304
0732	METLIFE - GROUP BENEFITS	02/28/2020	Regular	0	225.34	47297
0249	HONEYBEE SEPTIC SERVICE	03/06/2020	Regular	0	215	47321
0157	EDWARDS CHEMICALS	02/28/2020	Regular	0	213.95	47285
0410	LIBERTY NATIONAL	03/06/2020	Regular	0	206.42	47330
1021	Katherine Kelly	02/28/2020	Regular	0	200	47295
0542	QUILL	02/28/2020	Regular	0	193.77	47301
0001	911 CUSTOM	03/06/2020	Regular	0	126.48	47313
0384	PAUL LAMB	02/28/2020	Regular	0	126	47299
0617	TBS ELECTRONICS, INC.	03/06/2020	Regular	0	125	47337
0857	MIDCONTINENT COMMUNICATIONS	03/06/2020	Regular	0	115.43	47331
0568	SAMS CLUB	02/28/2020	Regular	0	114.75	47303
0119	COPY CENTER OF TOPEKA	03/06/2020	Regular	0	108.55	47317

Check Report

Date Range: 02/26/2020 - 03/12/2020

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
0692	ZEP MANUFACTURING COMPANY	03/06/2020	Regular	0	103.99	47344
0323	KANSAS DEPT. OF ADMINISTRATION	03/06/2020	Regular	0	75	47324
0034	AT&T ACCESS TRANSPORT SERVICES	03/06/2020	Regular	0	74.49	47314
0496	KANSAS ONE CALL CONCEPTS	03/06/2020	Regular	0	74.4	47326
0115	CONRAD FIRE EQUIPMENT, INC.	03/06/2020	Regular	0	72.49	47316
0443	MENARDS	02/28/2020	Regular	0	71.4	47296
0555	RICOH USA, INC.	03/06/2020	Regular	0	29.96	47334
0628	TODD'S TIRE LLC	03/06/2020	Regular	0	16	47339
0395	Leavenworth County Development Corporation	03/06/2020	Regular	0	12	47329

Bank Code AP Bank Summary

Payment Type	Payable	Payment	Discount	Payment
	Count	Count		
Regular Checks	81	63	0.00	436,227.71
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	81	63	0.00	436,227.71

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	81	63	0.00	436,227.71
Manual Checks	0	0	0.00	0.00
Voided Checks	0	0	0.00	0.00
Bank Drafts	0	0	0.00	0.00
EFT's	0	0	0.00	0.00
	81	63	0.00	436,227.71

Fund Summary

Fund	Name	Period	Amount
998	Gen Fund-Pooled Cash	2/2020	47669.4
998	Gen Fund-Pooled Cash	3/2020	388558.31
			436227.71



Office of the City Manager
AGENDA STATEMENT

DATE: March 16, 2020
To: Honorable Mayor David Frese and Members of the City Council
FROM: George Brajkovic, City Manager
SUBJECT: COVID-19 Policy – Preventing Workplace Exposure

DISCUSSION:

On March 11, 2020, the Leavenworth County Health Director and County Administrator jointly asked the BOCC to consider adopting a Policy intended to help reduce the exposure of COVID-19 in the workplace. The Policy was developed by using the CDC's, KDHE's and other Local Authorities' recommendations as a guide.

I ask the City Council to consider a similar Policy for City staff, and have submitted a draft for you review. Simply stated, the Policy directs employees who are sick to stay home and contact medical professionals if the conditions persist or get worse. Additionally, employees who travel, especially outside of the US, will communicate with Administration prior to their return to the workplace.

As the employer, the City is also implementing the following objectives: emphasize respiratory etiquette and hand hygiene; providing additional cleaning agents and develop cleaning protocols; temporary suspension of the need for a physician's note to validate illness related absences from work; and employees that are placed on a quarantine by Federal, State or local officials shall not be forced to utilize sick leave hours.

BUDGET IMPACT:

None.

ACTION NEEDED:

Make a motion to recommend implementing the COVID-19 Policy Preventing Workplace Exposure.

ATTACHMENTS:

Draft COVID-19 Policy Preventing Workplace Exposure

cc: Dan Porter, Assistant City Manager
Anna Krstulic, City Attorney

SUBJECT	ISSUED BY	EFFECTIVE DATE	REVISION
COVID19 Policy	City Manager	3-16-2020	

Background

The City of Tonganoxie, KS (“the City”), along with Leavenworth County and with the rest of the US is currently planning, preparing, and responding to the Coronavirus Disease 2019 (COVID 19). Coronaviruses are a large family of viruses that are common in humans and many different species of animals, including camels, cattle, cats, and bats. Rarely, animal coronaviruses can infect people and then spread between people, such as with MERS-CoV and SARS-CoV. The virus that causes COVID-19 is spreading from person-to-person making this a worldwide public health pandemic.

Policy

The following may help prevent workplace exposures to acute respiratory illnesses, including COVID-19, in non-healthcare settings. The City is utilizing guidance from CDC, State, and Local Authorities. As the current situation is changing quickly policies and procedures may also need to be amended or changed frequently.

Employee

- Employees that are sick are encouraged to stay home.
- Employees exhibiting any of the following are required to stay home and will remain home until they are free of a fever, or any other symptoms for at least 24 hours, without the use of fever-reducing or other symptom-altering medicines (e.g. cough suppressants).
 - Fever 100.4⁰ F or greater are required to stay home
 - Acute Respiratory Illness (Cough, Shortness of Breath)
- Employees who appear to have acute respiratory illness symptoms (i.e. fever, cough, shortness of breath) upon arrival to work or become sick during the day should be separated from other employees and be sent home immediately. Sick employees should cover their noses and mouths with a tissue when coughing or sneezing (or an elbow or shoulder if no tissue is available).
- Any employee who travels outside of the US will communicate the information to the HR department who in turn will seek guidance from the County Health Officer as to any restriction that may need to be enforced. All forms of travel to include cruise ships are included. This notification must be communicated prior to returning to work.

- Depending on your travel history, you will be asked to stay home for a period of 14 days from the time you left an area with widespread or ongoing community spread. Monitoring may also include local and State public health involvement.

The City

In a response to help reduce community widespread illness and lower the impact of the COVID-19 in the workplace the City is implementing the following objectives:

Emphasize Respiratory Etiquette and Hand Hygiene for all employees

Providing additional cleaning agents to help additional clean public and private work areas. Routinely clean all frequently touched surfaces in the workplace, such as workstations, countertops, keyboards phones, and doorknobs etc...

Temporary suspension of the need for a Dr's note to validate illness as healthcare provider offices and medical facilities may be extremely busy and not able to provide such documentation in a timely way.

Employee(s) that are placed on a quarantine by Federal, State or local officials shall not be forced to utilize sick leave hours.

We are sharing this information to help you be informed and attentive. **Please remain vigilant, wash hands often, and stay home if you don't feel well.** We will continue to monitor the situation and make announcements and adjustments as needed



Office of the City Manager
AGENDA STATEMENT

DATE: March 16, 2020
To: Honorable Mayor David Frese and Members of the City Council
FROM: Melanie Bilby, Planning Clerk
SUBJECT: Planning Commission Appointment Recommendation and Application

DISCUSSION:

In January 2020 the City Council opened an application period for one Planning Commission position that was vacated in 2020 with the resignation of Kevin Harris. It is required that the position be filled by a resident of Tonganoxie. A Planning Commission vacancy is able to be filled by the appointment by the Mayor with the approval of the majority of the Governing Body.

One application was received and presented to the Planning Commission for initial review on March 5, 2020. The Planning Commissioners concluded the discussion by approving a motion to forward a recommendation to the City Council and Mayor to appoint Jennifer McCutchen to the Planning Commission for the remainder of a term due to expire in 2020.

The applicant was provided notice of the City Council meeting and agenda in anticipation of an opportunity to address the Governing Body regarding their interest and qualifications for the positions.

BUDGET IMPACT:

None.

ACTION NEEDED:

Make a motion to recommend that the Mayor appoint (**INSERT NAME**) to fill the remainder of the term set to expire in August 2020 for the vacant City resident position the Planning Commission position previously held by Kevin Harris.

ATTACHMENTS:

Planning Commission Application – Jennifer McCutchen

cc: George Brajkovic, City Manager
Dan Porter, Assistant City Manager
Anna Krstulic, City Attorney



Boards and Committees Application

City of Tonganoxie

Submitted On:

January 30th, 2020 @ 9:34pm

Name (First and Last)	Jennifer McCutchen
grp_q8Pclz	107 W 2nd St Tonganoxie KS 66086
Email	jennifermccutchen86@gmail.com
Phone Number	9136207936
Are you a registered voter?	Yes
Do you live within the city limits of Tonganoxie?	Yes
Where do you work? Please include your job title and a brief description of your job duties and responsibilities.	Maximus Federal Supervisor Oversee day to day operations in a Medicare call center.
What Board/Committee would you like to serve on?	Planning Commission
Why do you wish to serve on this board?	I am interested in the growth and development of our community.
What other Tonganoxie boards and committees have you served on?	Spooktacular Planning Committee
Is this an application for a reappointment to a board you currently serve on?	No
Describe any work or volunteer experience that is related to the function of this board or committee.	I am not experienced in planning and zoning but I am interested in and looking forward to learning as much as I can.
Select your highest education completed.	High School
Other information or comments	

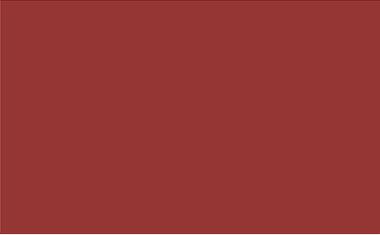
Dear Planning and Zoning,

Please accept this as my letter of intent to be considered for a seat on Planning and Zoning. I have lived in Tonganoxie for many years and have had the opportunity to see how both my parents serve this great city. Like my parents, I to have a love for this community and believe I would be a strong addition to Planning and Zoning due to my age and knowledge of the City as a whole. While I don't have much knowledge of planning and zoning, it is something I am interested in learning and mastering. The position which our community has entrusted you to serve upon is one that can bring our city great opportunities.

As a citizen and hopefully the next member of Planning and Zoning I would love nothing more than to be part of helping guide Tonganoxie into a successful future for many years to come.

Thank you for your consideration,

Jennifer McCutchen



Jennifer McCutchen

jenniferrmccutchen@maximus.com

107 West Second Street
Tonganoxie, Kansas 66086
Mobile: (913)-620-7936

Professional Experience

Supervisor- Medicare Advance Resolution Center, Contact Center Operations

MAXIMUS Federal ▪ Lawrence, Kansas ▪ October 2019 – Present,

- Leading and maintaining a highly skilled team of Customer Service Representatives
- Completing all administrative duties related to the ARC department
- Computer proficiency

Senior Specialist - Medicare Advanced Resolution Center, Contact Center Operations

MAXIMUS Federal ▪ Lawrence, Kansas ▪ September 2017 – October 2019,

- Performed outbound phone and written correspondence to resolve advanced Medicare issues
- Received incoming correspondence via phone regarding advanced Medicare issues
- Served as a mentor for acting Medicare ARC Senior Specialists
- Worked special projects as part of the ARC backlog/SWAT team

Customer Service Representative - Medicare Web Chat/Technical Support

General Dynamics ▪ Lawrence, Kansas ▪ May 2014 - September 2017,

- Received incoming correspondence via chat and phone regarding mymedicare.gov
- Provided general Medicare information and technical support troubleshooting
- Answered both email and TTY correspondence regarding Medicare programing

Medicare Customer Service Representative

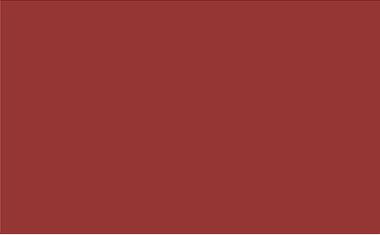
General Dynamics ▪ Lawrence, Kansas ▪ August 2013 – May 2014,

- Remained up to date on all required trainings
- Answered inbound calls regarding the Medicare program from insurance recipients
- Demonstrated performance improvement in all required areas while adhering to all regulations policies and procedures
- Excelled while being a part of a growing team

Customer Service/Cashier/Switchboard Operator

Cabela's ▪ Kansas City, Kansas ▪ August 2012 - September 2013,

- Greeted customers and offered immediate assistance upon arrival



Jennifer McCutchen

jenniferrmccutchen@maximus.com

107 West Second Street
Tonganoxie, Kansas 66086
Mobile: (913)-620-7936

- Cross-trained and provided back up for other team members when needed
- Operated cash register, answered phones and directed calls to appropriate departments

Customer Service/Cashier/Shift Supervisor

Halloween Express ▪ Lawrence, Kansas ▪ August 2011 – November 2011,

- Greeted customers entering the store to ascertain what each customer wanted and/or needed
- Worked as a team member performing cashier duties and housekeeping duties
- Provided product assistance while offering outstanding customer service

Emergency Room Technician

Cushing Memorial Hospital ▪ Leavenworth, Kansas ▪ June 2006 – August 2011,

- Admitted patients to the Emergency Room
- Handled money in regards to pre-payment for Emergency Room visits
- Answered and transferred calls
- Administered patient care and customer service

Assistant Manager

Dollar General ▪ Tonganoxie, Kansas ▪ June 2004 – June 2005,

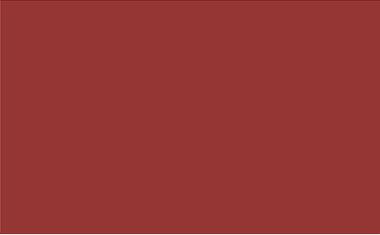
- Assisted customers with store and product complaints
- Worked as a team member performing cashier duties while giving great customer service
- Administered light housekeeping duties and responsible for opening and closing store
- Cross-trained and provided back up for other customer service representatives when needed.
- Handled money in regard to paychecks and nightly bank deposits

Volunteer and Committees

Spooktacular Planning Committee ▪ Tonganoxie, Kansas ▪ 2014-2019

- Organized the event and oversaw operations on the day of the event

Volunteer for Tongie Days ▪ Tonganoxie, Kansas ▪ 2017-2018



Jennifer McCutchen

jennifermccutchen@maximus.com

107 West Second Street
Tonganoxie, Kansas 66086
Mobile: (913)-620-7936

Education and Certifications

- Certified Medical Assistant – Pinnacle Career Institute , Lawrence KS (2006)
- High School Diploma, Tonganoxie High School, Tonganoxie, KS (2004)

Skills related to the position I'm applying for

- Previous supervisor experience
- Experience working with customers both in person and on the phone
- Great customer service
- Previous training experience
- Technical support
- Experience working on an individual basis and in a team setting

Reference

Available Upon Request



Office of the City Manager
AGENDA STATEMENT

DATE: March 16, 2020
To: Honorable Mayor David Frese and Members of the City Council
FROM: George Brajkovic, City Manager
SUBJECT: Resolution 03-20-03, Resolution of Intent to Issue taxable Industrial Revenue Bonds for Wilson Glass and Public Hearing to Consider Property Tax Abatement

DISCUSSION:

Brad Wilson, managing member of B&L Venture Group has submitted an Industrial Revenue Bond application for the use of up to \$310,000 in IRBs to finance the acquisition, construction and equipping of a commercial building on Lot 14 in the Urban Hess Business Park. That building will house Wilson Glass, a fabricator of Commercial storefront windows and doors. The 5k sf building will also employ up to 5 people initially and ultimately create up to 10 jobs.

By using IRBs, the project qualifies for Property Tax Abatement via the City's Tax Abatement Policy. The 5 year abatement is structured under the following categories:

Category	Percentage
Standard	45%
Project Investment	5%
Target Area	10%
Total	60%

Additionally, the applicant has agreed to a fixed PILOT (Payment in Lieu of Taxes), resulting in the following Property Tax Payments:

Year 1	\$4,849
Year 2	\$4,849
Year 3	\$4,849
Year 4	\$5,819
Year 5	\$6,983

BUDGET IMPACT:

The applicant has paid the \$2,000 application fee, there will be \$775 in bond issuance fees, and the City will receive a share of the PILOT and future property tax payments.

ACTION NEEDED:

Make a motion to adopt Resolution 03-20-03, a resolution of Intent to issue IRBs for Wilson Glass in an amount of \$310,000.

ATTACHMENTS:

Cost Benefit Analysis
Resolution 03-20-03

cc: Anna Krstuulic, City Attorney
Dan Porter, Assistant City Manager
Kevin Cowan, Gilmore & Bell Bond Counsel

RESOLUTION NO. 03-20-03

A RESOLUTION OF THE GOVERNING BODY OF THE CITY OF TONGANOXIE, KANSAS DETERMINING THE ADVISABILITY OF ISSUING TAXABLE INDUSTRIAL REVENUE BONDS FOR THE PURPOSE OF FINANCING THE ACQUISITION, CONSTRUCTION, RENOVATION AND EQUIPPING OF A COMMERCIAL FACILITY TO BE LOCATED IN SAID CITY; AND AUTHORIZING EXECUTION OF RELATED DOCUMENTS

WHEREAS, the City of Tonganoxie, Kansas (the “Issuer”) desires to promote, stimulate and develop the general economic welfare and prosperity of the City of Tonganoxie, and thereby to further promote, stimulate and develop the general economic welfare and prosperity of the State of Kansas; and

WHEREAS, pursuant to the provisions of the Kansas Economic Development Revenue Bond Act, as amended and codified in K.S.A. 12-1740 *et seq.* (the “Act”), the Issuer is authorized to issue revenue bonds for such purposes, and it is hereby found and determined to be advisable and in the interest and for the welfare of the Issuer and its inhabitants that revenue bonds of the Issuer in the approximate principal amount of \$310,000 be authorized and issued, in one or more series, to provide funds to pay the costs of the acquisition, construction, renovation and equipping of a commercial facility (the “Project”) to be located in the Issuer and to be leased by the Issuer to B&L Ventures, LLC dba Wilson Glass, a Kansas corporation (the “Tenant”).

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF TONGANOXIE, KANSAS:

Section 1. **Public Purpose.** The governing body of the Issuer hereby finds and determines that the Project will promote, stimulate and develop the general economic welfare and prosperity of the Issuer, and thereby further promote, stimulate and develop the general economic welfare and prosperity of the State of Kansas.

Section 2. **Authorization to Acquire Project; Intent to Issue Bonds.** The Issuer is hereby authorized to proceed with the acquisition, construction, renovation and equipping of the Project and to issue its revenue bonds, in one or more series, in the approximate principal amount of \$310,000 (the “Bonds”) to pay the costs thereof, subject to satisfaction of the conditions of issuance set forth herein.

Section 3. **Conditions to Issuance of Bonds.** The issuance of the Bonds is subject to: (a) the passage of an ordinance authorizing the issuance of the Bonds; (b) the successful negotiation of a Trust Indenture or Bond Agreement, Guaranty Agreement, Lease or other legal documents necessary to accomplish the issuance of the Bonds, the terms of which shall be in compliance with the Act and mutually satisfactory to the Issuer and the Tenant; (c) the successful negotiation and sale of the Bonds to a purchaser or purchasers yet to be determined (the “Purchaser”), which sale shall be the responsibility of the Tenant and not the Issuer; (d) the receipt of the approving legal opinion of Gilmore & Bell, P.C. (“Bond Counsel”) in form acceptable to the Issuer, the Tenant and the Purchaser; (e) the obtaining of all necessary governmental approvals to the issuance of the Bonds; and (f) the commitment to and payment by the Tenant or Purchaser of all expenses relating to the issuance of the Bonds, including, but not limited to: (i) expenses of the Issuer and the Issuer’s Attorney; (ii) any underwriting or placement fees and expenses; (iii) all legal fees and

expenses of Bond Counsel; and (iv) all recording and filing fees, including fees of the Kansas Board of Tax Appeals; and (g) the satisfactory negotiation of an agreement with the Tenant relating to the payment or exemption of all or a portion of property taxes assessed against the Project after issuance of the Bonds.

Section 4. Property Tax Exemption and Payment in Lieu of Taxes. The Issuer hereby determines that pursuant to the provisions of K.S.A. 79-201a *Twenty-Fourth*, the Project, to the extent purchased or constructed with the proceeds of the Bonds, should be exempt from payment of ad valorem property taxes for ten years commencing with the year following the year in which the Bonds are issued, provided proper application is made therefor; provided no exemption may be granted from the ad valorem property tax levied: (a) by a school district pursuant to the provisions of K.S.A. 72-53,113, and amendments thereto; and (b) for the uses restricted pursuant to the provisions of K.S.A. 79-201a, *Second* and *Twenty-Fourth*. In making such determination the governing body of the Issuer has conducted the public hearing and reviewed the analysis of costs and benefits of such exemption required by K.S.A. 12-1749d. The Tenant is responsible for preparing such application and providing the same to the Issuer for its review and submission to the State Board of Tax Appeals. The tax exemption granted is subject to the execution and delivery by the Tenant of an agreement for payment in lieu of taxes.

Section 5. Sales Tax Exemption. The Governing Body hereby determines that pursuant to the provisions of K.S.A. 79-3601 *et seq.* (the “Sales Tax Act”), particularly 79-3606(b) and (d) and other applicable laws, sales of tangible personal property or services purchased in connection with construction of the Project and financed with proceeds of the Bonds are entitled to exemption from the tax imposed by the Sales Tax Act; provided proper application is made therefore. In the event that the Bonds are not issued for any reason, the Tenant will not be entitled to a sales tax exemption under the terms of the Sales Tax Act and will remit to the State Department of Revenue all sales taxes that were not paid due to reliance on the sales tax exemption certificate granted hereunder.

Section 6. Reliance by Tenant; Limited Liability of Issuer. It is contemplated that in order to expedite acquisition of the Project and realization of the benefits to be derived thereby, the Tenant may incur temporary indebtedness or expend its own funds to pay costs of the Project prior to the issuance of the Bonds. Proceeds of Bonds may be used to reimburse the Tenant for such expenditures made not more than 60 days prior to the date this Resolution is adopted, and as provided by §1.150-2 of the U.S. Treasury Regulations. The Bonds herein authorized and all interest thereon shall be paid solely from the revenues to be received by the Issuer from the Project and not from any other fund or source. The Issuer shall not be obligated on such Bonds in any way, except as herein set out. In the event that the Bonds are not issued, the Issuer shall have no liability to the Tenant.

Section 7. Further Action. The Clerk is hereby authorized to deliver an executed copy of this Resolution to the Tenant. The Mayor, Clerk and other officials and employees of the Issuer, including the Issuer’s counsel and Bond Counsel, are hereby further authorized and directed to take such other actions as may be appropriate or desirable to accomplish the purposes of this Resolution, including, but not limited to: (a) cooperate with the Tenant in filing an application for a sales tax exemption certificate with the Kansas Department of Revenue with respect to Bond-financed property; (b) execution on behalf of the Issuer of the information statement regarding the proposed issuance of the Bonds to be filed with the State Board of Tax Appeals pursuant to the Act; and (c) cooperate with the Tenant to maintain any *ad valorem* property tax exemption for the Project and related facilities which is consistent with the Tenant’s charitable purposes, and execute such documents in connection therewith as are approved by the City Attorney.

Section 8. Effective Date. This resolution shall become effective upon adoption by the Governing Body and shall remain in effect until March 16, 2023, unless extended by affirmative vote of a majority of the Governing Body.

ADOPTED by the governing body of the City of Tonganoxie, Kansas on March 16, 2020.

[SEAL]

Mayor

Attest:

Clerk

CERTIFICATE

I hereby certify that the above and foregoing is a true and correct copy of the Resolution of the Issuer adopted by the governing body on March 16, 2020, as the same appears of record in my office.

DATED: March 16, 2020.

Clerk

A Tax Abatement Cost-Benefit Analysis of B&L Ventures, LLC d/b/a Wilson Glass for the City of Tonganoxie

Completed by
Municipal Consulting, LLC
2/28/2020

CONTENTS:

Report Title Page	3
Community Data Inputs	4
Data Inputs of the Firm	5
Overall Summary of Benefits, Costs and Ratios	6
City of Tonganoxie Benefits, Costs and Ratios	7
Leavenworth County Benefits, Costs and Ratios	8
Tonganoxie USD 464 Benefits, Costs and Ratios	9
State of Kansas Benefits, Costs and Ratios	10
Economic Impact of the Project on the Community	11

ABOUT THIS REPORT:

This report uses data that was collected from the firm involved and budget reports from each of the taxing entities where the project is to be located. This data is summarized on pages 4 and 5. In addition, various calculations were applied to the data using rates and information gathered from the current economic and financial conditions.

DEFINITIONS USED:

- **Rate of Return:** Incentives and tax abatements granted by the taxing entities are equivalent to a public investment in the firm. Comparing these investments to the various benefits received over the 10-year project period by the public entity produces an average annual rate of return for the period. Generally, a rate of return that exceeds the entity's cost of capital would be considered a favorable investment.
- **Net Present Value:** This is the amount that a future series of payments is worth today, given an assumed discount rate. The only way to accurately compare payments to be made or received in the future to the dollar value at present is with Net Present Value. Generally a positive net present value represents and acceptable investment opportunity.
- **Benefit - Cost Ratio:** Typically referred to as the "Cost-Benefit Ratio," this is the ratio of the public entity benefits received over the 10-year project life to the public costs incurred over the same period. If the ratio is above 1.0, then the benefits exceed the costs, and if it is less than 1.0, the costs exceed the benefits. Generally, a public entity would like to have a Benefit-to-Cost ratio of 1.3 or better in order to grant a tax abatement and/or other incentives. However, the governing body may take into account the other economic benefits of the project in making that decision.

DISCLAIMER:

This report is prepared using a variety of assumptions regarding discount rate, inflation rate, and other economic variables. It also uses information submitted by the firm based on its best estimates of what they expect to occur in the next decade. Future business results and economic factors are not and cannot be guaranteed. Therefore, we provide no guarantee on the future performance of the firm, or that conditions within the taxing entities will remain as they are today. The governing body should make its decision on the best information presented, while fully recognizing that future performance could be substantially different.

COMMENTS SPECIFIC TO THIS PROJECT:

The overall costs and benefits for each taxing entity are:

Taxing Entity	Benefit to Cost Ratio	Average Return on Investment
City of Tonganoxie	4.60	36%
Leavenworth County	4.12	31%
Tonganoxie USD 464	7.12	61%
State of Kansas	4.02	30%

Each of the taxing entities has a positive benefit-to-cost ratio in excess of the desired 1.3. This report assumes that the City of Tonganoxie will approve an IRB with a 60% property tax abatement for 5 years. A graduated PILOT payment has been considered in this analysis. This report assumes that the firm will apply for and be granted a sales tax exemption on construction materials and that the current local, county and state sales tax rates remain the same.

If you have any questions or comments, you may reach me with the contact information below.

R. Steven Robb
Sole Owner
Municipal Consulting, LLC
Cell: 620-704-6495 E-Mail: steverobb@ckt.net
www.municipalconsulting.biz
2207 N. Free King Hwy, Pittsburg, KS 66762-8418

Column1	Column2	Column3	Column4	Column5	Column6
COST-BENEFIT ANALYSIS PROJECT SUMMARY					
PROJECT NAME:		B&L Ventures, LLC d/b/a Wilson Glass			
DATE:			2/28/2020		
GOVERNMENTAL ENTITIES INVOLVED:					
CITY:			City of Tonganoxie		
COUNTY:			Leavenworth County		
SCHOOL DISTRICT:			Tonganoxie USD 464		
STATE:			State of Kansas		
INFLATION RATE:		1.50%	DISCOUNT RATE:		2.00%

B&L Ventures, LLC d/b/a Wilson Glass

Column1	Column2	Column3	Column4	Column11
Community Data Inputs:				
	City of Tonganoxie	Leavenworth County	Tonganoxie USD 464	State
Mill Levy	45.289	37.184	65.334	1.500
Market Value New Home	\$192,400	\$241,400	\$245,700	\$239,700
Sales Tax	1.750%	1.000%	n/a	6.50%
Transient Guest Tax	4.00%	0.00%	n/a	n/a
Utility Revenue/HsHld	\$296.99	n/a	n/a	n/a
Franchise Fees/HsHld	\$105.15	n/a	n/a	n/a
Other Revenues/Res.	\$76.55	\$85.60	n/a	\$1,078.69
Marg. Cost/Res./Student	\$78.45	\$49.44	\$1,226.95	\$555.12
Other Revenues/Worker	\$70.62	\$78.97	n/a	\$936.49
Marginal Cost/New Worker	\$72.37	\$45.61	n/a	\$481.94
State Funding/Pupil	n/a	n/a	\$9,002.42	n/a
Federal Funding/Pupil	n/a	n/a	\$305.10	n/a
Visitor Daily Spending	\$37.50	\$37.50		\$75
Average Hotel Room Rate	\$0	\$100		n/a
Retail Pull Factor	0.48	0.58		n/a
Percent of County Share	5.80%	100.00%		n/a
Ann. Local Per Capita Sales Tax	\$147	\$97		n/a
Ann. State Per Capita Sales Tax	\$455	\$557		\$952
Annual Per Capita Retail Sales	\$7,005	\$8,565		\$14,654
Average Household Size	2.61	2.63		2.49
Housing Vacancy Rate	4.50%	7.80%		10.90%
Avg. Wage-All Occupations	n/a	\$48,915		\$45,277

B&L Ventures, LLC d/b/a Wilson Glass

Column1	Column2	Column3	Column4	Column5	Column6	Column7	Column8	Column9	Column10	Column11	Column12	Column13	Column14	Column15
Firm Data Inputs:			First Expansion- Year 1											
	Land	Building	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	Year 9	Year 10	Year 10	Total	
	\$50,000	\$240,000	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$290,000	
	Investment in Land & Building		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$6,000	
	Investment in Equipment		\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	
	City Incentives												\$0	
	Growth	Const. Per.	Yr. 1	Yr. 2	Yr. 3	Yr. 4	Yr. 5	Yr. 6	Yr. 7	Yr. 8	Yr. 9	Yr. 10	Total	
	0.00%	\$1,000,000	\$1,500,000	\$2,000,000	\$2,500,000	\$3,000,000	\$3,500,000	\$4,000,000	\$4,500,000	\$5,000,000	\$5,000,000	\$6,000,000	\$33,000,000	
	0.00%	\$200,000	\$300,000	\$400,000	\$500,000	\$600,000	\$700,000	\$800,000	\$900,000	\$900,000	\$1,000,000	\$1,200,000	\$6,600,000	
	3.00%	\$0	\$594	\$904	\$1,242	\$1,261	\$1,600	\$1,624	\$1,648	\$1,673	\$1,698	\$1,698	\$13,161	
	3.00%	\$0	\$210	\$320	\$440	\$566	\$575	\$583	\$592	\$592	\$601	\$601	\$4,660	
	PILOT- City	\$0	\$1,554	\$1,554	\$1,865	\$2,238	\$0	\$0	\$0	\$0	\$0	\$0	\$8,487	
	PILOT - County	\$0	\$1,276	\$1,276	\$1,531	\$1,838	\$0	\$0	\$0	\$0	\$0	\$0	\$7,197	
	PILOT - State	\$0	\$51	\$51	\$62	\$74	\$0	\$0	\$0	\$0	\$0	\$0	\$290	
	PILOT - School	\$0	\$1,967	\$1,967	\$2,361	\$2,833	\$0	\$0	\$0	\$0	\$0	\$0	\$11,097	
	New Employees	0	4	1	1	1	1	1	0	0	0	0	10	
	Employees new to the city	30%	2.0	1.0	0.0	1.0	1.0	1.0	0.0	0.0	0.0	0.0	5.0	
	Employees new to the county	30%	2.0	1.0	0.0	1.0	1.0	1.0	0.0	0.0	0.0	0.0	5.0	
	Employees new to the state	n/a	2.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	2.0	
	New students in K-12		2.0	1.0	0.0	1.0	1.0	1.0	0.0	0.0	0.0	0.0	5.0	
	New employee average salary*	\$0	\$48,915	\$49,649	\$50,393	\$51,149	\$51,917	\$52,695	\$53,486	\$54,288	\$55,102	\$55,929	N/A	
	Tax Abatement-Land		60%	60%	60%	60%	60%	0%	0%	0%	0%	0%	N/A	
	Tax Abatement-Bldg.		60%	60%	60%	60%	60%	0%	0%	0%	0%	0%	N/A	
	Visitors	0.00%	0	0	0	0	0	0	0	0	0	0	0	
			City	County	State									
	Percentage of sales taxable in the		0%	0%	0%									
	Percentage of purchases taxable in the		0%	0%	0%									
	Assumed Inflation Rate		1.50%											

* Average of all occupations from Kansas Wage Survey 2017 (Leavenworth County)

Column1	Column2	Column3	Column4	Column5	Column6	Column7	Column8	Column9
COST-BENEFIT ANALYSIS PROJECT SUMMARY								
PROJECT NAME:								
B&L Ventures, LLC d/b/a Wilson Glass								
DATE:								
2/28/2020								
Entity	Total Benefits	Total Costs & Incentives	Net Benefits	Net Present Value of Net Benefits	NPV of Incentives & Taxes Abated	Ratio of Benefits to NPV of Incentives and Taxes Abated	Actual Benefit to Actual Cost Ratio	Avg. Annual Rate of Return
City of Tonganoxie	\$89,447	\$19,458	\$69,989	\$62,253	\$9,913	6.28	4.60	36%
Leavenworth County	\$58,431	\$14,187	\$44,244	\$39,413	\$8,139	4.84	4.12	31%
Tonganoxie USD 464	\$482,306	\$67,694	\$414,612	\$367,117	\$12,549	29.25	7.12	61%
State of Kansas	\$338,391	\$84,170	\$254,221	\$225,223	\$328	686.01	4.02	30%

SUMMARY OF COSTS AND BENEFITS FOR: City of Tonganoxie

PROJECT: B&L Ventures, LLC d/b/a Wilson Glass

DATE: 2/28/2020

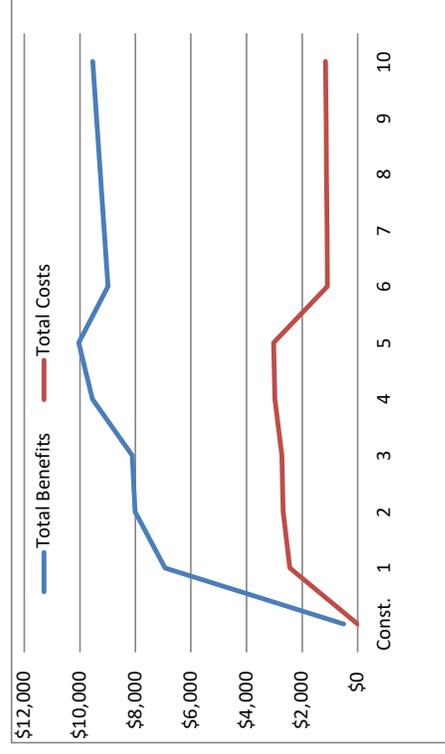
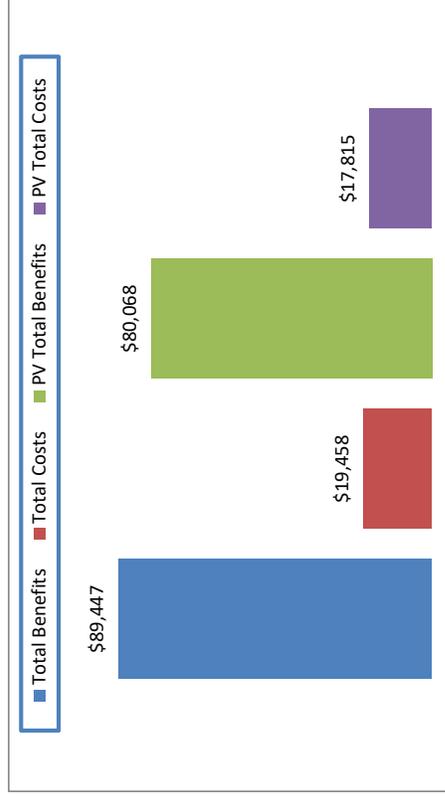
DISCOUNT RATE: 2.00%

Ratio of Actual Benefits to Actual Costs Over the 10-Year Period: 4.60

Ratio of Present Value of Total Benefits to Present Value of Total Costs: 4.49

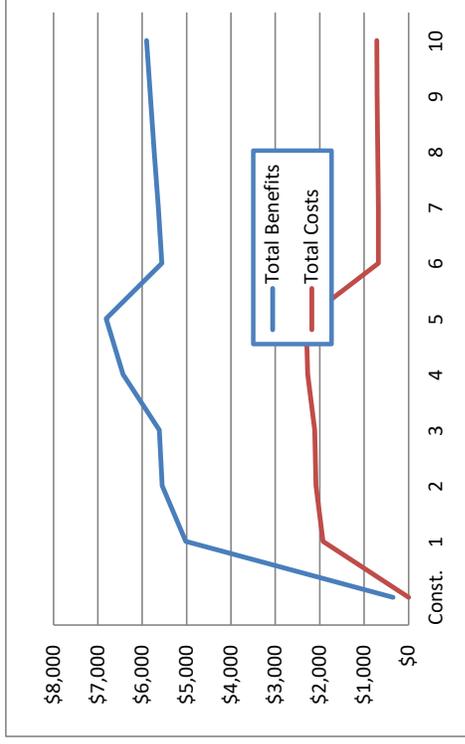
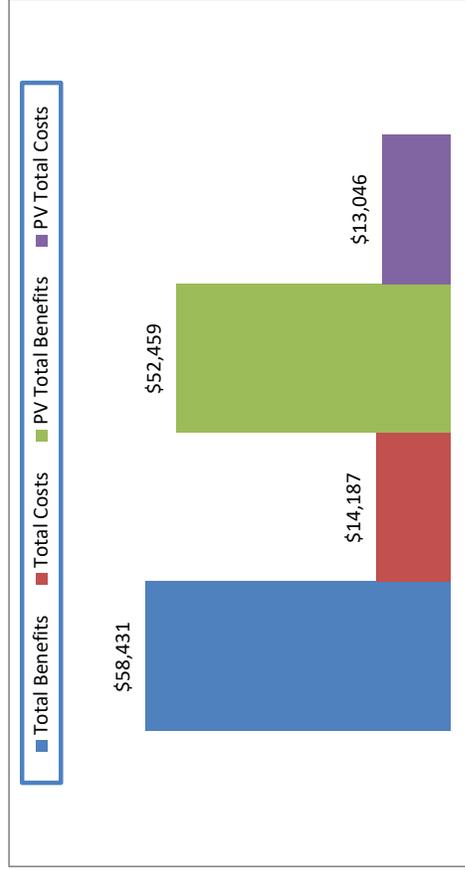
(Typical desired ratio would be 1.3 to 1) **Average ROI** 35.97%

Year	Sales and Transient Guest Taxes	New Property Taxes	Utilities and Franchise Fees	PILOT Payment	Other City Revenues	Total Benefits	Net Present Value of Total Benefits	Incentives and Cost of Various City Services	Property Taxes Abated	Total Costs	Net Present Value of Total Costs	Net Benefits or Costs	Cumulative Net Benefits or Costs	Net Present Value of Net Benefits	Net Present Value of Incentives & Taxes Abated
Const.	\$504	\$0	\$0	\$0	\$0	\$504	\$504	\$0	\$0	\$0	\$0	\$504	\$504	\$504	\$0
1	\$777	\$3,403	\$804	\$1,554	\$394	\$6,932	\$6,796	\$403	\$2,042	\$2,445	\$2,397	\$4,487	\$4,991	\$4,399	\$2,002
2	\$1,183	\$3,455	\$1,225	\$1,554	\$599	\$8,015	\$7,704	\$614	\$2,073	\$2,687	\$2,582	\$5,328	\$10,319	\$5,121	\$1,992
3	\$1,200	\$3,506	\$1,243	\$1,554	\$608	\$8,112	\$7,644	\$623	\$2,104	\$2,727	\$2,570	\$5,385	\$15,703	\$5,074	\$1,982
4	\$1,624	\$3,559	\$1,682	\$1,865	\$823	\$9,553	\$8,826	\$843	\$2,135	\$2,979	\$2,752	\$6,574	\$22,278	\$6,074	\$1,973
5	\$1,649	\$3,612	\$1,707	\$2,238	\$835	\$10,042	\$9,095	\$856	\$2,167	\$3,023	\$2,738	\$7,018	\$29,296	\$6,357	\$1,963
6	\$2,092	\$3,667	\$2,166	\$0	\$1,060	\$8,984	\$7,978	\$1,086	\$0	\$1,086	\$964	\$7,898	\$37,194	\$7,013	\$0
7	\$2,123	\$3,721	\$2,199	\$0	\$1,076	\$9,119	\$7,939	\$1,102	\$0	\$1,102	\$960	\$8,017	\$45,211	\$6,979	\$0
8	\$2,155	\$3,777	\$2,232	\$0	\$1,092	\$9,256	\$7,900	\$1,119	\$0	\$1,119	\$955	\$8,137	\$53,348	\$6,945	\$0
9	\$2,187	\$3,834	\$2,265	\$0	\$1,108	\$9,395	\$7,861	\$1,136	\$0	\$1,136	\$950	\$8,259	\$61,606	\$6,911	\$0
10	\$2,220	\$3,891	\$2,299	\$0	\$1,125	\$9,536	\$7,822	\$1,153	\$0	\$1,153	\$946	\$8,383	\$69,989	\$6,877	\$0
Total	\$17,714	\$36,426	\$17,821	\$8,765	\$8,720	\$89,447	\$80,068	\$8,936	\$10,521	\$19,458	\$17,815	\$69,989	\$69,989	\$62,253	\$9,913



SUMMARY OF COSTS AND BENEFITS FOR: **Leavenworth County** **Ratio of Actual Benefits to Actual Costs Over the 10-Year Period: 4.12**
PROJECT: **B&L Ventures, LLC d/b/a Wilson Glass** **Ratio of Present Value of Total Benefits to Present Value of Total Costs: 4.02**
DATE: 2/28/2020 **DISCOUNT RATE:** 2.00% **Average ROI** 31.19%

Year	Sales and Transient Guest Taxes	New Property Taxes	PILOT Payment	Other County Revenues	Total Benefits	Net Present Value of Total Benefits	Cost of Various County Services	Property Taxes Abated	Total Costs	Net Present Value of Total Costs	Net Benefits or Costs	Cumulative Net Benefits or Costs	Net Present Value of Net Benefits	Net Present Value of Taxes Abated
Const.	\$348	\$0	\$0	\$0	\$348	\$348	\$0	\$0	\$0	\$0	\$348	\$348	\$348	\$0
1	\$513	\$2,794	\$1,276	\$434	\$5,017	\$4,919	\$250	\$1,677	\$1,927	\$1,889	\$3,090	\$3,438	\$3,030	\$1,644
2	\$781	\$2,836	\$1,276	\$660	\$5,554	\$5,338	\$381	\$1,702	\$2,083	\$2,002	\$3,471	\$6,909	\$3,336	\$1,636
3	\$793	\$2,879	\$1,276	\$670	\$5,618	\$5,294	\$387	\$1,727	\$2,114	\$1,992	\$3,504	\$10,412	\$3,302	\$1,628
4	\$1,073	\$2,922	\$1,531	\$907	\$6,433	\$5,943	\$524	\$1,753	\$2,277	\$2,104	\$4,156	\$14,569	\$3,840	\$1,620
5	\$1,089	\$2,966	\$1,838	\$920	\$6,813	\$6,171	\$532	\$1,780	\$2,311	\$2,093	\$4,502	\$19,071	\$4,078	\$1,612
6	\$1,382	\$3,010	\$0	\$1,168	\$5,560	\$4,937	\$674	\$0	\$674	\$599	\$4,886	\$23,957	\$4,338	\$0
7	\$1,403	\$3,055	\$0	\$1,185	\$5,644	\$4,913	\$685	\$0	\$685	\$596	\$4,959	\$28,916	\$4,317	\$0
8	\$1,424	\$3,101	\$0	\$1,203	\$5,728	\$4,889	\$695	\$0	\$695	\$593	\$5,033	\$33,949	\$4,296	\$0
9	\$1,445	\$3,148	\$0	\$1,221	\$5,814	\$4,865	\$705	\$0	\$705	\$590	\$5,109	\$39,058	\$4,275	\$0
10	\$1,467	\$3,195	\$0	\$1,239	\$5,901	\$4,841	\$716	\$0	\$716	\$587	\$5,186	\$44,244	\$4,254	\$0
Total	\$11,720	\$29,907	\$7,197	\$9,607	\$58,431	\$52,459	\$5,549	\$8,638	\$14,187	\$13,046	\$44,244	\$44,244	\$39,413	\$8,139



SUMMARY OF COSTS AND BENEFITS FOR:

PROJECT: B&L Ventures, LLC d/b/a Wilson Glass

DATE: 2/28/2020

Tonganoxie USD 464

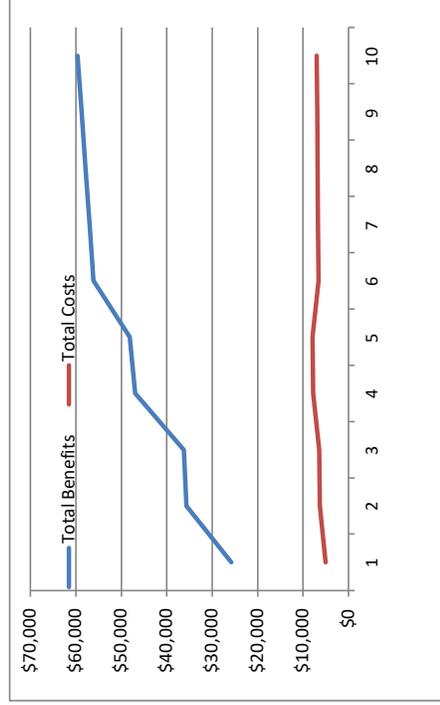
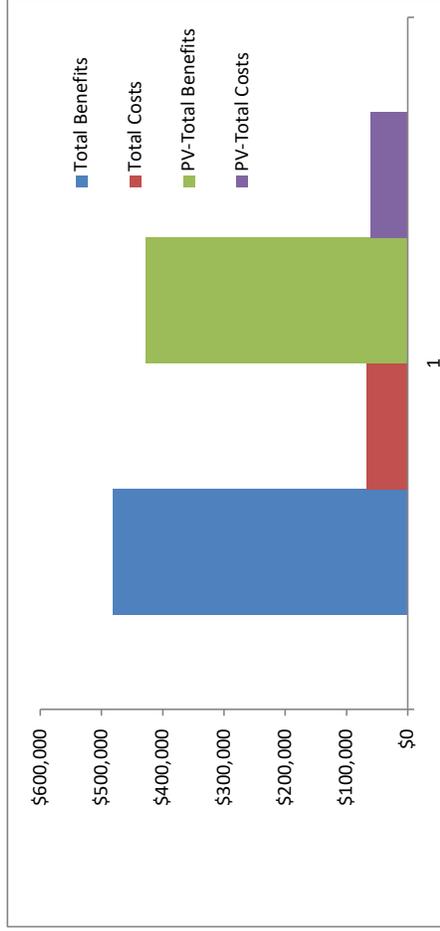
Ratio of Actual Benefits to Actual Costs Over the 10-Year Period: 7.12

Ratio of Present Value of Total Benefits to Present Value of Total Costs 7.05

Average ROI 61.25%

DISCOUNT RATE: 2.00%

Year	New Property Taxes	PILOT Payment	District Capital Outlay Taxes	Additional State, Federal and Other Funding	Total Benefits	Net Present Value of Total Benefits	Additional Costs	Property Taxes Abated	Total Costs	Net Present Value of Total Costs	Net Benefits or Costs	Cumulative Net Benefits or Costs	Net Present Value of Net Benefits	Net Present Value of Taxes Abated
1	\$4,309	\$1,967	\$601	\$18,894	\$25,772	\$25,266	\$2,454	\$2,585	\$5,039	\$4,940	\$20,732	\$20,732	\$20,326	\$2,535
2	\$4,373	\$1,967	\$610	\$28,767	\$35,717	\$34,331	\$3,736	\$2,624	\$6,360	\$6,113	\$29,357	\$50,090	\$28,217	\$2,522
3	\$4,439	\$1,967	\$619	\$29,198	\$36,224	\$34,134	\$3,792	\$2,663	\$6,455	\$6,083	\$29,768	\$79,858	\$28,051	\$2,510
4	\$4,506	\$2,361	\$629	\$39,515	\$47,010	\$43,430	\$5,132	\$2,703	\$7,835	\$7,239	\$39,174	\$119,033	\$36,191	\$2,497
5	\$4,573	\$2,833	\$638	\$40,107	\$48,152	\$43,613	\$5,209	\$2,744	\$7,953	\$7,203	\$40,199	\$159,231	\$36,409	\$2,485
6	\$4,642	\$0	\$648	\$50,886	\$56,176	\$49,882	\$6,609	\$0	\$6,609	\$5,868	\$49,567	\$208,798	\$44,014	\$0
7	\$4,711	\$0	\$657	\$51,650	\$57,018	\$49,638	\$6,708	\$0	\$6,708	\$5,840	\$50,310	\$259,108	\$43,798	\$0
8	\$4,782	\$0	\$667	\$52,424	\$57,873	\$49,394	\$6,809	\$0	\$6,809	\$5,811	\$51,065	\$310,173	\$43,583	\$0
9	\$4,854	\$0	\$677	\$53,211	\$58,742	\$49,152	\$6,911	\$0	\$6,911	\$5,783	\$51,831	\$362,004	\$43,370	\$0
10	\$4,927	\$0	\$687	\$54,009	\$59,623	\$48,911	\$7,014	\$0	\$7,014	\$5,754	\$52,608	\$414,612	\$43,157	\$0
Total	\$46,115	\$11,097		\$418,660	\$482,306	\$427,752	\$54,374	\$13,320	\$67,694	\$60,635	\$414,612	\$414,612	\$367,117	\$12,549



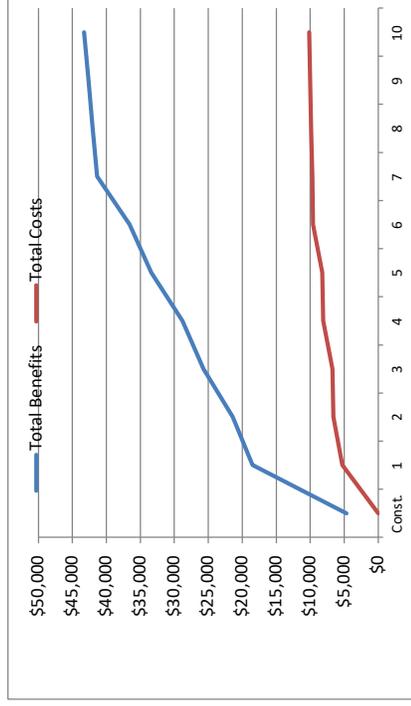
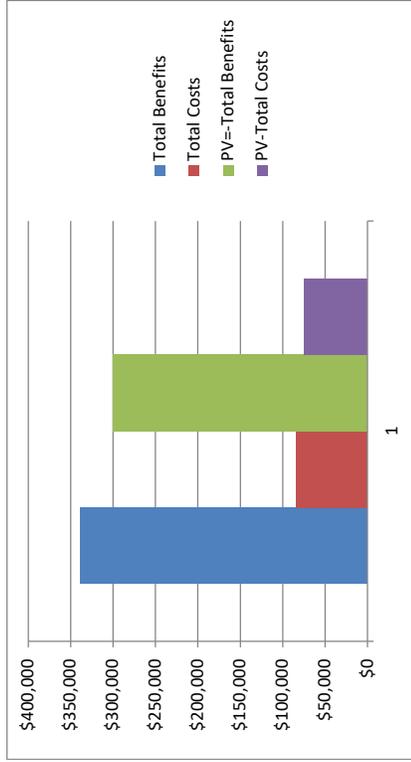
SUMMARY OF COSTS AND BENEFITS FOR:
B&L Ventures, LLC d/b/a Wilson Glass

State of Kansas
 Ratio of Actual Benefits to Actual Costs Over the 10-Year Period: **4.02**
 Ratio of Present Value of Total Benefits to Present Value of Total Costs: **4.01**
 (Typical desired ratio would be 1.3 to 1) Average ROI: **30.20%**

DATE: 2/28/2020

DISCOUNT RATE: 2.00%

Year	Sales Taxes	New Property Taxes	Corporate and Personal Income Taxes	PILOT Payment	Other State Revenues	Total Benefits	Net Present Value of Total Benefits	Cost of Various State Services	Cost of Educating New Students	Property Taxes Abated	Other Costs & Incentives	Total Costs	Net Present Value of Total Costs	Cumulative Net Benefits or Costs	Net Present Value of Net Benefits	Present Value of Taxes Abated and Incentives
Const.	\$2,262	\$0	\$2,400	\$0	\$0	\$4,662	\$4,662	\$0	\$0	\$0	\$0	\$0	\$0	\$4,662	\$4,662	\$0
1	\$7,459	\$113	\$5,478	\$51	\$5,398	\$18,500	\$18,137	\$2,751	\$2,454	\$68	\$0	\$5,273	\$5,170	\$13,227	\$17,889	\$12,988
2	\$8,795	\$114	\$6,951	\$51	\$5,479	\$21,391	\$20,561	\$2,793	\$3,736	\$69	\$0	\$6,597	\$6,341	\$14,794	\$32,683	\$14,220
3	\$11,527	\$116	\$8,466	\$51	\$5,562	\$25,722	\$24,238	\$2,835	\$3,792	\$70	\$0	\$6,696	\$6,310	\$19,026	\$51,709	\$17,928
4	\$12,961	\$118	\$10,025	\$62	\$5,645	\$28,811	\$26,617	\$2,877	\$5,132	\$71	\$0	\$8,080	\$7,464	\$20,731	\$72,440	\$19,152
5	\$15,833	\$120	\$11,629	\$74	\$5,730	\$33,386	\$30,239	\$2,920	\$5,209	\$72	\$0	\$8,201	\$7,428	\$25,185	\$97,625	\$22,811
6	\$17,370	\$121	\$13,279	\$0	\$5,816	\$36,587	\$32,488	\$2,964	\$6,609	\$0	\$0	\$9,573	\$8,500	\$27,014	\$124,639	\$23,987
7	\$20,390	\$123	\$14,976	\$0	\$5,903	\$41,392	\$36,034	\$3,008	\$6,708	\$0	\$0	\$9,716	\$8,459	\$31,676	\$156,315	\$27,576
8	\$20,696	\$125	\$15,201	\$0	\$5,991	\$42,013	\$35,858	\$3,054	\$6,809	\$0	\$0	\$9,862	\$8,417	\$32,151	\$188,466	\$27,440
9	\$21,006	\$127	\$15,429	\$0	\$6,081	\$42,643	\$35,682	\$3,099	\$6,911	\$0	\$0	\$10,010	\$8,376	\$32,633	\$221,099	\$27,306
10	\$21,321	\$129	\$15,660	\$0	\$6,173	\$43,283	\$35,507	\$3,146	\$7,014	\$0	\$0	\$10,160	\$8,335	\$33,123	\$254,221	\$27,172
Total	\$159,621	\$1,206	\$119,495	\$290	\$57,778	\$338,391	\$300,023	\$29,447	\$54,374	\$348	\$0	\$84,170	\$74,801	\$254,221	\$254,221	\$225,223



B&L Ventures, LLC d/b/a Wilson Glass

Other Economic Impacts of the Project

	In the First Year	Over 10 Years
Permanent jobs created	4	10
Construction jobs created	5	
Number of New Residents in the Community	6	14
Number of Additional Students in the Local School District	2	5
Increase in Local Personal Incomes	\$195,660	\$4,181,952
Increase in Local Retail Sales	\$111,994	\$897,265
Increase in the Community's Property Tax Base	\$240,000	\$240,000
Estimated new annual property tax revenues:		
	City	\$3,891
	County	\$3,195
	School	\$5,614
	State	\$129
	Total	\$12,829



Office of the City Manager
AGENDA STATEMENT

DATE: March 12, 2020
To: Honorable Mayor David Frese and Members of the City Council
FROM: Melanie Bilby, Administrative Assistant
SUBJECT: Funding for the 2020 contribution to the Leavenworth County Development Corporation (LCDC)

DISCUSSION:

Staff received an invoice requesting payment for the City of Tonganoxie's 2020 Public Sector Funding for the Leavenworth County Development Corporation (LCDC). LCDC works with many entities in Leavenworth County to provide businesses and citizens with economic development resources. More than 10 years ago, cities in Leavenworth County instituted a funding mechanism which factors in assessed valuation and population in order to determine the annual funding request of each participating entity. The City's Public Sector Funding Contribution in the last two years has been \$7,723 and \$7,976. The increase in the amount of requested contribution this year is a result of growth in assessed valuation and population for the City of Tonganoxie relative to the remainder of the County.

The City's 2020 adopted budget includes funding allocated in the General Fund for a contribution to the Leavenworth County Development Corporation (LCDC) in the amount requested. This item was a part of budget workshop discussions held in 2019 and is being brought to City Council for consideration of the expenditure authorization.

BUDGET IMPACT:

The required level of funding is fully budgeted in the City's General Fund in 2020.

ACTION NEEDED:

Make a motion to authorize the 2020 funding contribution to the Leavenworth County Development Corporation, in an amount not to exceed \$8,394.

ATTACHMENTS:

Invoice #1630

cc: George Brajkovic, City Manager
Dan Porter, Assistant City Manager

Leavenworth County Development Corporation
 Leavenworth County Port Authority
 Leavenworth, KS 66048

Invoice

Phone # 9137276111 mmack@lvcountyed.org
 Fax # 913-727-5515 www.LVCountyED.org

Invoice #	Bill Date
1630	1/31/2020



Bill To
City of Tonganoxie 526 E. 4th Tonganoxie, KS 66086

Quantity	Description	Rate	Amount
1	2020 LCDC Public Sector Funding	8,394.00	8,394.00

Please make payment to:
 Leavenworth County Development Corporation
 Leavenworth County Port Authority
 1294 Eisenhower Road
 Leavenworth, KS 66048

Balance Due

\$8,394.00

2019: A YEAR IN REVIEW



LEAVENWORTH COUNTY
DEVELOPMENT CORPORATION

FROM THE PRESIDENT

Momentum is strength or force gained by motion or by a series of events.

As we head into 2020, we use the term momentum to describe what is happening within our organization.

This past year has been met with enthusiasm and a drive to increase our momentum. We continue to usher in our largest push in marketing efforts in the organization's history. Those efforts have brought our presence in the industry to unparalleled professionalism.

Our marketing is bright, vibrant, concise. It enhances our toolbox so that we can actively engage with those who might peek into our world. Whether through web clicks or emails, we have better and much more detailed information about those looking into us.

LCDC collaborated with the City of Tonganoxie, GBA, First State Bank, Mutual Savings and Unilock to host the first-ever "Boots on the Ground" Marketing Event at the Tonganoxie Business Park. We invited industry professionals and site consultants to our site. We want to bring that kind of creativity and out-of-the-box thinking to marketing our parks and other assets in 2020.

The world of Economic Development is faster paced than ever. There is no rest in this game. No commercial breaks, no half-time. Celebrations are short-lived, and successes quickly forgotten. There is always someone who may be working harder than you. We use momentum to continue pursuit in a world where our competitors are seeking the same. Resting and pausing are the enemies of momentum.

Each day is an opportunity to build on our success. I urge you to help us continue building momentum.

As we head into 2020, I challenge you to start each day with the power of "Nunc Coepi" – the Latin saying for, "Now I begin."



Harland Russell
President, LCDC



2019 LCDC BY THE NUMBERS



In 2019 LCDC facilitated the creation and retention of **133** jobs and capital investment of **\$16.5** million



LCDC helped save local businesses **\$1,744,052** in grants, loans and tax savings last year.



In just the past 5 years, LCDC's impact on the economy of Leavenworth County includes projects with new private sector capital investment of over

\$90 million and **814** new and retained jobs.

LCDC has worked with local and state programs to save local companies **\$7,690,376.**



We are excited to have **two new buildings** constructed in the Urban Hess Business Park in 2019. HMC Performance Coating is expanding into a new building next to its existing facility. S & S Alloy built a new facility to replace one destroyed by fire a year ago.



1st Site Tour Event in Leavenworth County featuring the Tonganoxie Business Park



4 Communities and Leavenworth County served by LCDC



69 students at two Classroom to Career Days

EXPANSIONS AND GROWTH

HMC Performance Coatings in Tonganoxie is building a 10,000 square-foot building next door to the company's existing facility in the Urban Hess Business Park. The facility will cost \$640,000 to build, but total capital investment for the project is \$2,184,264 and will include the addition of eight jobs. LCDC has been working with HMC for five years on HPIP tax credits, utility sales tax exemption savings as well as bringing in the SBDC to help the company grow.



Unilock Kansas' new building at the Tonganoxie Business Park is open for business! Unilock Kansas is the Business Park's first tenant and was recruited by LCDC.



CREATING NEW DEVELOPMENT OPPORTUNITIES

The **LCDC and LCPA** have joined forces to develop a Spec Building Program. The program is designed to incent private sector companies to construct new buildings within the 10,000 to 20,000 square-foot range and is another tool to encourage development in all parts of the County.



TWO BASEHOR PROPERTIES ARE NOW AVAILABLE:

- 362.8+ acres just northwest of 147th Street and Parallel Road, a perfect location for a distribution center
- Wolf Creek Junction, 13 pad sites on 22.5 acres ready for commercial development three miles west of the Kansas Speedway



Leavenworth County Ranked #10 in Fastest GDP Growth



A recent study by financial technology company *SmartAsset* analyzed which counties have the fastest GDP growth in Kansas. Leavenworth County was ranked the 10th fastest growing county out of 105 counties in Kansas over a four-year period by *SmartAsset*.



PROMOTING MARKET-READY BUSINESS PARKS AND PROPERTIES

MARKETING INITIATIVES

LCDC proactively marketed using an email and advertising campaign to promote the Business Parks in Leavenworth, Tonganoxie and available properties in Lansing and Basehor throughout 2019.

44,000

commercial real estate subscribers reached through a dedicated opted-in email campaign



7 Email blasts to investors and commercial real estate contacts featuring property information



7 New marketing sheets/brochures



4 New 3-D animated drone videos produced for the Business Parks



153 Email blast and digital ad clicks



HOSTED SITE TOUR

LCDC partnered with GBA, Mutual Savings Association, First State Bank & Trust, Unilock and the City of Tonganoxie to host a site tour with local and regional real estate brokers at the Tonganoxie Business Park. The site tour was held as a poker run, featuring the five remaining lots at the Park.



RAISING THE COUNTY'S PROFILE THROUGH LEADERSHIP AND PARTNERSHIPS

RAISING THE COUNTY'S PROFILE THROUGH LEADERSHIP AND PARTNERSHIPS

Steve and Lisa have been active participants on several boards and committees and have attended many conferences throughout the year. Steve was recently elected President of Kansas Economic Developers Alliance (KEDA) and continues to represent Leavenworth County on the Team Kansas Board and the Local Area III Workforce Development Board.

Lisa is active on the Grow Leavenworth County board. She completed her first year at the University of Oklahoma's Economic Development Institute (EDI) in 2019. The LCDC team also participated in the County's Comprehensive Plan meetings and the Kansas Economic Policy Conference.

NEW KANSAS SECRETARY OF COMMERCE VISITS THE COUNTY

LCDC led a day-long economic development tour for Kansas Secretary of Commerce David Toland and various city, county and state dignitaries. The visit included several properties and Business Parks in Leavenworth, Basehor, Lansing and Tonganoxie.

To learn more about the Kansas Framework for Growth, visit: www.kansasgrowth.com



CONTRIBUTING IDEAS FOR KCADC'S NEW GLOBAL BRAND

LCDC investors were invited to participate in KCADC's listening session to collect ideas on a new global brand platform which will elevate the KC region as a global destination for business, lifestyle and career. The Charlie Hustle KC Heart icon was selected as the best representation of KC's unique culture, values and influence.



OTHER TARGETED MARKETING AND NETWORKING EVENTS INCLUDED:

- **SIOR** (Society of Industrial and Office Realtors) **Development Day** at Union Station in Kansas City provided LCDC an opportunity to meet with commercial and industrial realtors, brokers, engineers and construction companies in the metro area about opportunities in Leavenworth County.
- LCDC co-sponsored the Kansas City Area Development Council's (KCADC) **Site Consultant Premier Event** to showcase the metro area to nine top site location consultants from around the country.
- Steve traveled to Chicago with Kansas Secretary of Commerce David Toland to **meet with national site location consultants, industrial realtors and brokers.**
- LCDC **toured the Leavenworth and Tonganoxie business parks** with Trent Armbrust, the new Director of Strategy, Bioscience and Technology at the Kansas Department of Commerce.
- LCDC attended the **Annual Meeting for KCADC** along with representatives from Basehor, Tonganoxie and Leavenworth.
- LCDC also **hosted Chang Lu**, an international trade representative who now also does business recruitment for the Kansas Department of Commerce at the KCADC Annual Meeting.

THANKS FOR ANOTHER SUCCESSFUL GOLF TOURNAMENT!

Trophy winners include:

1st Place - City of Basehor (Dave Breuer team)

2nd Place - City of Basehor (Ben Sims team)

3rd Place - Zephyr

Best Dressed - Lexeco



LEAD GENERATING AND SELF QUALIFYING LCDC WEBSITE ANALYTICS:

- **4:03 minutes** is the average session length of sites and properties viewed in the searchable database, **LocationOne Information System (LOIS)**
- Illinois and California tie in top states that **viewed LCDC's available sites and properties in LOIS**
- Excluding the Home page, the **"LOIS Property Search" page was the most viewed page on the website** site followed by the "Leading Employers" page
- The LCDC website **appeared in 50,600 Google searches**
- 10,740 LCDC website pageviews in 2019
- **4,071 Users** visited LCDC's website
- **31.61%** of visitors viewed the LCDC website on a **mobile device or tablet**
- Viewer locations:

KANSAS
38.48%

MISSOURI
16.02%

ILLINOIS
8.68%

VIRGINIA
7.68%

TEXAS
3.60%

MOMENTUM 2020

LCDC WILL BE MARKETING THE COUNTY THIS YEAR AT THESE HIGH-PROFILE EVENTS:

➔ **Kansas City Real Estate Networking Events**

- *MetroWire Media* 2020 KC Market Forecast
- *MetroWire Media* Industrial Summit
- Colliers Commercial Real Estate Event
- KCADC Quarterly Investor Briefings
- KC SmartPort 2020 Industry Briefing
- KCADC/KC Real Estate Council Event at “The K”
- SIOR Development Day
- KCADC Annual Meeting

➔ **Team Kansas Marketing Trips**

- 3 dinners or lunches hosting site consultants
 - Chicago, Omaha, Atlanta &/or Dallas

➔ **KCADC Marketing Events**

- In-Market Site Consultant Premier Event
 - Kansas City
- 1 to 2 additional Consultant Events
 - Dallas, Atlanta and/or Chicago

➔ **KCADC Animal Health Homecoming Event, Kansas City**

➔ **Site Selectors Guild, Atlanta, GA**



LEAVENWORTH COUNTY
DEVELOPMENT CORPORATION

1294 Eisenhower Road
Leavenworth, KS 66048
913.727.6111

www.LVCountyED.org



Office of the City Manager
AGENDA STATEMENT

DATE: March 16, 2020
To: Honorable Mayor David Frese and Members of the City Council
FROM: Dan Porter, Assistant City Manager
SUBJECT: Resolution No. 03-20-04: Approving Purchase and Lease Purchase Agreement for 2020 Elgin Pelican P Street Sweeper

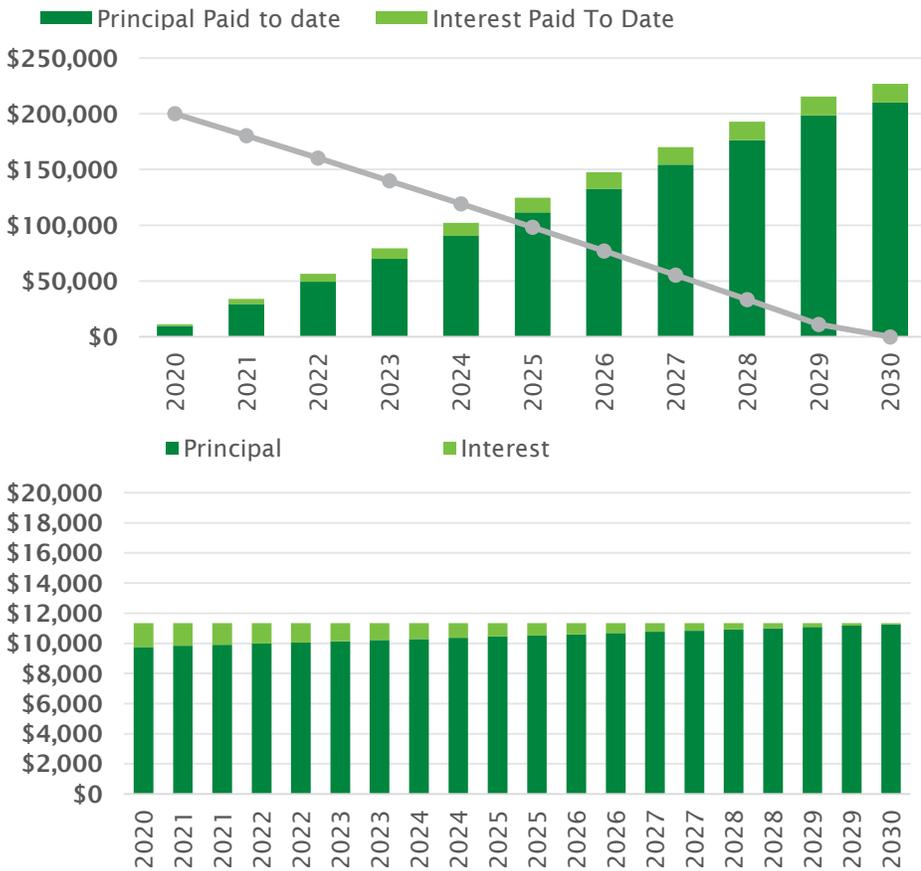
DISCUSSION:

The Public Works Department is requesting approval to acquire a replacement for the City's existing 2000 Elgin Pelican Street Sweeper. This piece of equipment was purchased by the City in 1999 and it is the only street sweeper owned and utilized by the City. The equipment is primarily utilized for cleaning and maintaining the City road infrastructure, including periodic cleanings and special treatment following events like snow/ice treatment applications, vehicular accidents, construction projects, spills of materials on roadways, and cleanup after parade events.

In preparation for the development of the 2020 budget, the 2000 Elgin Pelican Street Sweeper was evaluated on a scale called the American Public Works Association Fleet Replacement Guide. This piece of equipment scored as "Needs immediate examination for replacement," which was mostly driven by the criteria age, reliability, and condition. Maintenance records since 2003 are also provided as an attachment and demonstrate almost \$18,000 in total maintenance and repair parts ordered from the local vendor supplying and maintaining Elgin street sweepers over that period of time. Of particular note are the 13 unique part order dates since 2018. In most cases City staff have been able to complete the necessary repairs made to the City's street sweeper, but most repair dates likely indicate a period of unavailability for service for the City's only street sweeper and the commitment of valuable staff time to making repairs at the expense of other priorities. The replacement of the 2000 Elgin Pelican Street Sweeper was planned within the 2020 adopted budget as an item anticipated for financing via a lease-purchase agreement with the option for early repayment.

Staff reviewed the limited options available for street sweeper equipment purchases and visited other municipal public works departments to learn about the experience with different technologies. Based on the findings from that research, staff propose the procurement of a 2020 Elgin Pelican P product from Key Equipment and Supply in Kansas City, KS. This vendor is the designated Elgin purchasing agent for any entities within the entire states of Kansas and Missouri. The City of Tonganoxie is a member of a purchasing cooperative called Sourcewell, which allows the City to access pricing which factors in product mix, volume discounts, and market prices without requiring the City to actively solicit multiple bids for similar products. The proposed overall purchase price using the City's Sourcewell procurement option is \$209,888.05.

When the development of the 2020 was completed the City anticipated financing the equipment (estimated at cost of up to \$225,000) over a term of 10 years, with the preservation of the option to make prepayment earlier than 10 years if carryover cash balances allowed for the decision to be considered. Staff solicited lease quotes from three local financial institutions for the amount of \$209,888.05 and received two responses. The response from First State Bank and Trust included the lowest interest rate and it would result in approximately \$16,996.84 in total interest cost over the 10 year term of the agreement. The City currently has several other lease purchase agreements for equipment or real estate in place with First State Bank & Trust. Staff reviewed the draft agreement with Springsted, the City's Financial Advisor, and recommend approval of the agreement in order to finance the cost of acquisition.



BUDGET IMPACT:

The 2020 budget adopted by the City Council in August 2019 included allocations for debt service payments associated with a replacement of the Street Sweeper in the City’s General Fund and Storm Water Utility Fund. There is adequate expenditure authority available in 2020 to authorize the purchase and associated lease purchase agreement. The first payment would be due September 1, 2020 and debt service included in the amortization schedule from 2021 – 2029 is \$22,688.50, with the final payment of \$11,344.14 due on March 1, 2030. Proceeds from the disposition of the City’s existing street sweeper will be deposited in the Storm Water Fund to support future payments.

ACTIONS NEEDED:

Make a motion to authorize acceptance of the quote to purchase a 2020 Elgin Pelican Street Sweeper for an amount not to exceed \$209,888.05, including the disposition of the City’s 2000 Elgin Pelican Street Sweeper via Purple Wave upon receipt of the newly purchased equipment.

Make a motion to approve Resolution 03-20-04, authorizing the Mayor to execute a lease purchase agreement for a 2020 Elgin Pelican Street Sweeper between the City of Tonganoxie and First State Bank and Trust of Tonganoxie.

ATTACHMENTS:

- Quote – 2020 Elgin Pelican Street Sweeper
- Resolution 03-20-04: Lease Agreement for City of Tonganoxie & First State Bank and Trust of Tonganoxie

cc: George Brajkovic, City Manager
 Kent Heskett, Public Works Director



Presents a Proposal Summary

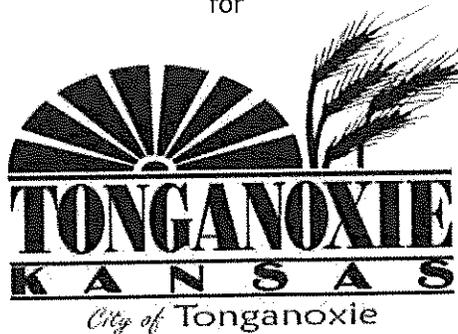
of the



Pelican P

Pelican P Three Wheel Broom Street Sweeper with Single Side Broom and Belt Conveyor

for



Steve Williams
Tel:913-915-8709

Sourcewell

Formerly NJPA

PRODUCT DESCRIPTION

· Single steer & gutter broom, right side hydraulically driven, Tier 4F JD 4045TF low emission diesel engine, hydrostatic drive and steering, chassis and wheels powder coated standard white.

STANDARD FEATURES

- Air cleaner, two-stage, dry type with restriction indicator
- Air Conditioner
- Alternator, 120 amp
- Anti Siphon water fill
- Automatic engine shutdown (oil pressure/engine temperature)
- Automatic pickup in reverse
- B20 biodiesel compatible
- Back up alarm, electric
- Battery, maintenance free
- Brakes, power
- Broom, main, hydraulically suspended
- Broom, main, in cab pressure control
- Broom, main, prefab, disposable
- Broom, side broom, hydraulically suspended
- Broom, side broom, in cab pressure control
- Broom Measurement Ruler
- Bumper pads, front jack
- Coolant recovery system
- Doors, see through glass, prop-able
- Electronic Throttle
- Engine, hour meter
- Gauges & Warning lights: engine oil temperature engine oil pressure fuel levels speedometer & odometer w/trip set
- Fenders, over front wheels
- Flushing system for hopper/conveyor
- Fuel tank, 35 gallons
- Fuel Water separator with indicator light
- Heater, pressurizer with filtered air, defroster
- Hose, hydrant fill, 16' 8" with coupling
- Light, spotlight, adjustable, one per side broom
- Lights, 2 combination, tail/stop lights
- Lights, headlights, multiple beam
- Lights, low water light
- Low Hydraulic Warning
- Main broom controls in cab
- Manuals, operator and parts
- Mirror, inside rear view
- Mirrors, outside, front mounted 6 inch fish eyes
- Mirrors, outside, front post mounted, west coast type, one each side
- Parking brake with interlock
- Rear Camera & in cab monitor
- Return to sweep feature
- Seat Belts (both sides for dual)
- Seats, extra wide cordura suspension seats with arm rests

- Signals, self-canceling directional with hazard switch
- Sprung guide wheel, heavy duty
- Steering wheel, tilt and telescoping
- Sun visors
- Tachometer, diesel engine
- Tires, tubeless radials
- Tow loops, four
- Water tank, fill gauge
- Water tank, molded polyethylene: 220 gallon total nominal capacity
- Wheels, dual guide
- Wheels painted grey
- Window, opening front opera
- Windshield washer
- Windshield wipers with intermittent setting
- Windshield, tinted
- Rubber Dirt Shoes
- Unheated Unmotorized Mirrors
- Sweeper Painted Standard White
- Red Logo
- 1 Year Parts and Labor Warranty
- Sweeper - Operator Manual
- Sweeper Parts Manual
- John Deere Operator Manual
- John Deere Parts Manual

ADDITIONAL FEATURES

- Sidebroom Tilt Option Right Hand
- Strip Main Broom (URB) - Center Sweep
- Lower Roller Deflector
- Lower Conveyor Cleanout
- Conveyor Stall Alarm
- In Cab Air Restriction Gauge for Sweeper Engine Air Filter
- Midwest Autolube Single Sidebroom
- Engine Pre-Cleaner
- Hydraulic Level Shutdown
- Hydraulic Temperature Shutdown
- LED Stop/Tail/Turn
- LED Arrowstick
- AM/FM/CD With (2) Map Lights
- Right Hand Heavy Duty Limb Guard
- Right Hand Bostrom Air Ride Hi Back Cloth
- Sweeper Service Manual

2020 Elgin Pelican:	\$212,565.00
Less Sourcewell Disdcount:	<\$6,376.95>
Local Delivery, PDI, and Install Training:	\$3,700.00
Total Invoice Amount:	\$209,888.05

Sourcewell Contract #: 122017-FSC
Sourcewell Member #: 166570

Price valid for 30 Days from date of 2/14/2020

Product Model: PELICANP

Product Model: PELICANP

Proposal Date: 2/14/2020

Quote Number: 2019-34576

Price List Date: 12/9/2019

P.O. Number:

Payment Terms:

Proposal Notes:

1. Multiple unit orders will be identical to signed proposal. Changes or deviations to any unit of a multiple unit order will require a new signed proposal.
2. Chassis specifications and data codes for customer supplied chassis must be submitted to and approved by Elgin Sweeper Company prior to submittal of customer purchase order
3. All prices quoted are in US Dollars unless otherwise noted.

SIGNED BY:

_____ Date: _____

LIMITED WARRANTY

ELGIN SWEEPER COMPANY warrants each new machine manufactured by it against defects in material and workmanship provided the machine is used in a normal and reasonable manner. This warranty is extended only to the original user-purchaser for a period of twelve (12) months from the date of delivery to the original user-purchaser.

ELGIN SWEEPER COMPANY will cause to be repaired or replaced, as the Company, may elect, any part or part of such machine which the Company's examination discloses to be defective in material or workmanship.

Repairs or replacements are to be made at the selling Elgin distributor's location or at other locations approved by ELGIN SWEEPER COMPANY.

The ELGIN SWEEPER COMPANY warranty shall not apply to:

1. Major components or trade accessories such as but not limited to, trucks, engines, tires or batteries that have a separate warranty by the original manufacturer.
2. Normal adjustments and maintenance services.
3. Normal wear parts such as but not limited to, broom filters, broom wire, shoe runners and rubber deflectors.
4. Failures resulting from the machine being operated in a manner or for a purpose not recommended by ELGIN SWEEPER COMPANY.
5. Repairs, modifications or alterations without the consent of ELGIN SWEEPER COMPANY which, in the Company's sole judgment, have adversely affected the machine's stability or reliability.
6. Items subjected to misuse, negligence, accident or improper maintenance.

The use in the product of any part other than parts approved by ELGIN SWEEPER COMPANY may invalidate this warranty. ELGIN SWEEPER COMPANY reserves the right to determine, in its sole discretion, if the use of non-approved parts operates to invalidate the warranty.

Nothing contained in this warranty shall make ELGIN SWEEPER COMPANY liable for loss, injury, or damage of any kind to any person or entity resulting from any defect or failure in the machine.

TO THE EXTENT LIMITED BY LAW, THIS WARRANTY IS IN LIEU OF ALL OTHER WARRANTIES, EXPRESS OR IMPLIED, INCLUDING WITHOUT LIMITATION, ANY IMPLIED WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.

This warranty is also in lieu of all other obligations or liabilities on the part of ELGIN SWEEPER COMPANY, including but not limited to, liability for incidental and consequential damages on the part of the Company or the seller.

ELGIN SWEEPER COMPANY makes no representation that the machine has the capacity to perform any functions other than as contained in the Company's written literature, catalogs or specifications accompanying delivery of the machine.

No person or affiliated company representative is authorized to give any other warranties or to assume any other liability on behalf of ELGIN SWEEPER COMPANY in connection with the sale, servicing or repair of any machine manufactured by the Company.

ELGIN SWEEPER COMPANY reserves the right to make design changes or improvements in its products without imposing any obligation upon itself to change or improve previously manufactured products.

Note Model Statement

Date Quoted:	Mar 13, 2020
Product:	COMMERCIAL
Interest Method:	[6] 365/360 Payments P&I
Note Date:	Mar 20, 2020
Maturity Date:	Mar 01, 2030
Principal Advance:	\$209,888.05
Amount Financed:	\$209,888.05
Finance Charge:	\$16,996.84
APR:	1.519100%
Total Principal:	\$209,888.05
Total Interest:	\$16,996.84
Total of Payments:	\$226,884.89

Payment Schedule

Description	Date	Frequency	Number	Amount
Regular Payment	Sep 01, 2020	Semiannually	19	\$11,344.25
Regular Payment	Mar 01, 2030	Semiannually	1	\$11,344.14

Amortization Schedule						
Date	Description	Total Payment	P&I Payment	Principal Payment	Interest Payment	Principal Balance
Mar 20, 2020	Beginning Balance					209,888.05
⊕ Sep 01, 2020	Regular Payment	11,344.25	11,344.25	9,901.27	1,442.98	199,986.78
⊕	2020 Totals	11,344.25	11,344.25	9,901.27	1,442.98	
⊕ Mar 01, 2021	Regular Payment	11,344.25	11,344.25	9,836.02	1,508.23	190,150.76
⊕ Sep 01, 2021	Regular Payment	11,344.25	11,344.25	9,886.43	1,457.82	180,264.33
⊕	2021 Totals	22,688.50	22,688.50	19,722.45	2,966.05	
⊕ Mar 01, 2022	Regular Payment	11,344.25	11,344.25	9,984.76	1,359.49	170,279.57
⊕ Sep 01, 2022	Regular Payment	11,344.25	11,344.25	10,038.78	1,305.47	160,240.79
⊕	2022 Totals	22,688.50	22,688.50	20,023.54	2,664.96	
⊕ Mar 01, 2023	Regular Payment	11,344.25	11,344.25	10,135.77	1,208.48	150,105.02
⊕ Sep 01, 2023	Regular Payment	11,344.25	11,344.25	10,193.45	1,150.80	139,911.57
⊕	2023 Totals	22,688.50	22,688.50	20,329.22	2,359.28	
⊕ Mar 01, 2024	Regular Payment	11,344.25	11,344.25	10,283.26	1,060.99	129,628.31
⊕ Sep 01, 2024	Regular Payment	11,344.25	11,344.25	10,350.44	993.81	119,277.87
⊕	2024 Totals	22,688.50	22,688.50	20,633.70	2,054.80	
⊕ Mar 01, 2025	Regular Payment	11,344.25	11,344.25	10,444.70	899.55	108,833.17
⊕ Sep 01, 2025	Regular Payment	11,344.25	11,344.25	10,509.87	834.38	98,323.30
⊕	2025 Totals	22,688.50	22,688.50	20,954.57	1,733.93	
⊕ Mar 01, 2026	Regular Payment	11,344.25	11,344.25	10,602.73	741.52	87,720.57
⊕ Sep 01, 2026	Regular Payment	11,344.25	11,344.25	10,671.73	672.52	77,048.84
⊕	2026 Totals	22,688.50	22,688.50	21,274.46	1,414.04	
⊕ Mar 01, 2027	Regular Payment	11,344.25	11,344.25	10,763.18	581.07	66,285.66
⊕ Sep 01, 2027	Regular Payment	11,344.25	11,344.25	10,836.06	508.19	55,449.60
⊕	2027 Totals	22,688.50	22,688.50	21,599.24	1,089.26	
⊕ Mar 01, 2028	Regular Payment	11,344.25	11,344.25	10,923.76	420.49	44,525.84
⊕ Sep 01, 2028	Regular Payment	11,344.25	11,344.25	11,002.89	341.36	33,522.95
⊕	2028 Totals	22,688.50	22,688.50	21,926.65	761.85	
⊕ Mar 01, 2029	Regular Payment	11,344.25	11,344.25	11,091.44	252.81	22,431.51
⊕ Sep 01, 2029	Regular Payment	11,344.25	11,344.25	11,172.28	171.97	11,259.23
⊕	2029 Totals	22,688.50	22,688.50	22,263.72	424.78	
⊕ Mar 01, 2030	Regular Payment	11,344.14	11,344.14	11,259.23	84.91	
⊕	2030 Totals	11,344.14	11,344.14	11,259.23	84.91	
⊕	Grand Total	226,884.89	226,884.89	209,888.05	16,996.84	

RESOLUTION NO. 03-20-04

A RESOLUTION APPROVING AND AUTHORIZING THE EXECUTION OF A LEASE PURCHASE AGREEMENT BETWEEN THE CITY OF TONGANOXIE, KANSAS, AND FIRST STATE BANK AND TRUST OF TONGANOXIE.

WHEREAS, the City of Tonganoxie, Kansas (the "City") wishes to lease with option to purchase a street sweeper by entering into a lease-purchase agreement with First State Bank and Trust of Tonganoxie, a Kansas banking corporation (the "Bank"); and

WHEREAS, the Kansas Cash Basis Law, K.S.A. 10-1101 *et seq.*, allows the City to enter into a lease-purchase agreement that complies with the requirements set forth in K.S.A. 10-1116b and 10-1116c; and

WHEREAS, the Lease Agreement, attached hereto as **Exhibit A** (the "Lease"), complies with the requirements of the Kansas Cash Basis Law; and

WHEREAS, the Governing Body has determined that it is advisable to enter into the Lease with the Bank.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY OF THE CITY OF TONGANOXIE, KANSAS:

Section 1. That the Governing Body approves the Lease in substantially the form attached hereto as **Exhibit A**.

Section 2. That the Mayor is hereby authorized to execute the Lease in the name of the City. The City Manager is hereby authorized to execute in the name of the City any other documents, certificates and instruments as may be necessary or desirable to carry out and comply with the intent of this Resolution.

Section 3. This Resolution shall be effective upon adoption by the Governing Body.

[Remainder of page intentionally left blank; signature page follows.]

**ADOPTED BY THE GOVERNING BODY OF THE CITY OF TONGANOXIE,
KANSAS, AND APPROVED BY THE MAYOR ON THIS 16TH DAY OF MARCH
2020.**

SEAL

David Frese, Mayor

ATTEST:

Patricia C. Hagg, City Clerk

APPROVED AS TO FORM:

Anna M. Krstulic, City Attorney

EXHIBIT A

**Street Sweeper Lease Purchase Agreement between the City of Tonganoxie and
First State Bank and Trust of Tonganoxie**

[To be attached.]



Office of the City Manager
AGENDA STATEMENT

DATE: March 16, 2020
To: Honorable Mayor David Frese and Members of the City Council
FROM: Dan Porter, Assistant City Manager
SUBJECT: Request for Authorization to Purchase Zero-Turn Mower for the Public Works Department

DISCUSSION:

The Public Works Department is requesting approval of the procurement process proposed to acquire a replacement for the City's existing 2009 Kubota ZD 326 mower. This piece of equipment is one of two zero-turn mowers utilized by City staff to maintain City owned properties ranging from the utility plant facilities to the Tonganoxie Water Park and other City parks or right of way which require finish-level mowing maintenance. The other zero-turn mower used by the City is four years old and is not currently planned for replacement for the next several years, depending on service history and the performance of the equipment.

In preparation for the development of the 2020 budget, the 2009 Kubota ZD 326 mower was evaluated on a scale called the American Public Works Association Fleet Replacement Guide. This piece of light equipment scored as "qualified for replacement." Maintenance records since 2015 are also provided as an attachment and demonstrate service work performed over the past several years and recent issues with the hydrostatic transmission system. The replacement of the 2009 Kubota zero-turn mower was planned within the 2020 adopted budget.

The bids collected for this purchase were collected for the combined purchase of a 60" zero-turn mower and the trade-in of the City's existing 2009 Kubota mower. The tabulation of the collected bids is listed below, and the quotes are attached for reference. Based on the outcome of the bids, staff recommend approval of the lowest bid from McConnell Machinery Co.

60" Zero-Turn Diesel Commercial Mower

McConnell Machinery Co. (Kubota) -	\$10,000.00
McConnell Machinery Co. (Grasshopper) -	\$10,625.00
Heritage Tractor (John Deere) -	\$11,185.00
Coleman Equipment Co. (Kubota) -	\$11,437.93

BUDGET IMPACT:

No negative budget impact due to bid outcomes. This purchase is planned in the 2020 expenditure budget for the Water Operations Fund, Sewer Operations Fund, Water Capital Fund, and General Fund due to the combination of facilities maintained by this equipment.

ACTION(S) NEEDED:

Make a motion to authorize the purchase of a Kubota ZD1211-3-60 zero-turn mower from McConnell Machinery Co for an amount not to exceed \$10,000, along with the trade in of the City's 2009 Kubota mower.

ATTACHMENTS:

Mower Quotes (4)
Service Record for 2009 Kubota Mower

cc: George Brajkovic, City Manager
Kent Heskett, Public Works Director



SALES QUOTATION

Jason Conley - Sales
 1111 E 23rd St
 Lawrence, KS 66046
 Telephone: 785-843-2676
 jason@mcconnellmachineryco.com

To: City of Tonganoxie

Quote Date Feb 18, 2020
Expiration Date Mar 18, 2020
Office Hours Monday-Friday 8-5
Saturday Hours 8-Noon

Comments: Pricing includes freight & setup

MAKE	MODEL	DESCRIPTION	UNIT PRICE	AMOUNT
Kubota	ZD1211-3-60	24.8 HP Diesel Zero Turn with 60" Side Discharge Deck		\$13,950.00
Kubota	ZD326	60" Diesel Zero Turn Mower (1,284 Hrs)	Total	\$13,950.00
			Trade In	\$3,950.00
			Difference	\$10,000.00
			Subtotal	\$10,000.00
			Tax Rate	9.3%
			Tax	N/A
			Total	\$10,000.00



SALES QUOTATION

Jason Conley - Sales
 1111 E 23rd St
 Lawrence, KS 66046
 Telephone: 785-843-2676
 jason@mcconnellmachineryco.com

To: City of Tonganoxie

Quote Date Feb 18, 2020
Expiration Date Mar 18, 2020
Office Hours Monday-Friday 8-5
Saturday Hours 8-Noon

Comments: Pricing includes freight & setup

MAKE	MODEL	DESCRIPTION	UNIT PRICE	AMOUNT
Grasshopper	725DT	24.8 HP Diesel Zero Turn with 60" Side Discharge Deck		\$14,575.00
Kubota	ZD326	60" Diesel Zero Turn Mower (1,284 Hrs)	Total	\$14,575.00
			Trade In	\$3,950.00
			Difference	\$10,625.00
			Subtotal	\$10,625.00
			Tax Rate	9.3%
			Tax	N/A
			Total	\$10,625.00



Quote Summary

Prepared For:
City Of Tonganoxie
1536 E 4th St
Tonganoxie, KS 66086

Prepared By:
Kevin Harper
Heritage Tractor, Inc.
1110 East 23rd Street
Lawrence, KS 66046
Phone: 785-843-8444
kharper@heritagetractor.com

Quote Id: 21267934
Created On: 20 February 2020
Last Modified On: 20 February 2020
Expiration Date: 20 March 2020

Equipment Summary	Suggested List	Selling Price	Qty	Extended
JOHN DEERE Z994R Diesel Commercial ZTrak	\$ 18,399.00	\$ 13,285.00 X	1 =	\$ 13,285.00

Equipment Total **\$ 13,285.00**

Trade In Summary	Qty	Each	Extended
2009 KUBOTA ZD326S-60 DIESEL ZERO-TURN MOWER - 16929	1	\$ 2,100.00	\$ 2,100.00
PayOff			\$ 0.00
Total Trade Allowance			\$ 2,100.00

Trade In Total **\$ 2,100.00**

Quote Summary	
Equipment Total	\$ 13,285.00
Trade In	\$ (2,100.00)
SubTotal	\$ 11,185.00
Est. Service Agreement Tax	\$ 0.00
Total	\$ 11,185.00
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 11,185.00

Salesperson : X _____

Accepted By : X _____

COLEMAN

Equipment Inc.

24000 W. 43rd St.
Bonner Springs, Ks 66012
913-422-3040



SALES • RENTAL • SERVICE

Invoice #	100-0
Date	1/15/2020
Time	12:30 PM

PO #:	
Document #:	100-16899
Due Date:	2/10/2020

Salesman:	Brandon Elston
Ship Via:	
Terms:	Net 10th of Mth

CITY OF TONGANOXIE (23930)		
PO BOX 326		
TONGANOXIE	KS	660860326
Contact:	sudduth, josh (913) 908-5134	

Wholegood Estimate

Reprint

Ship To:	

Item Number	Description	Qty	Price	Amount	Disc	Subtotal	Sales Tax	Extended Amount	Back Order	Drop Ship
Comments										
	Trade In Unit: ZD326S Diesel Zero Turn	-1.00	\$1,500.00	(\$1,500.00)	0.00%	(\$1,500.00)	\$0.00	(\$1,500.00)	0.0000	0
	(68816) Kubota ZD1211-3-60 24 8 HP Diesel Zero Turn Mower (SN 40376)	1.00	\$12,937.93	\$12,937.93	0.00%	\$12,937.93	\$0.00	\$12,937.93	0.0000	0

Cash	Check/Check#	CC/CC Type	On Acct.	Mfg Credit	CIT	Deposit	Other
\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Summary of Charges	
\$0.00	Taxable
\$11,437.93	Non-Taxable
\$11,437.93	Subtotal
\$0.00	Sales Tax
\$12,437.93	Total
\$0.00	Amount Tendered
\$0.00	Change Due

Customer Signature: _____

Date: _____

Exempt Tax Cert #:	KSBUMKLYNO
Expiration Date:	

Printed: 1/17/2020 2:56 PM

2009 Kubota ZD 326 Mower

DATE	ITEM	NOTES
3/20/2015	Service/ Deck Repair	\$425.00 - 6 hrs labor
3/26/2015	Battery	\$117.83 - 1 hr labor
8/24/2015	Deck Gear	\$1,142.67 - 4 hr labor
3/22/2016	Service	\$85.00 - 2 hr labor
1/9/2017	Service/ Deck Repair	\$132.66 - 4 hr labor
1/9/2017	Front Tires	\$76.22 - 2 hr labor
1/9/2017	Rear Tires	\$530.08 - 2 hr labor
8/3/2017	Service	\$92.00 - 2 hr labor
4/5/2018	Deck Repair/ Tire	\$142.40 - 3 hr labor
5/18/2018	Rear Tire Assy	\$182.00 - 1 hr labor
5/24/2018	Service/ Deck Repair	\$78.08 - 3 hr labor
8/23/2018	Starter	\$261.85 - 2 hr labor
8/23/2018	Hydrostat system	\$251.47 - 4 hr labor
3/21/2019	Service	\$100.00 - 2 hr labor
7/7/2019	Hydrostat system	\$67.33- 4 hr labor
9/23/2019	Service	\$ 121.86 - 4 hr labor

**Records prior to 2015
were not available.**

**\$3806.45 in Repair and
Maintenance since 2015**

**Hydrostat drive system
causing problems.**

Date: 3/12/2020

Grant Liabilities

	Projection	Actual	Remaining
1b. Public Facilities Sewer Line Const	282,514.00	-	282,514.00
1h. Engineering Design	31,421.00	31,221.00	200.00
1i. Construction Inspection	23,565.00	-	23,565.00
3a. Grant Administration	10,000.00	2,499.96	7,500.04
		-	-
		-	-
		-	-
Subtotal Grant Costs	347,500	33,721	313,779

City Liabilities

	Projection	Actual	Remaining
Publications	500.00	380.00	120.00
Legal Services	2,000.00	2,500.00	(500.00)
			-
			-
Subtotal City Costs	2,500	2,880	(380)

	Budget	Actual Costs Incurred	Balance Remaining
Total Project Liabilities	350,000	36,601	313,399

Library Project Budget Report - As of 2020-03-09

Land Acquisition Costs	Budget	Actual Costs Incurred	Balance Remaining
Land Purchase	195,149.00	192,921.94	2,227.06
Geotech	7,500.00	3,250.00	4,250.00
Special Inspections	27,629.00	-	27,629.00
Topographical Survey	3,500.00	-	3,500.00
Subtotal Land Acquisition Liabilities	233,778	196,172	37,606
Pre-Construction, Design, and Construction Liabilities - JE Dunn	Budget	Actual Costs Incurred	Balance Remaining
SAPP Design and Preconstruction JE Dunn	386,000.00	371,466.00	14,534.00
Construct and Equip Library Facility (Design-Build Contract)	3,130,222.00	3,022,085.00	108,137.00
		-	-
		-	-
Subtotal Pre-Construction & Design Liabilities - JE Dunn	3,516,222	3,393,551	122,671
Total Project Liabilities (not including issuance costs)	Budget	Actual Costs Incurred	Balance Remaining
	3,750,000	3,589,723	160,277

Child Abuse Prevention Month 2020 Proclamation

Whereas, children are key to the state's future success, prosperity and quality of life and, while children are our most valuable resource, they are also our most vulnerable; and

Whereas, children have a right to be safe and to be provided an opportunity to thrive, learn and grow; and

Whereas, child abuse and neglect can be prevented by supporting and strengthening Kansas' families, thus preventing the far-reaching effects of maltreatment, providing the opportunity for children to develop healthy, trusting family bonds; and consequently, building the foundations of communities; and

Whereas, prevention happens in partnership, we must come together as partners so that the voices of our children are heard by all and we are as a community extending a helping hand to children and families in need; and

Whereas, by providing safe, stable and nurturing relationships for our children, free of violence, abuse and neglect, we can ensure that Kansas' children will grow to their full potential as the next generation of leaders, helping to secure the future of this state and nation;

Therefore, I, David Frese, Mayor of Tonganoxie, Kansas, do hereby proclaim April 2020 as Child Abuse Prevention month.

Mayor David Frese

WEAR BLUE ON APRIL 3 FOR WEAR BLUE DAY



April is **Child Abuse Prevention Month!**

Raise awareness for child abuse prevention programs and show why you **WEAR BLUE!** Share your pictures using #GreatChildhoods and #WearBlue and tag us on  @KCSL and  Facebook.com/MyKCSL.



Pinwheels for
PREVENTION[®]

**Prevent Child Abuse
Kansas**[™]

FOR MORE INFORMATION ABOUT CHILD ABUSE PREVENTION MONTH, VISIT KCSL.ORG.

877-530-5275 x1348 or resourcelibrary@kcsl.org

