

CITY OF TONGANOXIE



October 17, 2022
7:00 Regular Meeting

City Council Chambers, 303 Bury Street, Tonganoxie, KS 66086

There may be an audio recording of the meeting which will be utilized to prepare the meeting minutes and the meeting may be broadcast on the City of Tonganoxie YouTube Channel

Honorable David Frese, Mayor

Council Members

Jacob Dale

Loralee Stevens

Chris Donnelly

Jennifer McCutchen

Matt Partridge

Open Regular Meeting – 7:00 p.m.

I. Pledge of Allegiance

II. Approval of Minutes – Regular meeting dated October 3, 2022

III. Consent Agenda

- a) Review bill payments

IV. Old Business

V. New Business

- a) Consider Acceptance of Public Dedications in Final Plat for Timber Lakes

- b) City Manager Agenda

- 1. September Financial Report

- c) City Attorney Agenda

- d) Mayor Pro Tem Agenda

- e) City Council Agenda

- f) Mayor Agenda

VI. Adjourn

Council Meeting Minutes
October 3, 2022
7:00 PM Meeting

I. Pledge of Allegiance

- Mayor Frese opened the meeting at 7:00 p.m.
- Mayor Frese led the pledge of allegiance.
- Mayor Frese, Mr. Dale, Mr. Donnelly, and Mr. Partridge, Ms. McCutchen and Ms. Steven were present.
- City Manager George Brajkovic, Assistant City Manager Dan Porter, and City Attorney Anna Krstulic.

II. Approval of Minutes – Regular meeting dated September 19, 2022

- **Mr. Donnelly made a motion to approve draft minutes from the regular meeting dated September 19, 2022.**
- **Ms. McCutchen seconded the motion.**
- **Vote of all ayes, motion carried.**

III. Consent Agenda

- a) Review bill payments
 - **Ms. McCutchen made a motion to approve the consent agenda.**
 - **Ms. Stevens seconded the motion.**
 - **Vote of all ayes, motion carried.**

IV. Old Business

V. New Business

- a) Public Hearing – Consideration of 2022 Budget Amendment to the Water Operations Fund, Sewer Operation Fund, and Capital Projects Fund.
 - Mr. Porter delivered a staff presentation for the consideration of a budget amendment. Mr. Porter stated that the Water Operations Fund and Sewer Operation Fund amendment is due to the anticipation of a large customer, Hills Pet Nutrition, connection to the water and sewer utilities at the Business Park near the end of the year. Mr. Porter stated that while it is unknown how much water will be utilized and how much sewer will be put back into the system for treatment, it is expected to be potentially significant. This will require the City to purchase additional water as well as additional treatment costs.
 - Mr. Porter stated the Capital Projects Fund amendment proposed increase is due to the approved contract for the Church Street bridge project that is to commence in November. Although the project is not anticipated to be completed before the end of the year, the budget increase would cover any expenses that would be charged back to 2022.
 - **Mayor Frese opened the public hearing for the Consideration of 2022 Budget Amendment to the Water Operations Fund, Sewer Operation Fund, and Capital Projects Fund.**
 - Mr. Donnelly asked if for the water and sewer, if the City is expecting any off sitting revenue and if Capital Funds adjustment would affect 2023.
 - Mr. Porter confirmed there would be an off set in revenue for the water and sewer. Mr. Porter also stated that the Capital Funds adjustment would have no impact on the 2023 Capital Projects Fund budget.
 - Mr. Dale asked what the total cost of the Church Street bridge project would be.
 - Mr. Porter stated that the contract was approved for roughly \$625,000 with soft costs coming in at \$70,000 to \$80,000 for engineering and construction observation work.
 - **Mayor Frese closed the public hearing.**
- b) Consider Approval of 2022 Budget Amendment to the Water Operations Fund, Sewer Operations Fund, and Capital Projects Fund.
 - **Mr. Dale made a motion to approve the 2022 Budget Amendments to the Water Operations Fund, Sewer Operations Fund, and the Capital Projects Fund as described in the agenda attachment and as published.**

- **Mr. Partridge seconded the motion.**
- **Vote of all ayes, motion carried.**

c) **Recap of 2022 Tonganoxie Days Community Event.**

- Ms. Gee and Ms. McCutchen did a presentation of the 2022 Tongie Days event. Ms. Gee stated that they work well with other entities to keep the costs down. This year the event teamed with the Tonganoxie Recreation Commission to add a firework display the evening prior to Tongie Days. A cornhole tournament was also added to this year event. West Haven also provided the kids games, as in years past and plan to attend again next year. This year the event hosted 58 craft vendors and approximately 10 food vendors. Volunteer Jeremy Albert was able to book 3 bands. Finally, on Sunday the Fire vs Police softball game was a success with the Fire Department winning this year.
- Ms. Gee stated the final costs came to \$5,504.05.
- Ms. Gee stated they are already planning next years event and would like to add a petting zoo, more food trucks, expand the vendor section, add another band and possibly add music or Buskers during the day.

d) **City Manager Agenda**

- Mr. Brajkovic stated as a reminder that City staff is planning on a work section before the next Council meeting scheduled for October 17, 2022. The work section will be with the Library board to discuss what a library district might look like. The meeting is tentatively scheduled to be at the library at 5:30pm.

e) **City Attorney Agenda**

f) **Mayor Pro Tem Agenda**

g) **City Council Agenda**

h) **Mayor Agenda**

- Mayor Frese thanked Ms. Gee and the Tonganoxie Business Association for all their hard work for Tongie Days this year and commented that the it was a great event this year.

VI. Adjourn

- **Mr. Dale made a motion to adjourn the meeting.**
- **Ms. McCutchen seconded the motion.**
- **Vote of all ayes, motion carried.**
- **Meeting adjourned at 7:21 p.m.**

Respectfully submitted,

Lindsay Huntington

Lindsay Huntington, Municipal Court Clerk



City of Tonganoxie, KS

My Check Report

By Check Number

Date Range: 09/30/2022 - 10/14/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
Bank Code: AP Bank-AP Bank						
1218	Amazon Capital Services, Inc	09/30/2022	Regular	0	545.35	50555
0938	E2 EMBROIDERY & SCREEN PRINTING	09/30/2022	Regular	0	50	50556
0178	FASTENAL	09/30/2022	Regular	0	71.33	50557
0189	FIRST STATE BANK & TRUST	09/30/2022	Regular	0	1620.13	50558
0243	HIMPEL LUMBER & BUILDING SUPPL	09/30/2022	Regular	0	986.17	50559
1339	JONAH SEIBEL	09/30/2022	Regular	0	4590.8	50560
0426	LEAVENWORTH COUNTY SHERIFF OFFICE	09/30/2022	Regular	0	55	50561
0443	Menards - Lawrence	09/30/2022	Regular	0	179.99	50562
0857	MIDCONTINENT COMMUNICATIONS	09/30/2022	Regular	0	412.97	50563
0857	MIDCONTINENT COMMUNICATIONS	09/30/2022	Regular	0	48.39	50564
1318	MUTUAL OF OMAHA INSURANCE COMPANY	09/30/2022	Regular	0	242.09	50565
0491	OLATHE WINWATER WORKS	09/30/2022	Regular	0	205	50566
0503	PACE ANALYTICAL SERVICES INC	09/30/2022	Regular	0	743.91	50567
0542	QUILL	09/30/2022	Regular	0	6.79	50568
0542	QUILL	09/30/2022	Regular	0	17.58	50569
0579	SECURITY BENEFIT - 457	09/30/2022	Regular	0	5084.09	50570
1324	SKGFRTZ LLC	09/30/2022	Regular	0	20	50571
1338	THE ARTCRAFT GROUP, INC	09/30/2022	Regular	0	978.93	50572
0614	T-MOBILE	09/30/2022	Regular	0	351.84	50573
0651	USA BLUE BOOK	09/30/2022	Regular	0	1922.05	50574
0668	WEIS FIRE AND SAFETY EQUIPMENT, LLC	09/30/2022	Regular	0	25	50575
0034	AT&T ACCESS TRANSPORT SERVICES	10/06/2022	Regular	0	74.49	50576
0749	BROADVOICE	10/06/2022	Regular	0	158.19	50577
1274	CIVICPLUS, LLC	10/06/2022	Regular	0	2100	50578
0136	DELTA DENTAL PLAN OF KANSAS,IN	10/06/2022	Regular	0	2708.96	50579
1263	ESO SOLUTIONS INC	10/06/2022	Regular	0	208.53	50580
0671	Evergy	10/06/2022	Regular	0	16316.41	50581
0596	GEOFF SONNTAG	10/06/2022	Regular	0	600	50582
0250	HONEYCREEK DISPOSAL SERVICE	10/06/2022	Regular	0	32122.37	50583
1304	ICC GENERAL CODE, INC	10/06/2022	Regular	0	195.75	50584
1121	Jerome Gorman	10/06/2022	Regular	0	1100	50585
0330	KANSAS GAS SERVICE	10/06/2022	Regular	0	302.49	50586
0496	KANSAS ONE-CALL SYSTEM, INC.	10/06/2022	Regular	0	163.2	50587
0964	KDOR - MISC TAX	10/06/2022	Regular	0	2319.98	50588
0757	KEBRA CHILSON	10/06/2022	Regular	0	360	50589
1271	KENNETH J MOORE	10/06/2022	Regular	0	600	50590
1007	LEAVENWORTH PAPER & OFFICE SUPPLY LLC	10/06/2022	Regular	0	143.45	50591
1246	Mallory Rae Pino	10/06/2022	Regular	0	202	50592
0857	MIDCONTINENT COMMUNICATIONS	10/06/2022	Regular	0	360.3	50593
1340	MUNICIPAL COURTS PROBATION	10/06/2022	Regular	0	140	50594
0959	OFFICE OF THE KANSAS STATE TREASURER	10/06/2022	Regular	0	1642.06	50595
0548	RECORDNEWS	10/06/2022	Regular	0	615.25	50596
0555	RICOH USA, INC.	10/06/2022	Regular	0	33.03	50597
0568	SAMS CLUB	10/06/2022	Regular	0	248.2	50598
1337	SARIS CYCLING GROUP, INC.	10/06/2022	Regular	0	2978.78	50599
0651	USA BLUE BOOK	10/06/2022	Regular	0	331.05	50600
0642	USPS	10/06/2022	Regular	0	1193.58	50601
0668	WEIS FIRE AND SAFETY EQUIPMENT, LLC	10/06/2022	Regular	0	650	50602

My Check Report

Date Range: 09/30/2022 - 10/14/2022

Vendor Number	Vendor Name	Payment Date	Payment Type	Discount Amount	Payment Amount	Number
1066	Western Consultants	10/06/2022	Regular	0	2600	50603

Bank Code AP Bank Summary

	Payable	Payment		
Payment Type	Count	Count	Discount	Payment
Regular Checks	56	49	0.00	88,625.48
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
	56	49	0.00	88,625.48

All Bank Codes Check Summary

Payment Type	Payable Count	Payment Count	Discount	Payment
Regular Checks	56	49	0.00	88,625.48
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
	56	49	0.00	88,625.48

Fund Summary

Fund	Name	Period	Amount
998	Gen Fund-Pooled Cash	9/2022	18157.41
998	Gen Fund-Pooled Cash	10/2022	70468.07
			88625.48

CITY OF TONGANOXIE, KANSAS

APPLICATION FOR PRELIMINARY PLAT AND FINAL PLAN APPROVAL

Requested Action	Fee Paid	Date Rec'd	Date Published	Hearing Date
☐ Preliminary Plat	☐	☐	☐	☐
☐ Street & Storm Sewer Plan	☐	☐	☐	☐
☐ Sanitary Sewer Plan	☐	☐	☐	☐
☐ Waterline Plan	☐	☐	☐	☐
☒ Final Plat	☐	☐	☐	☐
☐ Site Plan	☐	☐	☐	☐
☐ Landscaping Plan	☐	☐	☐	☐

Name of Development Timber Lake

General Location NE 1/4, Sec 5-11-21, in the vicinity of 23rd Street and W Sycamore Street

Applicant:

Name: Midgard Development, LLC Contact: [REDACTED]

Address: [REDACTED]

Phone/Fax: [REDACTED]

E-mail address [REDACTED]

Owner Developer:

Name: same Contact:

Address:

Phone/Fax:

E-mail Address

Engineer:

Name: BHC Contact: [REDACTED]

Address: [REDACTED]

Phone/Fax: [REDACTED]

E-Mail Address [REDACTED]

SUBDIVISION INFORMATION:

- Gross acreage of plat: 6.8 acres
- Total number of lots: 29
- Residential ☒ Business ☐ Industrial ☐ Other ☐
- Existing zoning R-SF, CUP Proposed zoning R-SF, CUP

THE owner herein agrees to comply with the subdivision regulations for Tonganoxie, as amended, and all other pertinent ordinances or resolutions of Tonganoxie, and statutes of the State of Kansas. The undersigned further states that he is the owner of the proposed for platting.

OWNER'S SIGNATURE



Bayram K. Alpural, Principal
Midgard Development, LLC

OFFICE USE:

RECEIVED BY _____

Date _____ Fee Submitted _____



City of Tonganoxie, Kansas

PLANNING STAFF REPORT

Case#: 2022-012P, Final Plat, Timber Lake

Date of Report: September 29, 2022

Application: **Final Plat**
Date of Application: 8/25/2022 (received via email)
Date of Meeting: 10/6/2022

Action: *A final plat requires review and approval by the Planning Commission. If the final plat is in substantial conformance with a preliminary plat and meets the city's technical and construction specifications, the Planning Commission shall approve the final plat. If there are any dedications of land for public purposes, they require acceptance by the City Council.*

Applicant Name: Midgard Development, LLC, Bayram K. Alpural

Property Owner Name: Midgard Development LLC

Subject Property

Address: Several properties near 223rd St. and W. Sycamore Street (General Location)
Property Size: 8.1 acres
Zoning: R-SF with CUP plan; undeveloped
Legal Description: Meets and bounds – unplatted but subject to approved preliminary plat

Surrounding Property – Zoning and Use:

West: RR-2.5 (Leavenworth County); undeveloped, farms and farmsteads
North: RR-2.5 (Leavenworth County); large lot housing
East: RR-2.5 (Leavenworth County); large lot housing
South: R-SF-CUP; Single -family (previously platted and constructed phases)

Recommendation: Approve final plat, subject to conditions

I. SUMMARY

This application is a final plat for Timber Lake. The property is in the north part of the City, west of Smiley Road and south of Parallel Road. The property is zoned R-SF – CUP, which means it can deviate from the otherwise applicable R-SF zoning standards based on a specific plan. In this case, when changes to the plan are made it must be done through a specific process, similar to rezoning. The property was originally zoned and platted in September 2005. Several phases of the preliminary plat have been through final plat and have single-family homes constructed on them to the south.

At the August 2022 Planning Commission meeting the commission approved an amendment to the CUP Plan and a preliminary plat that changed the street and block layout on 8.1 acres from the original preliminary plat. The staff reports and Planning Commission consideration of the previous application involved issues related to water pressure in the area, drainage to the pond that is controlled by the property owner's association of which this application is a participant. Based on discussion and staff input Planning Commission recommended approval contingent on the water pressure issue and stormwater issues being complaint with all city standards and building code requirements, with which staff confirmed based on analysis and a condition of homes in the area not having finished floor elevations above specific heights.

Additionally, staff indicated future capital investments in a proposed budget that could further improve the water pressure beyond minimum code requirements. That budget item and the Planning Commission recommendation to approve the preliminary plat / CUP amendment were both approved by the City Council on September 6th, 2022.

The City Engineer report with the revised preliminary plat and with this final plat (9/30/2022) indicate that the stormwater issues have been addressed in association with the detention basin that have been part of all past approvals.

The final plat application finalizes many of the planning and engineering issues introduced with the preliminary plat.

II. ANALYSIS –FINAL PLAT

The purpose of the final plat is to ensure compliance with specific engineering and construction specifications prior to the division and sale of land or the construction of any improvements. Section 3.3 of the Tonganoxie Subdivision Regulation require the Planning Commission to review all Final Plats for conformance with the regulations. In general, this involves substantial compliance with the approved preliminary plat, any conditions of that approval, and the following additional items required for the final plat.

- a. Letter from the City Engineer stating the final plat is substantially in accordance with the preliminary plat.
- b. Completed and approved plans, reviewed by the City Engineer, for streets, storm sewers and sanitary sewers.
- c. Proper format and content of the plat for recording with the county.
- d. An Address Plat conforming to the Tonganoxie Street Naming and Addressing Policy.

The Final Plat for Timber Lake is in substantial compliance with the layout, block and lot patterns of the previous preliminary plat. However, completed plans for the required improvements need to be

submitted and approved by the City Engineer, according to Section 3.1.a.3 and Section 5 of the Subdivision Regulations and city specifications.

The City Engineer report (September 30, 2022) contains review and analysis of all pending engineering and construction plans associated with the final plat. Specifically, this report notes:

- Stormwater management plan recommended for approval.
- Stormwater and waterline construction plans recommend approval subject to recommended revision on water lines and notes associated with final permitting
- Sanitary sewer construction plans recommended for approval with recommended revisions, regarding documentation on final grading

III. EFFECT OF DECISION

The Planning Commission may approve, conditionally approve/modify or deny a plat application. Any denial or conditional approval/modification must specifically state the reasons for the decision and requirements to meet the Commission's approval.

Approval of a final plat authorizes the applicant to proceed with final design and construction of required improvements and after acceptance of any lands dedicated for public purposes by the Council, authorizes recording of the plat with the county. Upon receipt of a certified and recorded final plat by the City and a performance bond or irrevocable letter of credit, the City may authorize installation and construction of required improvements. Upon installation of improvements, the applicant may apply for building permits.

IV. RECOMMENDATION

Staff recommends re-approval of the final plat of Timber Lakes subject to the following conditions prior to approval and acceptance of the plat by City Council:

1. The construction plans for storm sewer, waterline, and sanitary sewer are submitted or revised, and approved by the City Engineer, and meet all city standards and specification (see City Engineer letter dated September 30, 2022).
2. An address plat conforming to the City policies is submitted prior to recording.



Chris Brewster
Contract City Planner



MEMO

To: George Brajkovic, City Manager
City of Tonganoxie

Cc: Dan Porter, Asst. City Manager
Kent Heskett, City Superintendent
John Zimbleman, Fire Chief
Chris Brewster, City Planner

From: Brian Kingsley, City Engineer

Date: September 30, 2022

Re: Timber Lake
Storm Water Management Plan, Water Pressure Memo, Final Plat and
Construction Plans Review
22-1001L

The following are the City Engineer and staff review comments related to Engineering issues:

Final Plat Review (issued date: 2022-08-23)

Supporting documents noted:

- 1) Note: Stormwater management plan was submitted and dated August 15, 2022. – Detention for this development phase is provided within a previously constructed detention basin detailed in the “Revised Drainage Study for Timber Hill Farms dated July 2004”.
- 2) Water Pressures – The City has received water pressure related complaints adjacent to the proposed development area. As consistent with previous Timber Hill Farms development expansion, staff coordinated proposed finish floor elevations so that no structures would be built at higher elevations than existing homes in the area. A memo from the developer is attached documenting this coordination.

Recommended Action: We recommend that the City consider approval of the Stormwater management plan, Water pressure memorandum of understanding and Final plat without contingency.

Street Storm and Waterline Construction Plan Review (dated 2022-08-15)

- 1) Tonganoxie standard general notes are attached and should be included in the construction plans.

- 2) The City requires that the entire development area be graded to within 6" of anticipated grade after completion of home construction. The grading plan should include directional arrows indicating the direction of drainage between lots as appropriate. This information is used by City staff to resolve conflict between builders and homeowners as lots are developed and into the future.
- 3) Staff has requested the following revisions to the waterline plans:
 - a. In line gate valves should be added at the following locations:
 - i. Sta. 2+04 → add (3) gate valves East, West and South of the tee.
 - ii. Sta. 6+15 → add (1) gate valve West of the tee.
 - b. Fire hydrants should be relocated as follows:
 - i. Relocate fire hydrant from Sta. 11+07 to approx. 8+00. Install main line gate valves East and West of the tee.
 - ii. Relocate fire hydrant from Sta. 6+15 to approx. 4+00. No inline gate valves are required at this location.
- 4) Tonganoxie is misspelled in the signature block on the title sheet of the construction plans.
- 5) Development permitting including a KDHE NOI, KDHE Sanitary Sewer Extension Permit, KDHE Waterline Extension permit, and any other necessary state permits are the responsibility of the developer to submit for and obtain prior to construction.

Recommended Action: We recommend that the City consider approval of the construction plans with the revisions outlined above.

Sanitary Sewer Construction Plan Review (dated 2022-08-12)

- 1) Tonganoxie standard general notes are attached and should be included in the construction plans.
- 2) The City requires that the entire development area be graded to within 6" of anticipated grade after completion of home construction. The grading plan should include directional arrows indicating the direction of drainage between lots as appropriate. This information is used by City staff to resolve conflict between builders and homeowners as lots are developed and into the future.
- 3) Tonganoxie is misspelled in the signature block on the title sheet of the construction plans.
- 4) Development permitting including a KDHE NOI, KDHE Sanitary Sewer Extension Permit, KDHE Waterline Extension permit, and any other necessary state permits are the responsibility of the developer to submit for and obtain prior to construction.

Recommended Action: We recommend that the City consider approval of the construction plans with the revisions outlined above.

--END

For questions or comments, please contact:

Brian Kingsley, PE

President

T: 785.727.7261

E: brian.kingsley@bgcons.com

Updated 10-3-2017

Tonganoxie Standard General Notes for Construction Plans:

1. These plans have been prepared in accordance with the City of Tonganoxie design guidelines and storm water drainage standards. The city engineer's review is only for general conformance with these standards. The city did not verify and is not responsible for the accuracy and adequacy of the design, dimensions, elevations and quantities. The City of Tonganoxie and BG Consultants shall be held harmless for errors and omissions as stated herein. The design engineer is responsible for complying with all city standards as well as generally accepted engineering design standards and principles, including items which may have been overlooked during the city's review. These plans are accepted for one year from the date of approval, after which they become void unless construction has been completed and approved.
2. Specifications for most of the work to be performed on this project are located in the "City of Tonganoxie Standard Specifications for Water and Sanitary Sewer Construction". Specifications covering the remainder of the work are located in the "Standard Specifications for State Road and Bridge Construction", published by the Kansas Department of Transportation, 2007 Edition.
3. The contractor shall schedule a preconstruction meeting with the city superintendent and representative from BG Consultants prior to beginning construction. The city administrator shall issue a notice to proceed for construction once the proper bonding is in place and preconstruction meeting has taken place.
4. Construction observation services shall be provided by the city and paid for by the owner. Contractor to provide a proposed construction schedule. BG Construction observation staff will use this information to provide an estimate of probable construction observation cost to the developer based upon this schedule.
5. A geotechnical engineer shall be present on site for testing and during proof-rolling of all subgrade prior to placing surfacing. The contractor shall be responsible for coordinating the scheduling of this work and availability of the geotechnical engineer. Geotechnical engineering services will be paid for by the contractor.
6. All clearing debris shall be disposed of in accordance with the City of Tonganoxie regulations.
 - a. Class C flyash shall be used for treatment of the subgrade (9" thickness). Flyash shall be added to the subgrade at a rate of 12%-15% based on dry unit weight. The contractor shall submit certifications verifying the flyash complies with the

requirements of ASTM D5239 6.4 & ASTM C-618, prior to use. Only potable water will be allowed. Equipment necessary for proper blending of the soil flyash mixture shall be by a Bomag MPH 100 or equivalent. Initial compaction shall be done using a vibratory pad foot roller. Temporary storage (less than 12 hours) of flyash in open pits will be allowed provided flyash is protected from rain and ground water. The contractor shall provide city construction observer with weight tickets from certified public scales for the flyash delivered to the project. Areas to be stabilized shall be cut & shaped in conformance with the lines and grades shown on the plans. Soft or yielding subgrades shall be scarified and compacted until it is uniformly stable. During the spreading, mixing and compaction operation, the contractor shall have on site a geotechnical engineer to verify the proper rate of flyash application, the final moisture content of the mix prior to compaction and the maximum dry density as determined by ASTM-698. No payment will be made for flyash stabilization until all test results have been submitted to the city. Mixing operations shall commence within 1 hour after distribution. Compaction of the mixture shall be completed within 1 hour of the mixing of the flyash. If the material fails to meet the density or moisture requirements, the inspector may require it to be reworked as necessary. When soil temperatures are below 50° and above 40°F additional mixing and compaction efforts may be required to achieve the desired results. Stabilization operations shall cease when soil temperatures are below 40°F. After the flyash treated course has been finished the surface shall be protected against rapid drying by maintaining a thorough & continuous moist condition by sprinkling for a period of not less than 96 hours. After the 96 hour period the subgrade may then be trimmed to line & grade and paved. If the treated subgrade cannot support, without displacement, construction equipment, additional cure time may be required. Payment for treatment of subgrade will be under bid item no. 5 (9" Type C flyash).

- b. Cement may be used for treatment of subgrade in lieu of fly ash. Cement shall be added to the subgrade at a rate of 5% based on dry unit weight.

7. Construction of proposed water distribution system:

- a. All pipe for water line construction will be 8" SDR 21 class 200 PVC pipe and 3" schedule 40 PVC (for water service sleeves), unless otherwise noted.
- b. Water line construction shall be performed by a qualified contractor and in conjunction with street and sidewalk construction. Contractor shall notify city 48 hours prior to beginning work.

- c. Water line grades are not shown on these plans. Trenches will be excavated to a depth sufficient to provide a minimum of 42" of cover, from top of curb to top of pipe in cut & fill sections and 6" below bottom of pipe for embedment. Depth of water line will not exceed 6'. Granular embedment for water line will be sand, with a minimum of 6" around complete periphery of pipe. Embedment will be subsidiary to pipe bid item.
- d. Contractor will be responsible for the required chlorination and testing of the new water line.
- e. All valves will be placed outside of paved areas and 24" above finished grade.
- f. All valves will be installed with 8"x12" anchor couplings. Couplings and boxes will be subsidiary to valve bid item.



February 22, 2022

Mr. George Braikovic – City Manager
City of Tonganoxie
City Hall
526 E 4th Street
Tonganoxie, KS 66086

Mr. Brian Kingsley, PE – President
BG Consultants
1405 Wakarusa Drive
Lawrence, KS 66049

Re: Proposed Timber Lake – Residential Development
Parcel No. 052-193-05-0-00-00-001.01-0
Unplatted ~8.1 acres
(W Sycamore Street & Cedar Street)
Water Pressure Requirements

Gentlemen:

This letter is to address the concerns of both the Developer and the City with respect to water pressure for the proposed development and confirm the design restrictions on the Development.

It has been noted that the City has received complaints regarding water pressure for some of the homes along Hatchell Road. The City review of the Preliminary Plat for the original Timber Hills development provided information to illustrate the difference between the finish floor elevations along Hatchell Road and the proposed finish floor elevations in Timber Hills. Recommendations were developed to ensure adequate water pressure. It is our understanding the existing development and homes have been constructed in accordance with those recommendations.

In an email from Mr. Kingsley (dated January 10, 2022) states: “please...submit a proposal including finish structure elevations for the City to consider”. Mr. Kingsley further states (email dated January 21, 2022) that: “Currently, City staff does not see a reason not to recommend approval of the proposed development (related to water pressure) to the City Planning Commission and City Council for your proposed development so long as Fire Hydrants and Finish Floors of new homes are constructed at or below elevations of existing infrastructure within the existing Timber Hills Development”. A follow-up email from Mr. Kingsley (dated January 26, 2022) states: “We understand that water infrastructure should be at the same elevation or lower than existing related to Fire protection. Existing home finish floor elevations should also be at the same elevation or lower than existing home finish floor elevations which will result in similar domestic water pressures as existing homes within the Timber Hills subdivision”.

The Construction Documents for the proposed development will include two (2) floor elevation requirements: (1) Minimum Basement Floor Elevation (MBFE) based on sanitary sewer design; and (2) Maximum Water Serviceable Floor Elevation (MWSFE) based on the existing elevations in Timber Hills.

The fire hydrant at the west end of Cedar Street is at a ground elevation of approximately 924.6 with the flowline of the water line at approximately 920.5. The garage floor/finish floor elevation of the home on Lot 5 is approximately 926. This is the location where the infrastructure of existing Timber Hill Farms is at its highest and will be used as the controlling elevation for this project. The maximum allowable finish floor elevation for any home in the proposed Timber Lake development based on water service will be specified as 926.

Please confirm that this is acceptable. Thank you.

Sincerely,



Leslie R. Hamilton, PE, PS
Senior Project Engineer

cc: Bayram K. Alpural – Midgard Development, LLC
Atilla Yurdakal - Midgard Development, LLC
Kent Heskett – City of Tonganoxie, Public Works Director/City Superintendent
John Zimbelman – City of Tonganoxie, Fire Chief



913.663.1900



ibhc.com



7101 College Blvd., Ste. 400
Overland Park, KS 66210

Les Hamilton

From: Brian Kingsley <brian.kingsley@bgcons.com>
Sent: Wednesday, February 23, 2022 10:15 AM
To: Les Hamilton; gbajkovic@tonganoxie.org
Cc: Alpural Enterprises DBA Athelian; Atilla Yurdakul; kheskett@tonganoxie.org; jzimbelman@tonganoxie.org
Subject: RE: Proposed Timber Lake - Water Pressure Restrictions
Attachments: Timber Hills Prelim Plat 2-4-16.pdf; 2022-02-23_Water Pressure Issues.pdf

All:

I have attached previous correspondence from a past review of Timber Hills where the estimated highest finish floor elevation for new homes in Timber Hills was estimated at 927 or 928. This development and associated proposed elevations were approved by the City for the Timber Hills #4 development (year 2016).

The new Timber Lake developers have surveyed the as-built elevations of existing homes and determined that the highest finish floor elevation was built at approximately elevation 926. The developer is proposing to set elevation 926 as the maximum finish floor elevation for the extension of the previous Timber Hills development to be named the Timber Lake development.

I appreciate the developer taking the time to outline the approach for elevation restriction in the attached letter. **I agree with and recommend approval of the use of the 926 elevation as the maximum finish floor elevation to be used for the proposed Timber Lake development.**

Please let me know if there are any questions about this topic.

Thanks,
Brian

Brian Kingsley, P.E.

President



BG CONSULTANTS
ENGINEERS · ARCHITECTS · SURVEYORS

1405 Wakarusa Drive | Lawrence, KS 66049
O: 785.749.4474 x 2105 | 785.727.7261 (Direct)
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From: Les Hamilton <les.hamilton@ibhc.com>
Sent: Wednesday, February 23, 2022 9:15 AM
To: gbajkovic@tonganoxie.org; Brian Kingsley <brian.kingsley@bgcons.com>

Cc: Alpural Enterprises DBA Athelian <Alpural@athelian.com>; Atilla Yurdakul <atillayurdakul@yahoo.com>; kheskett@tonganoxie.org; jzimbelman@tonganoxie.org

Subject: Proposed Timber Lake - Water Pressure Restrictions

Attached is a letter summarizing our understanding of the water pressure issues, the design/construction restrictions that will result, and the how the proposed development will address these issues. A hard copy will follow in the mail.

Please review and respond. Thanks.

Leslie R. Hamilton, PE, PS
Senior Project Engineer
Licensed in: MO, KS

BHC | [Civil Engineering](#) | [Surveying](#) | [Utilities](#)

7101 College Blvd., Ste. 400
Overland Park, KS 66210
o: (913) 663-1900

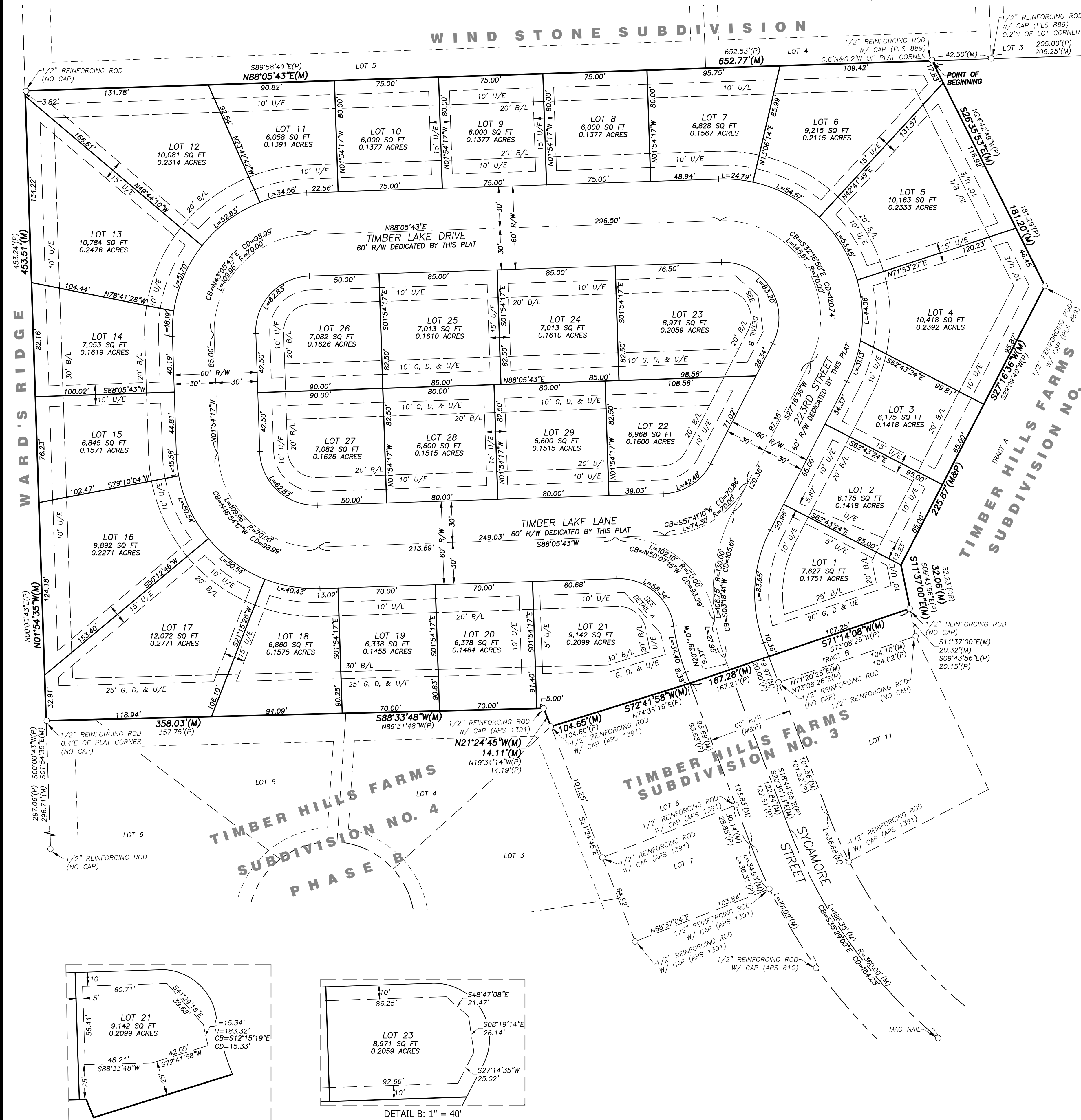


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#NoProblemPlace

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Final Plat of:
TIMBER LAKE
PART OF THE NORTHEAST QUARTER,
SECTION 5, TOWNSHIP 11 SOUTH, RANGE 21 EAST,
IN THE CITY OF TONGANOXIE, LEAVENWORTH COUNTY, KANSAS



LEGEND

- Set Survey Monument (1/2" Reinforcing Rod w/cap: KS CLS 175) unless otherwise noted
- Found Survey Monument
- Radius
- Arc Length
- Chord Bearing
- Chord Distance
- Right-of-Way
- Monumented
- Platted
- Calculated from Record Dimensions
- Building Setback Line
- Utility Easement
- G, D, & U/E Grading, Drainage, & Utility Easement
- Not To Scale

GRAPHIC SCALE
1 inch = 40 feet

- GENERAL NOTES**
- Basis of Bearings: South 01° 54' 35" East along the East line of the Northeast Quarter of Section 5, Township 11 South, Range 21 East, referenced to the Kansas State Plane Coordinate System, North Zone (NAD83).
 - This survey is based on field work completed on or before the date shown in the title block or the following plats:
 - The plat of "TIMBER HILL FARMS SUBDIVISION" recorded April 12, 2005 and filed in Book 16, Page 1.
 - The plat of "TIMBER HILL FARMS SUBDIVISION NO. 2" recorded February 7, 2006 and filed in Book 16, Page 51.
 - The plat of "TIMBER HILL FARMS SUBDIVISION NO. 3" recorded January 7, 2013 and filed as Document No. 2013P00001.
 - The plat of "TIMBER HILL FARMS SUBDIVISION NO. 4 PHASE B" recorded July 26, 2017 as Document No. 2017P00019.
 - The plat of "WIND STONE SUBDIVISION" recorded October 31, 1989 in Book 12, Page 4.
 - This plat contains 298,656 square feet or 6.8562 acres.

NOTE: SURVEY MONUMENTS TO BE SET PRIOR TO THE RECORDING OF THIS PLAT.

SURVEYOR'S DESCRIPTION
A Tract of land being a part of the Northeast Quarter of Section 5, Township 11 South, Range 21 East, in the City of Tonganoxie, Leavenworth County, Kansas, as surveyed by Joseph H. McLaughlin, LS 1625, of BHC, KS CLS 175, said Tract being particularly described by metes and bounds as follows:

(Basis of Bearings: South 01° 54' 35" East on the East line of the Northeast Quarter of Section 5, Township 11 South, Range 21 East, as determined by Global Positioning System observations and referenced to the Kansas State Plane Coordinate System, North Zone, NAD83.)

COMMENCING at the Northeast corner of the Northeast Quarter of said Section 5, Township 11 South, Range 21 East, monumented by a found 3 1/4" aluminum cap, said point also being the Northeast corner of "WIND STONE SUBDIVISION", a subdivision of land in the City of Tonganoxie, Leavenworth County, Kansas;

Thence South 01° 54' 35" East, 550.00 feet, on the East line of the Northeast Quarter, said East line also being the East line of "WIND STONE SUBDIVISION", to the Southeast corner of said "WIND STONE SUBDIVISION";

Thence South 88° 05' 43" West, 647.23 feet, on the South line of said WIND STONE SUBDIVISION, to the Northwest corner of "TIMBER HILLS FARMS SUBDIVISION NO. 2" a subdivision of land in said city, recorded in Book 16, Page 51, on February 7, 2006, monumented by a found 1/2-inch reinforcing rod said point also being THE POINT OF BEGINNING of the Tract of land herein described;

Thence South 26° 35' 53" East, 181.20 feet, on the West line of said "TIMBER HILLS FARMS SUBDIVISION NO. 2" to a found 1/2-inch reinforcing rod with a cap marked "PLS-889";

Thence South 27° 16' 36" West, 225.87 feet, on said West line, to a set 1/2-inch reinforcing rod with a cap marked "CLS-175";

Thence South 11° 37' 00" East, 32.06 feet, on said West line, to the Northeast corner of "TIMBER HILLS FARMS SUBDIVISION NO. 3" a subdivision of land in said city, recorded as Document Number 2013P00001, on January 7, 2013, monumented by a 1/2-inch reinforcing rod;

Thence South 71° 14' 08" West, 167.28 feet, on said North line, to a set 1/2-inch reinforcing rod with a cap marked "CLS-175";

Thence South 72° 41' 58" West, 104.65 feet, on said North line, to a point on the East line of "TIMBER HILLS FARMS SUBDIVISION NO. 4 PHASE B" a subdivision of land in said city, recorded as Document Number 2017P00019, monumented by a found 1/2-inch reinforcing rod with a cap marked "APS-1391";

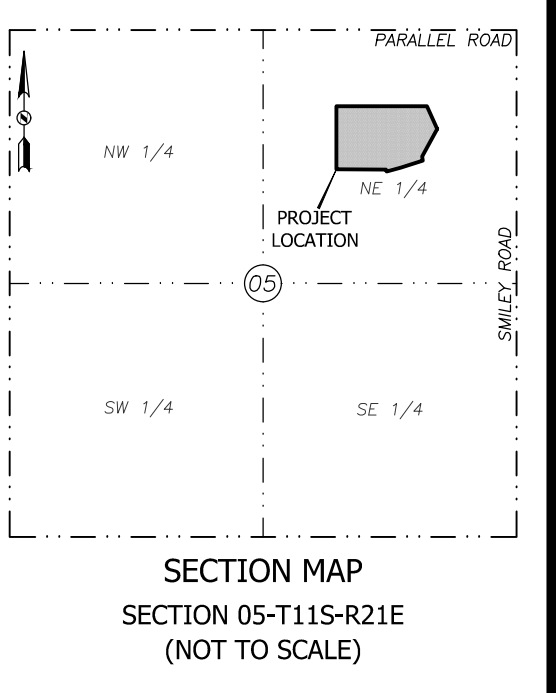
Thence North 21° 24' 45" West, 14.11 feet, on said East line, to the Northeast corner of said TIMBER HILLS FARMS SUBDIVISION NO. 4 PHASE B, monumented by a 1/2-inch reinforcing rod with a cap marked "APS-1391";

Thence South 88° 33' 48" West, 358.03 feet, on the North line of said TIMBER HILLS FARMS SUBDIVISION NO. 4 PHASE B, to the Northwest corner of said TIMBER HILLS FARMS SUBDIVISION NO. 4 PHASE B, monumented by a found 1/2-inch reinforcing rod;

Thence North 01° 54' 35" West, 453.51 feet, to the Southwest corner of said WIND STONE SUBDIVISION, monumented by a 1/2-inch reinforcing rod;

Thence North 88° 05' 43" East, 652.77 feet, on the South line of said WIND STONE SUBDIVISION, to the POINT OF BEGINNING, said Tract containing 298,656 square feet or 6.8562 acres.

PLAT DEDICATION
The undersigned proprietor of the above described Tract of land has caused the same to be subdivided in the manner shown on the accompanying plat, which subdivision and plat shall hereafter be known as "TIMBER LAKE", a subdivision of land in the City of Tonganoxie, Leavenworth County, Kansas.



PUBLIC STREET / ROAD RIGHT-OF-WAY DEDICATION
The proprietors, successors, and assigns, of property described on this plat hereby dedicate for public use all land described on this plat as streets or public ways not heretofore dedicated. Acceptance of the dedication of land for public right-of-way purposes described on this plat is for the sole purpose of maintaining right-of-way, and does not constitute acceptance of any terms or conditions set forth in any agreement not shown on this plat.

PUBLIC EASEMENT DEDICATION
GENERAL UTILITY EASEMENT:
An easement is hereby granted to the City of Tonganoxie, Kansas, to enter upon, construct, maintain, use and authorize the location of conduits for providing water, gas, cable, electric, sewers, and other utility services, including related facilities and appurtenances thereto, and drainage facilities, upon, over, under, and across those areas outlined and designated on this plat as "Utility Easement", "U/E", or "G, D, & U/E" and further, subject to administration and regulation by the City, the subordinate use of such areas by other governmental entities and utilities, franchised or authorized to do business in the City of Tonganoxie, Kansas.

BUILDING SETBACK LINES
Building setback lines (denoted hereon as "B/L") are hereby established as shown on the accompanying plat and no buildings shall be constructed between this line and the street Right-of-Way lines or parcel lines to which said Building setback lines are adjacent.

RESTRICTIONS
The use of all lots in this subdivision shall hereafter be subject to the restriction which will be executed as a separate instrument of writing and will be recorded in the Register of Deeds Office of Leavenworth County, Kansas, and said restrictions will thereby be made a part of the dedication of this plat as though fully set forth herein.

EXECUTION
IN TESTIMONY WHEREOF: Name: _____, Title: _____ of Midgard Development, LLC, a Missouri limited liability company, has caused this instrument to be executed this ____ day of _____, 2022.

Midgard Development, LLC.

By: _____, Title: _____

ACKNOWLEDGEMENT
STATE OF _____
COUNTY OF _____

On this ____ day of _____, 2022, before me, a Notary Public, personally appeared Name: _____, Midgard Development, LLC, to me personally known to be the same persons who executed the foregoing instrument of writing, and duly acknowledged the execution of same.

IN WITNESS THEREOF: I have hereunto set my hand and affixed my Notarial Seal on the date last above written.

Notary Public: _____

APPROVALS
APPROVED by the Planning Commission of the City of Tonganoxie, Leavenworth County, Kansas on this ____ day of _____, 2022.

Monica Gee, Chairman Attest: Meagan Vestal, Secretary

APPROVED by and lands dedicated for public purposes accepted hereby the Governing Body of the City of Tonganoxie, Leavenworth County, Kansas on this ____ day of _____, 2022.

David Frese, Mayor Attest: Daniel Porter, City Clerk

CITY ENGINEER APPROVAL
The City Engineer's review is only for general conformance with the Subdivision Regulations as adopted by the City of Tonganoxie. The City is not responsible for the accuracy and adequacy of the design, dimensions, elevations, and quantities.

Brian Kingsley, City Engineer

COUNTY REVIEWER CERTIFICATE
I hereby certify this plat meets the requirements of K.S.A. 58-2005. The face of this plat was reviewed based on Kansas Minimum Standards for Boundary Surveys. No field verification is implied. I hereby certify that this document has been reviewed by me and is being filed for survey information only.

Dan Baumchen, KS PLS No. 1363 - Leavenworth County Reviewer

COUNTY REVIEWER CERTIFICATE
Plat of TIMBER LAKE of Tonganoxie was filed for record in the office of the Leavenworth County Register of Deeds on the ____ day of _____, 2022, and is duly recorded at _____, as Document No. _____.

Terri Lois G. Mashburn, Register of Deeds, Leavenworth County, Kansas

SURVEYOR'S CERTIFICATION
THIS IS TO CERTIFY that on the "Field Date" shown in the title block of this document, this survey was completed by me or under my direct supervision and was executed in accordance with the "KANSAS MINIMUM STANDARDS" for boundary surveys pursuant to KAR 66-12-1.

(See Title Block for date, seal and signature)

BHC, KS CLS-175
Joseph H. McLaughlin, LS-1625

DRAFT

BHC
CIVIL ENGINEERING / SURVEYING / UTILITIES
712 State Avenue, Kansas City, KS 66101
Phone: (913) 371-5300
BHC is a trademark of Bingham, Hornsfield & Company, P.A.

Project:	Project No:	Field Date:	Drawn By:	Issue Date:	Sheet:
FINAL PLAT OF: TIMBER LAKE PART OF THE NORTHEAST QUARTER, SECTION 5, TOWNSHIP 11S, RANGE 21E, IN THE CITY OF TONGANOXIE, LEAVENWORTH COUNTY, KANSAS	033070	03.30.2022	TAR	08.23.2022	1 OF 1

Client:	Project:	Drawn:	Checked:
MIDGARD DEVELOPMENT, LLC 10708 ST. CATHERINE'S LANE KANSAS CITY, MISSOURI 64137	033070		

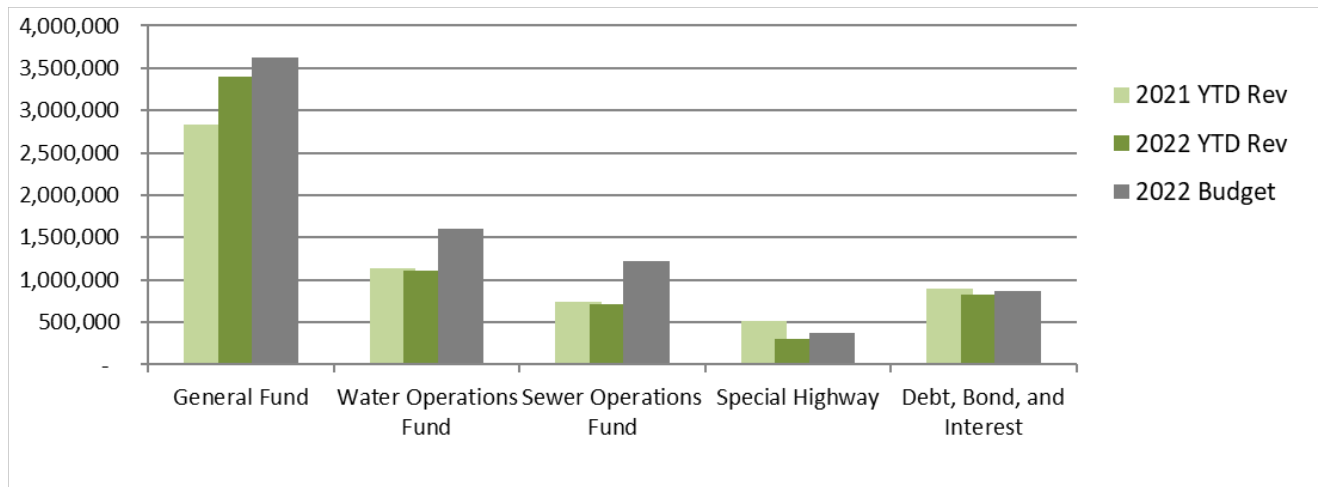
CITY OF TONGANOXIE FINANCIAL REPORT

SEPTEMBER 2022

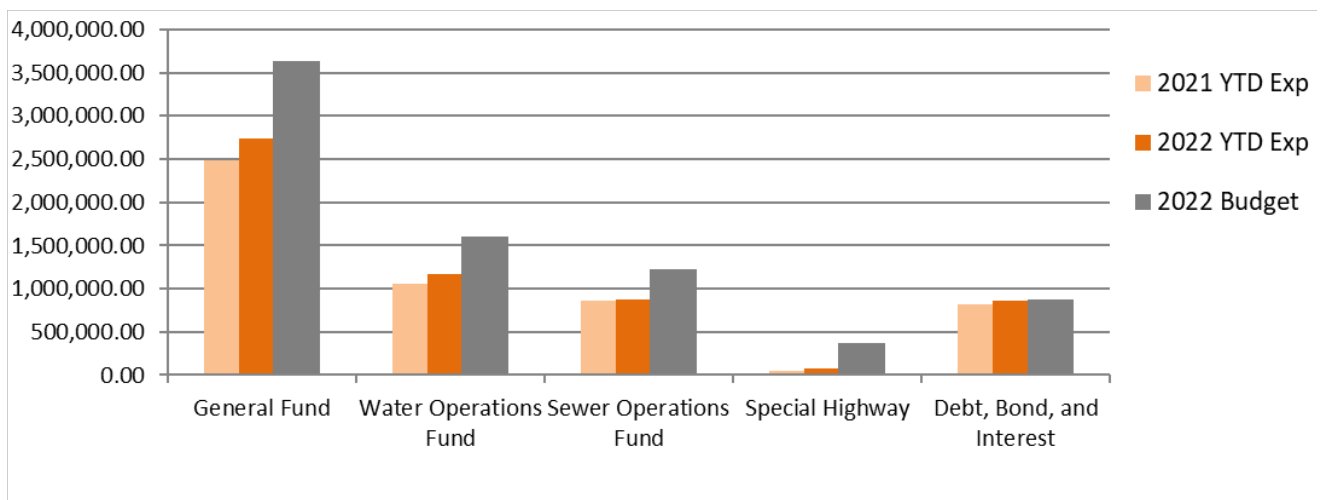
EXECUTIVE SUMMARY

- 75% of FY 2022 completed as of September 30, 2022.
- Collected 87% of revenue estimates and spent 69% of expenditure budget authority in all funds.
- The City maintains a minimal remaining balance of the proceeds of GO Bond Series 2022A and 2022B to meet remaining cost of issuance obligations. The City maintains the entirety of 2022C Temp Note funding in the Debt Proceeds Fund for the construction costs of the Water Tower Project. The minimal remaining balance of the proceeds of GO Bond Series 2022A and 2022B will be transferred to the debt, bond, and interest fund as all bond-issuance expenditures are completed.
- The City completed debt service payments due to be paid in September 2022 and there are no remaining expenditures for debt service in 2022. The City has completed \$1,167,702 in debt service payments since June 2022.
- American Rescue Plan Act (ARPA) - The City currently maintains \$765,858.42 in funding after receiving the expected \$426,008.45 in June. Required reporting for “non-entitlement unit” local governments like the City of Tonganoxie was completed in April 2022 with the next report due in April 2023.
- Staff are preparing materials for consideration of upcoming budget amendments to the following funds:
 - o General Fund – 2022 additional expenditure authority may be required due to unforeseen amounts of legal fees and contractual expenditures.
- 2022 annual budget amendments have been previously approved for the following funds:
 - o Police Equipment Reserve – additional revenue anticipation and expenditure authority for equipment purchases with grant proceeds (01/18/2022)
 - o Water Capital Fund – Adjustments to reflect need to purchase additional water meter commodities in 2022 for larger than anticipated projects including Hill’s Pet Nutrition and West Village development (07/18/2022)
 - o Police Equipment Reserve – additional expenditure authority for equipment purchases (07/18/2022)
 - o Water Operations Fund, Water Capital Fund, and Capital Projects Fund – Adjustments to mirror outcome of Church Street Bridge Construction Project and changed water & sewer demand assumptions in Fall 2022.(10/03/2022)

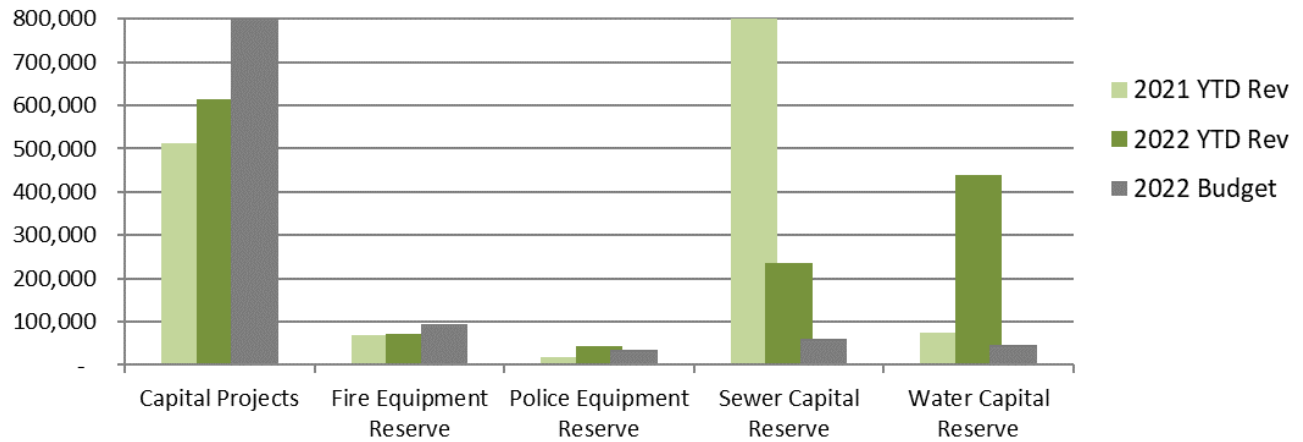
Major Fund Revenues



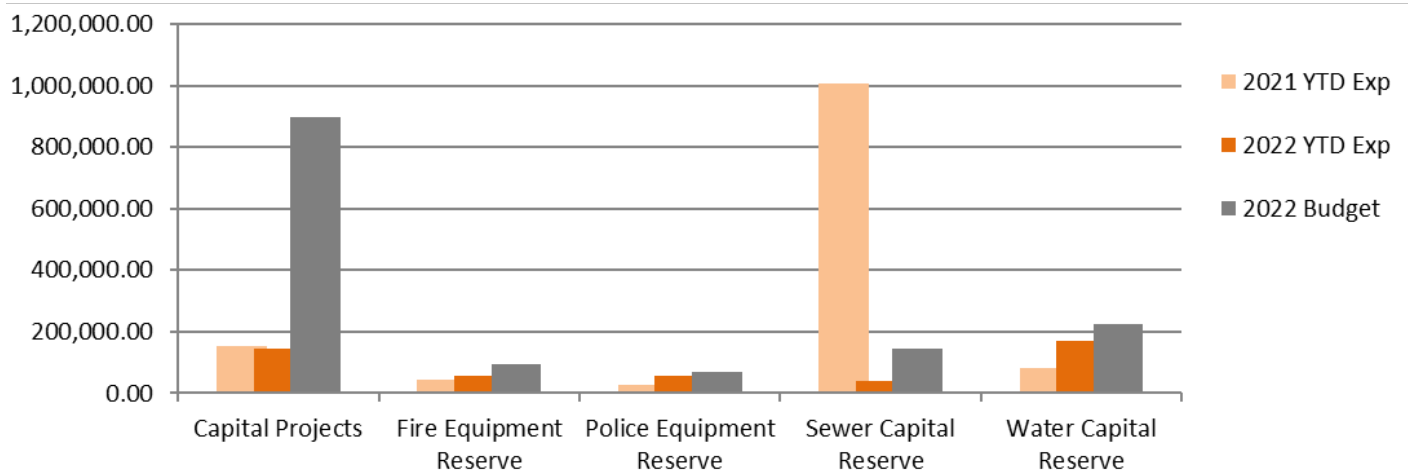
Major Fund Expenditures



Utility & Non-Utility Capital Funds Revenues



Utility & Non-Utility Capital Funds Expenditures



MAJOR REVENUES DETAIL VIEW

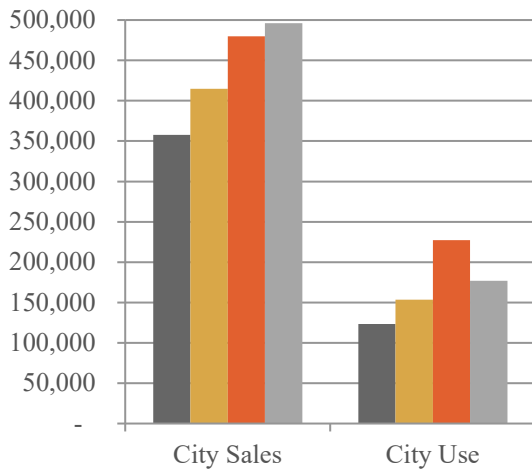
SALES & USE TAX –

Current City of Tonganoxie Sales Tax Rate (9.25%) is broken down into the following elements:

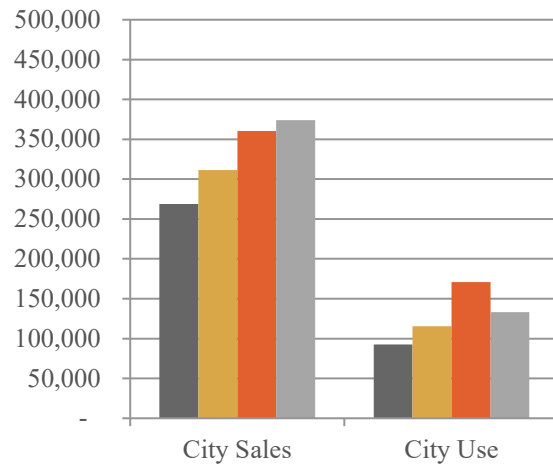
6% - State, 1% LV County, 1% City General Fund, 0.75% City Infrastructure General Purpose

- ☒ The City receives the eighth and ninth monthly remittance of sales and use tax proceeds from the State of Kansas in September 2022. Three remaining monthly remittances are expected to be received in 2022. Collection trends remain positive for City and County Sales & Use Tax.

General Fund



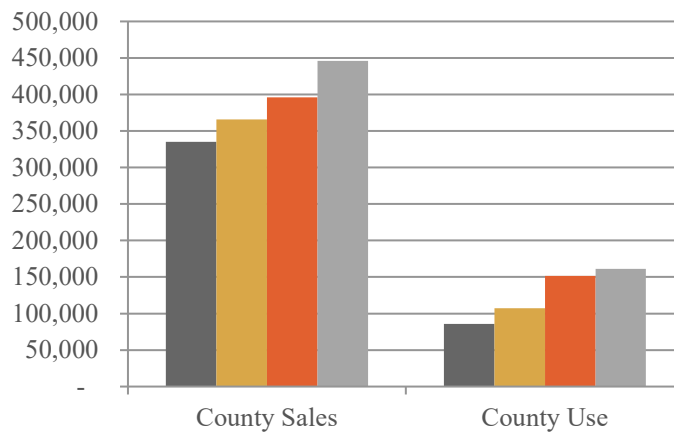
Infrastructure Sales Tax Fund



■ 2020 YTD Rev ■ 2021 YTD Rev
■ 2022 YTD Rev ■ 2022 Budget

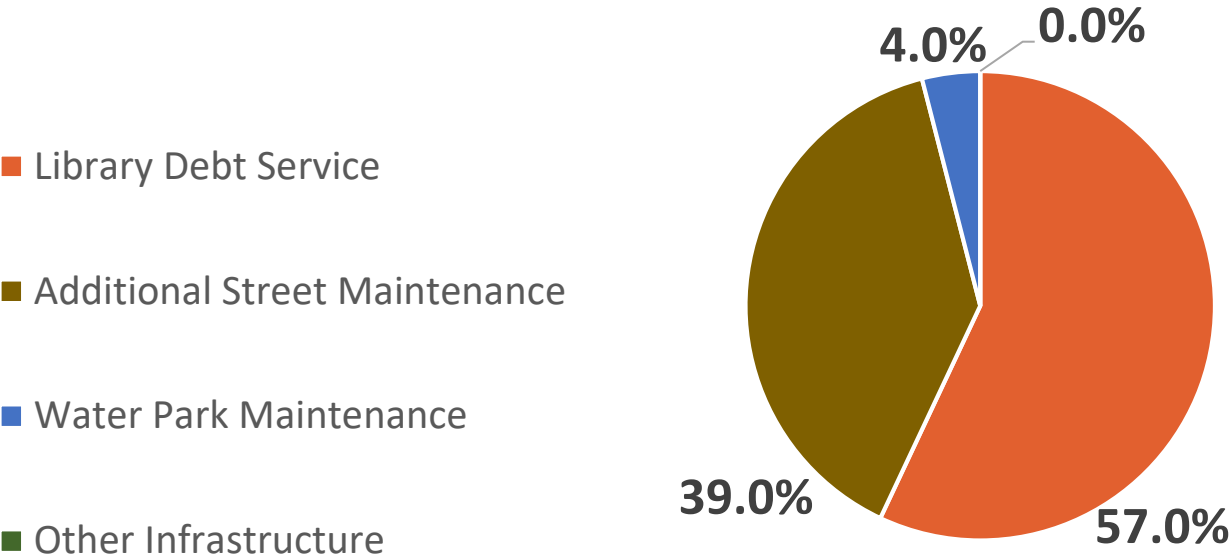
■ 2020 YTD Rev ■ 2021 YTD Rev
■ 2022 YTD Rev ■ 2022 Budget

Capital Projects Fund (City share of County Sales Tax)



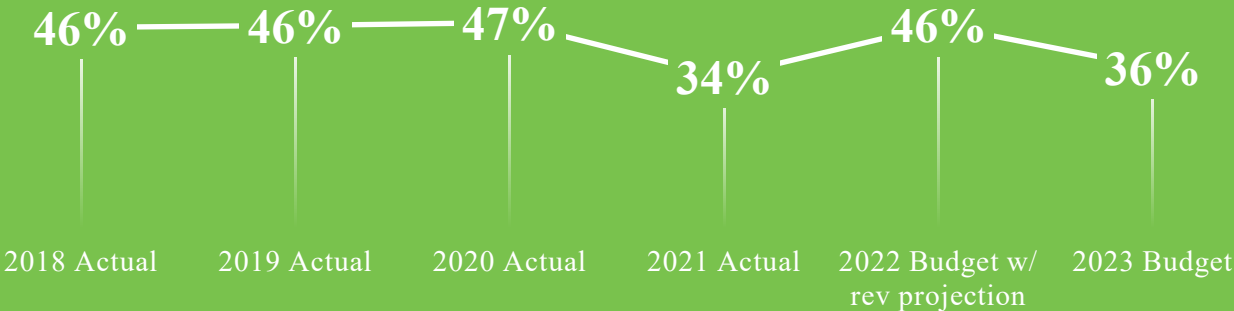
■ 2020 YTD Rev ■ 2021 YTD Rev
■ 2022 YTD Rev ■ 2022 Budget

2018-2023 Usage of Infrast. Sales Tax Funding



Project or Initiative	Infrastructure Sales Tax Contributions 2018-2023
Library Debt Service Payments	1,362,845
Additional Street Maintenance Work	918,149
Water Park Capital Maintenance	95,580
Other Infrastructure Expenditures	-

% OF TOTAL CITY STREET MAINTENANCE FUNDED BY INFRASTRUCTURE SALES TAX



MAJOR EXPENDITURES DETAIL VIEW

GENERAL FUND EXPENDITURES BY CATEGORY –

Expenditure Category	2022 YTD Expenditures	% of Annual Budget Planned Expenditures	% of Annual Legal Budget Authority Expenditures
Personal Services	1,830,052	72.3%	
Contractual Services	639,396	84.4%	
Commodities	135,498	69.7%	
Capital Outlay	131,119	90.4%	
Fund Total	2,736,065	75.4%	60.90%

MAJOR COMMODITIES COST TRENDS DETAIL –

Commodity Item	2020 YTD Expenditures	2021 YTD Expenditures	2022 YTD Expenditures	% of Annual Budget Planned Expenditures	% change from 2021
FUEL & OIL	28,229	43,008	63,917	112%	49%
ELECTRICITY	91,051	97,390	104,634	82%	7%
GAS/PROPANE	10,428	20,487	22,082	108%	8%

MAJOR CONSTRUCTURE PROJECT DETAIL VIEW

Business Park Water Tower Construction Contract – Vendor: Caldwell Tanks, Inc.

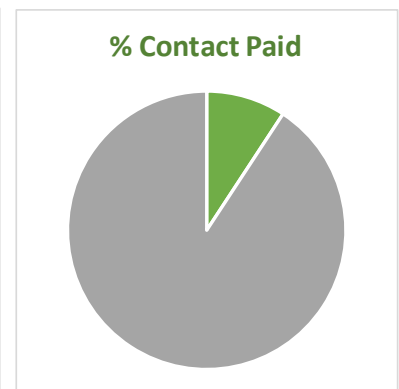
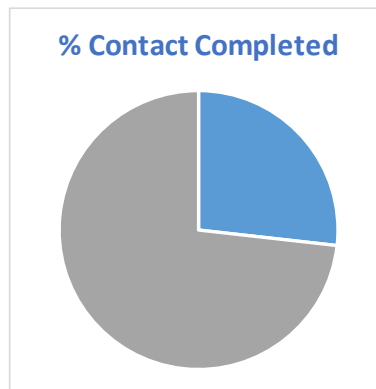
Caldwell Tanks - Water Tower Project Financial Tracker

Last Updated: 09/29/2022

Pay App	Amount Completed and Materials (to date)	Retainage Withheld (5%)	Eligible for Pmt (to date)	Amount due (this payment)	Cumulative Payments Due	Remaining Balance to Finish (incl Retainage)
1	321,040.00	16,052.00	304,988.00	304,988.00	304,988.00	2,977,960.00
2	883,390.00	44,169.50	839,220.50	534,232.50	839,220.50	2,415,610.00

Contract Price	3,299,000
Change Order Amount	-
Total Contract Price	3,299,000
% Contact Completed	27%
% Contact Paid Per latest Pay App Paid	9%

Change Order	Amount
N/A	N/A



Pay App	Amount	Notes
1	304,988.00	Received and paid from Debt Proceeds Fund. No grant reimbursement requested due to site certificate status.
2	534,232.50	Received and not yet paid.

839,220.50

PHOTO LOG:



1. Began drilling operations for the drilled shafts.



2. Delivered rebar cages already tied.



3. Cleaning out hole.

2022 BUDGET INITIATIVES

SALES TAX PROCEEDS

- ☒ \$368,500 total from the Infrastructure Sales Tax (\$170,000) and special highway funding to support a 5th consecutive year of enhanced street maintenance activities – major construction project approved.
- ☒ \$540,000 from the City's share of the County Sales Tax and the Infrastructure Sales Tax to fund replacement of the Church Street Bridge – Survey & partial design completed in FY 2021, engineering contract has been approved. Bid approved on 8/15/2022 and work to commence in winter 2022/spring 2023.
- ☒ \$74,500 or more from the City's share of the County Sales Tax to rehab the elevated structures at the Tonganoxie Water Park.
- ☒ \$3,400 from the City's share of the County Sales Tax to fund bicycle repair stations in local parks.

GENERAL FUND

- ☒ 5% annual merit pool funding available to high performing City employees
- ☒ \$120,000 for 3 new Police Department Vehicles (Tahoe model)
- ☒ \$6,000 from the General Fund for Fire Department operational budget costs
- ☒ \$4,000 from the General Fund for lifeguard stand & patron chair equipment replacements
- ☒ \$9,275 from the General Fund for funding assistance for LCDC
- ☒ \$5,000 from the General Fund for funding assistance for the Tonganoxie Business Association.
- ☒ \$5,000 from the General Fund for total funding assistance split between the Tonganoxie Arts Council and the Tonganoxie Historical Society – amended on 3/7/2022 to contribute \$5,000 to each organization.
- ☒ \$10,000 from the General Fund for funding assistance for community events
- ☒ \$15,000 from the General Fund for funding assistance for the Leavenworth County Regional Transportation Study
- ☐ Additional \$48,163 of funding is available for allocation by the City Council for any previously unbudgeted needs arising during FY 2022.
 - \$5,000 allocated for additional community group funding support on 3/7/2022.
 - \$14,200 allocated for unexpected tree removal services on 5/2/2022.

UTILITY FUNDS

- ☐ Business Park Water Tower Project Construction – Design partially completed in 2021. EDA grant funding assistance of nearly \$1,500,000 was confirmed with award announcement. Contract was awarded in March 2022 and project should commence construction in July 2022.
- ☐ Utility improvements – water production plant and wastewater treatment plant analysis and upgrades
- ☒ \$45,000 in Storm Water Fund for Church St corridor stormwater Phase 2 – project is underway.

PUBLIC SAFETY CAPITAL FUNDS

- ☒ \$21,000 from the police capital fund for partially-grant funded Police radios purchase
- ☒ \$5,000 from the public safety capital funds for firing range improvements
- ☒ \$12,000 for equipment costs associated with 3 new Police Department Vehicles (Tahoe model)

2023 BUDGET DEVELOPMENT TIMELINE

- ☒ March 2022 – Spring Retreat
- ☒ May 2022 – Capital Maintenance & Improvements Plan (CMIP) City Council work session
- ☒ June 2022 – Base Budget preparation & department budget presentations
- ☒ July 2022 – Budget work sessions & notice to County Clerk of proposed mill levy & RNR
- ☒ August 2022 – Publication of notice of public hearings
- ☒ September 2022 – RNR & Budget Public Hearings and Budget Adoption
- ☒ September 2022 – Delivery of Adopted FY 2023 Budget Forms to the Leavenworth County Clerk
- ☐ Fall 2022 – Creation of Adopted FY 2023 Budget Book – to be printed & published on City website



City of Tonganoxie, KS

Fund Balance Report

As Of 09/30/2022

Fund	Beginning Balance	Total Revenues	Total Expenses	Ending Balance
100 - General Fund	901,829.51	3,396,589.20	2,736,064.81	1,562,353.90
210 - Water Operations Fund	862,357.02	1,114,059.60	1,168,113.26	808,303.36
220 - Sewer Operations Fund	701,336.44	713,903.72	879,075.85	536,164.31
230 - Sanitation Fund	178,816.05	330,650.10	297,418.16	212,047.99
240 - Storm Water	65,467.12	35,330.04	21,882.95	78,914.21
310 - Transient Guest Tax	6,199.04	857.73	0.00	7,056.77
320 - Library Operations	7,283.22	482,362.34	495,208.32	-5,562.76
330 - Special Parks	24,196.63	4,175.19	6,319.39	22,052.43
340 - Special Highway	678,199.54	302,733.88	69,732.43	911,200.99
350 - Infrastructure Sales Tax	568,977.63	531,101.15	446,375.00	653,703.78
360 - Capital Projects	1,049,612.59	613,998.28	146,458.74	1,517,152.13
410 - Fire Equipment Reserve	218,964.81	73,049.68	55,794.34	236,220.15
420 - Police Equipment Reserve	52,932.14	42,268.37	54,450.66	40,749.85
430 - Sewer Capital Reserve	473,449.94	236,397.00	39,116.80	670,730.14
440 - Water Capital Reserve	323,430.03	438,120.06	168,172.09	593,378.00
450 - Capital Reserve	915.03	0.00	0.00	915.03
500 - Debt, Bond, and Interest	208,499.86	823,632.90	857,879.36	174,253.40
930 - Debt Proceeds	0.00	3,907,341.29	1,396,685.42	2,510,655.87
940 - Gallagher Park Fund	9,183.08	0.00	0.00	9,183.08
950 - Festival/Event Fund	4,439.67	210.00	54.87	4,594.80
960 - Law Enforcement Trust	7,104.88	0.00	7,104.88	0.00
971 - RHID 1	21.82	22,990.00	22,671.00	340.82
972 - RHID 2	0.00	0.00	0.00	0.00
980 - Industrial Park Development Fund	236,742.51	126,321.55	181,568.55	181,495.51
981 - CDBG Urgent Need Grant Fund	0.00	0.00	0.00	0.00
982 - CDBG-CV Grant 2020	0.00	0.00	0.00	0.00
983 - CARES CRF Fund	0.00	0.00	0.00	0.00
984 - ARPA Fund	339,849.97	426,008.45	0.00	765,858.42
985 - MIH Grant Fund	0.00	100,000.00	100,000.00	0.00
Report Total:	6,919,808.53	13,722,100.53	9,150,146.88	11,491,762.18

Expenditure Budget Report

For Fiscal: 2022 Period Ending: 09/30/2022

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Encumbrances	Variance		Percent Remaining
						Favorable (Unfavorable)		
100 - General Fund	3,627,746.00	3,627,746.00	387,131.98	2,736,064.81	0.00	891,681.19		24.58 %
210 - Water Operations Fund	1,553,703.00	1,606,740.00	138,599.55	1,168,113.26	0.00	438,626.74		27.30 %
220 - Sewer Operations Fund	1,192,634.00	1,222,134.00	73,696.66	879,075.85	0.00	343,058.15		28.07 %
230 - Sanitation Fund	450,000.00	450,000.00	33,327.01	297,418.16	0.00	152,581.84		33.91 %
240 - Storm Water	62,500.00	62,500.00	1,268.95	21,882.95	0.00	40,617.05		64.99 %
310 - Transient Guest Tax	1,000.00	1,000.00	0.00	0.00	0.00	1,000.00		100.00 %
320 - Library Operations	592,880.00	592,880.00	6,982.05	495,208.32	0.00	97,671.68		16.47 %
330 - Special Parks	10,500.00	10,500.00	179.99	6,319.39	0.00	4,180.61		39.82 %
340 - Special Highway	368,500.00	368,500.00	10,201.97	69,732.43	0.00	298,767.57		81.08 %
350 - Infrastructure Sales Tax	507,400.00	507,400.00	61,025.00	446,375.00	0.00	61,025.00		12.03 %
360 - Capital Projects	704,100.00	897,200.00	11,306.41	146,458.74	0.00	750,741.26		83.68 %
410 - Fire Equipment Reserve	95,000.00	95,000.00	22,885.06	55,794.34	0.00	39,205.66		41.27 %
420 - Police Equipment Reserve	24,000.00	69,226.00	0.00	54,450.66	0.00	14,775.34		21.34 %
430 - Sewer Capital Reserve	145,000.00	145,000.00	15,141.80	39,116.80	0.00	105,883.20		73.02 %
440 - Water Capital Reserve	145,000.00	225,000.00	13,454.99	168,172.09	0.00	56,827.91		25.26 %
500 - Debt, Bond, and Interest	872,533.00	872,533.00	58,458.55	857,879.36	0.00	14,653.64		1.68 %
Report Total:	10,352,496.00	10,753,359.00	833,659.97	7,442,062.16	0.00	3,311,296.84		30.79 %

CITY OF TONGANOXIE, KANSAS
SUMMARY OF RECEIPTS, DISBURSEMENTS & CASH BALANCES

	12/31/2021			9/30/2022	
	BEGIN. BALANCE		RECEIPTS	DISBURSEMENTS	ENDING BALANCE
GENERAL	\$ 901,639	\$	3,396,589	\$ 2,736,065	\$ 1,562,163
<u>Enterprise Funds</u>					
WATER	\$ 862,357	\$	1,114,060	\$ 1,168,113	\$ 808,303
SEWER	\$ 701,336	\$	713,904	\$ 879,076	\$ 536,164
SANITATION	\$ 178,816	\$	330,650	\$ 297,418	\$ 212,048
STORM WATER	\$ 65,467	\$	35,330	\$ 21,883	\$ 78,914
SEWER CAP IMPROVEMENT	\$ 473,450	\$	236,397	\$ 39,117	\$ 670,730
WATER CAP IMPROVEMENT	\$ 323,430	\$	438,120	\$ 168,172	\$ 593,378
<u>Special Revenue Funds</u>					
TRANSIENT GUEST TAX	\$ 6,199	\$	858	\$ -	\$ 7,057
LIBRARY	\$ 7,283	\$	482,362	\$ 495,208	\$ (5,563)
LAW ENFORCEMENT TRUST	\$ 7,105	\$	-	\$ 7,105	\$ -
SPECIAL PARKS	\$ 24,197	\$	4,175	\$ 6,319	\$ 22,052
ARPA FEDERAL FUNDS	\$ 339,850	\$	426,008	\$ -	\$ 765,858
<u>Debt Service Funds</u>					
DEBT SERVICE	\$ 208,500	\$	823,633	\$ 857,879	\$ 174,253
INFRASTRUCTURE SALES TAX	\$ 568,978	\$	531,101	\$ 446,375	\$ 653,704
<u>Capital Projects Funds</u>					
SPECIAL HIGHWAY	\$ 678,200	\$	302,734	\$ 69,732	\$ 911,201
EQUIPMENT RESERVE	\$ 915	\$	-	\$ -	\$ 915
CAPITAL PROJECTS	\$ 1,049,613	\$	613,998	\$ 146,459	\$ 1,517,152
POLICE DEPT EQUIP RESERVE	\$ 52,932	\$	42,268	\$ 54,451	\$ 40,750
FIRE DEPT EQUIP RESERVE	\$ 218,965	\$	73,050	\$ 55,794	\$ 236,220
TOTALS	\$ 6,669,230	\$	9,565,238	\$ 7,449,167	\$ 8,785,301

OUTSTANDING DEBT

<u>GENERAL OBLIGATION BONDS</u>	<u>3rd Quarter 2022</u>
2000 4th Street Improvement	\$ -
2013A Industrial Park	\$ -
2013B Refunding Rev. Loans	\$ 2,640,000
2017A Refunding 2007A and 2009A	\$ 635,000
2018A Library Sales Tax	\$ 3,110,000
2022A Bus Park Interceptor Sewer	\$ 1,015,000
2022B Refunding 2013A Ind Park	\$ 1,155,000
Sub-Total	\$ 8,555,000
<u>TEMPORARY NOTES</u>	
2021A Sewer Industrial Park	\$ -
2022C Water Tower	\$ 2,780,000
	\$ 2,780,000
<u>OTHER OBLIGATIONS</u>	
City Hall/PD Lease Purchase	\$ 775,822
Fire Pumper Lease Purchase	\$ 189,254
Street Sweeper Lease Purchase	\$ 159,837
Sub-Total	\$ 1,124,913
Grand Total	\$ 12,459,913

I, JoAnn Ferguson, Treasurer of the City of Tonganoxie, do hereby certify that the above statement is correct.

Attest:
Subscribed and sworn before me this 17th Day of October, 2022

Signed: JoAnn Ferguson, Treasurer

(Seal)

Signed: Dan Porter, Assistant City Manager