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# WORKSESSION ITEM

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

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

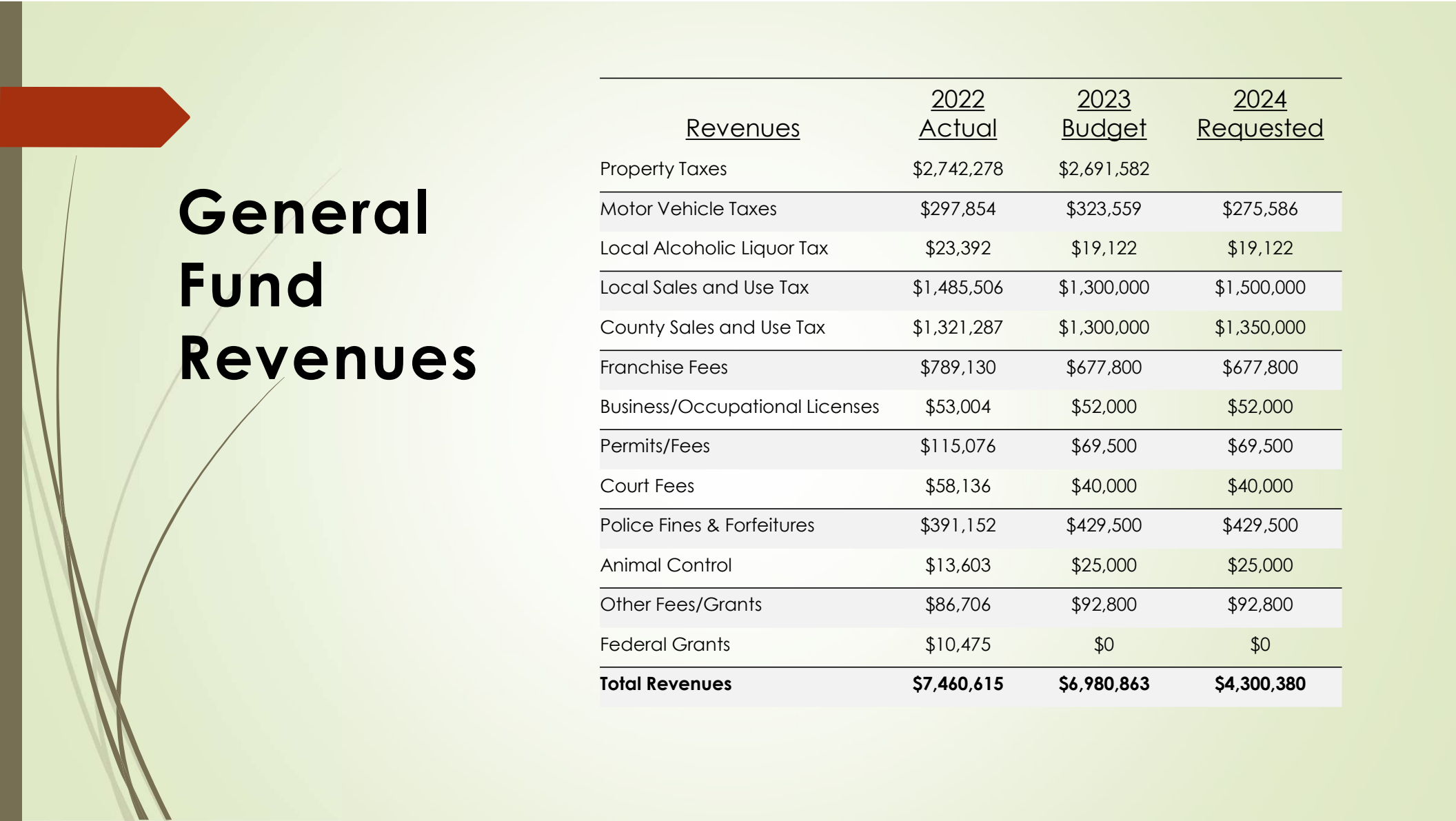
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**WORKSESSION ITEM #**

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# 2024 Budget Review





# General Fund Revenues

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

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

# General Fund EXPENSES

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



# Tax Levy Funds

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

# Special Revenue Funds

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

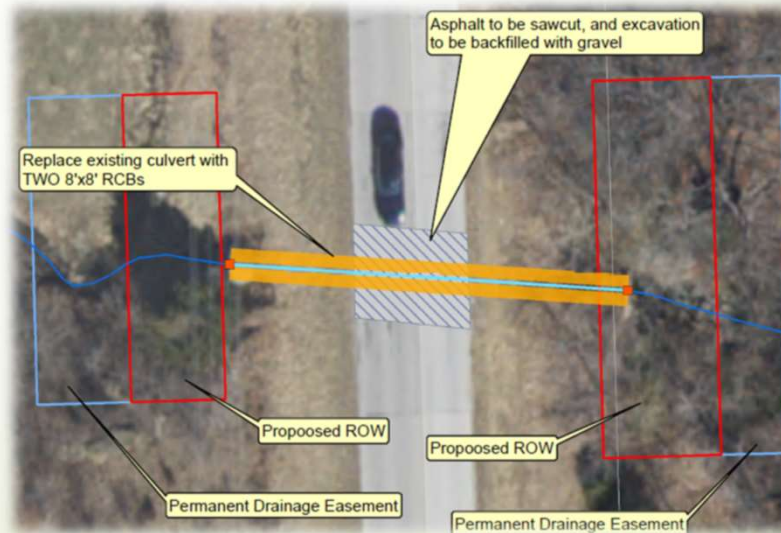


# Enterprise Funds

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

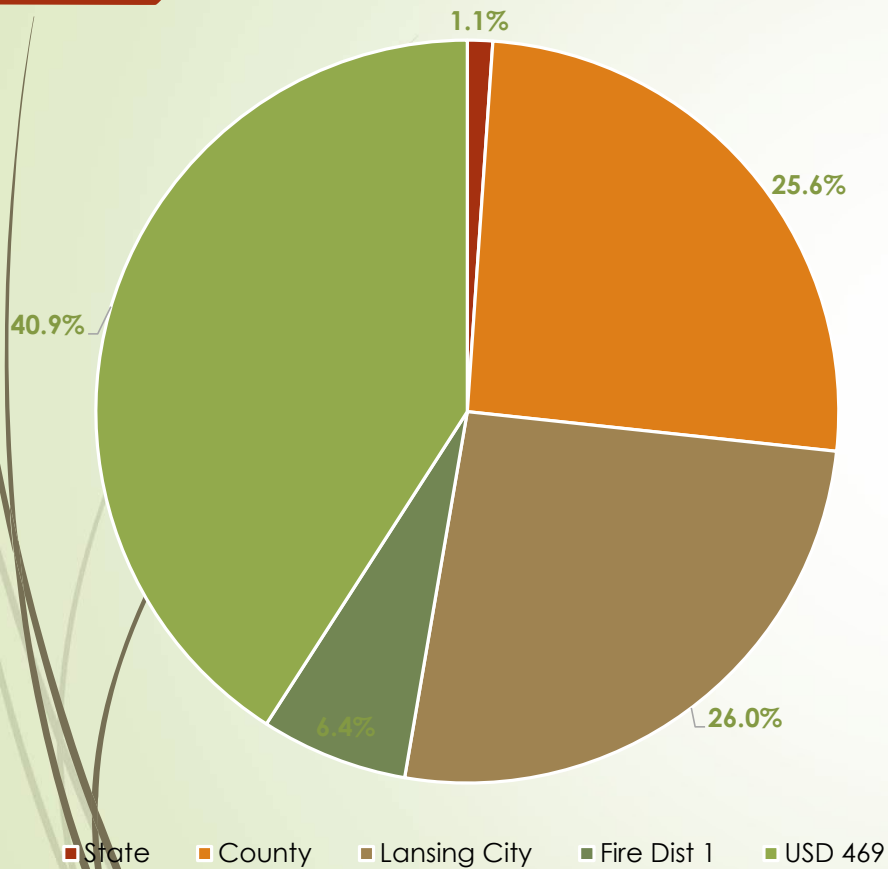
# 2024 C&S Requests

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





# Mill Levy Breakdown

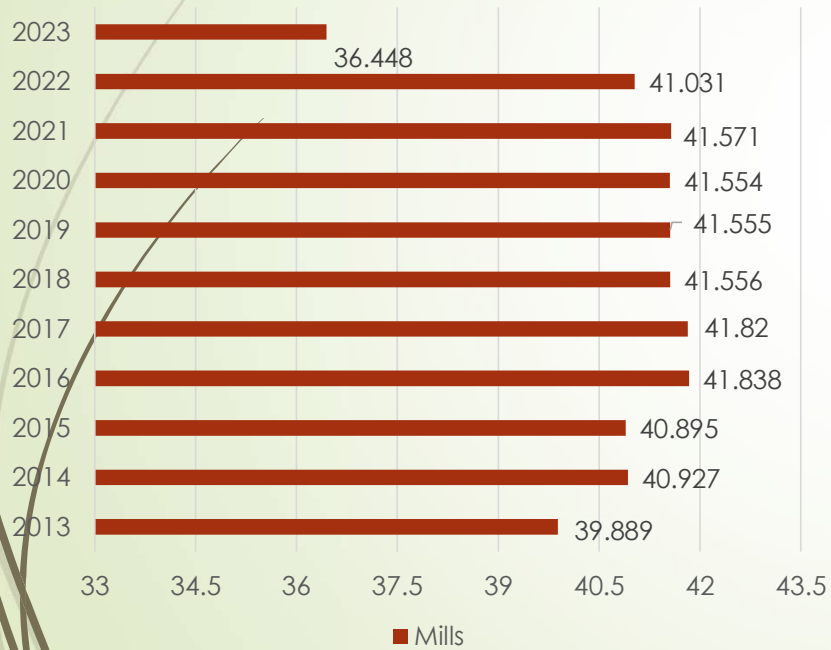


Taxing Entity	\$100,000 Home	\$200,000 Home	\$300,000 Home
State – 1.5	\$17.25	\$34.50	\$51.75
County – 35.924	\$413.13	\$826.25	\$1,239.38
Lansing City – 36.448	\$419.15	\$838.30	1257.46
Fire Dist 1 - \$8.925	\$102.64	\$205.28	\$307.91
USD 469 – 57.377	\$659.84	\$1,319.67	\$1,979.51
<b>Total Levy –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

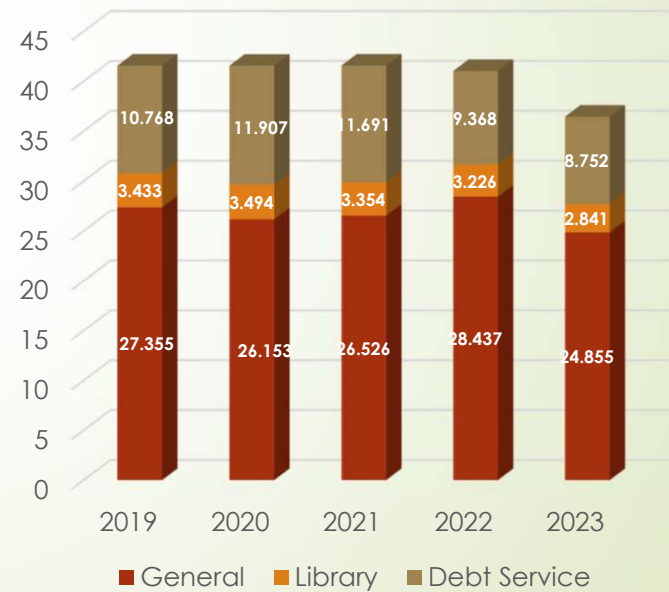
	\$100,000 Home	\$200,000 Home	\$300,000 Home
1 mill	\$11.50	\$23.00	\$34.50
2 mills	\$23.00	\$46.00	\$69.00
3 mills	\$34.50	\$69.00	\$103.50
4 mills	\$46.00	\$92.00	\$138.00

# Historic Mill Levy

## Mills



## Mills by Tax Levy Fund





**Tax dollars  
needed to  
fund 2024  
budget**

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

2023 Budget

36.448 mills generates \$3,979,091 tax dollars

1 mill = \$109,172



QUESTIONS?

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

I. **Department/Division:** Police Department

II. **Item Requested:** 10 Replacement Patrol vehicle base radios

III. **Request Justification:** It appears that there may be additional requirements on public safety radios in the future. This requirement will be that there is encryption, our current base radios are not capable of this feature. Additionally, the current base radios were purchased over 10 years ago, when we switched to digital format for emergency communications. Our current radios are obsolete, If the radios break there is no fixing them. Also, there is an unknown time frame of when replacements are purchased as to the delivery time. Meaning that it could take 6 months or longer to obtain a replacement if our current radios become disabled.

IV. **Explain how the request will improve efficiency/effectiveness:** There is a current push by MARC and federal agencies to make emergency communications encrypted. If this push becomes mandated, then we will not be able to pick up emergency communications with our outdated radio equipment. I have been purchasing replacement portables over the last several budget cycles in an effort to update equipment.

V. **Cost:** \$38,000.00 for 10 replacement Base Radios for Police patrol units

**Supporting documentation attached?**



## LANSING POLICE DEPT, CITY OF

02/24/2023

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

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

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

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



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

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

## Purchase Order Checklist

Marked as PO/ Contract/ Notice to Proceed on Company Letterhead  
(PO will not be processed without this)

PO Number/ Contract Number

PO Date

Vendor = Motorola Solutions, Inc.

Payment (Billing) Terms/ State Contract Number

Bill-To Name on PO must be equal to the *Legal* Bill-To Name

Bill-To Address

Ship-To Address (If we are shipping to a MR location, it must be documented on PO)

Ultimate Address (If the Ship-To address is the MR location then the Ultimate Destination address must be documented on PO )

PO Amount must be equal to or greater than Order Total

Non-Editable Format (Word/ Excel templates cannot be accepted)

Bill To Contact Name & Phone # and EMAIL for customer accounts payable dept

Ship To Contact Name & Phone #

Tax Exemption Status

Signatures (As required)



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

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

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





# 2023 Special Inspection

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



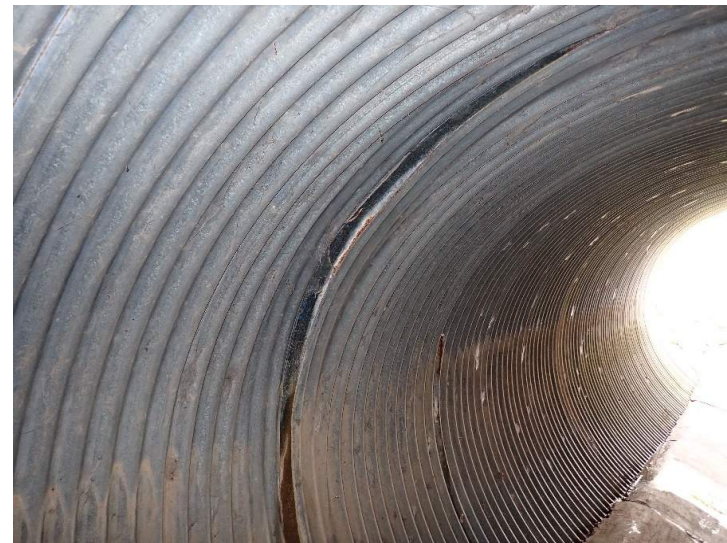
WEST ELEVATION, INLET, NO VISIBLE DEFLECTION



BOTTOM OF CMP LINED WITH CONCRETE, FAIR CONDITION



WEST SEAM, NORTH SIDE OPEN WITH MINOR INFILTRATION



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

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WEST SEAM, NORTH SIDE OPEN WITH MINOR INFILTRATION



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



VISIBLE DEFLECTION IN CEILING AT WEST SEAM



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

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



MIDDLE SEAM WITH MINOR LEAKAGE, SOUTH SIDE



DIFFERENTIAL SETTLEMENT IN MIDDLE SEAM, NORTH SIDE



MIDDLE SEAM WITH MINOR LEAKAGE, NORTH SIDE

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POSSIBLE DAMAGED END OF MIDDLE SEAM, NORTH SIDE



FILL VISIBLE AT TOP OF MIDDLE SEAM



MIDDLE OF CMP VISIBLY SQUASHING COMPARED TO END SECTION



EAST SEAM WITH MINOR LEAKAGE AT SOUTH SIDE

# 2023 Special Inspection

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



EAST SEAM OPEN 1.25IN, VISIBLE FILL



EAST SEAM WITH MINOR LEAKAGE AT NORTH SIDE



EAST SEAM OPEN 1.25IN, VISIBLE FILL

