

BOARD OF COUNTY COMMISSIONERS OF DOUGLAS COUNTY, KANSAS

Public comment will be taken for each regular agenda item as each item is discussed. Individuals will be limited to one comment per agenda item. Individuals are asked to come to the microphone, sign in, and state their name. Speakers are asked to sign in so that the spelling of names is correct in the minutes of the meeting. Speakers should address all comments/questions to the Commission.

WEDNESDAY, AUGUST 28, 2019

5:30 p.m. BUSINESS MEETING

- Proclamation for "First Responders Appreciation Month" (Michelle Derusseau)
- Proclamation celebrating the 30 Year Anniversary of Habitat of Humanity (Stacie Schroeder)

CONSENT AGENDA

- (1) (a) Consider approval of Commission Orders;
- (b) Review and approve FY2020 Carryover Reimbursements Plan Budget Summary and Budget Narrative for Criminal Justice Services- Adult Community Corrections (Pam Weigand);
- (c) Consider consent agenda approval of relocation of Permanent Road Record No. 553 (N 2100 Road) (Kevin Sontag);
- (d) Consider approving an agreement with Headquarters to implement Zero Suicide training for Douglas County in an amount not to exceed \$75,000. (Bob Tryanski)
- (e) Consider approval of the minutes from July 24, 2019; and
- (f) Accounts payable.

REGULAR AGENDA

- (2) Consider approval of real property disaster relief pursuant to K.S.A. 79-1613 as recommended by the County Appraiser. (Steve Miles)
- (3) General Public Comment
General Public Comment will be at the end of each meeting with a limit of one comment per person and keep their comments brief. Individuals may not give unused time to other speakers. As a general practice, the Commission will not discuss/debate these items, nor will the Commission make decisions on items presented during this time, rather they will refer the items to staff for follow up, if necessary.
- (4) Committee Reports
- (5) Commissioner and/or Administrator Miscellaneous
- (6) Adjourn

WEDNESDAY, SEPTEMBER 4, 2019

- Proclamation for Suicide Prevention

WEDNESDAY, SEPTEMBER 11, 2019

- Consider approval of a resolution establishing the Lawrence/Douglas County Joint 2020 Census Complete County Committee

WEDNESDAY, SEPTEMBER 18, 2019 – light meeting

- Word Session – Zoning Regulations

WEDNESDAY, SEPTEMBER 25, 2019

-No Work Session

WEDNESDAY, OCTOBER 2, 2019

Note: *The Douglas County Commission meets regularly on Wednesdays at 5:30 p.m., and at 4:00 p.m. for Work Sessions as needed. Meetings are held at the Douglas County Courthouse (2nd Floor) at 1100 Massachusetts Street, Lawrence, KS 66044. Specific regular meeting dates that are not listed above have not been cancelled unless specifically noted on this schedule.*



Office of the County Commission

P R O C L A M A T I O N

FIRST RESPONDERS APPRECIATION MONTH

September 2019

Douglas County, Kansas

WHEREAS, there is no day in recent history more terrifying than September 11, 2001 and no day in recent history that better exemplifies the dangers faced and sacrifices made by first responders. September 11, 2001 was a day which changed our nation forever; it was a day in which over 400 fire and medical and law enforcement personnel made the ultimate sacrifice.

WHEREAS, there are men and women in our community who on a daily basis risk their lives for the lives of others; selfless men and women who run towards danger as we run for safety.

WHEREAS, they do their job well and without any fanfare which makes it easy for us to forget the dangers and we take them for granted. The anniversary of 9/11 should serve as a reminder of the risks these men and women take every day for our community and an appropriate time to acknowledge their hard work and dedication.

NOW, THEREFORE, THE BOARD OF COUNTY COMMISSIONERS OF DOUGLAS COUNTY, KANSAS, do hereby proclaim the month of September 2019 as “**First Responder Appreciation Month**” in Douglas County and call upon all citizens, government agencies, public and private institutions, businesses and schools to take a moment to show their appreciation for the men and women of the Baldwin City Fire and Police Department, Clarion Springs EMS, Clinton Township Fire, Douglas County Sheriff’s Office, Eudora Fire and Police Department, Eudora Township Fire, Kansas Highway Patrol, KU Public Safety Office, Kanwaka Township Fire, Lawrence-Douglas County Fire Medical, Lawrence Police Department, Lecompton Fire/EMS, Palmyra Township Fire, Wakarusa Township Fire and Willow Springs Township Fire Department, as well as, Douglas County Emergency Communications operators who provide the key link between the citizen in an emergency situation and the first responders.

ADOPTED this 28th day of August 2019.

**BOARD OF COUNTY COMMISSIONERS
OF DOUGLAS COUNTY, KANSAS**

Michelle Derusseau, Chairman

Patrick Kelly, Vice Chair

Nancy Thellman, Member



Office of the County Commission

P R O C L A M A T I O N

LAWRENCE HABITAT FOR HUMANITY 30TH ANNIVERSARY CELEBRATION

WHEREAS, Lawrence Habitat for Humanity was incorporated on May 12, 1989, and officially affiliated with Habitat International in January 1987; and

WHEREAS, Lawrence Habitat for Humanity, through partnerships with homeowners, volunteers and sponsors, not only builds affordable houses, but builds homes, relationships, and neighborhoods where families in our local communities are offered a better life; where children are safe; where property values increase; and where dreams of home ownership can become a reality; and

WHEREAS, there are many such havens in Lawrence and Douglas County because of the vision of Lawrence Habitat for Humanity founders. Since 1989, Lawrence Habitat for Humanity has completed 100 homes and have helped build numerous homes through our tithing program with Habitat International; and

WHEREAS, Lawrence Habitat for Humanity's ReStore collects donations of household goods, furniture and construction materials from our community and sells these gently used items at affordable prices providing Lawrence Habitat for Humanity with a steady source of income.

NOW, THEREFORE, THE BOARD OF COUNTY COMMISSIONERS OF DOUGLAS COUNTY, KANSAS, urge all members of the community to join Lawrence Habitat for Humanity in this year's celebration of their 30th Anniversary and to honor our community's contribution.

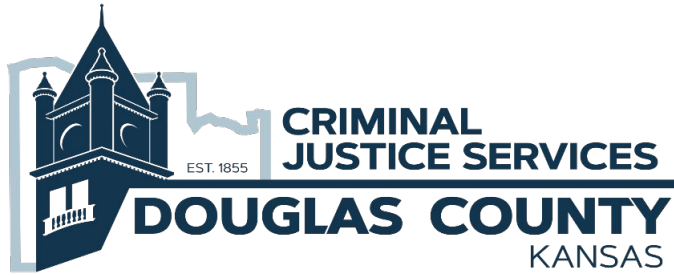
ADOPTED this 28th day of August 2019.

***BOARD OF COUNTY COMMISSIONERS
OF DOUGLAS COUNTY, KANSAS***

Michelle Derusseau, Chairman

Patrick Kelly, Vice Chair

Nancy Thellman, Member



MEMORANDUM

TO: Board of County Commissioners, Douglas County
Sarah Plinsky, Interim County Administrator

FROM: Pam Weigand, Criminal Justice Services Director

SUBJECT: Review and approve FY2020 Carryover Reimbursements Plan Budget Summary
and Budget Narrative for Criminal Justice Services- Adult Community Corrections.

DATE: August 20, 2019

As you can see in the attached FY 2020 Carryover Reimbursement Budget Summary CJS-Adult Community Corrections had \$7,650.75 in unexpended reimbursements from program participants in SFY 2019. The Kansas Department of Corrections requires community supervision agencies to budget unexpended reimbursement funds. We plan to use the unexpended reimbursement funds to help with personnel costs and drug testing service fees in SFY 2020.

I will be in available at the Commission meeting to answer any questions you may have.

Thank you for your consideration.

SIGNATORY APPROVAL
FY 2020 Carryover Reimbursements Plan
Budget Summary and Budget Narrative

Douglas County Criminal Justice Services 7JD (Community Corrections)
(Name of Corrections Agency)

DIRECTOR / ADMINISTRATIVE CONTACT

I hereby certify by my signature that I have developed my agency's FY 2020 Carryover Reimbursements Plan, attached hereto, with the active participation of my agency's Corrections Governing/Advisory Board, and that I have reviewed the Plan for accuracy. I further certify that I find the Plan complies with the written directions supplied to me by KDOC and with applicable Kansas statutes, regulations, and KDOC standards and financial guidelines.

Name (Typed or Printed)

Signature

Date

GOVERNING/ADVISORY BOARD CHAIRPERSON

I hereby certify by my signature below that the Corrections Governing/Advisory Board has actively participated in the development of the attached FY 2020 Carryover Reimbursements Plan and that the Board has reviewed the Plan for accuracy and compliance with applicable Kansas statutes, regulations, and KDOC standards and financial guidelines, and approves it.

Name (Typed or Printed)

Signature

Date

COUNTY COMMISSION CHAIRPERSON (Sponsoring County)

I hereby certify by my signature below that the Board of County Commissioners has reviewed the attached FY 2020 Carryover Reimbursements Plan for accuracy and compliance with applicable Kansas statutes, regulations, and KDOC standards and financial guidelines and approves it.

Name (Typed or Printed)

Signature

Date

FY 2020

CARRYOVER REIMBURSEMENT BUDGET SUMMARY

Douglas County Criminal Justice Services 7JD (Community Corrections)

Please attach a Budget Narrative to this document

		Current Allocation
	PERSONNEL SECTION	Cells auto fill-Verify amounts against Narrative
1A	ADMIN PERSONNEL CATEGORY	
	Salary	4,469.45
	Benefits	819.26
1B	AISP PERSONNEL CATEGORY	
	Salary	0.00
	Benefits	0.00
	TOTAL PERSONNEL SECTION	5,288.71
	AGENCY OPERATIONS SECTION	Cells auto fill-Verify amounts against Narrative
2A	TRAVEL CATEGORY	0.00
2B	TRAINING CATEGORY	0.00
2C	COMMUNICATIONS CATEGORY	0.00
2D	EQUIPMENT CATEGORY	0.00
2E	SUPPLIES/COMMODITIES CATEGORY	0.00
2F	FACILITY CATEGORY	0.00
2G	CONTRACTUAL CATEGORY	0.00
	TOTAL AGENCY OPERATIONS SECTION	0.00
	CONTRACTS/CLIENT SERVICES SECTION	Cells auto fill-Verify amounts against Narrative
3A	CONTRACTS/CLIENT SERVICES CATEGORY	
	Drug Testing Supplies	0.00
	Drug Testing Services	2,362.04
	Substance Abuse Evaluations	0.00
	Substance Abuse Treatment	0.00
	Mental Health Evaluations	0.00
	Mental Health Treatment	0.00
	Sex Offender Evaluations	0.00
	Sex Offender Treatment	0.00
	Academic Education Services	0.00
	Vocational Education Services	0.00
	Transportation Assistance	0.00
	Housing Assistance	0.00
	Subsistence	0.00
	Cognitive Skills	0.00
	Client Incentives	0.00
	Electronic Monitoring Services	0.00
	Surveillance Services	0.00
	0	0.00
	0	0.00
	0	0.00
	0	0.00
	0	0.00
	0	0.00
	0	0.00
	0	0.00
	0	0.00
	0	0.00
	TOTAL CONTRACTS/CLIENT SERVICES CATEGORY	2,362.04
	TOTAL CONTRACTS/CLIENT SERVICES SECTION	2,362.04
1A	RESIDENTIAL PERSONNEL CATEGORY	
	Salary	0.00

FY 2020

CARRYOVER REIMBURSEMENT BUDGET SUMMARY

Douglas County Criminal Justice Services 7JD (Community Corrections)

Please attach a Budget Narrative to this document

		Current Allocation
	Benefits	0.00
	TOTAL PERSONNEL SECTION	0.00
	AGENCY OPERATIONS SECTION (RESIDENTIAL)	Cells auto fill-Verify amounts against Narrative
2A	TRAVEL CATEGORY	0.00
2B	TRAINING CATEGORY	0.00
2C	COMMUNICATIONS CATEGORY	0.00
2D	EQUIPMENT CATEGORY	0.00
2E	SUPPLIES/COMMODITIES CATEGORY	0.00
2F	FACILITY CATEGORY	0.00
2G	CONTRACTUAL CATEGORY	0.00
	TOTAL AGENCY OPERATIONS SECTION (RESIDENTIAL)	0.00
	CONTRACTS/CLIENT SERVICES SECTION (RESIDENTIAL)	Cells auto fill-Verify amounts against Narrative
3A	CONTRACTS/CLIENT SERVICES CATEGORY (RESIDENTIAL)	
	Drug Testing Supplies	0.00
	Drug Testing Services	0.00
	Substance Abuse Evaluations	0.00
	Substance Abuse Treatment	0.00
	Mental Health Evaluations	0.00
	Mental Health Treatment	0.00
	Sex Offender Evaluations	0.00
	Sex Offender Treatment	0.00
	Academic Education Services	0.00
	Vocational Education Services	0.00
	Transportation Assistance	0.00
	Housing Assistance	0.00
	Subsistence	0.00
	Cognitive Skills	0.00
	Client Incentives	0.00
	Electronic Monitoring Services	0.00
	Surveillance Services	0.00
	0	0.00
	0	0.00
	0	0.00
	0	0.00
	0	0.00
	0	0.00
	0	0.00
	0	0.00
	0	0.00
	TOTAL CONTRACTS/CLIENT SERVICES CATEGORY (RESIDENTIAL)	0.00
	TOTAL CONTRACTS/CLIENT SERVICES SECTION	0.00
	TOTAL FY19 BUDGET SUMMARY	7,650.75



DOUGLAS COUNTY PUBLIC WORKS

3755 E. 25th Street
Lawrence, KS 66046
(785) 832-5293 Fax (785) 842-1201
dgcopubw@douglascountyks.org
www.douglascountyks.org

Keith A. Browning, P.E.
Director of Public Works/County Engineer

MEMORANDUM

To : Board of County Commissioners

From : Keith A. Browning, P.E., Director of Public Works/County Engineer
Kevin R. Sontag, P.S., County Surveyor

Date : August 22, 2019

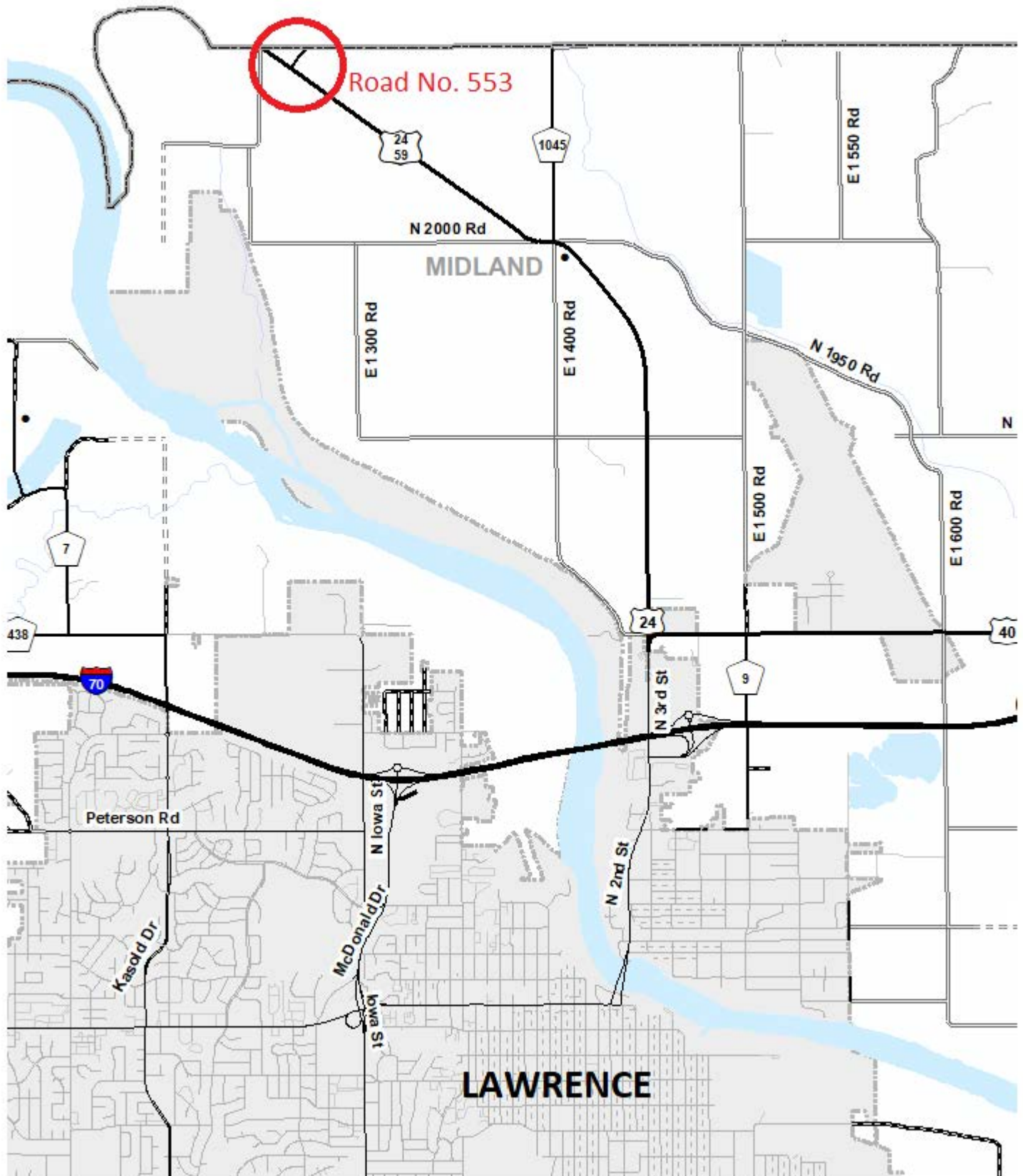
Re : Consider consent agenda approval of relocation of Permanent Road Record
No. 553 (N 2100 Road)

In 2017, N 2100 Road (Permanent Road Record No. 553) near the intersection of US Highway 24/59 with the Douglas-Jefferson County line was demolished and reconstructed in a new location. This road is the access for the landfill and quarry just north of the County line. It was moved to its new location to improve the intersection alignment for truck traffic and to increase sight distance along the highway.

Since the road construction is complete, the next step would be to update the road records that are kept at the Public Works office to show the new location. The relocation of the road can be done by resolution and without formal viewing and without the presentation of a petition. All of the right-of-way needed for the new road was donated by the land owner. Exhibit drawings have been prepared to illustrate the relocation.

Action Required: Consider consent agenda approval of a resolution that officially relocates the record location of Permanent Road Record No. 553 (N 2100 Road) to its new location.

General Location Map for Relocation of Road No. 553



RESOLUTION NO. _____

A RESOLUTION RELOCATING PERMANENT ROAD RECORD NO. 553

WHEREAS, pursuant to Douglas County Charter Resolution 07-4-1, the Board of County Commissioners may relocate any road by resolution and without formal viewing and without the presentation of a petition; and,

WHEREAS, in 2017, N 2100 Road (Permanent Road Record No. 553) near the intersection of US Highway 24/59 with the Douglas-Jefferson County line was demolished and reconstructed in a new location; and,

WHEREAS, all permanent road easement required for the new location of Permanent Road Record No. 553 has been donated to Douglas County; and,

WHEREAS, the Board of County Commissioners has determined the relocation of said road is appropriate and in the public interest; and,

WHEREAS, the County Surveyor has prepared exhibits that fully illustrate the relocation of the road and the permanent road easement (see attached Exhibits A through G); and

WHEREAS, Permanent Road Record No. 553 was originally dedicated as follows:

“A strip of land twenty feet wide across the north side of the Northwest Quarter of the Northeast Quarter of Section Two (2), Township Twelve (12), Range Nineteen (19)”, as dedicated by J. D. Lemon on December 1, 1902; and,

WHEREAS, the relocated Permanent Road Record No. 553 has a centerline described as follows:

Commencing at the northwest corner of the Northeast Quarter of Section 2, Township 12 South, Range 19 East of the 6th Principal Meridian, Douglas County, Kansas, being on the line between Douglas County and Jefferson County, Kansas; thence North 88 degrees 7 minutes 34 seconds East along the north line of said Northeast Quarter a distance of 68.30 feet, more or less, to the centerline of US Highway 24/59; thence South 55 degrees 55 minutes 59 seconds East along said centerline a distance of 955.89 feet to the point of beginning; thence North 34 degrees 4 minutes 1 second East a distance of 167.35 feet; thence along a tangent curve to the right, having a radius of 3800.00 feet, a chord bearing North 38 degrees 16 minutes 3 seconds East 556.69 feet and an arc distance of 557.19 feet to the north line of said Northeast Quarter and the point of termination; and

WHEREAS, no objections to the proposed relocation has been made;

WHEREAS, in the judgment of the Board of County Commissioners, the relocation of said Permanent Road Record No. 553 will not cause any harm or inconvenience and the original location of the road is of no public utility, provided however, that Douglas County reserves all rights-of-way and easements for utilities located in the original location of the road; and

WHEREAS, the County Engineer shall record in the public road records this resolution and attached exhibits once approved;

NOW, THEREFORE, BE IT RESOLVED BY THE DOUGLAS COUNTY BOARD OF COUNTY COMMISSIONERS that Permanent Road Record No. 553 shall officially be relocated to its new location as described herein.

SIGNED this _____ day of _____, 2019

BOARD OF COUNTY COMMISSIONERS
OF DOUGLAS COUNTY, KANSAS

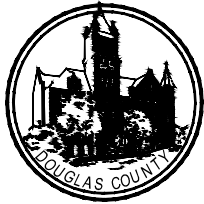
Michelle Derusseau, Chair

Patrick Kelly, Vice Chair

Nancy Thellman, Member

ATTEST:

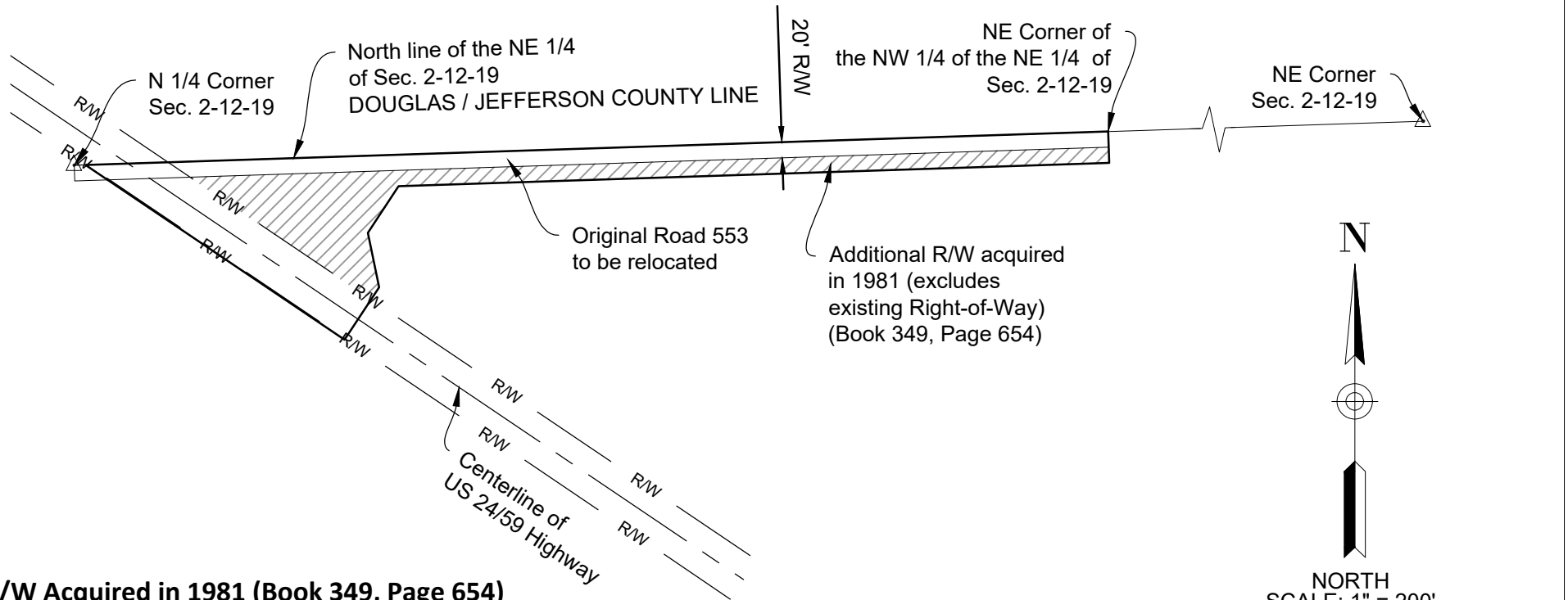
Jamie Shew, County Clerk



Douglas County Public Works

3755 E. 25th Street
Lawrence, Kansas 66046

RELOCATION OF PERMANENT ROAD RECORD #553 EXHIBIT B



R/W Acquired in 1981 (Book 349, Page 654)

Beginning at a point 14.18 feet East of the Northwest corner of the Northeast Quarter of Section 2, Township 12 South, Range 19 East of the Sixth Principal Meridian, Douglas County, Kansas, said point being on the North line of said Quarter Section; thence S. $88^{\circ}47'35''$ E. on the North line of said Quarter Section a distance of 1301.42 feet; thence S. $1^{\circ}12'25''$ W. a distance of 40.00 feet; thence N. $88^{\circ}47'35''$ W. parallel with the North line of said Quarter Section a distance of 904.23 feet; thence S. $36^{\circ}25'15''$ W. a distance of 71.10 feet; thence S. $08^{\circ}34'45''$ E. a distance of 70.71 feet; thence S. $36^{\circ}25'15''$ W. a distance of 80.00 feet; thence N. $52^{\circ}53'42''$ W. a distance of 397.60 feet to the point of beginning.

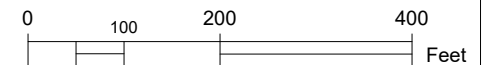
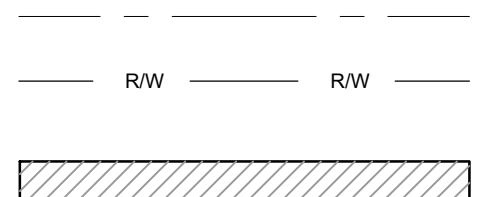
Less existing highway.

LEGEND

ROAD CENTERLINE

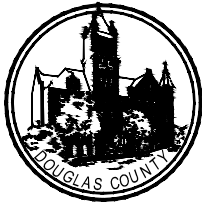
RIGHT-OF-WAY LINE

ADDITIONAL R/W ACQUIRED
IN 1981 (EXCLUDES EXISTING
RIGHT-OF-WAY)



NORTH
SCALE: 1" = 200'

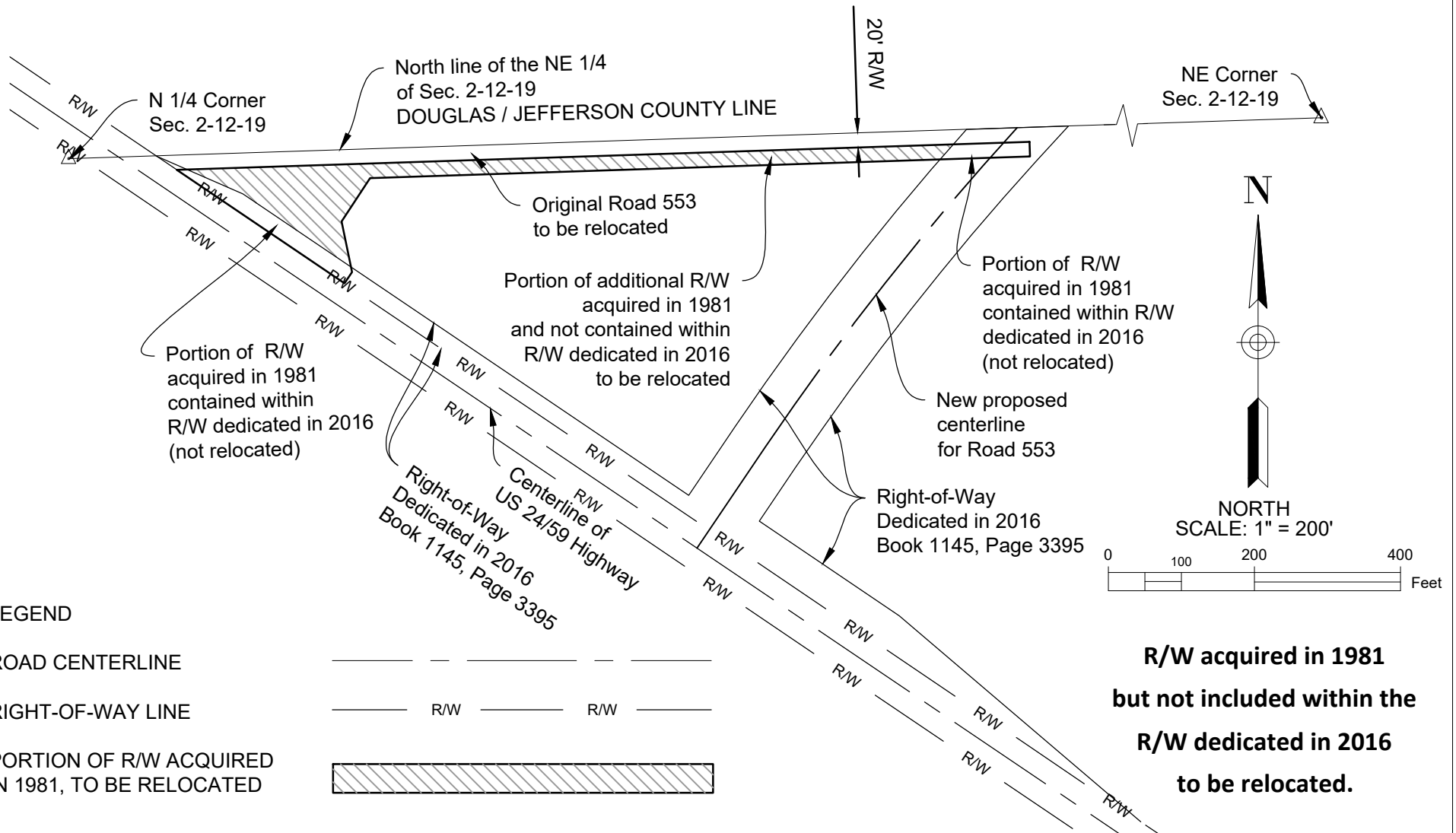


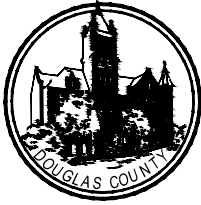


Douglas County Public Works

3755 E. 25th Street
Lawrence, Kansas 66046

RELOCATION OF PERMANENT ROAD RECORD #553 EXHIBIT C



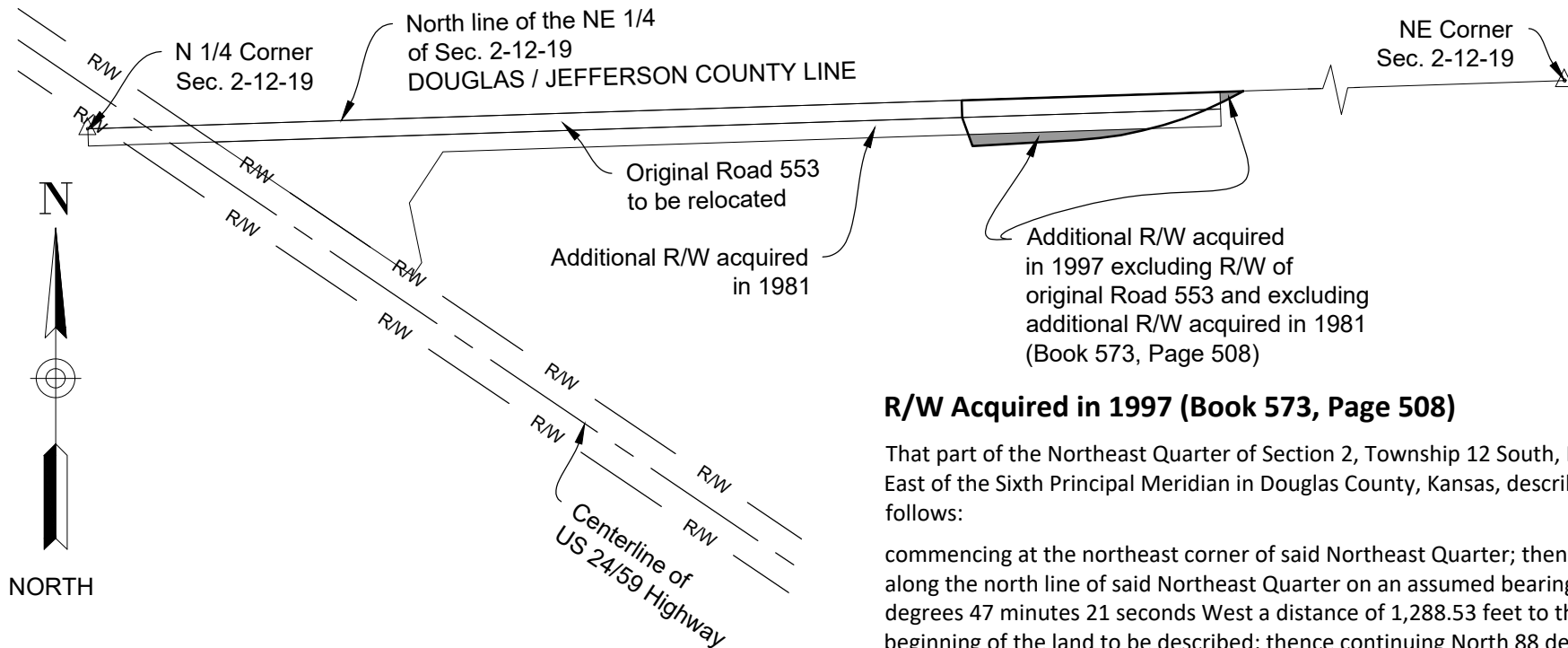
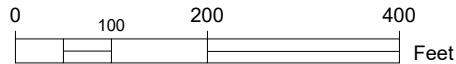


Douglas County Public Works

3755 E. 25th Street
Lawrence, Kansas 66046

RELOCATION OF PERMANENT ROAD RECORD #553 EXHIBIT D

SCALE: 1" = 200'



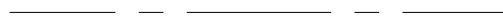
R/W Acquired in 1997 (Book 573, Page 508)

That part of the Northeast Quarter of Section 2, Township 12 South, Range 19 East of the Sixth Principal Meridian in Douglas County, Kansas, described as follows:

commencing at the northeast corner of said Northeast Quarter; thence West along the north line of said Northeast Quarter on an assumed bearing of North 88 degrees 47 minutes 21 seconds West a distance of 1,288.53 feet to the point of beginning of the land to be described; thence continuing North 88 degrees 47 minutes 21 seconds West along the north line of said Northeast Quarter a distance of 327.18 feet; thence South 1 degree 12 minutes 39 seconds West a distance of 20.00 feet to a point on the southerly right-of-way line of the existing public road; thence South 16 degrees 43 minutes 22 seconds East a distance of 35.11 feet; thence North 89 degrees 49 minutes 25 seconds East a distance of 122.24 feet; thence Northeasterly on a curve to the left with a radius of 440.00 feet an arc length of 202.39 feet (chord of said curve bears: North 76 degrees 38 minutes 47 seconds East 200.61 feet) to the point of beginning; less existing highway.

LEGEND

ROAD CENTERLINE

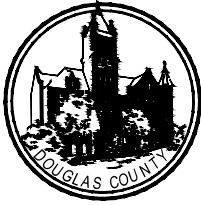


RIGHT-OF-WAY LINE



ADDITIONAL R/W ACQUIRED
IN 1997, EXCLUDING EXISTING
RIGHT-OF-WAY

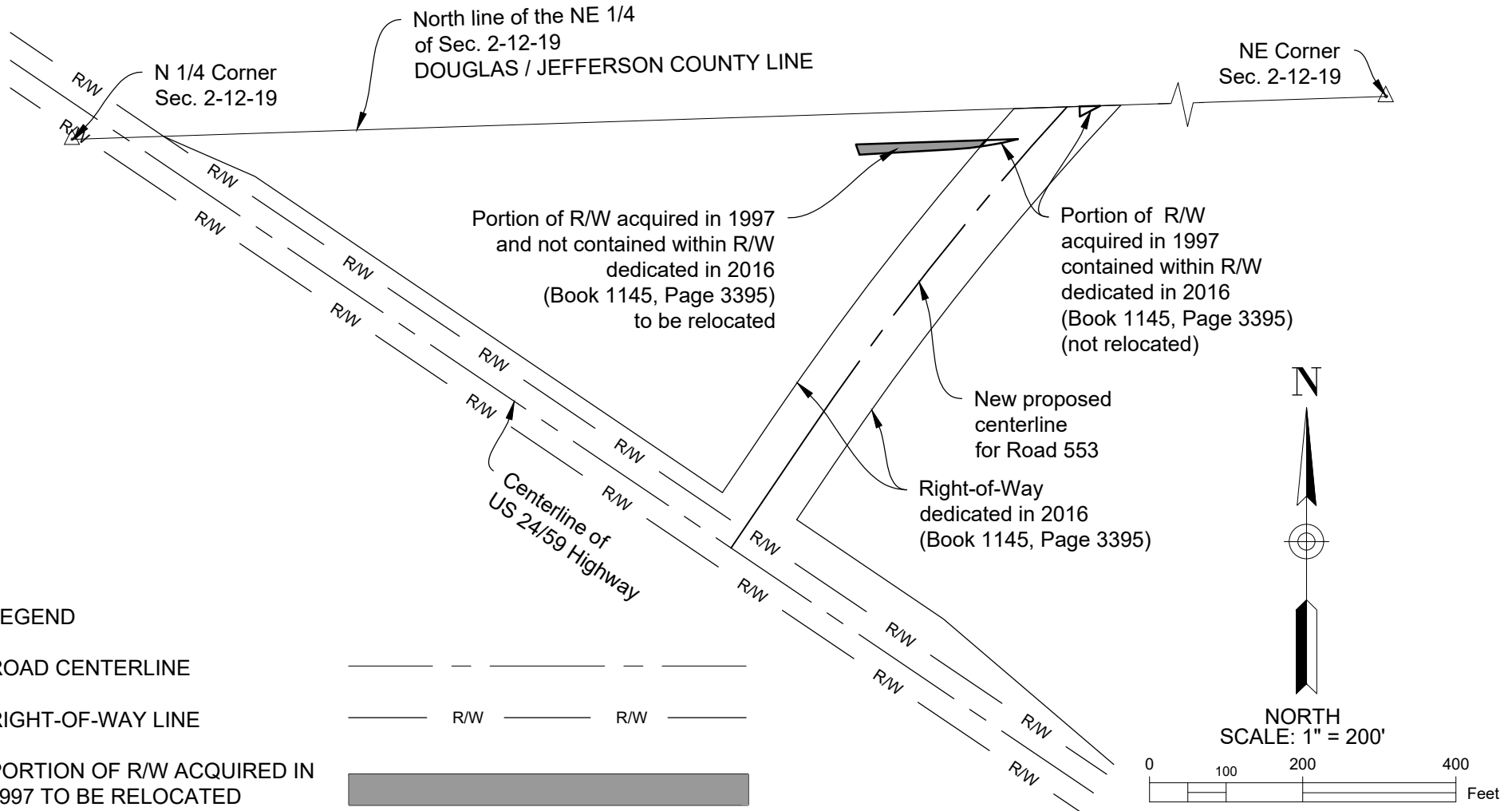


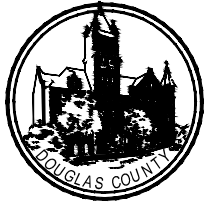


Douglas County Public Works

3755 E. 25th Street
Lawrence, Kansas 66046

RELOCATION OF PERMANENT ROAD RECORD #553 EXHIBIT E





Douglas County Public Works

3755 E. 25th Street
Lawrence, Kansas 66046

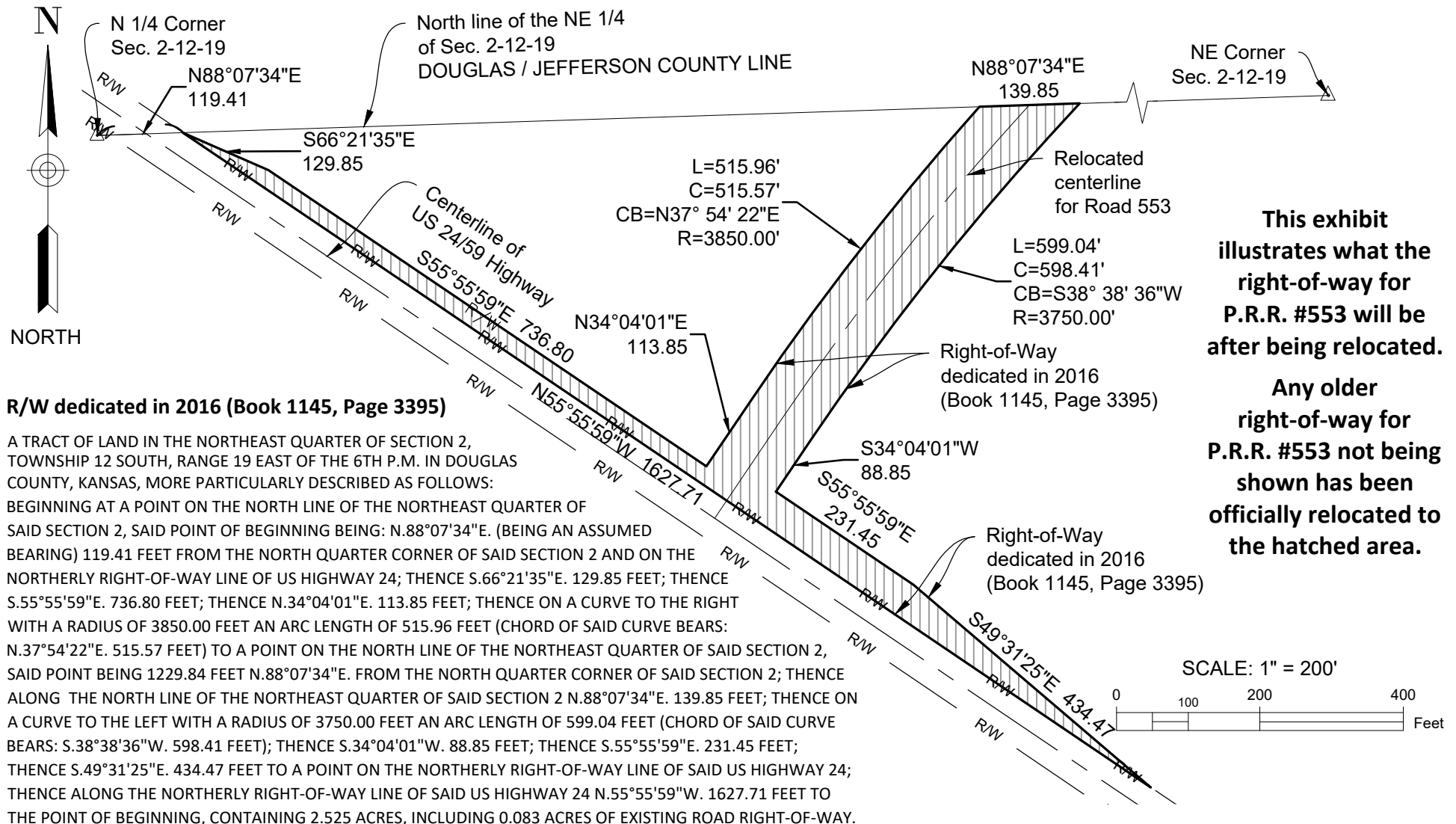
RELOCATION OF PERMANENT ROAD RECORD #553 EXHIBIT F

LEGEND

ROAD CENTERLINE

RIGHT-OF-WAY LINE

ADDITIONAL R/W DEDICATED
IN 2016 (BOOK 1145, PAGE 3395)

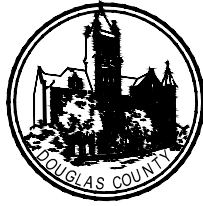


R/W dedicated in 2016 (Book 1145, Page 3395)

A TRACT OF LAND IN THE NORTHEAST QUARTER OF SECTION 2, TOWNSHIP 12 SOUTH, RANGE 19 EAST OF THE 6TH P.M. IN DOUGLAS COUNTY, KANSAS, MORE PARTICULARLY DESCRIBED AS FOLLOWS:
BEGINNING AT A POINT ON THE NORTH LINE OF THE NORTHEAST QUARTER OF SAID SECTION 2, SAID POINT OF BEGINNING BEING: N.88°07'34"E. (BEING AN ASSUMED BEARING) 119.41 FEET FROM THE NORTH QUARTER CORNER OF SAID SECTION 2 AND ON THE NORTHERLY RIGHT-OF-WAY LINE OF US HIGHWAY 24; THENCE S.66°21'35"E. 129.85 FEET; THENCE S.55°55'59"E. 736.80 FEET; THENCE N.34°04'01"E. 113.85 FEET; THENCE ON A CURVE TO THE RIGHT WITH A RADIUS OF 3850.00 FEET AN ARC LENGTH OF 515.96 FEET (CHORD OF SAID CURVE BEARS: N.37°54'22"E. 515.57 FEET) TO A POINT ON THE NORTH LINE OF THE NORTHEAST QUARTER OF SAID SECTION 2, SAID POINT BEING 1229.84 FEET N.88°07'34"E. FROM THE NORTH QUARTER CORNER OF SAID SECTION 2; THENCE ALONG THE NORTH LINE OF THE NORTHEAST QUARTER OF SAID SECTION 2 N.88°07'34"E. 139.85 FEET; THENCE ON A CURVE TO THE LEFT WITH A RADIUS OF 3750.00 FEET AN ARC LENGTH OF 599.04 FEET (CHORD OF SAID CURVE BEARS: S.38°38'36"W. 598.41 FEET); THENCE S.34°04'01"W. 88.85 FEET; THENCE S.55°55'59"E. 231.45 FEET; THENCE S.49°31'25"E. 434.47 FEET TO A POINT ON THE NORTHERLY RIGHT-OF-WAY LINE OF SAID US HIGHWAY 24; THENCE ALONG THE NORTHERLY RIGHT-OF-WAY LINE OF SAID US HIGHWAY 24 N.55°55'59"W. 1627.71 FEET TO THE POINT OF BEGINNING, CONTAINING 2.525 ACRES, INCLUDING 0.083 ACRES OF EXISTING ROAD RIGHT-OF-WAY.

This exhibit illustrates what the right-of-way for P.R.R. #553 will be after being relocated.

Any older right-of-way for P.R.R. #553 not being shown has been officially relocated to the hatched area.



Douglas County Public Works

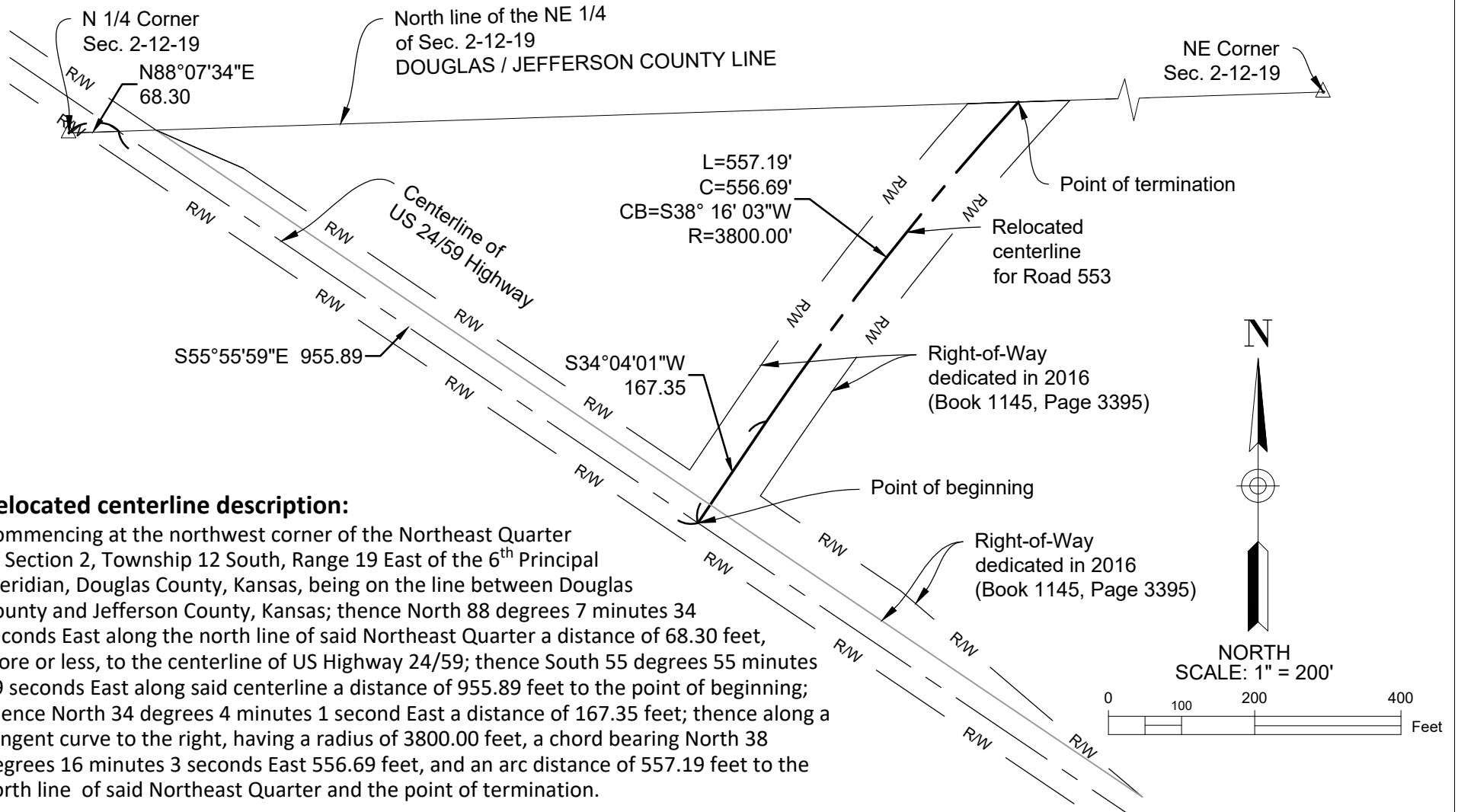
3755 E. 25th Street
Lawrence, Kansas 66046

LEGEND

ROAD CENTERLINE ————

RIGHT-OF-WAY LINE ———— R/W ————

RELOCATION OF PERMANENT ROAD RECORD #553 EXHIBIT G



Relocated centerline description:

Commencing at the northwest corner of the Northeast Quarter of Section 2, Township 12 South, Range 19 East of the 6th Principal Meridian, Douglas County, Kansas, being on the line between Douglas County and Jefferson County, Kansas; thence North 88 degrees 7 minutes 34 seconds East along the north line of said Northeast Quarter a distance of 68.30 feet, more or less, to the centerline of US Highway 24/59; thence South 55 degrees 55 minutes 59 seconds East along said centerline a distance of 955.89 feet to the point of beginning; thence North 34 degrees 4 minutes 1 second East a distance of 167.35 feet; thence along a tangent curve to the right, having a radius of 3800.00 feet, a chord bearing North 38 degrees 16 minutes 3 seconds East 556.69 feet, and an arc distance of 557.19 feet to the north line of said Northeast Quarter and the point of termination.



DOUGLAS COUNTY ADMINISTRATOR

1100 Massachusetts Street
Lawrence, KS 66044-3064
(785) 832-5328 Fax (785) 832-5148
splinsky@douglascountyks.org

Sarah Plinsky
County Administrator

MEMO TO: Board of County Commissioners

FROM: Bob Tryanski, Director of Behavioral Health Projects

SUBJECT: Contract with Headquarters to Implement Zero Suicide Initiative

DATE: August 22, 2019

Attached for your consideration and approval is a contract between Douglas County and Headquarters Counseling Center to convene and implement a Zero Suicide initiative in Douglas County.

In alignment with the 2018-2023 Douglas County Community Health Plan strategy to prioritize prevention, Headquarters, Inc. will be the lead agency on implementing the Zero Suicide Initiative with healthcare agencies serving Douglas County residents. These include Bert Nash, LMH Health, Heartland RADAC, Lawrence-Douglas County Health Department, Heartland Community Health Center, and DCCCA. Douglas County schools will also be engaged to identify their needs for supporting students at risk of suicide. The Douglas County Suicide Prevention Coalition will provide community input and review progress of the initiative.

Zero Suicide is a healthcare systems approach to suicide prevention which starts with the belief that no one enrolled in the healthcare system should die by suicide. This is achieved through universal screening for suicide risk and enrollment in a suicide care pathway which mitigates immediate risk for suicide and goes on to treat the drivers of suicide.

As outlined in the contract, the scope of work for Headquarters, Inc. in year one will focus on three areas in alignment with the SPF process being guided by DCCCA to identify prevention strategies for Douglas County. Headquarters, Inc. will guide the participating agencies in conducting an internal assessment of their readiness and capacity to implement the Zero Suicide approach. Headquarters, Inc. will also lead the agencies in assessing the readiness of their workforce to implement the Zero Suicide approach. Both of these tasks will conclude with a list of recommendations for the implementation of Zero Suicide approved interventions in their respective agencies. Cross agency meetings used for support in the Zero Suicide initiative will be coordinated by Headquarters, Inc.

In addition to the assessment and capacity building tasks, Headquarters, Inc. will be responsible for working the Education Development Center (EDC), the entity who supports implementation of Zero Suicide nationally. The goal will be to for all Douglas County agencies to be ready to participate in an EDC Zero Suicide Academy in 2020. Funding for this initiative will come from the Behavioral Health Projects Equipment Reserve fund in 2019 and sales tax revenues in 2020.

The following motion is recommended to approve these items:

***“Recommend approval for Headquarters Counseling Center to serve as the lead agency in convening and implementing Douglas County’s Zero Suicide Initiative with a cost not to exceed \$75,000 in year one.*”**



Zero Suicide in Douglas County

In alignment with the 2018-2023 Douglas County Community Health Plan strategy to prioritize prevention, Headquarters, Inc. will be the lead agency on implementing the Zero Suicide Initiative with healthcare agencies serving Douglas County residents.

Zero Suicide is a healthcare systems approach to suicide prevention which starts with the belief that no one enrolled in the healthcare system should die by suicide. This is achieved through universal screening for suicide risk and enrollment in a suicide care pathway which mitigates immediate risk for suicide and goes on to treat the drivers of suicide.

Section I. Summary and Budget

The following healthcare agencies have expressed a commitment to reducing the suicide death and suicide attempt rate in Douglas County through implementing the Zero Suicide Initiative.

- Headquarters, Inc.
- Bert Nash
- LMH Health
- Heartland RADAC
- Lawrence-Douglas County Health Department
- Heartland Community Health Center
- DCCCA

Zero Suicide for Douglas County will be implemented with the support and partnership of:

- Douglas County Suicide Prevention Coalition
- Douglas County Schools

Year One:

The scope of work for Headquarters, Inc. in year one will focus on three areas in alignment with the SPF process being guided by DCCCA to identify prevention strategies for Douglas County. Headquarters, Inc. will guide the participating agencies in conducting an internal assessment of their readiness and capacity to implement the Zero Suicide approach. Headquarters, Inc. will also lead the agencies in assessing the readiness of their workforce to implement the Zero Suicide approach. Both of these tasks will conclude with a list of recommendations for the implementation of Zero Suicide approved interventions in their respective agencies. Cross agency meetings used for support in Zero Suicide initiative will be coordinated by Headquarters, Inc. Douglas County schools will be engaged to identify their needs for supporting students at risk of suicide.

In addition to the assessment and capacity building tasks, Headquarters, Inc. will be responsible for working the Education Development Center (EDC), the entity who supports the



implementation of Zero Suicide nationally. The goal will be to for all Douglas County agencies to be ready to participate in an EDC Zero Suicide Academy in 2020. Detailed deliverable list and timeline for work is included in Section II.

Year Two:

Participating agencies will conclude Year Two with a workforce competent and confident in addressing the suicide risk of anyone presenting for any type of healthcare service. Agencies will participate in a Zero Suicide Academy coordinated by Headquarters, Inc. Headquarters, Inc. will continue to work with agency implementation teams on implementing the necessary trainings and evidence-based practices within their organizations. All outside contracts will be coordinated by Headquarters, Inc. and funded through budget allocated to Headquarters, Inc. (including the Zero Suicide Academy). Quarterly county level implementation team meetings will continue to build a community of learning and continual evaluation to support the Zero Suicide Initiative. Headquarters, Inc. will offer evidence-based trainings or coordinate bringing those trainings to the providers in Douglas County.

Year Three:

Headquarters, Inc. will focus on helping agencies to review internal and county level data related to suicide. The focus of work in this year of the project will be to build capacity and expertise in evaluating this data with the purpose of continued improvement.



Projected Budget:

Zero Suicide Implementation Year	Projected Budget for Headquarters, Inc.
Year One	\$75,000
Year Two	\$110,000
Year Three	\$32,500
Total:	\$207,500

Year One Itemized Budget:

Item	Cost
.75 FTE for Zero Suicide assessment, capacity and planning tasks	\$39,607
.25 FTE for school consultation and staff development for suicide prevention	\$9,500
Benefits @ 19.65%	\$8,864
External Educational Programs to build capacity for ZS	\$4,000
School Materials	\$1,579
Equipment (2 laptop, docking station and projector)	\$3,000
General Office Supplies (7 months @ \$50/month)	\$350
Travel (1,200 miles @ \$.40/mi) to include travel to Sedgwick Co	\$600
Indirect @ 10% of total	\$7500
Total	\$75,000



Section II. Year One Tasks and Timeline

Assessment

Tasks:

1. Meet with leadership of each participating healthcare organization
2. Establish Zero Suicide Implementation Team at each organization
3. Complete Zero Suicide Organizational Self-Study
4. Coordinate internal policy and procedure review
5. Review results of Organizational Self Study with each agency
6. Work with agency implementation teams to identify existing data collection and data points
7. Work with existing data/evaluation team to create list of additional data needed
8. Create aggregate report on agencies readiness for Zero Suicide

Capacity

Tasks:

1. Workforce is assessed for beliefs, training and skills needed to care for individuals at risk for suicide through a survey
2. Headquarters will coordinate with agency implementation teams to create plan for dissemination
3. Review results of the survey with implementation teams
4. Create training and policy recommendations for each agency based on survey results

Planning

Tasks:

1. Headquarters will convene and lead quarterly meetings with representative of each agency to create a county-wide implementation team
2. Create recommended task list of each agency and assess internal capacity for trainings
3. Coordinate and collaborate with participating agencies to ensure health equity and representation is prioritized in the assessment and capacity building phases.
4. Work with the Education Development Center to plan the Zero Suicide Academy in 2020.



Task	Timeline	Notes
Initiate contact with agencies and identify implementation teams	Weeks 1-12	
Complete Organizational Self study	Weeks 12-22	
Review results of self-study and create internal readiness estimate	Weeks 22-32	
Data Evaluation	Weeks 1-22	Participation in the data analyst meeting at the Health Department will begin immediately
Workforce Study with each agency	Weeks 32-36	
Create and share recommendations	Weeks 36-40	
Follow-up on recommendations and identify next implementation steps	Weeks 40-44	
Complete contract with EDC to book date for 2020 Academy	Week 1-6	
Planning for Zero Suicide Academy	Weeks 6-36	Planning will include all communication with the EDC, coordination of faculty, and working with participating agencies

AGREEMENT

This Agreement is entered into by and between the BOARD OF COUNTY COMMISSIONERS OF DOUGLAS COUNTY, KANSAS ("**the County**") and HEADQUARTERS, INC., a Kansas not for profit corporation ("**Provider**") (each "**a Party**" and collectively "**the Parties**"). This Agreement is effective as of the date it has been executed by both of the Parties.

RECITALS

WHEREAS, the County desires to contract with and pay Provider to provide certain services in connection with the Zero Suicide in Douglas County Initiative, as more fully described herein, and Provider agrees to provide such services on the terms and conditions contained herein; and

WHEREAS, the services to be provided are intended to promote the general health, safety, and welfare of the citizens of Douglas County,

TERMS AND CONDITIONS

NOW THEREFORE, it is agreed as follows:

1. Term of this Agreement. The Term of this Agreement shall be for one (1) year and shall commence on September 1, 2019 and end on August 31, 2020 (the "**Term**"), unless otherwise terminated in accordance with this Agreement.
2. Engagement of Provider. The County engages Provider to provide those services as described in the Scope of Services Addendum attached hereto as Exhibit A and incorporated by reference herein ("**the Services**"), and Provider agrees to provide such Services during the Term.
3. Provider's Personnel. Provider shall utilize sufficient staffing levels to ensure that the Services are delivered in an effective and high quality manner and in accordance with the applicable standards of care. In particular, Provider agrees to adjust staffing levels as necessary and appropriate to competently render Provider's Services. Provider agrees to consult with the County regarding appointment of those "**Key Personnel Positions**" identified in Exhibit B, and the County shall have the right to provide input regarding all proposed appointments for those Key Personnel Positions. Provider shall also consult with the County in advance regarding the termination and/or transfer of any individuals serving in Key Personnel Positions.
4. Standards for Provider's Personnel. Provider will provide the Services using personnel who are adequately trained and appropriately licensed/certified/credentialed by the applicable board or authority of the State of Kansas. Upon the request of the County, Provider shall furnish the County with proof of appropriate licensure/certifications/credentials for all persons who provide any of the Services. Provider's personnel shall use that degree of learning, knowledge and skill ordinarily possessed and used by members of that profession under like circumstances at the time of the Services. In the application of this learning, knowledge and skill, at all times Provider's personnel must, at a minimum, use reasonable and ordinary care and diligence.

5. Licensure; Supervision; Compliance with Laws. Provider shall be solely responsible for obtaining and paying for any and all necessary permits, licenses, registrations, and/or approvals for the performance of the Services and shall furnish proof of such items to the County. In addition, Provider shall be solely responsible for supervising and directing its personnel in performance of the Services. The County assumes no responsibility or liability to direct, supervise, oversee or otherwise manage the work of Provider's personnel. Furthermore, Provider shall comply with all applicable laws, statutes, regulations, ordinances, and orders in the performance of the Services.

6. Compensation for Services. As compensation for the Services, the County will pay Provider an amount not to exceed Seventy-Five Thousand U.S. Dollars (\$75,000.00), with such compensation being paid in accordance with the Payment Schedule attached hereto as Exhibit C and incorporated by reference herein ("**the Payment Schedule**"). In the event of a dispute between the Parties regarding payment for the Services, the Parties shall work together in good faith to resolve each dispute, and Provider shall furnish to the County such information as permitted by federal and state law to facilitate a resolution of each dispute.

7. Additional Compensation to Provider. Other than the compensation described in Paragraph 6, the County shall have no obligation to pay any additional compensation to Provider, including but not limited to, wages, employee benefits, on-call time, overtime, taxes, insurance premiums, travel, education, or any other cost or expenditure that Provider incurs in connection with this Agreement and/or the Services.

8. Cooperation and Reporting.

(a) Provider agrees to work in good faith and to reasonably cooperate with the County to promptly address any problems or issues that arise in the performance of the Services.

(b) Provider shall promptly and thoroughly investigate and resolve any and all complaints, incidents, and accidents in connection with the Services and/or Provider's activities related in any way to provision of the Services. Provider shall promptly notify the County of any such complaints, incidents, and accidents and keep the County apprised of any resolution to such complaints, incidents, and accidents.

(c) Provider shall objectively and systematically monitor and evaluate the quality and appropriateness of the Services to maintain and/or improve the delivery of the Services and to resolve any identified problems.

(d) Provider shall complete such forms and/or reports as reasonably required by the County to discuss, monitor, evaluate, and coordinate delivery of the Services. Provider shall also provide to the County quarterly summary reports regarding the Services.

(e) In addition, Provider shall ensure that its appropriate representatives attend meetings as reasonably required by the County to discuss, monitor, evaluate, and coordinate delivery of the Services. At a minimum, Provider's appropriate representatives shall meet with appropriate representatives from the County on a quarterly basis during the Term to discuss, monitor, evaluate, and coordinate delivery of the Services for purposes of maintaining and/or improving delivery of the Services and resolving any identified problems.

9. Insurance.

(a) During the Term, Provider, at Provider's sole expense, shall obtain and keep in force and effect workers' compensation insurance in accordance with statutory requirements of the State of Kansas, which insurance shall cover all persons who provide any Services under this Agreement.

(b) During the Term, Provider, at Provider's sole expense, shall obtain and keep in full force and effect professional liability insurance insuring Provider and all persons who provide any Services under this Agreement. Provider shall require any independent contractor or other person with whom Provider associates to provide any Services (other than employees of Provider, who must be covered by Provider's insurance) to obtain and maintain professional liability insurance covering any Services provided.

(c) During the Term, Provider, at Provider's sole expense, shall furnish and keep in full force and effect the following additional insurance coverages: (i) automobile liability insurance insuring the use of Provider's vehicles and all persons who operate vehicles in connection with the rendering of the Services; (ii) general liability and casualty/property insurance insuring Provider's business operations and premises.

(d) All insurance required under this Agreement shall be in coverages and amounts as reasonably required by the County and issued by insurance companies authorized to issue such insurance policies in the State of Kansas. Provider shall provide the County with Certificates of Insurance showing that all insurance required under this Agreement is in force. Provider's failure to provide and/or continue in force such insurance shall be a default of this Agreement.

10. Kansas Act Against Discrimination. As required by K.S.A. 44-1030 for companies contracting with public agencies, Provider agrees as follows:

(a) Provider shall observe the provisions of the Kansas Act Against Discrimination and shall not discriminate against any person in the performance of the work under the present contract because of race, religion, color, sex, national origin or ancestry.

(b) In all solicitations or advertisements for employees, Provider shall include the phrase, "equal opportunity employer," or a similar phrase to be approved by the Kansas Human Rights Commission.

(c) If Provider fails to comply with the manner in which Provider reports to the Kansas Human Rights Commission, in accordance with the provisions of K.S.A. 44-1031 and amendments thereto, Provider shall be deemed to have breached this Agreement and it may be canceled, terminated or suspended, in whole or in part, by the County.

(d) If Provider is found guilty of a violation of the Kansas Act Against Discrimination under a decision or order of the Kansas Human Rights Commission or a court which has become final, Provider shall be deemed to have breached this Agreement and it may be canceled, terminated or suspended, in whole or in part, by the County.

(e) Provider shall include the provisions of this Paragraph in any subcontract so that the provisions will be binding upon such subcontractor.

11. Default and Termination.

(a) A material breach by Provider of any term or condition of this Agreement shall be a default (an “**Event of Default**”) of this Agreement. Upon the occurrence of an Event of Default, the County may provide written notice to Provider of said default (a “**Notice of Default**”). Any Notice of Default issued by the County will describe the default with reasonable particularity and specify a reasonable time for Provider to cure the default. If Provider fails to cure said Event of Default within the time specified for cure thereof, the County may terminate this Agreement, effective upon written notice to Provider or at other such time as may be specified by the County. Failure or forbearance by the County to act upon a particular breach or default by Provider shall not be deemed a waiver or acquiescence concerning future breaches or defaults.

(b) Upon termination of this Agreement, the County shall be entitled to keep and retain possession of any and all works, materials, resources, and other deliverables from Provider in connection with this Agreement and/or the Services, including but not limited to any materials and resources from the Educational Development Center related to the Zero Suicide Academy. At the County's election, Provider shall either: (1) permanently assign and transfer to the County any and all rights in and its entire copyright interest to such works, materials, resources, and other deliverables; or (2) perpetually and irrevocably grant the County a license to use such works, materials, resources, and other deliverables. Provider shall execute all documents and perform such acts as may be necessary for the County to secure for itself the rights herein assigned, transferred, and/or licensed.

(c) Upon termination of this Agreement, if Provider is occupying and/or utilizing the County's facilities, Provider shall immediately vacate the County's facilities, remove all of Provider's personnel and property from the County's facilities, and immediately surrender possession of any and all portions of the County facilities to the County. If Provider fails to do so, the County may immediately re-enter and take possession of its facilities and remove Provider and all persons and with all personal property found therein by any lawful means.

(d) Notwithstanding anything to the contrary above, in the event that an Event of Default creates or is reasonably anticipated to create a risk to human life, health or safety, the County may immediately terminate this Agreement and exercise all rights provided for herein, including but not limited to, taking immediate possession of the County's facilities utilized by Provider and taking such other actions as lawful and appropriate under the circumstances.

(e) Upon termination of this Agreement prior to the expiration of the Term, Provider shall no longer be entitled to any compensation under Paragraph 6 or the Payment Schedule which would be due and/or payable after the termination date.

(f) Upon the occurrence of an Event of Default, the County, in addition to any other rights and remedies that it may have at law or equity, will be entitled to recover from Provider all damages it incurs by reason of Provider's default.

(g) Provider's sole remedy for any breach of this Agreement by the County shall be to recover amounts actually due and owing from the County for Services rendered by Provider pursuant to this Agreement. **The County shall not be liable to Provider for any other amounts, including incidental, consequential, special, punitive, or any other damages or relief of any nature whatsoever. The County shall not be liable to Provider under any other theory or cause of action for relief or recovery.**

12. Termination Due To Lack Of Funding Appropriation. If, in the judgment of the Douglas County Administrator, sufficient funds are not appropriated to continue the function performed in this Agreement and for the payment of the Services hereunder, the County may terminate this Agreement at the end of its current fiscal year. The County agrees to give written notice of termination to Provider at least thirty (30) days prior to the end of such fiscal year. The County will pay to Provider all regular contractual payments incurred through the end of such fiscal year. The termination of this Agreement pursuant to this paragraph shall not cause any penalty to be charged to the County or the Provider.

13. Privacy Rights and Protections. To the extent that Provider is subject to the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), which regulates the use and disclosure of Protected Health Information ("PHI") held by "covered entities," and Chapter 42 of the Code of Federal Regulations (CFR) Part 2 ("Part 2"), which applies to certain substance use disorder treatment facilities, Provider agrees to comply with HIPAA and Part 2 at all times and to advise the County concerning procedures and protocols to maintain compliance with HIPAA and Part 2 at all times.

14. Independent Contractor Status. For all purposes, including but not limited to, income tax withholding, payroll taxes, unemployment compensation, employment law, wage and hour law, workers compensation, and all other purposes, the Parties agree that Provider is an independent contractor of the County. The County and Provider are not joint employers, and no person with which Provider contracts or hires to provide the Services shall, under any circumstance, be considered an employee or direct contractor of the County. Provider shall be solely responsible for the means, manner, and method of providing the Services. Provider shall be responsible for all matters related to federal and state payroll and withholding taxes, workers compensation insurance, salaries, fringe benefits, and all other matters of the personnel it contracts with or hires to provide the Services. Provider shall require all such persons, other than Provider's direct employees, to agree in writing to all terms of this Agreement. Provider agrees to comply with all applicable laws and regulations regarding hiring, compensation, benefits, and other aspects of Provider's relationship with its employees or contractors.

15. Indemnification. Provider shall defend, indemnify, and hold harmless the County, and its elected officials, officers, employees, agents, and representatives, from and against any demand, claim, loss, injury, cost, liability, damage, or attorney's fees of any nature whatsoever arising out of or alleged to be caused by any act or omission by Provider or any of its directors, officers, employees, representatives, contractors, suppliers, vendors, or agents, or anyone else affiliated or associated with Provider, in the performance of the Services, this Agreement, and/or any other activity conducted by Provider.

16. Miscellaneous. This Agreement shall be binding upon the Parties hereto and their successors in interest. Provider shall not assign this Agreement to any other party (or parties) without the prior written consent of the County. Failure to insist upon strict compliance with any provision hereof shall not be deemed a waiver of such provision or any other provisions hereof. This Agreement may not be modified except by an agreement in writing, executed by

the Parties hereto. Notwithstanding the previous sentence, the County or its designee is hereby authorized to renew this Agreement in writing in accordance with Paragraph 1 herein. This Agreement shall be governed in all respects, including validity, interpretation and effect by the laws of the State of Kansas. Nothing with this Agreement shall serve to create any duty to or rights in third parties. No Party is relying upon any promise or representation not expressly set forth in this Agreement. This Agreement constitutes the entire understanding between the Parties and supersedes all prior negotiations and understandings, whether written or oral. Each Party represents and warrants that the person executing this Agreement on behalf of the Party has authority to do so, and that all necessary prior approvals and permissions have been obtained for said person to execute this Agreement on behalf of said Party.

IN WITNESS WHEREOF, the Parties have executed this Agreement effective as of the day and year first written above.

COUNTY:

Board of County Commissioners of Douglas
County, Kansas

By: _____
Michelle Derusseau, Chair of the Board of
County Commissioners

ATTEST:

Jameson D. Shew, County Clerk

PROVIDER:

Headquarters, Inc.

By: _____
Steven L. Devore, President/CEO

Exhibit A
(Scope of Services Addendum)

Overview of the Services:

During the Term, Provider's Services will generally focus on three (3) areas in alignment with the Strategic Prevention Framework ("SPF") process being guided by DCCCA to identify and implement effective suicide prevention strategies for Douglas County. Those three areas include: (1) guiding the healthcare organizations and other agencies ("**Participating Agencies**") in conducting an internal assessment of their readiness and capacity to implement the Zero Suicide Initiative; (2) leading the Participating Agencies in assessing the readiness of their workforce to implement the Zero Suicide Initiative; and (3) developing and providing strategies and recommendations for the implementation of Zero Suicide approved interventions for the Participating Agencies.

As part of the Services, Provider will also coordinate and conduct cross-agency meetings for support regarding the Zero Suicide Initiative. Provider will also engage Douglas County schools to identify their needs for supporting students at risk of suicide.

In addition to the assessment and capacity building tasks, Provider's Services will include coordinating with the Education Development Center ("**EDC**"), the entity who supports the implementation of Zero Suicide nationally. One of the primary goals of the Services will be for all Participating Agencies to be ready to attend and engage in an EDC Zero Suicide Academy in 2020. A detailed deliverable list and timeline for the Services is included in the following sections.

Task List for the Services:

Assessment Tasks:

- Meet with leadership of each Participating Agency
- Establish a Zero Suicide Implementation Team at each Participating Agency
- Complete Zero Suicide Organizational Self-Study for each Participating Agency
- Coordinate internal policy and procedure review for each Participating Agency
- Review results of Organizational Self Study with each Participating Agency
- Work with the Zero Suicide Implementation Teams to identify existing data collection and data points
- Work with existing data/evaluation teams to create list of additional data needed
- Create aggregate report on Participating Agencies' readiness to implement the Zero Suicide Initiative

Capacity Tasks:

- Assess each Participating Agency's workforce for beliefs, training and skills needed to care for individuals at risk for suicide through a survey
- Coordinate with Zero Suicide Implementation Teams to create plans for dissemination
- Review results of the surveys with Zero Suicide Implementation Teams
- Create training and policy recommendations for each Participating Agency based on survey results

Planning Tasks:

Convene and lead quarterly meetings with representatives of each Participating Agency to create a county-wide implementation team
Create recommended task lists for each Participating Agency and assess internal capacity for trainings
Coordinate and collaborate with Participating Agencies to ensure health equity and representation is prioritized in the assessment and capacity building phases
Work with the EDC to plan the Zero Suicide Academy for 2020.

Provider shall also perform such related and incidental tasks and services as reasonably necessary to, and actually associated with, the provision of the services described above.

Timelines for the Services:

Task	Timeline	Notes
Initiate contact with Participating Agencies and establish Zero Suicide Implementation Teams	Weeks 1-12	
Complete Zero Suicide Organizational Self-Study for each Participating Agency	Weeks 12-22	
Review results of Self-Study with each Participating Agency and create internal readiness estimate	Weeks 22-32	
Data Collection and Evaluation	Weeks 1-22	Participation in the data analyst meeting at the Health Department will begin immediately
Create Aggregate Report on Participating Agencies' Readiness to Implement Zero Suicide Initiative		
Workforce Study with and Survey of each Participating Agency	Weeks 32-36	

Share and review survey results with Zero Suicide Implementation Teams	Weeks 36-40	
Create training and policy recommendations for each Participating Agency		
Create recommended task lists for Participating Agencies and assess internal capacity for trainings		
Follow-up on recommendations and identify next implementation steps	Weeks 40-44	
Work with EDC to plan Zero Suicide Academy for 2020 Complete contract with EDC to book date for 2020 Academy	Week 1-6	
Planning for Zero Suicide Academy	Weeks 6-36	Planning will include all communication with the EDC, coordination of faculty, and working with participating agencies

Exhibit B
(Key Personnel Positions Addendum)

Monica Kurz, Director of the Kansas Suicide Prevention Resource Center

Exhibit C
(Payment Schedule Addendum)

<u>Month</u>	<u>Amount</u>
1	\$5,000.00
2	\$5,000.00
3	\$5,000.00
4	\$5,250.00
5	\$5,250.00
6	\$5,250.00
7	\$5,500.00
8	\$5,500.00
9	\$5,500.00
10	\$6,375.00
11	\$6,375.00
<u>12</u>	<u>\$15,000.00</u>
	\$75,000.00



DOUGLAS COUNTY APPRAISER

1100 Massachusetts Street
Lawrence, KS 66044-3064
(785) 832-5188 Fax (785) 841-0021
smiles@douglascountyks.org

Steve Miles, RMA
Douglas County Appraiser

MEMO

To: Douglas County Commissioners
From: Steven Miles
cc: Sarah Plinsky, Interim County Administrator
Date: August 15, 2019
Re: Tax abatement under K.S.A. 79-1613

On May 28, 2019, a major storm that spawned what would become an F4 tornado entered Douglas County and first touched down southwest of Lone Star Lake. The path of travel was generally southwest to northeast passing just to the south of the City of Lawrence and continuing west of Eudora, eventually leaving Douglas County just northeast of Eudora. Fortunately, there were very few human injuries associated with this event.

However, there was considerable damage and destruction to buildings and property over the course of this storm. In 2014, the Kansas legislature enacted a statute allowing the county commission to grant abatements of all or part of the taxes due or to be charged as a result of substantial destruction of a homestead by an event deemed to be a natural disaster. A natural disaster includes, but is not limited to, tornados.

As of this memo there have been 22 applications requesting tax relief under this statute by some of those affected. Seventeen (17) applications have been reviewed and processed by the County Appraiser. Recommendations of if or how much abatement should be granted are indicated on the spreadsheet that accompanies this memo. The calculated percentage of abatement of the tax is arrived at by determining if the property meets the requirements of the statute, assuming that the land remains as useable for the purpose intended, and prorating the amount for the time remaining in the current tax year. I have interpreted the language in the statute to indicate that the abatement only applies to the residential dwelling and does not extend to the detached outbuildings, landscaping or land. The estimated dollar amount of the abatement (based on 2018 mill levies) is currently about \$30,800. Applications continue to be filed.

Each application has been treated separately. The applications, supporting documentation and calculations are on file in the Appraiser's Office. I am available to clarify or answer any questions you may have about my recommendations.

Recommended Action: Consider approval of real disaster relief pursuant to K.S.A. 79-1613 as recommended by the County Appraiser.

Steven Miles, RMA
Douglas County Appraiser

Address	QuickRefID	Property/Number	Owner	Prop Class	Taxing Unit Group Code	2019 valuation			Total assessed value	building value breakdown			Observed damage	2018 mill rate	Est total tax	Abatement Calculation			
						Final Land	Final Building	Final Total		AG Buildings	Misc Buildings	Res Bldg eligible for abatement				Total prorated value reduction	est tax abated	Remaining Tax due	Abatement as % of total tax
1423 E 1850 Rd	R20959	023-101-02-0-00-00-007.00-0	Richard & Linda Knabe	F	601	40980	116420	\$157,400	\$23,212	\$14,590	\$0	\$101,830	all	123.475	\$2,866.10	\$60,540	\$859.65	\$2,006.46	29.99%
1455 E 1900 Rd	R20370	023-101-02-0-00-00-016.00-0	Robert & Esther McCabria	F	603	23990	259830	\$283,820	\$41,218	\$62,730	\$0	\$197,100	all	125.565	\$5,175.54	\$117,180	\$1,692.08	\$3,483.46	32.69%
1408 E 1850 Rd	R20367	023-101-02-0-00-00-014.01-0	H. Joe & Janice Arneson	R	603	29100	234680	\$263,780	\$30,335	\$0	\$6,380	\$228,300	all	125.565	\$3,809.01	\$135,616	\$1,958.29	\$1,850.72	51.41%
1108 E 1382 Rd	R32844	023-116-24-0-40-01-022.00-0	John & Debbie Hutton/Eric Bailey	R	503	42900	526120	\$569,020	\$65,438	\$0	\$0	\$526,120	all	121.169	\$7,929.06	\$312,789	\$4,358.54	\$3,570.52	54.97%
1318 N 1031 Rd	R32864	023-117-25-0-00-01-007.06-0	Stephen & Lisa Brown/Caffman Const	R	503	42900	275300	\$318,200	\$36,594	\$0	\$0	\$275,300	all	121.169	\$4,434.06	\$163,672	\$2,280.68	\$2,153.38	51.44%
1021 E 1292 Rd	R32981	023-117-26-0-00-02-003.00-0	Billy & Julie Brumley	R	503	51660	193440	\$245,100	\$28,187	\$0	\$24,800	\$168,640	house & ga	121.169	\$3,415.39	\$100,260	\$1,397.07	\$2,018.32	40.91%
1371 N 1100 Rd	R32850	023-117-25-0-00-01-002.00-0	Louie & Betty McElhaney	F	503	38930	356350	\$395,280	\$49,963	\$26,810	\$0	\$329,540	all	121.169	\$6,053.97	\$192,286	\$2,679.40	\$3,374.57	44.26%
1357 N 1100 Rd	R32852	023-117-25-0-00-01-002.02-0	Tracy Russo/Louie McElhaney	F	503	24980	463450	\$488,430	\$56,231	\$0	\$0	\$463,450	all	121.169	\$6,813.45	\$275,531	\$3,839.37	\$2,974.09	56.35%
1260 N 1000 Rd	R32984	023-117-26-0-00-02-006.00-0	Eric & Misty Stoffer	R	503	44360	191340	\$235,700	\$27,105	\$0	\$0	\$191,340	all	121.169	\$3,284.29	\$108,976	\$1,518.52	\$1,765.77	46.24%
1504 E 2000 Rd	R17457	023-089-31-0-00-00-006.00-0	Jason Grems	R	606	24000	101880	\$125,880	\$14,476	\$0	\$4,980	\$96,900	all	139.675	\$2,021.94	\$57,609	\$925.35	\$1,096.58	45.77%
877 E 1000 Rd	R34776	023-163-05-0-00-00-015.00-0	Michelle Gunnoe, Trustee	R	902	55310	180890	\$236,200	\$27,163	\$0	\$0	\$180,890	all	119.22	\$3,238.37	\$107,543	\$1,474.45	\$1,763.93	45.53%
1322 N 1031 Rd	R32865	023-117-25-0-00-01-007.07-0	Roger & Rhonda Brown	R	503	47280	361220	\$408,500	\$46,977	\$0	\$0	\$361,220	all	121.169	\$5,692.16	\$207,105	\$2,885.89	\$2,806.26	50.70%
1268 N 1000 Rd	R32985	023-117-26-0-00-02-007.00-0	Michael & Sonja Hart	R	503	44360	205690	\$250,050	\$28,755	\$0	\$10,250	\$195,440	house	121.169	\$3,484.21	\$113,803	\$1,585.78	\$1,898.43	45.51%
627 N 600 Rd	R303684	023-156-23-0-00-00-005.03-0	Gregory & Brenda Lehman	R	751	77770	222930	\$300,700	\$34,581	\$0	\$19,310	\$203,620	house	143.027	\$4,946.02	\$119,784	\$1,970.22	\$2,975.80	39.83%
1020 E 1292 Rd	R32968	023-117-26-0-00-01-036.00-0	John & Leane Wistuba	R	503	47720	169980	\$217,700	\$25,036	\$0	\$0	\$169,980	all	121.169	\$3,033.59	\$98,227	\$1,368.74	\$1,664.85	45.12%
1003 E 1200 Rd	R33118	023-118-27-0-00-00-008.08-0	Michael & Barbara Watkins	R	503	56040	313060	\$369,100	\$42,447	\$0	\$0	\$313,060	minor dam	121.169	\$5,143.26	\$0	\$0.00	\$5,143.26	0.00%
897 E 1050 Rd	R34698	023-162-04-0-00-00-009.02-0	Michael & Mary Tye	F	902	34080	111110	\$145,190	\$19,512	\$16,930	\$0	\$94,180	building	119.22	\$2,326.22	\$0	\$0.00	\$2,326.22	0.00%
									\$5,010,050						\$73,666.63	\$2,170,921	\$30,794.01	\$42,872.62	

**Douglas County Commissioners
Disaster Relief Determination for:**

Property address / parcel i.d. / ref number: 023-101-02-0-00-00-007.00-0

Applicant (Property owner/taxpayer—nontransferable): Richard L. Knabe & Linda J. Knabe,
Trustees

Douglas County Commissioners' summary of inquiry and findings:

Check Yes or No for each question.

Was the structure destroyed or substantially destroyed a homestead? ☒ YES ☐ NO
(Homestead means dwelling, owned or rented, which is occupied as a residence and the home site land.)

Was the homestead destroyed or substantially destroyed by **earthquake, fire, flood, storm or**
tornado, and/or was the destructive event declared a disaster by the governor of
Kansas? ☒ YES ☐ NO

Was the homestead destroyed or substantially destroyed? ☒ YES ☐ NO
*(Destroyed or substantially destroyed means the cost of restoring the homestead to it's before damaged
condition would equal or exceed 50% of the market value of the structure before the damage occurred.)*

(If any above are "NO", no tax abatement or credit can be granted.)

Based on the date of this event, check the appropriate tax treatment:

☒ **Abatement:** This event occurred after January 1 but prior to August 15.

☐ **Credit:** This event occurred on or after August 15 but prior to January 1 of the next year.
The credit can be applied to the property tax of the owner over the next three years.)

Documentation provided:

- ☐ Written estimate of repairs or rebuilding costs by a licensed contractor.
- ☒ Deed of ownership (available at Register of Deeds Office), a copy of contract if buying on
contract or title of manufactured home
- ☒ Photos
- ☐ Other: _____

IT IS THEREFORE ORDERED, based on the above information, the Board of County Commissioners of Douglas County grant:

- ☐ No abatement or credit will be granted.
- ☒ Abatement / credit of 29.9% or \$ _____ of the property tax for tax year 2019 of the parcel i.d. / ref number: 023-101-02-0-00-00-007.00-0.

IT IS FURTHER ORDERED the county clerk and the county treasurer shall correct their records in accordance with the county commissioners' order.

IT IS SO ORDERED, this _____ day of _____, 20____.

_____, County Commissioner

_____, County Commissioner

_____, County Commissioner

**Douglas County Commissioners
Disaster Relief Determination for:**

Property address / parcel i.d. / ref number: 023-101-02-0-00-00-016.00-0

Applicant (Property owner/taxpayer—nontransferable): Robert or Esther McCabria

Douglas County Commissioners' summary of inquiry and findings:

Check Yes or No for each question.

Was the structure destroyed or substantially destroyed a homestead? ☒ YES ☐ NO
(Homestead means dwelling, owned or rented, which is occupied as a residence and the home site land.)

Was the homestead destroyed or substantially destroyed by **earthquake, fire, flood, storm or**
tornado, and/or was the destructive event declared a disaster by the governor of
Kansas? ☒ YES ☐ NO

Was the homestead destroyed or substantially destroyed? ☒ YES ☐ NO
(Destroyed or substantially destroyed means the cost of restoring the homestead to it's before damaged
condition would equal or exceed 50% of the market value of the structure before the damage occurred.)

(If any above are "NO", no tax abatement or credit can be granted.)

Based on the date of this event, check the appropriate tax treatment:

☒ **Abatement:** This event occurred after January 1 but prior to August 15.

☐ **Credit:** This event occurred on or after August 15 but prior to January 1 of the next year.
(The credit can be applied to the property tax of the owner over the next three years.)

Documentation provided:

☐ Written estimate of repairs or rebuilding costs by a licensed contractor.

☒ Deed of ownership (available at Register of Deeds Office), a copy of contract if buying on
contract or title of manufactured home

☒ Photos

☐ Other: _____

IT IS THEREFORE ORDERED, based on the above information, the Board of County Commissioners of Douglas County grant:

- ☐ No abatement or credit will be granted.
- ☒ Abatement / credit of 32.69% or \$_____ of the property tax for tax year 2019 of the parcel i.d. / ref number: 023-101-02-0-00-00-016.00-0

IT IS FURTHER ORDERED the county clerk and the county treasurer shall correct their records in accordance with the county commissioners' order.

IT IS SO ORDERED, this _____ day of _____, 20____.

_____, County Commissioner

_____, County Commissioner

_____, County Commissioner

**Douglas County Commissioners
Disaster Relief Determination for:**

Property address / parcel i.d. / ref number: 023-101-02-0-00-00-014.01-0

Applicant (Property owner/taxpayer—nontransferable): H. Joe and Janice A. Arneson

Douglas County Commissioners' summary of inquiry and findings:

Check Yes or No for each question.

Was the structure destroyed or substantially destroyed a homestead? ☒ YES ☐ NO
(Homestead means dwelling, owned or rented, which is occupied as a residence and the home site land.)

Was the homestead destroyed or substantially destroyed by **earthquake, fire, flood, storm or
tornado, and/or** was the destructive event declared a disaster by the governor of
Kansas? ☒ YES ☐ NO

Was the homestead destroyed or substantially destroyed? ☒ YES ☐ NO
*(Destroyed or substantially destroyed means the cost of restoring the homestead to it's before damaged
condition would equal or exceed 50% of the market value of the structure before the damage occurred.)*

(If any above are "NO", no tax abatement or credit can be granted.)

Based on the date of this event, check the appropriate tax treatment:

☒ **Abatement:** This event occurred after January 1 but prior to August 15.

☐ **Credit:** This event occurred on or after August 15 but prior to January 1 of the next year.
The credit can be applied to the property tax of the owner over the next three years.)

Documentation provided:

☒ Written estimate of repairs or rebuilding costs by a licensed contractor.

☒ Deed of ownership (available at Register of Deeds Office), a copy of contract if buying on
contract or title of manufactured home

☒ Photos

☐ Other: _____

IT IS THEREFORE ORDERED, based on the above information, the Board of County Commissioners of Douglas County grant:

☐ No abatement or credit will be granted.

☒ Abatement / credit of 51.41% or \$ _____ of the property tax for tax year 2019 of the parcel i.d. / ref number: 023-101-02-0-00-00-014.01-0.

IT IS FURTHER ORDERED the county clerk and the county treasurer shall correct their records in accordance with the county commissioners' order.

IT IS SO ORDERED, this _____ day of _____, 20____.

_____, County Commissioner

_____, County Commissioner

_____, County Commissioner

**Douglas County Commissioners
Disaster Relief Determination for:**

Property address / parcel i.d. / ref number: 023-116-24-0-40-01-022.00-0

Applicant (Property owner/taxpayer—nontransferable): John D. and Debbie K. Hutton

Douglas County Commissioners' summary of inquiry and findings:

Check Yes or No for each question.

Was the structure destroyed or substantially destroyed a homestead? ☒ YES ☐ NO
(Homestead means dwelling, owned or rented, which is occupied as a residence and the home site land.)

Was the homestead destroyed or substantially destroyed by **earthquake, fire, flood, storm or**
tornado and/or was the destructive event declared a disaster by the governor of
Kansas? ☒ YES ☐ NO

Was the homestead destroyed or substantially destroyed? ☒ YES ☐ NO
(Destroyed or substantially destroyed means the cost of restoring the homestead to it's before damaged condition would equal or exceed 50% of the market value of the structure before the damage occurred.)

(If any above are "NO", no tax abatement or credit can be granted.)

Based on the date of this event, check the appropriate tax treatment:

☒ **Abatement:** This event occurred after January 1 but prior to August 15.

☐ **Credit:** This event occurred on or after August 15 but prior to January 1 of the next year.
The credit can be applied to the property tax of the owner over the next three years.)

Documentation provided:

- ☒ Written estimate of repairs or rebuilding costs by a licensed contractor.
- ☒ Deed of ownership (available at Register of Deeds Office), a copy of contract if buying on contract or title of manufactured home
- ☒ Photos
- ☐ Other: _____

IT IS THEREFORE ORDERED, based on the above information, the Board of County Commissioners of Douglas County grant:

- ☐ No abatement or credit will be granted.
- ☒ Abatement / credit of 54.97% or \$ _____ of the property tax for tax year 2019 of the parcel i.d. / ref number: 023-116-24-0-40-01-022.00-0.

IT IS FURTHER ORDERED the county clerk and the county treasurer shall correct their records in accordance with the county commissioners' order.

IT IS SO ORDERED, this _____ day of _____, 20____.

_____, County Commissioner

_____, County Commissioner

_____, County Commissioner

**Douglas County Commissioners
Disaster Relief Determination for:**

Property address / parcel i.d. / ref number: 023-117-25-0-00-01-007.06-0

Applicant (Property owner/taxpayer—nontransferable): Coffman Construction Inc.

Douglas County Commissioners' summary of inquiry and findings:

Check Yes or No for each question.

Was the structure destroyed or substantially destroyed a homestead? ☒ YES ☐ NO

(Homestead means dwelling, owned or rented, which is occupied as a residence and the home site land.)

Was the homestead destroyed or substantially destroyed by **earthquake, fire, flood, storm or tornado**, and/or was the destructive event declared a disaster by the governor of Kansas? ☒ YES ☐ NO

Was the homestead destroyed or substantially destroyed? ☒ YES ☐ NO

(Destroyed or substantially destroyed means the cost of restoring the homestead to it's before damaged condition would equal or exceed 50% of the market value of the structure before the damage occurred.)

(If any above are "NO", no tax abatement or credit can be granted.)

Based on the date of this event, check the appropriate tax treatment:

☒ **Abatement:** This event occurred after January 1 but prior to August 15.

☐ **Credit:** This event occurred on or after August 15 but prior to January 1 of the next year.

(The credit can be applied to the property tax of the owner over the next three years.)

Documentation provided:

☒ Written estimate of repairs or rebuilding costs by a licensed contractor.

☒ Deed of ownership (available at Register of Deeds Office), a copy of contract if buying on contract or title of manufactured home

☒ Photos

☐ Other: _____

IT IS THEREFORE ORDERED, based on the above information, the Board of County Commissioners of Douglas County grant:

- ☐ No abatement or credit will be granted.
- ☐ Abatement / credit of 51.44% or \$_____ of the property tax for tax year 2019 of the parcel i.d. / ref number: 023-117-25-0-00-01-007.06-0.

IT IS FURTHER ORDERED the county clerk and the county treasurer shall correct their records in accordance with the county commissioners' order.

IT IS SO ORDERED, this _____ day of _____, 20____.

_____, County Commissioner

_____, County Commissioner

_____, County Commissioner

**Douglas County Commissioners
Disaster Relief Determination for:**

Property address / parcel i.d. / ref number: 023-117-26-0-00-02-003.00-0

Applicant (Property owner/taxpayer—nontransferable): Billy J. or Julie A. Brumley

Douglas County Commissioners' summary of inquiry and findings:

Check Yes or No for each question.

Was the structure destroyed or substantially destroyed a homestead? ☒ YES ☐ NO
(Homestead means dwelling, owned or rented, which is occupied as a residence and the home site land.)

Was the homestead destroyed or substantially destroyed by **earthquake, fire, flood, storm or
tornado** and/or was the destructive event declared a disaster by the governor of
Kansas? ☒ YES ☐ NO

Was the homestead destroyed or substantially destroyed? ☒ YES ☐ NO
(Destroyed or substantially destroyed means the cost of restoring the homestead to it's before damaged
condition would equal or exceed 50% of the market value of the structure before the damage occurred.)

(If any above are "NO", no tax abatement or credit can be granted.)

Based on the date of this event, check the appropriate tax treatment:

☒ **Abatement:** This event occurred after January 1 but prior to August 15.

☐ **Credit:** This event occurred on or after August 15 but prior to January 1 of the next year.
(The credit can be applied to the property tax of the owner over the next three years.)

Documentation provided:

☒ Written estimate of repairs or rebuilding costs by a licensed contractor.

☒ Deed of ownership (available at Register of Deeds Office), a copy of contract if buying on
contract or title of manufactured home

☒ Photos

☐ Other: _____

IT IS THEREFORE ORDERED, based on the above information, the Board of County Commissioners of Douglas County grant:

- ☐ No abatement or credit will be granted.
- ☒ Abatement / credit of 41.0% or \$ _____ of the property tax for tax year 2019 of the parcel i.d. / ref number: 023-117-26-0-00-02-003.00-0

IT IS FURTHER ORDERED the county clerk and the county treasurer shall correct their records in accordance with the county commissioners' order.

IT IS SO ORDERED, this _____ day of _____, 20____.

_____, County Commissioner

_____, County Commissioner

_____, County Commissioner

**Douglas County Commissioners
Disaster Relief Determination for:**

Property address / parcel i.d. / ref number: 023-117-25-0-00-01-002.00-0

Applicant (Property owner/taxpayer—nontransferable): Louie L. and Betty K. McElhaney

Douglas County Commissioners' summary of inquiry and findings:

Check Yes or No for each question.

Was the structure destroyed or substantially destroyed a homestead? ☒ YES ☐ NO

(Homestead means dwelling, owned or rented, which is occupied as a residence and the home site land.)

Was the homestead destroyed or substantially destroyed by **earthquake, fire, flood, storm or tornado** and/or was the destructive event declared a disaster by the governor of Kansas? ☒ YES ☐ NO

Was the homestead destroyed or substantially destroyed? ☒ YES ☐ NO

(Destroyed or substantially destroyed means the cost of restoring the homestead to it's before damaged condition would equal or exceed 50% of the market value of the structure before the damage occurred.)

(If any above are "NO", no tax abatement or credit can be granted.)

Based on the date of this event, check the appropriate tax treatment:

☒ **Abatement:** This event occurred after January 1 but prior to August 15.

☐ **Credit:** This event occurred on or after August 15 but prior to January 1 of the next year.

The credit can be applied to the property tax of the owner over the next three years.)

Documentation provided:

☐ Written estimate of repairs or rebuilding costs by a licensed contractor.

☒ Deed of ownership (available at Register of Deeds Office), a copy of contract if buying on contract or title of manufactured home

☒ Photos

☐ Other: _____

IT IS THEREFORE ORDERED, based on the above information, the Board of County Commissioners of Douglas County grant:

☐ No abatement or credit will be granted.

☒ Abatement / credit of 44.26% or \$ _____ of the property tax for tax year 2019 of the parcel i.d. / ref number: 023-117-26-0-00-01-002.00-0.

IT IS FURTHER ORDERED the county clerk and the county treasurer shall correct their records in accordance with the county commissioners' order.

IT IS SO ORDERED, this _____ day of _____, 20____.

_____, County Commissioner

_____, County Commissioner

_____, County Commissioner

**Douglas County Commissioners
Disaster Relief Determination for:**

Property address / parcel i.d. / ref number: 023-117-25-0-00-01-002.02-0

Applicant (Property owner/taxpayer—nontransferable): Louie L. and Betty K. McElhaney

Douglas County Commissioners' summary of inquiry and findings:

Check Yes or No for each question.

Was the structure destroyed or substantially destroyed a homestead? ☐ YES ☐ NO

(Homestead means dwelling, owned or rented, which is occupied as a residence and the home site land.)

Was the homestead destroyed or substantially destroyed by **earthquake, fire, flood, storm or**
tornado, and/or was the destructive event declared a disaster by the governor of
Kansas? ☐ YES ☐ NO

Was the homestead destroyed or substantially destroyed? ☐ YES ☐ NO

(Destroyed or substantially destroyed means the cost of restoring the homestead to it's before damaged condition would equal or exceed 50% of the market value of the structure before the damage occurred.)

(If any above are "NO", no tax abatement or credit can be granted.)

Based on the date of this event, check the appropriate tax treatment:

☐ **Abatement:** This event occurred after January 1 but prior to August 15.

☐ **Credit:** This event occurred on or after August 15 but prior to January 1 of the next year.

The credit can be applied to the property tax of the owner over the next three years.)

Documentation provided:

☐ Written estimate of repairs or rebuilding costs by a licensed contractor.

☒ Deed of ownership (available at Register of Deeds Office), a copy of contract if buying on contract or title of manufactured home

☒ Photos

☐ Other: _____

IT IS THEREFORE ORDERED, based on the above information, the Board of County Commissioners of Douglas County grant:

- ☐ No abatement or credit will be granted.
- ☒ Abatement / credit of 56.35% or \$_____ of the property tax for tax year 2019 of the parcel i.d. / ref number: 023-117-25-0-00-01-002.02-0.

IT IS FURTHER ORDERED the county clerk and the county treasurer shall correct their records in accordance with the county commissioners' order.

IT IS SO ORDERED, this _____ day of _____, 20____.

_____, County Commissioner

_____, County Commissioner

_____, County Commissioner

**Douglas County Commissioners
Disaster Relief Determination for:**

Property address / parcel i.d. / ref number: 023-117-26-0-00-02-006.00-0

Applicant (Property owner/taxpayer—nontransferable): Eric J. and Misty M. Stoffer

Douglas County Commissioners' summary of inquiry and findings:

Check Yes or No for each question.

Was the structure destroyed or substantially destroyed a homestead? ☒ YES ☐ NO
(Homestead means dwelling, owned or rented, which is occupied as a residence and the home site land.)

Was the homestead destroyed or substantially destroyed by **earthquake, fire, flood, storm or**
tornado, and/or was the destructive event declared a disaster by the governor of
Kansas? ☒ YES ☐ NO

Was the homestead destroyed or substantially destroyed? ☒ YES ☐ NO
*(Destroyed or substantially destroyed means the cost of restoring the homestead to it's before damaged
condition would equal or exceed 50% of the market value of the structure before the damage occurred.)*

(If any above are "NO", no tax abatement or credit can be granted.)

Based on the date of this event, check the appropriate tax treatment:

☒ **Abatement:** This event occurred after January 1 but prior to August 15.

☐ **Credit:** This event occurred on or after August 15 but prior to January 1 of the next year.
The credit can be applied to the property tax of the owner over the next three years.)

Documentation provided:

☐ Written estimate of repairs or rebuilding costs by a licensed contractor.

☒ Deed of ownership (available at Register of Deeds Office), a copy of contract if buying on
contract or title of manufactured home

☒ Photos

☒ Other: Insurance claim summary, aerial photos

IT IS THEREFORE ORDERED, based on the above information, the Board of County Commissioners of Douglas County grant:

- ☐ No abatement or credit will be granted.
- ☒ Abatement / credit of 46.24% or \$_____ of the property tax for tax year 2019 of the parcel i.d. / ref number: 023-117-26-0-00-02-006.00-0

IT IS FURTHER ORDERED the county clerk and the county treasurer shall correct their records in accordance with the county commissioners' order.

IT IS SO ORDERED, this _____ day of _____, 20____.

_____, County Commissioner

_____, County Commissioner

_____, County Commissioner

**Douglas County Commissioners
Disaster Relief Determination for:**

Property address / parcel i.d. / ref number: 023-089-31-0-00-00-006.00-0

Applicant (Property owner/taxpayer—nontransferable): Jason Grems _____

Douglas County Commissioners' summary of inquiry and findings:

Check Yes or No for each question.

Was the structure destroyed or substantially destroyed a homestead? ☒ YES ☐ NO
(Homestead means dwelling, owned or rented, which is occupied as a residence and the home site land.)

Was the homestead destroyed or substantially destroyed by **earthquake, fire, flood, storm or**
tornado and/or was the destructive event declared a disaster by the governor of
Kansas? ☒ YES ☐ NO

Was the homestead destroyed or substantially destroyed? ☒ YES ☐ NO
*(Destroyed or substantially destroyed means the cost of restoring the homestead to it's before damaged
condition would equal or exceed 50% of the market value of the structure before the damage occurred.)*

(If any above are "NO", no tax abatement or credit can be granted.)

Based on the date of this event, check the appropriate tax treatment:

☒ **Abatement:** This event occurred after January 1 but prior to August 15.

☐ **Credit:** This event occurred on or after August 15 but prior to January 1 of the next year.
The credit can be applied to the property tax of the owner over the next three years.)

Documentation provided:

- ☐ Written estimate of repairs or rebuilding costs by a licensed contractor.
- ☒ Deed of ownership (available at Register of Deeds Office), a copy of contract if buying on contract or title of manufactured home
- ☒ Photos
- ☐ Other: _____

IT IS THEREFORE ORDERED, based on the above information, the Board of County Commissioners of Douglas County grant:

☐ No abatement or credit will be granted.

☒ Abatement / credit of 45.77% or \$_____ of the property tax for tax year 2019 of the parcel i.d. / ref number: 023-089-31-0-00-00-006.00-0.

IT IS FURTHER ORDERED the county clerk and the county treasurer shall correct their records in accordance with the county commissioners' order.

IT IS SO ORDERED, this _____ day of _____, 20____.

_____, County Commissioner

_____, County Commissioner

_____, County Commissioner

**Douglas County Commissioners
Disaster Relief Determination for:**

Property address / parcel i.d. / ref number: 023-163-05-0-00-00-015.00-0

Applicant (Property owner/taxpayer—nontransferable): Michelle B. Gunnoe, Trustee & Robert E. Gunnoe, Trustee

Douglas County Commissioners' summary of inquiry and findings:

Check Yes or No for each question.

Was the structure destroyed or substantially destroyed a homestead? ☒ YES ☐ NO
(Homestead means dwelling, owned or rented, which is occupied as a residence and the home site land.)

Was the homestead destroyed or substantially destroyed by **earthquake, fire, flood, storm or tornado** and/or was the destructive event declared a disaster by the governor of Kansas? ☒ YES ☐ NO

Was the homestead destroyed or substantially destroyed? ☒ YES ☐ NO
(Destroyed or substantially destroyed means the cost of restoring the homestead to it's before damaged condition would equal or exceed 50% of the market value of the structure before the damage occurred.)

(If any above are "NO", no tax abatement or credit can be granted.)

Based on the date of this event, check the appropriate tax treatment:

☒ **Abatement:** This event occurred after January 1 but prior to August 15.

☐ **Credit:** This event occurred on or after August 15 but prior to January 1 of the next year.
(The credit can be applied to the property tax of the owner over the next three years.)

Documentation provided:

☐ Written estimate of repairs or rebuilding costs by a licensed contractor.

☒ Deed of ownership (available at Register of Deeds Office), a copy of contract if buying on contract or title of manufactured home

☒ Photos

☒ Other: Insurance carrier statement

IT IS THEREFORE ORDERED, based on the above information, the Board of County Commissioners of Douglas County grant:

- ☐ No abatement or credit will be granted.
- ☒ Abatement / credit of 45.53% or \$ _____ of the property tax for tax year 2019 of the parcel i.d. / ref number: 023-163-05-0-00-00-015.00-0

IT IS FURTHER ORDERED the county clerk and the county treasurer shall correct their records in accordance with the county commissioners' order.

IT IS SO ORDERED, this _____ day of _____, 20____.

_____, County Commissioner

_____, County Commissioner

_____, County Commissioner

**Douglas County Commissioners
Disaster Relief Determination for:**

Property address / parcel i.d. / ref number: 023-117-25-0-00-01.007.07-0

Applicant (Property owner/taxpayer—nontransferable): Roger A. and Rhonda K. Brown

Douglas County Commissioners' summary of inquiry and findings:

Check Yes or No for each question.

Was the structure destroyed or substantially destroyed a homestead? ☒ YES ☐ NO
(Homestead means dwelling, owned or rented, which is occupied as a residence and the home site land.)

Was the homestead destroyed or substantially destroyed by **earthquake, fire, flood, storm or**
tornado and/or was the destructive event declared a disaster by the governor of
Kansas? ☒ YES ☐ NO

Was the homestead destroyed or substantially destroyed? ☒ YES ☐ NO
*(Destroyed or substantially destroyed means the cost of restoring the homestead to it's before damaged
condition would equal or exceed 50% of the market value of the structure before the damage occurred.)*

(If any above are "NO", no tax abatement or credit can be granted.)

Based on the date of this event, check the appropriate tax treatment:

☒ **Abatement:** This event occurred after January 1 but prior to August 15.

☐ **Credit:** This event occurred on or after August 15 but prior to January 1 of the next year.
The credit can be applied to the property tax of the owner over the next three years.)

Documentation provided:

- ☒ Written estimate of repairs or rebuilding costs by a licensed contractor.
- ☒ Deed of ownership (available at Register of Deeds Office), a copy of contract if buying on contract or title of manufactured home
- ☒ Photos
- ☐ Other: _____

IT IS THEREFORE ORDERED, based on the above information, the Board of County Commissioners of Douglas County grant:

- ☐ No abatement or credit will be granted.
- ☒ Abatement / credit of 50.7% or \$_____ of the property tax for tax year 2019 of the parcel i.d. / ref number: 023-117-25-0-00-01-007.07-0

IT IS FURTHER ORDERED the county clerk and the county treasurer shall correct their records in accordance with the county commissioners' order.

IT IS SO ORDERED, this _____ day of _____, 20____.

_____, County Commissioner

_____, County Commissioner

_____, County Commissioner

**Douglas County Commissioners
Disaster Relief Determination for:**

Property address / parcel i.d. / ref number: 023-117-26-0-00-02-007.00-0

Applicant (Property owner/taxpayer—nontransferable): Michael R. Hart or Sonja S. Hart

Douglas County Commissioners' summary of inquiry and findings:

Check Yes or No for each question.

Was the structure destroyed or substantially destroyed a homestead? ☒ YES ☐ NO
(Homestead means dwelling, owned or rented, which is occupied as a residence and the home site land.)

Was the homestead destroyed or substantially destroyed by **earthquake, fire, flood, storm or tornado** and/or was the destructive event declared a disaster by the governor of Kansas? ☒ YES ☐ NO

Was the homestead destroyed or substantially destroyed? ☒ YES ☐ NO
(Destroyed or substantially destroyed means the cost of restoring the homestead to it's before damaged condition would equal or exceed 50% of the market value of the structure before the damage occurred.)

(If any above are "NO", no tax abatement or credit can be granted.)

Based on the date of this event, check the appropriate tax treatment:

☒ **Abatement:** This event occurred after January 1 but prior to August 15.

☐ **Credit:** This event occurred on or after August 15 but prior to January 1 of the next year.
The credit can be applied to the property tax of the owner over the next three years.)

Documentation provided:

- ☒ Written estimate of repairs or rebuilding costs by a licensed contractor.
- ☒ Deed of ownership (available at Register of Deeds Office), a copy of contract if buying on contract or title of manufactured home
- ☒ Photos
- ☐ Other: _____

IT IS THEREFORE ORDERED, based on the above information, the Board of County Commissioners of Douglas County grant:

☐ No abatement or credit will be granted.

☒ Abatement / credit of 45.51% or \$ _____ of the property tax for tax year 2019 of the parcel i.d. / ref number: 023-117-26-0-00-02-007.00-0.

IT IS FURTHER ORDERED the county clerk and the county treasurer shall correct their records in accordance with the county commissioners' order.

IT IS SO ORDERED, this _____ day of _____, 20____.

_____, County Commissioner

_____, County Commissioner

_____, County Commissioner

**Douglas County Commissioners
Disaster Relief Determination for:**

Property address / parcel i.d. / ref number: 023-156-23-0-00-00-005.03-0

Applicant (Property owner/taxpayer—nontransferable): Gregory J. and Brenda K. Lehman

Douglas County Commissioners' summary of inquiry and findings:

Check Yes or No for each question.

Was the structure destroyed or substantially destroyed a homestead? ☒ YES ☐ NO
(Homestead means dwelling, owned or rented, which is occupied as a residence and the home site land.)

Was the homestead destroyed or substantially destroyed by **earthquake, fire, flood, storm** or **tornado**, and/or was the destructive event declared a disaster by the governor of Kansas? ☒ YES ☐ NO

Was the homestead destroyed or substantially destroyed? ☒ YES ☐ NO
(Destroyed or substantially destroyed means the cost of restoring the homestead to it's before damaged condition would equal or exceed 50% of the market value of the structure before the damage occurred.)

(If any above are "NO", no tax abatement or credit can be granted.)

Based on the date of this event, check the appropriate tax treatment:

☒ **Abatement:** This event occurred after January 1 but prior to August 15.

☐ **Credit:** This event occurred on or after August 15 but prior to January 1 of the next year.
The credit can be applied to the property tax of the owner over the next three years.)

Documentation provided:

☐ Written estimate of repairs or rebuilding costs by a licensed contractor.

☒ Deed of ownership (available at Register of Deeds Office), a copy of contract if buying on contract or title of manufactured home

☒ Photos

☒ Other: Insurance summary of claim, aerial photos

IT IS THEREFORE ORDERED, based on the above information, the Board of County Commissioners of Douglas County grant:

☐ No abatement or credit will be granted.

☒ Abatement / credit of 39.84% or \$ _____ of the property tax for tax year 2019 of the parcel i.d. / ref number: 023-156-23-0-00-00-005.03-0.

IT IS FURTHER ORDERED the county clerk and the county treasurer shall correct their records in accordance with the county commissioners' order.

IT IS SO ORDERED, this _____ day of _____, 20____.

_____, County Commissioner

_____, County Commissioner

_____, County Commissioner

**Douglas County Commissioners
Disaster Relief Determination for:**

Property address / parcel i.d. / ref number: 023-117-26-0-00-01-036.00-0

Applicant (Property owner/taxpayer—nontransferable): John W. and Leane D Wistuba

Douglas County Commissioners' summary of inquiry and findings:

Check Yes or No for each question.

Was the structure destroyed or substantially destroyed a homestead? ☒ YES ☐ NO

(Homestead means dwelling, owned or rented, which is occupied as a residence and the home site land.)

Was the homestead destroyed or substantially destroyed by **earthquake, fire, flood, storm or**
tornado and/or was the destructive event declared a disaster by the governor of
Kansas? ☒ YES ☐ NO

Was the homestead destroyed or substantially destroyed? ☒ YES ☐ NO

(Destroyed or substantially destroyed means the cost of restoring the homestead to it's before damaged condition would equal or exceed 50% of the market value of the structure before the damage occurred.)

(If any above are "NO", no tax abatement or credit can be granted.)

Based on the date of this event, check the appropriate tax treatment:

☒ **Abatement:** This event occurred after January 1 but prior to August 15.

☐ **Credit:** This event occurred on or after August 15 but prior to January 1 of the next year.

The credit can be applied to the property tax of the owner over the next three years.)

Documentation provided:

☒ Written estimate of repairs or rebuilding costs by a licensed contractor.

☒ Deed of ownership (available at Register of Deeds Office), a copy of contract if buying on contract or title of manufactured home

☒ Photos

☐ Other: _____

IT IS THEREFORE ORDERED, based on the above information, the Board of County Commissioners of Douglas County grant:

- ☐ No abatement or credit will be granted.
- ☒ Abatement / credit of 45.12% or \$ _____ of the property tax for tax year 2019 of the parcel i.d. / ref number: 023-117-26-0-00-01-036.00-0.

IT IS FURTHER ORDERED the county clerk and the county treasurer shall correct their records in accordance with the county commissioners' order.

IT IS SO ORDERED, this _____ day of _____, 20____.

_____, County Commissioner

_____, County Commissioner

_____, County Commissioner

**Douglas County Commissioners
Disaster Relief Determination for:**

Property address / parcel i.d. / ref number: 023-118-27-0-00-00-008.08-0

Applicant (Property owner/taxpayer—nontransferable): Michael A. Watkins and Barbara Ann Watkins

Douglas County Commissioners' summary of inquiry and findings:

Check Yes or No for each question.

Was the structure destroyed or substantially destroyed a homestead? ☒ YES ☐ NO
(Homestead means dwelling, owned or rented, which is occupied as a residence and the home site land.)

Was the homestead destroyed or substantially destroyed by **earthquake, fire, flood, storm or tornado**, and/or was the destructive event declared a disaster by the governor of Kansas? ☐ YES ☒ NO

Was the homestead destroyed or substantially destroyed? ☐ YES ☒ NO
(Destroyed or substantially destroyed means the cost of restoring the homestead to it's before damaged condition would equal or exceed 50% of the market value of the structure before the damage occurred.)

(If any above are "NO", no tax abatement or credit can be granted.)

Based on the date of this event, check the appropriate tax treatment:

- ☐ **Abatement:** This event occurred after January 1 but prior to August 15.
- ☐ **Credit:** This event occurred on or after August 15 but prior to January 1 of the next year.
The credit can be applied to the property tax of the owner over the next three years.)

Documentation provided:

- ☒ Written estimate of repairs or rebuilding costs by a licensed contractor.
- ☒ Deed of ownership (available at Register of Deeds Office), a copy of contract if buying on contract or title of manufactured home
- ☒ Photos
- ☐ Other: _____

IT IS THEREFORE ORDERED, based on the above information, the Board of County Commissioners of Douglas County grant:

☒ No abatement or credit will be granted.

☐ Abatement / credit of ____% or \$_____ of the property tax for tax year 2019 of the parcel i.d. / ref number: 023-.

IT IS FURTHER ORDERED the county clerk and the county treasurer shall correct their records in accordance with the county commissioners' order.

IT IS SO ORDERED, this ____ day of _____, 20____.

_____, County Commissioner

_____, County Commissioner

_____, County Commissioner

**Douglas County Commissioners
Disaster Relief Determination for:**

Property address / parcel i.d. / ref number: 023-162-04-0-00-00-009.02-0

Applicant (Property owner/taxpayer—nontransferable): Michael and/or Mary Tye

Douglas County Commissioners' summary of inquiry and findings:

Check Yes or No for each question.

Was the structure destroyed or substantially destroyed a homestead? ☒ YES ☐ NO
(Homestead means dwelling, owned or rented, which is occupied as a residence and the home site land.)

Was the homestead destroyed or substantially destroyed by **earthquake, fire, flood, storm** or **tornado**, and/or was the destructive event declared a disaster by the governor of Kansas? ☐ YES ☒ NO

Was the homestead destroyed or substantially destroyed? ☐ YES ☒ NO
(Destroyed or substantially destroyed means the cost of restoring the homestead to it's before damaged condition would equal or exceed 50% of the market value of the structure before the damage occurred.)

(If any above are "NO", no tax abatement or credit can be granted.)

Based on the date of this event, check the appropriate tax treatment:

- ☐ **Abatement:** This event occurred after January 1 but prior to August 15.
- ☐ **Credit:** This event occurred on or after August 15 but prior to January 1 of the next year.
The credit can be applied to the property tax of the owner over the next three years.)

Documentation provided:

- ☐ Written estimate of repairs or rebuilding costs by a licensed contractor.
- ☐ Deed of ownership (available at Register of Deeds Office), a copy of contract if buying on contract or title of manufactured home
- ☐ Photos
- ☒ Other: Insurance claim summary, aerial photos

IT IS THEREFORE ORDERED, based on the above information, the Board of County Commissioners of Douglas County grant:

- ☒ No abatement or credit will be granted.
☐ Abatement / credit of ____% or \$_____ of the property tax for tax year 2019 of the parcel i.d. / ref number: 023-162-04-0-00-00-009.02-0.

IT IS FURTHER ORDERED the county clerk and the county treasurer shall correct their records in accordance with the county commissioners' order.

IT IS SO ORDERED, this ____ day of _____, 20____.

_____, County Commissioner

_____, County Commissioner

_____, County Commissioner



DOUGLAS COUNTY ADMINISTRATOR

1100 Massachusetts Street
Lawrence, KS 66044-3064
(785) 832-5328 Fax (785) 832-5148
splinsky@douglascountyks.org

Sarah Plinsky
Interim County Administrator

Memorandum

Date: August 28, 2019
To: Douglas County Board of County Commissioners
From: Sarah Plinsky, Interim County Administrator
Subject: County Administrator's Weekly Report

Schedule Items

- None.

Information Items

- Commissioner Mailbox Management. Douglas County Information Technology would like to improve the management of the Commissioners' email. Currently the mailboxes are generally managed with iDevices (iPhone, iPad), which do not allow for full management of the mailboxes. iDevices only sync the last two weeks of content, therefore if emails are not deleted from the Inbox, Sent items, and Deleted Items folders within two weeks, they will not show on the iDevice but will still remain in the mailbox. Over time, the mailboxes will fill up, and the user will be prohibited from sending email. The mailboxes can be increased again, but that will only delay the problem.

Information Technology recommends two steps to address this problem:

1. Commissioners periodically use Outlook Web App (<https://dgco.douglascountyks.org/owa>) to manage their mailboxes. This application will show all email in all folders (Inbox, Sent Items, Deleted Items). Using Outlook Web App, Commissioners can delete content no longer needed. Additional folders can also be created that can be used for organization to store emails permanently. Amy Barnes can provide training on how to do this.
2. Allow the Information Technology department to create rules on the email server to automatically delete content from the Sent Items folder and/or Deleted Items folder on a regular basis. If the Commissioners approve of this method, they need to agree on how long items should be kept in the Sent Items and/or Deleted Items folders.

All email sent to and from the Commissioners' Douglas County email accounts is archived for four years on a separate device from the email server and can always be retrieved if needed.

- Douglas County Legislative Update. Attached is an interim legislative update, possible issues facing the 2020 Legislative Session, and the League of Kansas Municipalities recommended changes for the 2020 Statement of Municipal Policy.

- Douglas County 2020 Budget. The 2020 budget has been published to the Douglas County Open Budget platform on Socrata. A few things to note about the 2020 budget:
 - Workers Compensation Fund 2018 summary and audited actuals have been updated from prior year
 - Fund 303 'MH Services Sales Tax .25%' has been added to the dataset extract from ONE Solution. This now show in both the 2020 recommended and 2020 adopted budget
 - Criminal Justice Services/Youth Services shows operating expenditures out of the general fund for 2020,; however, history has been preserved if the user toggles between each fiscal year (i.e. expenditures show in 236 in 2019 but out of 100 in 2020)
 - The difference between the revenue and operating budget is the variance in revenue and expense budgeted in the Register of Deeds Tech fund (603).
- BTBC Board Meeting Minutes – August. Attached are the minutes from the August 29th board meeting.
- Bert Nash Governing Board Agenda – August. Attached is the agenda for the August 27th board meeting.

Open Appointments

- Douglas County Food Policy Council (Local food system/Ag Producer) - (2) positions open
- JAAA Advisory Council - (1) position open
- JAAA Board of Directors - (1) position open
- Lawrence-Douglas County Advocacy Council on Aging - (10) open positions
- Joint Economic Development Council – (2) positions open
- Public Building Commission – (1) position open

Memorandum

To: Sarah Plinsky, Interim County Administrator, Douglas County
From: Stuart J. Little, Ph.D., Little Government Relations LLC
Date: August 15, 2019
Re: Douglas County Interim Legislative Report

With summer winding down and the start of school just a few days away, things around the Capitol complex are beginning to pick up. Expect August and September to be filled with the first round of interim committee meetings, as well as state agencies working quickly to finalize their budgets. Before we look too far ahead, here are some highlights from July.

Two big announcements from the State Supreme Court:

- In early July, Justice Lee Johnson announced his retirement from the Kansas Supreme Court. A few weeks later, Chief Justice Lawton Nuss announced his retirement as well. Johnson, who served as a Justice for 12 years, will retire in early September. Lawton will retire in December after serving as Chief Justice since 2010. Once the Supreme Court Nominee Commission narrows down its top three candidates for each vacancy, Governor Kelly will appoint two new Justices to the Court. This, of course, has leading Republican lawmakers nervous about the Court's future makeup, especially since the issue of abortion will be prominent in the coming session.

KDHE issues new vaccination requirements:

- The agency announced the requirement of two new vaccines for schoolchildren to take effect on August 2nd. The new requirements include the Hepatitis A and Meningitis vaccines. The announcement has prompted growing activism from the anti—vaccination individuals, see Kansas anti-vaccine group surges as parents rush to meet new back-to-school regulation <https://www.kansascity.com/news/business/health-care/article233311892.html>

Busy month for DCF:

- Attorney General Derek Schmidt challenged a DCF nutrition-assistance policy that provides benefits to adults without children and who are also unemployed or work fewer than 20 hours per week. Proponents of the program's extension believed the policy would have helped teenagers transitioning out of foster care, among others. Conservative lawmakers, as well as the state's attorney general, believed extending the program would have been an overreach by DCF.
- Additionally, the agency acknowledged the unique challenges faced by LGBTQ youth in foster care. DCF issued guidelines aimed at addressing these challenges and safeguarding against discrimination toward LGBTQ children in state custody. Some conservative groups took issue with the guidelines.

Local property/sales tax woes:

- Counties across the state are experiencing the slow growth of, and in some cases declining, revenues from both property and sales taxes. While there has not been a clear explanation for these declining revenues, some are pointing to an increase in online sales, as well as an excessive use of tax incentives. To help alleviate some of the concerns associated with declining sales tax revenues, Governor Kelly is requiring out-of-state retailers to collect and remit sales tax. Leading Republican lawmakers have already expressed concern over the policy, arguing it is unfair to out-of-state retailers because it doesn't include either a minimum dollar or transaction amount before retailers are required to collect and remit sales tax. Her action has prompted swift and sharp response from some in the Legislature and the Attorney General's office. Do not expect this policy to go unchallenged.
- Additionally, counties are facing declines in property tax revenues, and are pointing to how the property valuations of large stores such as Walmart and Target would be calculated following a Board of Tax Appeals decision. While the stores argue their property should be valued solely by their facilities and land—and not their financial success—counties and cities are worried this will have disastrous effects on themselves and for school districts and others who depend on revenues from property taxes.

Confusion ensues over CBD oil:

- A number of CBD-related bills passed by the Kansas Legislature in the last few years have created confusion surrounding the sale and possession of CBD oil, specifically CBD oil that contains THC. Because THC is considered a controlled substance, shops selling CBD products can only legally sell CBD oil that does not contain THC. However, this year the Kansas Legislature passed Claire and Lola's law, which provides for the possession of CBD with THC if an individual or their child has certain medical conditions. The bill also provides for an affirmative defense in the case that the individual is found to be in possession of CBD oil with THC. This issue, as well as medical marijuana, will likely be topics of discussion leading up to and during the 2020 Session.

Candidate filings:

- Although many state lawmakers are announcing their bids for re-election, one of the biggest announcements was Senate President Susan Wagle's bid for U.S. Senate. State Representative Renee Erickson then announced her bid for Wagle's Senate seat. Shortly thereafter, U.S. Congressman Ron Estes' wife Susan announced her bid for Erickson's House seat. Additionally, the state Senate picked up a GOP seat with Senator John Doll's decision to switch from Independent back to the majority party.

Tobacco 21 ruling:

- On June 28th the state Supreme Court upheld a Topeka city ordinance that prevents the sale of tobacco products to individuals under 21. Other cities with similar ordinances include Overland Park, Kansas City, Olathe, Lenexa, Leavenworth, Prairie Village, Iola, Garden City, Parsons, and Holcomb. In a manner similar to the statewide smoking ban,

local governments appear to be leading a policy shift toward increasing the legal age to tobacco sales at the state level. We anticipate activity during the 2020 legislative session.

Interim legislative activities

League of Municipalities Interim Activities:

The League of Kansas Municipalities held their first interim lobbyist meeting on August 13th to discuss upcoming legislative issues and initiatives. Attached you will find the following documents that were distributed and discussed. It's clear from the meeting tax policy, appraisals, and property valuations will likely lead the action this coming session:

1. Possible Issues Facing the 2020 Legislative Session
2. Chart of selected commercial property value increases in Johnson County
3. The League's 2020 Statement of Municipal Policy

We will be monitoring and participating in the League's upcoming formal committee meetings which are scheduled to begin in the next few weeks. The following committees have been scheduled for the next few weeks of August: Public Officers and Employees, Utilities and Environment, Finance and Tax Committee, Legislative Policy Committee

Legislative Budget Committee:

On August 13th the Legislative Budget Committee met to discuss a variety of issues, including transportation funding and issues. Lindsey Douglas, Deputy Secretary of Transportation, Divisions of Aviation, Policy and Fiscal and Asset Management, gave an update on T-Works Projects and use of additional funds provided to KDOT in fiscal years 2019 and 2020. The following items concerning local entities were discussed:

- Cost-share program for state-local partnerships—this provides financial assistance to local entities for construction projects that improve safety. It's designed to leverage state funds to increase the total transportation investment.
 - Application for the program will be available only on the KDOT website, beginning Sept. 3rd, 2019.
- Increase in city connecting link maintenance payments. With the additional legislative funding for KDOT, the agency approved a \$2 million increase in these payments, which are allocated to cities for stretches of state highways that go through their cities. This payment has not been increased since 1999. The additional \$2 million allows for an increase from \$3,000 to \$5,000 per lane mile.
- Statewide Bike/Pedestrian Plan. The department notes an additional \$2 million set aside for a statewide bike and pedestrian plan, as well as infrastructure improvements.
- \$50 Million Allocation Plan—the one-time transfer from SGF to the State Highway Fund. With these additional funds, KDOT plans to allocate anywhere between \$7 million and \$27 million to provide a state match for federal grant projects. Any remaining funds from the federal match will go toward the cost-share program for state/local partnerships.
- Local Consult Meetings: Stakeholders are welcome to provide input on future transportation priorities at upcoming KDOT local consult meetings. A meeting is scheduled for Topeka, Monday, Aug. 26, 1:30 p.m. – 4:30 p.m., Capital Plaza, 1717 SW Topeka Blvd

Kansas-Missouri Border War Resolution:

Governor Kelly and Missouri Governor Mike Parson met at a Summit in Kansas City, Kansas, this week to resolve the economic “border war” between the two states. They signed an agreement designed to prevent both states from using tax breaks that would encourage businesses to hop across the state line. See attached article from the KC Star for more on this issue. This will likely be a predominant topic during the upcoming Session and we will monitor any state action and policy changes that impact local tax incentives.

Upcoming activities

Keep an eye on our reports for additional monthly updates and information regarding upcoming interim committee meetings we are monitoring. Please do not hesitate to contact us with questions.

Stuart J. Little, Ph.D.
Little Government Relations LLC
800 SW Jackson, Ste. 1100
Topeka, Kansas 66612
785-235-8187 Office
785-845-7265 Mobile

‘Sometimes common sense does prevail.’ Missouri, Kansas celebrate end of border war

BY KEVIN HARDY

AUGUST 13, 2019 12:55 PM

Missouri Gov. Mike Parson and Kansas Gov. Laura Kelly on Tuesday celebrated what they said is an end to the longstanding economic border war and pledged to usher in a new era of cooperation between the two states, whose rivalry spans more than a century.

The pair signed an agreement pledging to end the use of tax incentives to lure companies across the state line that do not create new jobs for the region. They said that practice has cost the states hundreds of millions of dollars with little to show for it.

“Sometimes commonsense does prevail,” Parson said to more than 300 people gathered at Memorial Hall in Kansas City, Kansas. “Because you don’t have to be a scientist to figure out this was a bad deal for both states.”

While both governors criticized the use of tax breaks to shuffle jobs around the Kansas City region, they both broadly defended the use of subsidies as a tool to spur economic growth.

“I think both of us would prefer that we wouldn’t have to do that, but I don’t think either one of us is really ready to unilaterally disarm,” Kelly told reporters after the event.

The newly inked agreement means moves like that of AMC Entertainment from downtown Kansas City to Leawood would no longer be aided by state incentives. The company’s 2011 decision to relocate some 450 workers made AMC eligible for more than \$21 million in incentives from the state of Kansas. Such moves continue today: Overland Park’s Waddell & Reed, which recently announced it would lay off 158 workers, qualified for a Missouri incentive program to hop the state line.

The governors said incentives for those deals that don’t create new net jobs would end immediately. The agreement follows previous action from both states: Parson on June 11 signed legislation that sought to end the economic border war. Kelly followed with an executive order on Aug. 2.

In the agreement signed Tuesday, both governors committed to limiting future incentives for companies in Jackson, Clay, Platte and Cass counties in Missouri and Johnson, Wyandotte and Miami counties in Kansas.

“I hope that other states, I hope Washington, D.C., takes a good look at what happened here today when a Republican and a Democrat governor can sit down together and do what is right for our states,” Parson, a Republican, said.

Kelly, a Democrat, said both states would continue to compete for business startups or relocations after the truce.

“But we will now use strategies that are sensible, cost-effective and productive for people in both states,” she said. “That’s how healthy rivalries should work.”

‘A REAL OPENING FOR MISSOURI AND KANSAS’

Before Tuesday’s agreement, the Missouri-Kansas border war had become a “poster child of how not to create jobs,” said Amy Liu, vice president and director of the Metropolitan Policy Program at the Brookings Institute.

In her keynote address, she cheered the new truce, but encouraged both states to do more. Incentives rarely sway companies to move or create more jobs, she said, and their cost to taxpayers generally outweighs their benefit.

“While this agreement today applies to the Kansas City area only, there’s a real opening for Missouri and Kansas to make the use of incentives rare, targeted and transparent statewide, leading the stance for all states,” she said.

She said midsize cities like Kansas City have not kept up with the economic growth of coastal cities like San Francisco and Boston. And one-quarter of all Kansas and Missouri jobs could be lost to automation, she said. Liu urged the states to focus on talent development, learning and innovation rather than taxpayer subsidies for companies.

“The bottom line of all this is that luring jobs with tax incentives is a minuscule activity,” she said, “that addresses none of the structural challenges that must be overcome to position states and regions well for the modern economy.”

Newly inaugurated Kansas City Mayor Quinton Lucas, who decried the use of public incentives in his campaign, said he agreed with that message. The U.S. cities that have shown the most economic growth are safe, livable cities that are desirable places for workers, he said.

Lucas said he’s drafted an ordinance that would limit local property tax abatements to 10 years for companies moving into Kansas City from Kansas border counties. That levels the playing field because Kansas law allows local governments to offer abatements of up to 10 years. In Missouri, cities can offer abatements of up to 25 years.

He said Missouri-side suburban mayors are also committed to equalizing the playing field to ensure Tuesday’s agreement is a lasting one.

“I think all have said they support this effort,” Lucas said. “They want to make sure that this detente or this accord is something that’s followed by all the mayors on both sides.”

‘JUST THE BEGINNING’

Under the agreement, Kansas will limit its use of the PEAK (Promoting Employment Across Kansas) program, the Kansas Industrial Training and Retraining program, the Job Creation Fund, state loan funds and any other state-administered discretionary incentive programs. Missouri

committed to limit use of the Missouri Works program, the BUILD (Building Use Incentives for Large-Scale Development) program and the new or expanded business facility tax credit, along with other state discretionary programs.

Either state can choose to rescind the agreement. And it carves out exceptions for hotels, retail businesses and “local services” companies.

The Hall Family Foundation has for years pushed for an end to the economic border war. Foundation research estimates both states have spent some \$300 million luring companies back and forth across the state line with few new jobs created.

Don Hall, executive chairman for Hallmark Cards Inc., characterized the previous practice as a “zero-sum game.”

“It has taken political courage to end this wasteful and divisive practice,” he said.

The economic border war belied the reality of living in Kansas City, where local residents frequently cross the state line for work, health care or entertainment, Hall said.

“As a region, we are a major American city,” he said, “but if separated by a state line we are not.”

Hall pointed to other efforts like the Midwest Cancer Alliance and the Mid-America Regional Council as evidence that the region prospers more when both states work together rather than compete.

“Today marks a major step toward achieving a more unified Kansas City region,” he said. “This truce legislation is just the beginning, and I personally cannot wait to see what the future holds for metropolitan Kansas City.”

Possible Issues Facing the 2020 Legislative Session:

- Election Filing:
 - Qualifications when filing vs taking office
- Special District Consolidation
- Scrap Metal
- Plastic Straws and Bags Preemption
- Sign Regulation and Right-of-Ways
- Worker's Comp
- LGBTQ+ Non-Discrimination Law
- Energy Cost Study Results
- • One Judge Per County Rule
- Labor Human Trafficking
- Windmill Zoning
- County Home Rule
- T21 Legislation
- Fire Marshal Powers
- Insurance Damage Caps
- BOTA Appeals Issues
- Johnson County Big Box Appraisals
- Capping of Franchise Fees
- Service Animals
- KDHE Water Fee Fund
- Budget Law

Name	Address	SFLA	Age	2014 Value	2015 Value	2016 County Value	% Increase from 2015	2016 BOTA Value	% Change from 2015	2017 County Value	2017 BOTA Value
Walmart	5150 ROE BLVD	112,744	27	\$4,809,000	\$5,175,000	\$9,413,000	82%	\$5,700,000	10%	\$9,264,000	\$ 5,977,000
Walmart	7701 FRONTAGE RD	125,786	26	\$5,665,000	\$6,087,000	\$11,100,000	82%	\$6,409,000	5%	\$10,947,000	\$ 6,718,000
Walmart	11701 METCALF AVE	127,141	28	\$6,204,000	\$6,628,000	\$14,765,000	123%	\$8,144,000	23%	\$13,977,000	\$ 8,471,000
Walmart	5701 SILVERHEEL ST	152,886	5	\$12,651,000	\$13,658,000	\$22,056,000	61%	\$10,153,000	-26%	\$17,751,000	\$ 10,548,000
Walmart	15700 METCALF AVE	190,937	15	\$8,803,000	\$9,785,000	\$22,137,000	126%	\$11,738,000	20%	\$18,584,000	\$ 12,229,000
Walmart	1725 E SANTA FE ST	203,009	12	\$7,534,000	\$8,495,000	\$16,024,000	89%	\$11,924,000	40%	\$15,778,000	\$ 12,447,000
Walmart	16100 W 65TH ST	213,999	18	\$9,712,000	\$10,791,000	\$22,201,000	106%	\$12,048,000	12%	\$20,875,000	\$ 12,603,000
Walmart	395 N K7 HWY	221,001	11	\$9,381,000	\$10,423,000	\$22,927,000	120%	\$13,578,000	30%	\$21,558,000	\$ 14,137,000
Walmart	13600 S ALDEN ST	227,293	22	\$8,902,000	\$9,659,000	\$16,608,000	72%	\$13,381,000	39%	\$16,104,000	\$ 13,957,000
Sam's Wholesale Club	12200 W 95TH ST	133,348	31	\$6,335,000	\$6,906,000	\$14,044,000	103%	\$7,838,000	13%	\$14,756,000	\$ 8,183,000
Sam's Wholesale Club	8300 W 135TH ST	140,361	17	\$6,450,000	\$7,335,000	\$16,530,000	125%	\$9,356,000	28%	\$15,648,000	\$ 9,712,000
Total				\$86,446,000	\$94,942,000	\$187,805,000	98%	\$110,269,000	16%	\$175,242,000	\$114,982,000

Red = League Staff recommended changes for 2020 session.

Blue = Governing Body adopted changes during 2019 session.

2020 STATEMENT OF MUNICIPAL POLICY

MISSION STATEMENT

The mission of the League shall be to strengthen and advocate for the interests of the cities of Kansas to advance the general welfare and promote the quality of life of the people who live within our cities.

ACTION AGENDA

The prosperity of the State of Kansas is absolutely dependent upon the prosperity of our cities. Over 82% of Kansans live in an incorporated city. In an effort to promote healthy and sustainable communities, the elected and appointed city officials of Kansas hereby establish the following as our action agenda for 2020:

1. **Home Rule.** Consistent with the Home Rule Amendment of the Kansas Constitution approved by voters in 1960, we support local elected officials making decisions for their communities, particularly local tax and revenue decisions.
2. ~~**Protection of the First Amendment.** The right of the people through their democratically elected and appointed officials to petition and speak to their government officials shall not be abridged. We support cities' First Amendment right of freedom of association to work together to accomplish common goals. (Recommend for removal by League Staff; not expecting this issue in 2020)~~
3. **Tax Lid Repeal.** We support repeal of the property tax lid.
4. **Internet Sales Tax Collections.** The inability of governments to collect local option sales or compensating use tax on remote sales continues to erode a viable and fair revenue source. The League supports state legislation establishing a program to help the state collect state and local sales and compensating use taxes due from in-state purchasers. Remitted taxes should be distributed using existing methods/formulas for the state and local governments.
5. **Alternative Property Valuation.** We support proven techniques to define commercial properties at their highest and best use. The Kansas Board of Tax Appeals should be required to consider all three methods of valuation — cost minus depreciation, sales comparison and income — when determining a property's true value.
6. **Budget Timeline.** The current statutory framework for the adoption of municipal budgets makes it difficult for cities to plan for budgets that must be presented to governing bodies five months before the start of the fiscal year. We support legislation to allow the adoption of City budgets by November 30 but keep the August 25 deadline for certification of the amount of ad valorem tax revenue needed.
7. ~~**Installation of Elected Officials.** We support local decision-making in determining the proper time to install newly elected officials. (Recommended for removal by League Staff after passage of SB 105)~~
8. **EMS/Hospital Funding.** Municipal hospitals and emergency medical services (EMS) are challenged in meeting their communities' needs. Between 2009 and 2014, city and county tax revenue budgeted for hospitals has increased 33.3% to meet

these needs. We support the expansion of Medicaid in Kansas to allow such entities access to federal funding, helping cities maintain and provide critical services for their citizens.

A. FINANCE & TAXATION

An adequate source of revenue is necessary to fund the essential services of city government. Each city is unique in both services provided and the ability to pay for such services; maximum flexibility should be granted to local governing bodies to determine the amount and source of funding for city services.

1. **Tax/Spending Lid.** Local spending and taxing decisions are best left to the local officials representing the citizens that elected them. We strongly oppose any state-imposed limits on the taxing and spending authority of cities and support repeal of the property tax lid.
2. **Tax Lid.** We support repeal of the tax lid. If repeal of the tax lid does not occur, the cost of elections and timing of the budget approval process, in coordination with such an election, make the tax lid unfeasible. We support removing the election process under the tax lid and replacing with a protest petition. We support additional exemptions to make the law more workable.
3. **Alternative Property Valuation.** We support proven techniques to define commercial properties at their highest and best use. The Kansas Board of Tax Appeals should be required to consider all three methods of valuation--cost minus depreciation, sales comparison, and income--when determining a property's true value.
4. **Internet Sales Tax Collections.** The inability of governments to collect local option sales or compensating use tax on remote sales continues to erode a viable and fair revenue source. The League supports state legislation establishing a program to help the state collect state and local sales and compensating use taxes due from in-state purchasers. Remitted taxes should be distributed using existing methods/formulas for the state and local governments. The League further supports the adoption of the safe harbor provisions as used by South Dakota to ensure constitutional compliance with the recent U.S. Supreme Court decision in *South Dakota v. Wayfair, Inc et al.*, 138 S. Ct. 2080 (2018) in order to bring tax fairness to Kansas brick-and-mortar businesses.
5. **EMS/Hospital Funding.** Municipal hospitals and emergency medical services (EMS) are challenged in meeting their communities' needs. Between 2009 and 2014, city and county tax revenue budgeted for hospitals has increased 33.3% to meet these needs. We support the expansion of Medicaid in Kansas to allow such entities access to federal funding, helping cities maintain and provide critical services for their citizens.
6. **Tax Policy.** The League supports the long-established philosophy of balancing revenue from income, sales, and property taxes to assure the fiscal ability of the state and local governments to provide the services citizens want and need. Changes to tax policies should not be undertaken without a full understanding of the overall impact upon all taxpayers, taxing entities, and the sources and amounts of tax revenues to be generated or eliminated by such policy changes.
7. **Budget Timeline.** The current statutory framework for the adoption of municipal budgets makes it difficult for cities to plan for budgets that must be presented to governing bodies five months before the start of the fiscal year. We support legislation to allow the adoption of City budgets by November 30 but keep the August 25 deadline for certification of the amount of ad valorem tax revenue needed.
8. **Finance Policies.** Cities should be allowed to set financial policies in-line with bond rating requirements and other generally accepted best practices for municipal management.
9. **Property Tax Exemptions.** We support a broad tax base and believe the existing property tax base should be protected. We encourage the Legislature to resist any proposal to further exempt any specific property classification from taxation, including

industry-specific exemptions. We support the current statutory definition of machinery and equipment and the exemption should not be expanded. The Legislature should actively review existing exemptions to determine if they should continue or be repealed.

10. **Sales Tax Exemptions.** Given the current and future budget challenges facing state and local governments, we oppose the continued erosion of the state and local sales tax base by the passage of new exemptions. The Legislature should actively review existing exemptions to determine if they should continue or be repealed. We support the continuation of sales tax exemptions for municipal services.
11. **Sales Tax Holiday.** Should the state establish any sales tax holidays, the law should allow an opt-in for local governments.
12. **Sales Tax on Digital Goods.** In order to ensure a fair playing field between Main Street businesses and online businesses, sales tax should be levied on all digital good transactions including print, audio, video, software, games, and streaming services that provide those digital goods. (Adopted by the Governing Body on 3/15/2019)
13. **Unfunded Mandates.** We oppose unfunded mandates. If the state or federal governments seek to promote particular policy objectives, such mandates should be accompanied by an appropriate level of funding.
14. **Property Valuation.** To maintain fair and equal taxation, we support appraisals based on fair-market value. We oppose caps in property valuations as unconstitutional and inequitable.
15. **LAVTR.** The State Legislature, as required by Kansas statutes, should help to relieve the burden on property taxpayers by funding the Local Ad Valorem Tax Reduction (LAVTR) program. This should include keeping the promises made with reference to the machinery and equipment mitigation legislation, future gaming revenues and the existing statutory formula.
16. **City and County Revenue Sharing.** The State Legislature should fund existing city and county revenue sharing programs as required by Kansas statutes.
17. **Alternative Revenue Sources.** Cities should be authorized to approve alternative revenue sources in order to maintain appropriate levels of funding for the health, safety and welfare of our citizens.
18. **Telecommunications Taxes.** We support cities' continued ability to impose and collect taxes and fees on telecommunications providers.
19. **Local Sales Taxes.** We support the existing statutory authority for all cities to impose local sales taxes and seat taxes and the existing statutory distribution for all sales taxes.
20. **Banking and Investment Restrictions.** We support maximum banking and investment choices for local government. At a minimum, all cities, counties and school districts should have the same banking and investment authority the state has granted to itself.
21. **Federal Loan Programs.** We support changes to allow local governments to participate directly in federal loan programs.
22. **Tax credits.** We support the continued availability of tax credits as a tool for economic development.
23. **Summary Publication of Resolutions.** We support legislation allowing cities to publish a summary of a resolution, with the full text of any resolution posted on the city's official website, in lieu of publication of the full resolution.
24. **Taxes Paid Under Protest.** Due to the effect that taxes paid under protest can have on cities, the state and the county where the city is located should be required to notify cities when taxes, including compensating use and ad valorem taxes, are paid under protest so that cities have accurate data when making budgetary decisions.
25. **Expanded Gaming.** If the State Legislature authorizes expanded gaming, cities should receive funds to offset the impact, similar to agreements for other gaming that occurs in Kansas.

B. PUBLIC SAFETY

Cities play a critical role in the protection of the health and safety of the citizens of Kansas. Because mandated programs are costlier and less efficient, government at all levels should cooperate in the development of health and safety programs.

1. **Asset Forfeiture.** We support the use of asset forfeiture as an important component in reducing financial gains from criminal acts while providing civil due process. All assets forfeited, or the proceeds of the sale of the same, should remain with the local government that seizes the property.
2. **Municipal Court.** Municipal courts serve a vital role protecting an individual's right to equal protection under the law following arrest or detainment. We support the local control of, and judicial authority of, municipal courts. All assessed court funds under a municipal court order, other than restitution collected and payable to a third party and state assessments paid under K.S.A. 12-4117, shall be retained by the local municipality. We support municipalities' ability to set appropriate fines and fees.
3. **Law Enforcement and Public Safety.** We believe cooperative efforts, rather than state and federal mandated requirements, are vital to the efficient and effective development of local law enforcement and public safety programs.
4. **Emergency 911 Services.** Cities and counties should maintain local control of the 911 system and the 911 tax should continue to include both wireline and wireless communications. We support legislation providing flexibility for local governments to utilize these funds to provide emergency services. 911 funds should not be diverted by the legislature for other uses.
5. **Emergency Management.** We request the Adjutant General and the State of Kansas review the role of cities in the state emergency management plan. Because cities play a crucial role in effective emergency management, implementation strategies must promote cooperative efforts between federal, state and local governments.
6. **Medical Charges.** The cost of health care services for prisoners and individuals in custody is a growing concern for cities. We strongly believe the first person responsible for the payment of medical costs should be the individuals in custody. Another needed change, to begin addressing these costs, is to clarify that the entity charging for a crime is responsible in the event those costs cannot be recovered. We support the pooling of resources between all state and local law enforcement agencies.
7. **Law Enforcement Discretion.** We support local governments' discretion in establishing law enforcement vehicle pursuit policies and the ability of law enforcement officers to use discretion in determining when to make an arrest.
8. **Service Animal Fraud.** We recognize the important role service animals play for the disabled community. The use of such animals is being tainted, by service animal fraud. We support strengthening and redefining the crime of service animal fraud to disincentivize individuals from asserting their animal is a service animal in order avoid vicious animal, exotic, livestock, or breed-specific ordinances.
9. **Alcohol & CMB Regulation.** We support the authority of cities to license and regulate alcoholic liquor and cereal malt beverage retailers and establishments.
10. **Medical Marijuana.** The Legislature should carefully weigh the impact of medical marijuana on law enforcement and human resources and provide cities a portion of any funds to offset the impact of medical marijuana. Also, cities should have the ability to opt-in to allowing dispensaries in their city. In addition, Kansas should delay implementation to give time to study any issues that might result from the passage of medical marijuana legislation. (Adopted by Governing Body on 1/24/2019.)
11. **Firearms and Weapons.** We support the local regulation of firearms and weapons.
12. **Homeland Security.** First responders at the local level serve as the front line defense in the prevention and response to terrorism and other security risks. Local governments should be granted maximum flexibility and discretion over implementation of monies and strategies regarding homeland security.
13. ~~Amusement Park Rides.~~ We support reasonable regulations of amusement park rides to protect public safety. (Recommended

for removal by League Staff after passage of 2018 SB 307)

14. **Regulation.** We support reasonable regulation of municipal activities to protect public safety. Any regulation should balance the costs to the benefit of the regulation. Existing regulations that no longer pass this balancing test should be repealed. (Recommended by League Staff to add a general statement on regulation.)
15. **Driving Under the Influence.** We support legislation bringing the driving under the influence laws into compliance with recent court cases.
16. **Cybersecurity.** Organizations of every size constantly face cyber-related incidents. We encourage the State to provide collaborative discussions, training programs, and feasibility studies for the impact of cyber-attacks on cities. Cities will use information provided by the state government to determine best practices and policies for municipal implementation.
17. **Scrap Metal.** Cities are currently preempted from regulating scrap metal. We support a narrowing of this preemption so that cities can address issues at the local level. (Recommended addition by League Staff)

C. INFRASTRUCTURE

Cities construct, manage, operate and maintain numerous infrastructure components that provide a high quality of life. Infrastructure involving transportation, municipal utilities, energy services, and water and environmental structures are all dependent on the ability of local officials to self-determine what's appropriate for their own communities. This self-governance relies on the expectation of cooperation from the state government and full funding as required by law under current statutory programs from both the state and federal government.

Transportation

1. **Connecting Links.** The State should maintain KDOT's funding for connecting link programs at the FY 2020 level for cities to provide for the maintenance of state highways within city limits. We support full funding of the City Connecting Link Improvement Program (CCLIP). (Updated by League Staff to reflect the FY 2020 increase)
2. **City-County Highway Fund.** The City-County Highway Fund is essential to maintaining local roads and bridges and should be fully funded and not be diverted for other purposes. Such funding should include the transfer of fees from the registration of out-of-state commercial vehicles, as directed by K.S.A. 9-3425i. The proceeds from any increases to the motor fuel tax rates should be allocated in accordance with current statutory provisions.
3. **Comprehensive Transportation Program.** We support full funding of the Kansas comprehensive transportation program. We oppose any use of these funds to balance the state's General Fund budget. Any reduction in funding jeopardizes existing programs.
4. **Federal Fund Exchange Program.** We support legislation to codify the Federal Fund Exchange Program, including allowing the banking of funds for a minimum of three years and a fixed exchange rate.
5. **Transportation Safety.** The State should work in cooperation with local governments to continue to provide safe roads and bridges within Kansas.
6. **Transportation Maintenance.** Because transportation infrastructure is critical to state and local development activities, we support the continued maintenance of the transportation infrastructure in Kansas.
7. **Airport Funding.** We support the continued use of state economic development dollars (EDIF funds) to enhance airport facilities and services.
8. **Transportation Development Districts.** We support the continued ability of cities to establish transportation development districts to meet the economic development and transportation infrastructure needs in the community.

9. **Recreational Trails.** We support the development of recreational trails, including rails to trails, aquatic trails, and hike-and-bike on levee trails projects, and oppose any legislation that would make such development more burdensome or costly.
10. **Cooperation with KDOT.** We support the continued efforts of the Kansas Department of Transportation to work with cities on cooperative programs, including the transportation revolving loan fund and various economic development projects.
11. **Rail Service.** We support existing and enhanced passenger and freight rail service in Kansas and seek a strong partnership with the state and federal government to achieve meaningful improvements.

Municipal Utilities

1. **Broadband.** Access to reliable broadband service, as defined by the FCC minimums for “served areas” is increasingly important to the economic health of Kansas cities. We support the 2018 establishment of the Statewide Broadband Expansion Planning Task Force as a means for identifying ways the state can best facilitate broadband expansion in Kansas. Recommendations from the task force must recognize the important role local governments play in such expansion and they must not remove important planning and right of way authority from local governments. Further, we support legislation that promotes full disclosure of transport and connection fees by internet providers.
2. **Service Territory.** Municipalities must retain the authority to purchase, construct, or extend the infrastructure necessary to supply the cities and their inhabitants with public utilities, including electric services. We believe in the current statutory framework which allows cities’ jurisdictional limits to change over time, due to the annexation of land, including land located within the service territory of another utility provider.
3. **Municipal Operation.** We support the ability of cities to operate municipal gas, water, electric, sewer, telecommunications, broadband, solid waste, stormwater or other utility services. We further support the ability of cities to set and control the rates for locally owned and operated utilities, and support the current defined service territory statutes.
4. **Right of First Refusal.** We support municipal utilities having the ability to invest in new electric/transmission projects in order to provide reliable, affordable service to local customers. We oppose efforts prohibiting competition for transmission projects in Kansas.
5. **Franchise Authority.** We oppose any legislation restricting the current franchise authority for cities, including limits on franchise fees.
6. **Mandates.** We oppose unfunded federal and state mandates regulating the operation of municipal gas, water, electric, sewer, telecommunications, solid waste, stormwater utilities or other utility services. Any mandates passed down to cities should not be imposed without a cost-benefit analysis and should be accompanied by appropriate funding. In addition, regulations should provide for a reasonable implementation schedule.
7. **Public Water Supply Supervision Program:** We support changes to the statutory language increasing the funding stability for the Kansas Department of Health and Environment’s Public Water Supply Supervision program. These changes must balance municipal cost concerns and recognize the state has a responsibility to contribute to these important public health matters. In addition, we recognize a need to update standards to meet federal clean drinking water standards.

Energy

1. **Electric Utility Deregulation.** Community-owned and operated municipal electric utilities make long-term power supply decisions and investments with the goal of benefiting their overall community. We support continued local control over power supply decisions.
2. **Statewide Energy Policy.** We support the development of a coordinated and comprehensive energy policy, including the use of

renewables, developed with strong input from cities. We encourage the state to adopt legislation providing the mechanism and staff support for the development of such policy.

3. **Energy Efficiency.** We support public and private incentives to encourage energy efficiency by local governments and citizens.

Water and Environment

4. **Water Quality.** We support a clean and safe public water supply and the protection of public health and aquatic life. We endorse regional and cooperative solutions to water quality challenges that address point and non-point source pollution while balancing municipal cost concerns.
5. **Water Quantity.** Government at all levels should aggressively pursue the conservation, protection and development of current and future municipal water supplies. We support cost-effective efforts to extend the life of reservoirs and to expand reservoir storage for use by municipal water suppliers. We support immediate state action, in consultation with municipal providers, to address over-appropriated surface and groundwater resources while respecting priority of water rights.
6. **Water Planning.** We support increased municipal representation on the Kansas Water Authority; broad-based revenue sources and distribution for the state Water Plan Fund; and a re-evaluation of the process for adopting the annual state Water Plan Fund budget.
7. **Infrastructure Funding.** We support increased federal and state funding to assist local communities with their water, wastewater, stormwater, levee and dam infrastructure and associated security needs.
8. **Stormwater Management.** We endorse regional and cooperative solutions to stormwater quality and quantity challenges that address point and non-point source pollution.
9. **Solid Waste.** The home rule powers of cities to dispose of and manage municipal solid waste should not be restricted.
10. **Hazardous Waste.** We support a comprehensive state-local approach to provide assistance in identifying hazardous wastes and to develop programs to monitor and dispose of such wastes. We encourage state agencies to work cooperatively with local governments in the development and approval of programs to identify, monitor and dispose of hazardous waste. Further, appropriate education and training should be provided prior to the implementation of such programs.
11. **Clean Air.** We support air quality controls and a state-developed air quality plan that protects the health and safety of Kansans while balancing municipal cost concerns.

D. Human Resources

City employees are the foundation of effective city government. City governing bodies must have the authority to develop local personnel policies to attract and maintain a high quality public workforce.

1. **Workers' Compensation.** We support reasonable and just benefits for employees injured within the course and scope of their public employment, and effective enforcement of the Workers' Compensation Act.
2. **KPERS & KP&F.** We support the full funding of the Kansas Public Employees Retirement System (KPERS) and Kansas Police & Fire (KP&F) retirement systems and honoring all commitments that have been made by KPERS and KP&F. The local KPERS system should remain separate from the state and school retirement system. Changes to the KPERS system should not impact a city's ability to hire and retain qualified public employees, including any undue burden on hiring KPERS retirees, or reduce benefits promised to employees.
3. **Public Employer-Employee Relations Act (PEERA)/Collective Bargaining.** We oppose any federal or state mandate requiring

collective bargaining at the local level.

4. **Personnel Mandates.** We oppose state and federal mandates involving public personnel.
5. **Weapons and Firearms.** We support the ability of local governments to set policies regarding the carrying of weapons and firearms by municipal employees while they are engaged in their work.
6. **Prevailing Wage.** We oppose federal and state mandates requiring or prohibiting the payment of prevailing wage.
7. **Health Care & Other Benefits.** We support cooperation and active study of ways to relieve the financial burden of securing employee health care coverage, including the continued option for cities to participate in the state health care program.
8. **Unemployment.** We support reasonable and just benefits for employees who are qualified individuals under the Kansas Employment Security Law. We oppose the finding that volunteers, who are paid a nominal stipend, are considered a qualified individual. We support legislation to define “volunteer” in Kansas employment law such that it is consistent with federal law.

E. GOVERNMENT POLICIES & PROCEDURES

Abiding by the longstanding constitutional Home Rule authority of Kansas cities, there is a need to ensure local governments maintain autonomy and the authority of self-governance to create a safe and sustainable quality of life for residents. In an effort to construct appropriate policies for their community, such as economic and community development initiatives, cities should be committed to implementing procedures which ensure ethical and transparent governance from their officials.

Home Rule

1. **Home Rule.** Consistent with the Home Rule Amendment of the Kansas Constitution approved by voters in 1960, we support local elected officials making decisions for their communities, particularly local tax and revenue decisions.
2. **Protection of the First Amendment.** The right of the people through their democratically elected and appointed officials to petition and speak to their government officials shall not be abridged. We support cities’ First Amendment right of freedom of association to work together to accomplish common goals.
3. **City Elections.** City elections should remain non-partisan and separate from state and national elections.
4. **Filing for Office.** In order to encourage a higher number of candidates to file for office, the filing location for city elections should change to the city clerk’s office. (Recommended addition by League Staff)
5. **Filling of Vacancies.** The current statutes for filling vacancies have served the state well for over fifty years. Vacancy filling should remain the responsibility of local governing bodies made up of duly elected officials. (Adopted by Governing Body on 3/15/2019)
6. ~~**Installation of Elected Officials.** We support local decision making in determining the proper time to install newly elected officials. (Recommended for removal after passage of 2019 SB-105 by League Staff)~~
7. **Annexation.** The ability of cities to grow is inherent in the economic growth and development of the state. Therefore, we support local jurisdictions’ ability to make their own decisions regarding orderly growth through annexation.
8. **Sign Regulation.** We support the authority of local government to regulate signs in compliance with federal law.
9. **Public Property & Rights-of-Way.** We support the ability of cities to control and manage public property and rights-of-way and to impose franchise or use fees on those entities that utilize the rights-of-way.
10. **Eminent Domain.** Eminent domain is a fundamental municipal power. The authority to acquire property through condemnation proceedings is critical for public improvement projects. We support increased flexibility for local governments to use eminent domain for economic development purposes, including blight remediation, without seeking legislative approval.
11. **Interlocal Cooperation.** We support the principle of voluntary cooperation among all levels of government.

12. **Governmental Immunity.** We support continued immunity for cities from tort liability and legislation strengthening the Kansas Torts Claims Act.
13. **Police Powers.** We support the authority of cities to regulate in order to protect the health, safety, and welfare of the public.
14. **Consolidation.** We support processes for local consolidation without undue statutory barriers. We further believe the issue of consolidation is an inherently local one and the voters should be allowed to determine whether consolidation with another unit of government occurs.
15. **Special District Consolidation.** The current statutory framework requires separate legislation every time a smaller unit of government consolidates into a city. We support statutory changes creating a uniform process for smaller units of government to consolidate into cities when it is in the best interest of the city. (Recommended addition by League Staff)

Community Development

16. **Abandoned and Blighted Housing.** We support legislation that streamlines and expedites the process for local governments, neighborhood organizations and private businesses to deal with the blight of abandoned, nuisance, foreclosed housing, and commercial structures to protect the rights and property values of surrounding property owners.
17. **Economic Development Partnerships.** State and regional partnerships are vital to the sustained growth of the state and should be supported by policy and with adequate funding.
18. **Tax Abatements.** We support the authority of cities to offer tax abatements to encourage business investment in their communities.
19. **Tax Increment Financing (TIF).** We support the continued use of TIF to promote economic development. TIF laws should allow maximum flexibility and allow for efficient use by communities.
20. **Revitalization Tools.** We support the continued use of the Neighborhood Revitalization Act, the Downtown Redevelopment Act, the Transportation Development District Act and the Community Improvement District Act to promote local neighborhood development.
21. **Tourism.** We support cooperative ventures between the state and local government in Kansas to promote tourism as an industry that is vital to growth and development all across the state.
22. **STAR Bonds.** We support the ability of cities to utilize STAR bonds to promote economic development in their communities.
23. **Land Use and Zoning.** We support the ability of local officials to make land use and zoning decisions within their community, including decisions about the location, placement, size, appearance and siting of transmission and receiving facilities and any other communications facilities.
24. **Moderate Income Housing Program.** We support the continued funding of the Moderate Income Housing Program to promote affordable housing options. Accessibility to such housing stock is important to job growth and economic success in communities.
25. **Exports.** We support the Kansas Department of Commerce providing assistance to Kansas businesses who may become Kansas exporters, whether by direct provision of services or through outsourcing.

Transparency in Government

26. **Open Meetings.** All levels of government should be subject to the same open meetings requirements. These laws should not be unduly burdensome.
27. **Open Records.** All levels of government should be subject to the same open records requirements. State laws governing open records should balance the public's right of access, with the necessity of protecting the privacy of individual citizens, and the ability of public agencies to conduct their essential business functions. We support a city's ability to recoup reasonable costs

associated with open records requests.

28. **Intergovernmental Dialogue.** Communication between all levels of government is critical to the successful delivery of public services to the citizens of Kansas. Representatives from cities provide facts and information crucial to intergovernmental relations, and as such, should have the same rights and responsibilities as private interest lobbyists. We support current law regarding the use of state and local public moneys to provide information and advocate on behalf of our cities and citizens. Any reporting system should not increase the administrative burden on local governments.
29. **Body Cameras.** We support the ability of local governments to determine when and how body cameras will be used by law enforcement officers. We support the establishment of reasonable regulations concerning public access to recordings, balancing the needs of law enforcement and the individuals whose images are captured in the recordings.

F. FEDERAL ISSUES

Local officials welcome the opportunity to work together with federal and state officials on policies impacting local communities. Federal agencies should research and understand the fiscal impact on local units of government when implementing new guidelines or laws. Cities manage their finances, infrastructure and personnel more effectively without unfunded federal mandates.

1. **Community Development Block Grants (CDBG)** – We support continued funding for Community Development Block Grants, Community Service Block Grants and HOME Grants. These programs’ funding is an essential component of cities’ strategies to fund critical community services and infrastructure needs.
2. **Municipal Bonds.** We support the removal or modification of overly burdensome and costly restrictions affecting the issuance of municipal bonds. Further, we support the continued tax-exempt status for municipal bonds.
3. **Broadband Deployment & Municipal Oversight.** Access to reliable broadband service is increasingly important to the economic health of Kansas cities. However, federal action via legislation or orders from federal agencies must recognize the key role local governments play in such expansion, and it must not remove important planning and right of way authority from local governments. Cities must be afforded the continued right to address safety, health and welfare for both their citizens and other entities with valuable infrastructure in the right of way. In addition, the right of way serves as an important resource for citizens, and the right to offset costs of management and levy taxes should not be limited.
4. **Overtime Rule.** We support modernizing rules for overtime, but have concerns about the fiscal impact of the changes, particularly if they include automatic increases in the overtime threshold. As employers, absorbing the impact of sharp increases would have a significant negative impact on municipal budgets.
5. **Immigration Reform.** We support a federal solution to immigration reform. Any immigration policy should not negatively impact local governments with additional law enforcement or administrative burdens. We support Congress continuing assistance to under-served areas with large immigrant populations, who are attempting to remain in compliance with the United States Citizenship and Immigration Services.
6. **Transportation.** We support funding the Fixing America’s Surface Transportation Act (FAST ACT), which allows investment in critical infrastructure.
7. **Stormwater.** We support simple and flexible federal regulations of municipal stormwater run-off that allow for orderly and cost-effective development. The federal government should appropriate funds for research and for the development of pilot projects on stormwater management.

8. **Water Quality.** We support a clean and safe public water supply and the protection of public health and aquatic life. We endorse federal investments and cooperative solutions that address water quality challenges and take into account municipal cost concerns.
9. **Hazardous Waste.** We urge federal agencies to work cooperatively with state and local governments in the development and approval of programs to identify, monitor and dispose of hazardous waste. Appropriate education and training should be provided prior to the implementation of such programs.
10. **Telecommunications Data.** We support the continued ability of public safety officials to access data from telecommunications companies in times of emergencies to assist investigations.
11. **Rail Service.** We support existing and enhanced passenger and freight rail service in Kansas. In many cases, this service is the only affordable alternative to highway transportation in communities. Changes to Amtrak service should not sacrifice this alternative nor the investments in the service by cities.
12. **Railroad Quiet Zones.** We urge Congress to reexamine the Train Horn Rule with the Federal Railroad Administration. Rules for implementing quiet zones should be less burdensome and allow for differences in community circumstances while continuing to protect public safety. We also request Congress provide federal funds for the purpose of establishing quiet zones and consider new technology which may enhance the safety of quiet zones while minimizing or eliminating train horn noise.

POLICY DEVELOPMENT

This *Statement of Municipal Policy* defines the core principles of the organization. It was developed by city officials through the League's policy committees. There are three policy committees that are focused in specific areas: Finance & Taxation, Public Officers & Employees, and Utilities & Environment. The fourth committee, the Legislative Policy Committee, reviews the entire *Statement* and the recommendations of the three specific committees. The *Statement* is then submitted to the Governing Body and is ultimately adopted by the Convention of Voting Delegates at the League's Annual Conference. For more information about the League policy committees or process, check out the League website at www.lkm.org or contact us at (785) 354-9565.



**Bioscience & Technology Business Center, Inc.
Lawrence Regional Technology Center
Joint Board of Directors Meeting**

**Thursday, August 29, 2019, 9:00 a.m.
at the Bioscience & Technology Business Center
2029 Becker Drive, Lawrence, KS 66047**

I. Call to Order

II. Consent

- A. Minutes of May 9, 2019 meeting*pg. 2
- B. 2Q19 Financial Report*pg. 4
- C. Metrics*pg. 11
- D. Chair Report*pg. 13

III. Board Matters

- A. Member roster*pg. 16
- B. 2019 Meeting Schedule (see insert)

IV. BTBC 2Q Operations

- A. Private industry Recruitment
- B. Core Business Update
- C. West Facility Report
- D. FY18 990 Tax Review*pg. 17

V. Planning

- A. 20-Year Plan Update*pg. 76
- B. Phase III Project*pg. 78
 - Size/Scope
 - 60% Pre-lease commitment
 - Capital Plan
 - Pro Forma (Phase III, consolidated)
 - Timeline (presented at meeting)
- C. BTBC Name Change/Brand

VI. Executive Session

- A. With Executive Chair
- B. Without Executive Chair

VII. Adjournment

* Indicates board meeting docket materials.

2019 Board Meeting Calendar

Thursday, February 14th, 2019

Thursday, May 9th, 2019

Thursday, August 29th, 2019

Thursday, November 21st, 2019

All meetings convene at 9:00 a.m. in Lawrence unless stated otherwise.



**Bioscience & Technology Business Center, Inc.
and
Lawrence Regional Technology Center
Joint Board of Directors Meeting
May 9, 2019, 9:00 a.m.**

Members attending in person: Mr. LaVerne Epp, Chancellor Doug Girod, Ms. Michele Hammann, Mr. Bob Johnson, Ms. Bonnie Lowe, Mr. Tom Markus, Dr. Val Stella, Commissioner Matthew Herbert, and Commissioner Nancy Thellman

Members absent: Dr. Robert Simari, Ms. Sarah Plinsky (joined by teleconference)

Others present: Mr. Jamie Caldwell, Mr. Joe Caldwell, Mr. Adam Courtney, Mr. Nate Crosser, Mr. Erik Blume, Ms. Britt Crum-Cano, Mr. Mike Smithyman, Ms. Diane Stoddard, Ms. Mindie Paget, and Mr. G.R. Underwood, and Ms. Tricia Bergman (joined by teleconference)

Location: Bioscience & Technology Business Center, 2029 Becker Drive, Lawrence, KS 66047

Minutes:

Call to Order

The meeting was called to order at 9:02 a.m.

Consent Agenda

Mr. Epp began the meeting noting consent agenda items. With no member requesting that any items be pulled for discussion, Dr. Girod moved to approve the consent agenda including the Q1 financial report. Commissioner Herbert seconded the motion. The motion passed unanimously.

Board Matters

Mr. Epp noted the current board roster and meeting schedule. Mr. Courtney updated the group that he had received almost all conflict of interest statements from members. Mr. Epp also expressed his appreciation to Tom Markus for serving on the BTBC Board of Directors.

BTBC 1Q Operations

Mr. Underwood provided an update on BTBC core operations, emphasizing the BTBC's focus on identifying and attracting talent in order to help BTBC companies grow, as well as to attract additional BTBC companies. Mr. Underwood then discussed BTBC's focus on strengthening the BTBC's Business Analyst Program, noting that BTBC is now recruiting analysts from a wider variety of KU schools including the School of Law. Mr. Underwood then discussed the BTBC's focus on strengthening its relationship with the Kansas Department of Commerce, from which the BTBC has received incentive funding to provide to several of its client companies.

Mr. Underwood then discussed Q1 2019 Economic Development Metrics, noting the BTBC system has over 300 employees and 52 companies, with an annual payroll of over \$18,000,000.

Mr. Epp then discussed the BTBC's focus on private industry recruitment to the BTBC, noting that development of a business park on KU's West Campus will necessitate anchor tenants. Mr. Crosser then presented information on the BTBC's strategy to recruit larger private industry companies to the BTBC.

Mr. Epp then provided an update on the BTBC West Facility. Mr. Courtney reported that the building is fully occupied and the BTBC has invested money to make several upgrades to the building including adding lab capabilities (fume hoods), replacing furnishings, and repainting all common areas. Mr. Courtney also noted that \$150,000 in incentive money from the Kansas Department of Commerce has been received by BTBC West tenants.

Planning

Mr. Epp then updated the board on Phase III planning, starting with an analysis of the potential economic impact of an innovation park on KU's West Campus. Mr. Blume then provided a summary of economic development metric projections related to company and employee count, and annual payroll over a 20-year period.

Mr. Courtney provided an overview of the Phase III planning, reviewing size and scope of the building. He also updated the group on recruitment of a childcare operation in the building. He then discussed sources and uses of Phase III project capital, which will include new market tax credits, a leveraged loan, and other project sources like incentives, BTBC funding, and stakeholder contributions. Mr. Courtney then reviewed the pro forma for Phase III. He then presented an updated time line for Phase III construction.

Executive Session

There being no further business to come before the board, the meeting was adjourned by consensus of the board members and entered a brief executive session. Following the executive session the meeting reconvened and was adjourned by consensus of the board members at 10:35 a.m.

Mike Smithyman, Recorder

Bioscience and Technology Business Center, Inc.

Q2 2019 Consolidated Financial Narrative

For the Six Months Ended June 30, 2019

Overall Summary

Overview

BTBC continues to exceed both revenue and expense budget expectations through June 30, 2019. BTBC has net operating income of about \$280.1K, which is about \$571.2K better than the projected net loss of \$291K. The significant positive variance is largely driven by the \$575K in funding from the Kansas Department of Commerce (KDOC) to provide \$425K grant toward the Phase III project and \$150K in total incentive funding to two BTBC companies. Without the large Grant revenue variance, BTBC's revenue would have a positive variance of about \$25K. Expenses had a positive variance of \$20.8K as of June 30, 2019.

In addition to the Grant revenue, Rent revenue (\$26.7K), Interest Income (\$5.3K), and Internet and Phone income (\$4.1K) contributed to the positive revenue variance. The positive Rent variance is attributed to both the Main facility (\$7.0K) and the West facility (\$20.3K). The positive Rent variance should continue to grow slightly over the remaining six months of the year barring any unexpected attrition.

The positive revenue items were offset by a Business Management Services negative revenue variance of -\$9.5K. Business Management Services revenue has a negative variance thus far in 2019 because of a resident company's discontinuation of its internship program in January prior to the projected end in March. The negative revenue variance is offset with a positive Intern expense variance and both variances created a virtually neutral budget effect through Q2 2019. In recent months, BTBC has been able to increase its Business Management Services revenue and the negative variance has been reduced by about \$7K since reaching -\$16.2K in March.

The significant positive expense variances that contributed to the \$22.7K positive variance thus far in 2019 were Intern expense (\$13.4K), Professional Fees (\$3.8K), and Utilities (\$13K). Building Expenditures related to maintaining both the Main and West facility had a negative variance of about -\$15.7K through June 30, 2019. Some of building expenses thus far that have contributed to the negative variance were snow and ice treatments, as well as several unexpected HVAC and boiler repairs. Since the end of Q2 on June 30, 2019, BTBC has experienced a significant amount of repairs and equipment replacement expense at the West facility related to several issues including a breaker unit failure, HVAC compressor failure, and some flooding in the basement. These facility expenses will be reflected in future financial reports and the negative Building Expenditures will likely increase significantly.

BTBC budgeted about \$45K in 2019 for facility costs and improvements including about \$25K in Wi-Fi upgrades to the Main facility, which has already been spent in 2019. In addition, BTBC has spent about

\$20K to paint and refresh the West facility this spring to improve the condition of the building for the seven existing companies located at that facility. BTBC has also spent about \$40K through June 30, 2019 in improvements to lab space at the West building to accommodate a company recruited from Minnesota. Additional improvements will be required for the company space, but will be largely offset by the \$75K grant BTBC received from KDOC for company improvements.

Also of note in the Q2 financials, BTBC and its accountant, SS&C, reviewed BTBC's accounts receivable and other receivable balances and identified several company balances that are unlikely to be collected. As a result, BTBC has made an adjustment to its balance sheet to recognize an allowance for doubtful accounts of about \$131.7K. Almost all of the doubtful accounts identified were more than three years old and for companies that no longer exist. BTBC will continue to monitor its receivables and collections.

Month-end consolidated total assets were about \$19.4MM. Consolidated net cash flow at month-end was about \$24K, bringing the Q2 2019 ending cash balance to about \$1,640,805.

Budget Plan Performance

Income Statement

On a consolidated basis, BTBC shows a year-to-date (YTD) net operating income of \$280.8K on total revenue of about \$1.65MM.

Revenue: Revenues through June had a positive variance of \$551.0K, or 49.9%.

- i. As mentioned previously, Grant revenue had a positive variance of \$525.0K thus far compared to budget. BTBC budgeted \$50K in Grant funding in 2019, but has received \$150K in KDOC incentives and \$425K from KDOC for Phase III.
- ii. As mentioned previously, Business Management Services had a negative variance of \$9.5k, or -18.8%. All of the negative variance was related to one of the BTBC companies discontinuing its use of the internship program.
- ii. Rent revenue had a positive variance of \$26.2K or 4.26%. BTBC has been able to lease some of its remaining space at both Main and West quicker than anticipated in 2019. The rent revenue positive variance should grow slightly through the remainder of the year.
- iii. Utility Services (Phone and Internet) had a positive revenue variance of about \$4.1K. This was due to in BTBC tenant companies increased utilization of BTBC's network and phone system.
- iv. Interest income had a positive variance of about \$4.7K mostly related to interest earned on a commercial CD BTBC utilized in 2019. The variance will likely grow some more before the end of the year.

Expense items of note:

- i. Intern Expense had a positive variance of \$13.4K or 33.5%. This was a direct savings related to the negative Business Management Services variance on the revenue side for the internship program.
- ii. Utilities had a positive variance of \$13.0K or 6.6%.
- iii. Building expenditures had a negative variance of about \$15.7K. Some of this variance was related to the winter weather and the amount of snow removal services utilized in the first quarter. In addition, BTBC had a few unexpected repairs at both the Main and West facilities.
- iv. As describe previously, non-operating capital facility costs and improvements had a negative variance of about \$47K thus far in 2019. That negative variance will continue to grow as BTBC continues to enhance lab space for a new client company at the West facility. The cost of those improvements will be offset by the \$75K in grant funding received from KDOC as an incentive for the improvements.

Cash Flow

Through June 30, 2019, BTBC had a total cash flow of about \$24.3K. The beginning cash balance for FY2019 was about \$1.617MM, while the consolidated cash balance at 6/30/19 was about \$1.64MM. The cumulative total cash flow through June 2019 consists of the following:

Cash from Operations	\$ -321,250
KDOC Phase III Funding	\$ 425,000
KUEA Principal Loan Payment	\$ -37,250
KUCR Principal Loan Payment	\$ -45,000
Tenant Security Deposit	<u>\$ 3,000</u>
Total Cash Flow YTD	\$ 24,250
Beginning Cash Balance 1/1/19	<u>\$ 1,616,500</u>
Consolidated Cash Balance 06/30/19	<u>\$ 1,640,750</u>

Bioscience and Technology Business Center, Inc.

Accrual Basis

Consolidated Statement of Activities Compared to Budget

For the Month Ended 6/30/2019

	Consolidated All Entities Year-to-Date Actual	% of Total Revenues	Consolidated All Entities Year-to-Date Budget	\$ Variance	% Variance	Consolidated All Entities Annual Budget	% of Budget
Operating Revenues/Expenses							
Revenues -							
Advisory Services	18,000.00	1.09%	18,000.00	0.00	0.00%	30,000.00	60.00%
Business Management Services	41,067.50	2.48%	50,550.00	(9,482.50)	-18.76%	92,250.00	44.52%
Interest Income	12,746.75	0.77%	8,016.69	4,730.06	59.00%	17,725.00	71.91%
Investment Income	0.00	0.00%	0.00	0.00		125,000.00	0.00%
Utility Services - Internet and Telephone	16,627.20	1.00%	12,500.00	4,127.20	33.02%	30,000.00	55.42%
Grant Funds	150,000.00	9.06%	50,000.00	100,000.00	200.00%	50,000.00	300.00%
Construction Contributions	512,500.00	30.97%	87,500.00	425,000.00	485.71%	175,000.00	292.86%
Management Fees - KU Medical Center	63,000.00	3.81%	63,000.00	0.00	0.00%	126,000.00	50.00%
Management Fees - Construction Management	0.00	0.00%	0.00	0.00			
Partner Contributions	200,000.00	12.09%	200,000.00	0.00	0.00%	620,000.00	32.26%
Partner Contributions - In-Kind	0.00	0.00%	0.00	0.00		0.00	0.00%
Reimbursed Expenses	450.00	0.03%	0.00	450.00		0.00	0.00%
Rental Income	640,367.48	38.70%	614,209.75	26,157.73	4.26%	1,250,539.02	51.21%
Total Revenues	1,654,758.93	100.00%	1,103,776.44	550,982.49	49.92%	2,516,514.02	65.76%
Expenses -							
Administrative and Miscellaneous	15,249.85	0.92%	17,667.53	2,417.68	13.68%	35,125.00	43.42%
Building Expenditures	145,690.18	8.80%	130,010.02	(15,680.16)	-12.06%	259,000.00	56.25%
Business Relations and Economic Development	0.00	0.00%	0.00	0.00		0.00	0.00%
Contractual Services	6,959.77	0.42%	9,000.00	2,040.23	22.67%	7,335.00	94.88%
Debt Service	222,909.50	13.47%	222,716.28	(193.22)	-0.09%	441,421.80	50.50%
Depreciation	274,635.78	16.60%	273,216.00	(1,419.78)	-0.52%	546,360.00	50.27%
Economic Development Software	57.52	0.00%	0.00	(57.52)		3,000.00	1.92%
Insurance	52,663.74	3.18%	50,783.34	(1,880.40)	-3.70%	98,090.46	53.69%
Intern Program	26,646.14	1.61%	40,056.00	13,409.86	33.48%	60,312.00	44.18%
Management Fees	0.00	0.00%	0.00	0.00		0.00	0.00%
Marketing and Public Relations	9,417.68	0.57%	11,499.98	2,082.30	18.11%	24,450.00	38.52%
Miscellaneous Expenses	0.00	0.00%	1,180.02	1,180.02	100.00%	2,360.00	0.00%
Payroll	352,128.61	21.28%	353,750.04	1,621.43	0.46%	707,500.00	49.77%
Professional Development	60.00	0.00%	1,800.00	1,740.00	96.67%	3,600.00	1.67%
Professional Fees	11,637.52	0.70%	15,449.98	3,812.46	24.68%	29,050.00	40.06%
Rent	12,500.00	0.76%	12,500.00	0.00	0.00%	26,000.00	48.08%
Reimbursed Expenses	0.00	0.00%	0.00	0.00		0.00	0.00%
Research Park Development Expenses	61.07	0.00%	0.00	(61.07)		0.00	0.00%
Retirement Contributions	21,012.50	1.27%	20,583.66	(428.84)	-2.08%	41,167.30	51.04%
Taxes	32,227.59	1.95%	29,826.38	(2,401.21)	-8.05%	132,596.89	24.31%
Technology	0.00	0.00%	0.00	0.00		0.00	0.00%
Travel and Meals	4,961.43	0.30%	6,570.00	1,608.57	24.48%	13,950.00	35.57%
Utilities	185,077.88	11.18%	198,150.00	13,072.12	6.60%	409,700.00	45.17%
Total Expenses	1,373,896.76	83.03%	1,394,759.23	20,862.47	1.50%	2,841,018.45	48.36%
Net Revenue Over (Under) Expenses From Operations	280,862.17	16.97%	(290,982.79)	571,844.96	-196.52%	(324,504.43)	-86.55%
Non-Operating Revenues/(Expenses)							
Interest Income	3.86	0.00%	0.00	3.86		0.00	0.00%
Other Income	0.00	0.00%	0.00	0.00		(26,500.00)	0.00%
LDCBA Subsidy	0.00	0.00%	0.00	0.00		0.00	0.00%
Capital Outlay - Owner Contributions	0.00	0.00%	0.00	0.00		0.00	0.00%
Capital Outlay - Facility Costs and Improvements	(92,214.50)	-5.57%	(45,000.00)	(47,214.50)	104.92%	0.00	0.00%
Total Non-Operating Revenues/Expenses	(92,210.64)	-5.57%	(45,000.00)	(47,210.64)	104.91%	(26,500.00)	347.97%
Net Revenues Over (Under) Expenses	188,651.53	11.40%	(335,982.79)	524,634.32	-156.15%	(351,004.43)	-53.75%
Beginning Net Assets	8,938,811.34		8,967,414.54				
Ending Net Assets	9,127,462.87		8,631,431.75				

Bioscience and Technology Business Center, Inc.

Accrual Basis

Consolidated Statement of Activities

For the Month Ended 6/30/2019

	BTBC Inc. - Operating Account	BTBC Inc. - KUMC Facility	BTBC - Main Facility Operations	BTBC - Main Facility Construction	BTBC - Expansion Facility	Adjustment & Eliminations	BTBC, Inc. Consolidated Balance	Kaw Inc.	LRTC - General Operations	Adjustment & Eliminations	Consolidated All Entities
Operating Revenues/Expenses											
Revenues -											
Advisory Services	18,000.00	0.00	0.00	0.00	0.00		18,000.00	0.00	0.00		18,000.00
Contractual Services - BrightEHR	41,067.50						41,067.50				41,067.50
Interest Income	5,555.23	0.00	508.84	0.00	0.00		6,064.07	6,682.68	0.00		12,746.75
Grant Funding	150,000.00	0.00	0.00	0.00	0.00		150,000.00	0.00	0.00		150,000.00
Internet and Phone Service Income	0.00	0.00	16,027.20	0.00	600.00		16,627.20	0.00	0.00	0.00	16,627.20
Investment Income	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00		0.00
Construction Contributions	0.00	0.00	512,500.00	0.00	0.00		512,500.00	0.00	0.00		512,500.00
Construction Management Fee - Phase II	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00		0.00
Management Fees Income	0.00	63,000.00	0.00	0.00	0.00		63,000.00	0.00	0.00		63,000.00
Partner Contributions	200,000.00	0.00	0.00	0.00	0.00		200,000.00	0.00	0.00		200,000.00
Partner Contributions - In-Kind	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00		0.00
Reimbursed Expenses	450.00	0.00	0.00	0.00	0.00		450.00	0.00	0.00		450.00
Rental Income	0.00	0.00	497,823.89	0.00	142,543.59		640,367.48	0.00	0.00		640,367.48
Total Revenues	415,072.73	63,000.00	1,026,859.93	0.00	143,143.59	0.00	1,648,076.25	6,682.68	0.00	0.00	1,654,758.93
Expenses -											
Administrative and Miscellaneous	6,666.51	468.76	7,725.86	0.00	388.72		15,249.85	0.00	0.00		15,249.85
Building Expenditures	65.10	0.00	91,136.77	0.00	54,488.31		145,690.18	0.00	0.00		145,690.18
Business Relations and Economic Development	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00		0.00
Contractual Services	920.09	39.68	0.00	0.00	0.00		959.77	3,000.00	3,000.00		6,959.77
Debt Service	0.00	0.00	222,909.50	0.00	0.00		222,909.50	0.00	0.00		222,909.50
Depreciation	0.00	0.00	274,328.28	0.00	127.50		274,455.78	180.00	0.00		274,635.78
Economic Development Software	57.52	0.00	0.00	0.00	0.00		57.52	0.00	0.00		57.52
Insurance	26,939.62	5,901.09	12,392.15	0.00	5,380.92		50,613.78	1,024.98	1,024.98		52,663.74
Intern Program	26,646.14	0.00	0.00	0.00	0.00		26,646.14	0.00	0.00		26,646.14
Management Fees	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00		0.00
Marketing and Public Relations	9,417.68	0.00	0.00	0.00	0.00		9,417.68	0.00	0.00		9,417.68
Miscellaneous Expenses	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00		0.00
Payroll	261,807.99	57,572.83	0.00	0.00	32,747.79		352,128.61	0.00	0.00		352,128.61
Professional Development	60.00	0.00	0.00	0.00	0.00		60.00	0.00	0.00		60.00
Professional Fees	11,637.52	0.00	0.00	0.00	0.00		11,637.52	0.00	0.00		11,637.52
Rent	0.00	0.00	0.00	0.00	12,500.00		12,500.00	0.00	0.00		12,500.00
Reimbursed Expenses	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00		0.00
Research Park Development Expenses	61.07	0.00	0.00	0.00	0.00		61.07	0.00	0.00		61.07
Retirement Contributions	15,654.00	3,445.50	0.00	0.00	1,913.00		21,012.50	0.00	0.00		21,012.50
Taxes	24,081.97	4,940.86	0.00	0.00	3,204.76		32,227.59	0.00	0.00		32,227.59
Technology Expense	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00		0.00
Travel and Meals	4,523.35	438.08	0.00	0.00	0.00		4,961.43	0.00	0.00		4,961.43
Utilities	1,536.40	0.00	114,930.58	0.00	68,610.90		185,077.88	0.00	0.00		185,077.88
Total Expenses	390,074.96	72,806.80	723,423.14	0.00	179,361.90	0.00	1,365,666.80	4,204.98	4,024.98	0.00	1,373,896.76
Net Revenue Over (Under) Expenses From Operations	24,997.77	(9,806.80)	303,436.79	0.00	(36,218.31)	0.00	282,409.45	2,477.70	(4,024.98)	0.00	280,862.17
Non-Operating Revenues/(Expenses)											
Interest Income	0.00	0.00	0.00	0.00	3.86		3.86	0.00	0.00		3.86
Other Income	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00		0.00
LDCBA Subsidy	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00		0.00
Capital Outlay - Owner Contributions	0.00	0.00	0.00	0.00	0.00		0.00	0.00	0.00		0.00
Capital Outlay - Facility Costs and Improvements	0.00	0.00	(28,346.45)	0.00	(63,868.05)		(92,214.50)	0.00	0.00		(92,214.50)
Total Non-Operating Revenues/Expenses	0.00	0.00	(28,346.45)	0.00	(63,864.19)	0.00	(92,210.64)	0.00	0.00	0.00	(92,210.64)
Net Revenues Over (Under) Expenses	24,997.77	(9,806.80)	275,090.34	0.00	(100,082.50)	0.00	190,198.81	2,477.70	(4,024.98)	0.00	188,651.53
Beginning Net Assets	1,417,526.30	101,454.00	8,035,427.56		(1,392,022.57)	0.00	8,162,385.29	341,553.02	463,476.23		8,967,414.54
Ending Net Assets	1,442,524.07	91,647.20	8,310,517.90	0.00	(1,492,105.07)	0.00	8,352,584.10	344,030.72	459,451.25	(282,574.08)	9,156,066.07

Bioscience and Technology Business Center, Inc.

Accrual Basis

Consolidated Statement of Financial Position

For the Month Ended 6/30/2019

	BTBC, Inc - Operations	BTBC - Main Facility	BTBC - Expansion Facility	Adjustments & Eliminations	BTBC, Inc. Consolidated Balance	Kaw Inc.	LRTC Inc.	Adjustments & Eliminations	Consolidated All Entities
Assets									
Current Assets -									
Cash Accounts -									
Checking Accounts -									
Intrust Bank	1,224.25				1,224.25				1,224.25
US Bank		442,371.31	54,474.01		496,845.32		3,115.09		499,960.41
CBMW		0.00			0.00	0.00	0.00		0.00
Money Market Accounts -					0.00				0.00
Intrust Bank	205,913.79				205,913.79				205,913.79
US Bank		229,171.18			229,171.18	111,777.11			340,948.29
CBMW	15,591.46	0.00			15,591.46		0.00		15,591.46
Certificates of Deposit -					0.00				0.00
Intrust Bank	504,333.64				504,333.64		72,833.47		577,167.11
CBMW	0.00				0.00				0.00
Total Cash Accounts	727,063.14	671,542.49	54,474.01	0.00	1,453,079.64	111,777.11	75,948.56	0.00	1,640,805.31
Other Current Assets -									
Due From BTBC, Inc.		555,481.63		(555,481.63)	0.00				0.00
Due From BTBC, Inc. - Expansion Facility	1,038,121.45	514,456.60		(1,552,578.05)	0.00				0.00
Due From BTBC, Inc. - Kaw	3,696.40	44,023.96			47,720.36				47,720.36
Due From Tenant	39.09	0.00			39.09				39.09
Prepaid Insurance	10,513.64	14,692.10	699.00		25,904.74	139.94	4,025.02		30,069.70
Interest Receivable	0.00				0.00	9,512.32			9,512.32
Prepaid Expense		3,175.06	8,908.75		12,083.81		0.00		12,083.81
Utilities Reimbursement Receivable		21,308.23			21,308.23				21,308.23
Accounts Receivable	248,158.57	316,318.85	111,979.67		676,457.09	0.00	0.00		676,457.09
Allowance for Doubtful Accounts	(5,100.00)	(74,430.04)	(52,169.30)		(131,699.34)				(131,699.34)
Total Other Current Assets	1,295,429.15	1,395,026.39	69,418.12	(2,108,059.68)	651,813.98	9,652.26	4,025.02	0.00	665,491.26
Total Current Assets	2,022,492.29	2,066,568.88	123,892.13	(2,108,059.68)	2,104,893.62	121,429.37	79,973.58	0.00	2,306,296.57
Fixed Assets -									
Construction in Progress		0.00			0.00				0.00
Property Plant & Equipment	5,006.71	18,829,926.44	2,550.32		18,837,483.47	10,295.65	4,630.00		18,852,409.12
Accumulated Depreciation	(4,141.00)	(3,181,563.28)	(2,337.50)		(3,188,041.78)	(8,659.00)	(4,630.00)		(3,201,330.78)
Furniture		689,252.38			689,252.38				689,252.38
Total Fixed Assets	865.71	16,337,615.54	212.82	0.00	16,338,694.07	1,636.65	0.00	0.00	16,340,330.72
Other Assets -									
Note Receivable -	0.00			0.00	0.00	457,320.00			457,320.00
Note Receivable - FCT	25,000.00				25,000.00	90,976.04			115,976.04
Due from Kaw, Inc. - Labor Services	90,028.57				90,028.57		367,426.04	(367,426.04)	90,028.57
Equity Investments					0.00	131,364.89	0.00		131,364.89
Total Other Assets	115,028.57	0.00	0.00	0.00	115,028.57	679,660.93	367,426.04	(367,426.04)	794,689.50
Total Assets	2,138,386.57	18,404,184.42	124,104.95	(2,108,059.68)	18,558,616.26	802,726.95	447,399.62	(367,426.04)	19,441,316.79
Liabilities and Net Assets									
Current Liabilities -									
Accounts Payable	33,953.47	91,661.81	41,628.30		167,243.58	17,320.00	10,750.00		195,313.58
Credit Cards	1,098.74				1,098.74				1,098.74
Accrued Payroll Taxes	13,681.46				13,681.46				13,681.46
Accrued Interest		59,661.76			59,661.76	0.00			59,661.76
Construction Retainage		0.00	0.00		0.00				0.00
Due to BTBC-MF.	555,481.63		514,456.60	(1,069,938.23)	0.00	44,023.96			44,023.96
Due to BTBC, Inc. - Operations		0.00	1,038,121.45	(1,038,121.45)	0.00	29,416.90	5,806.94		35,223.84
Due to Kaw, Inc.		1,219.97			1,219.97				1,219.97
Due to LRTC, Inc.					0.00	367,426.04		(367,426.04)	0.00
Unearned Lease Revenue	0.00	8,642.97	1,524.40		10,167.37				10,167.37
Total Current Liabilities	604,215.30	161,186.51	1,595,730.75	(2,108,059.68)	253,072.88	458,186.90	16,556.94	(367,426.04)	360,390.68
Long-Term Liabilities -									
Tenants Lease Security Deposits		47,266.06	20,479.27		67,745.33		0.00		67,745.33
Due to BTBC, Inc. - Labor Services					0.00	0.00			0.00
Deferred Tax Liability					0.00	0.00			0.00
Note Payable - KUEA		5,209,281.90			5,209,281.90		0.00		5,209,281.90
Note Payable - BTBC, Inc.		0.00		0.00	0.00				0.00
Note Payable - KUCR		4,675,932.11			4,675,932.11				4,675,932.11
Total Long-Term Liabilities	0.00	9,932,480.07	20,479.27	0.00	9,952,959.34	0.00	0.00	0.00	9,952,959.34
Net Assets -									
Unrestricted Net Assets, Beginning of Year	1,518,980.30	8,035,427.56	(1,392,022.57)		8,162,385.29	341,553.02	434,873.03		8,938,811.34
Current Year's Change in Net Assets	15,190.97	275,090.28	(100,082.50)		190,198.75	2,987.03	(4,030.35)		189,155.43
Total Net Assets	1,534,171.27	8,310,517.84	(1,492,105.07)	0.00	8,352,584.04	344,540.05	430,842.68	0.00	9,127,966.77
Total Liabilities and Net Assets	2,138,386.57	18,404,184.42	124,104.95	(2,108,059.68)	18,558,616.26	802,726.95	447,399.62	(367,426.04)	19,441,316.79

Bioscience and Technology Business Center, Inc.

Consolidated Statement of Cash Flow

For the Month Ended 6/30/2019

	BTBC, Inc - Operations	BTBC - Main Facility	BTBC - Expansion Facility	Adjustment & Eliminations	BTBC, Inc. Consolidated Balance	Kaw, Inc.	LRTC, Inc.	Adjustment & Eliminations	Consolidated All Entities
Operating Activities									
Net Revenues Over (Under) Expenses	15,190.97	275,090.28	(100,082.50)	0.00	190,198.75	2,987.03	(4,030.35)	0.00	189,155.43
Adjustments to Reconcile Net Income to Net Cash Provided by Operations									
Accounts Receivable	(6,439.00)	(123,983.51)	(50,899.68)		(181,322.19)	(2,673.97)			(183,996.16)
Allowance for Doubtful Accounts					0.00				0.00
Grants Receivable					0.00				0.00
Due From BTBC, Inc. - Main Facility	0.00	(4,374.39)	0.00		(4,374.39)				(4,374.39)
Due From BTBC, Inc. - Expansion Facility	(122,299.62)	(70,000.00)			(192,299.62)				(192,299.62)
Due From BTBC, Inc. - LRTC	0.00				0.00				0.00
Due From Kaw	(1,200.00)	0.00			(1,200.00)		0.00		(1,200.00)
Prepaid Insurance	(5,240.68)	(10,407.85)	2,153.13		(13,495.40)	(1,025.02)	(1,025.02)		(15,545.44)
Interest Receivable	0.00				0.00	0.00			0.00
Depreciation	0.00	274,328.28	127.50		274,455.78	180.00			274,635.78
Accounts Payable	1,700.00	83,781.74	5,168.15		90,649.89	3,000.00	(1,200.00)		92,449.89
Accrued Payroll Taxes	3,732.27				3,732.27				3,732.27
Accrued Interest		(197,780.30)			(197,780.30)				(197,780.30)
Prepaid Expense	0.00	(3,175.06)	(8,908.75)		(12,083.81)				(12,083.81)
Accrued Salaries					0.00				0.00
Construction Retainage		0.00	0.00		0.00				0.00
Due to BTBC, Inc.	0.00	0.00	122,299.62		122,299.62	(53,926.04)	0.00		68,373.58
Due To BTBC - Main	4,374.39		70,000.00		74,374.39				74,374.39
Due to LRTC, Inc.					0.00	55,976.04			55,976.04
Visa 9454	(3,588.60)				(3,588.60)				(3,588.60)
Unearned Lease Revenue		(41,730.33)	(2,500.00)		(44,230.33)				(44,230.33)
Net Cash Provided (Used) by Operating Activities	(113,770.27)	181,748.86	37,357.47	0.00	105,336.06	4,518.04	(6,255.37)	0.00	103,598.73
Investing Activities									
Property Plant & Equipment		0.00			0.00				0.00
Deferred Management Revenue					0.00				0.00
Note Receivable - BTBC-MF					0.00				0.00
Due to/From Main Facility Transfer					0.00				0.00
Equity Investments					0.00	0.00			0.00
Net Cash Provided (Used) by Investing Activities	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Financing Activities									
Unrestricted Net Assets					0.00				0.00
Construction Accounts Payable		0.00			0.00				0.00
Note Payable - KUEA		(37,162.26)			(37,162.26)				(37,162.26)
Note Payable - KUCR		(45,147.94)			(45,147.94)				(45,147.94)
Construction retainage		0.00			0.00				0.00
Note Payable BTBC Inc.		0.00			0.00				0.00
Tenant Lease Security Deposits		2,931.50	0.00		2,931.50				2,931.50
Construction in Progress		0.00	0.00		0.00				0.00
Net Cash Provided (Used) by Financing Activities	0.00	(79,378.70)	0.00	0.00	(79,378.70)	0.00	0.00	0.00	(79,378.70)
Net Cash Increase (Decrease) for Period	(113,770.27)	102,370.16	37,357.47	0.00	25,957.36	4,518.04	(6,255.37)	0.00	24,220.03
Cash, Beginning of Period	840,833.41	569,172.33	17,116.54	0.00	1,427,122.28	107,259.07	82,203.93	0.00	1,616,585.28
Cash, End of Period	727,063.14	671,542.49	54,474.01	0.00	1,453,079.64	111,777.11	75,948.56	0.00	1,640,805.31

BTBC Economic Development Metrics

Metrics as of 8/19/19

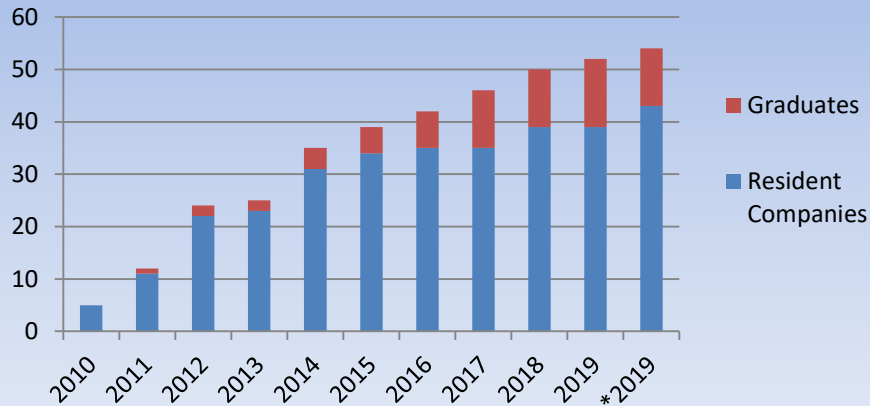
Metric	BTBC Companies	BTBC Graduates	BTBC System Total
Companies	39	13	52
Jobs – Direct	241	85	326
Jobs – Indirect/Induced ⁽¹⁾	195	69	264
Jobs – Total	436	154	590
Direct Payroll ⁽²⁾	\$14,516,394	\$5,119,890	\$19,636,284
Indirect Payroll	\$4,354,918	\$1,535,967	\$5,890,885
Annual Payroll	\$18,871,312	\$6,655,857	\$25,527,169

(1) Indirect jobs calculated using Chmura Economics & Analytics.

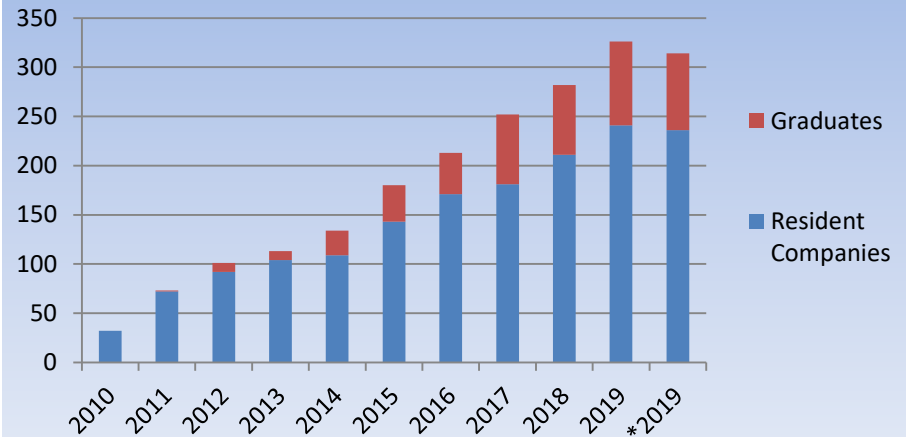
(2) Indirect Payroll calculated using Chmura Economics & Analytics.

BTBC Economic Development Metrics

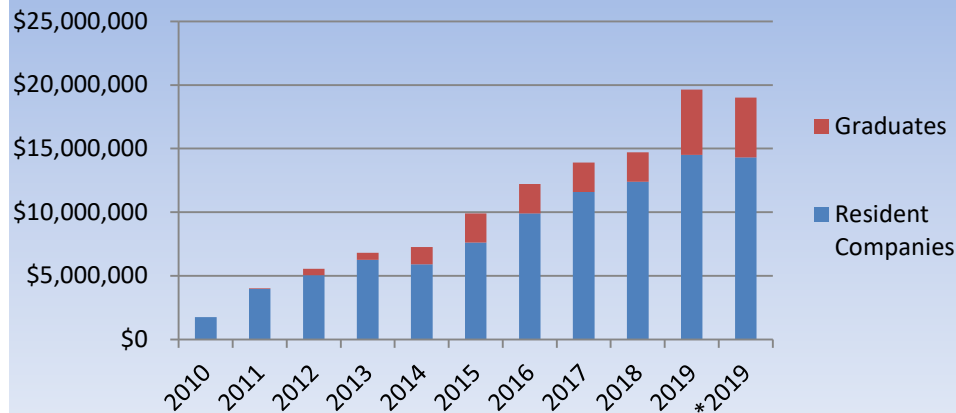
BTBC System Companies



BTBC System Jobs



BTBC System Payroll



**2019 numbers based on 2019 Operating Plan projections and assumes no company attrition*

BTBC Executive Chair Report
August 15, 2019

The Bioscience & Technology Business Center at KU finished the first half of its fiscal year with good financial performance. As outlined in Adam Courtney's financial summary for six months ended June 30 the enterprise outperformed both revenue and expense budget goals. This is due, in large part, to increased grant funding activity related both to BTBC's core business and the Phase III project. While grant revenue is extraordinary for the period--and will be for 2019, overall--it is not inconsistent with BTBC's overall plan to access, with targeted focus, grant dollars as an ongoing annual revenue source. As the enterprise broadens its reach with the recruitment of private industry and increased start up activity BTBC's management team believes more grant fund opportunities, some general some specific, will become available.

As discussed at the May, 2019 board meeting BTBC has reached a pivot point in its nine-year development. It has built a small conglomeration of companies and agencies that has generated a unique profile of businesses and commerce. That growing mass of companies increased in 2Q of 2019 with the addition of five companies (BTBC's 2019 goal is to create/recruit four new companies). Three of the five new companies are start-up companies, two represent private industry recruitments, both satellite operations. The mix of new companies in this period matches the general division of BTBC's 52 companies: Start-ups (62%), private industry (48%). A more detailed profile of BTBC's companies will be offered at the board meeting.

BTBC companies have already achieved and exceeded the jobs and payroll goals for 2019. At August 15, the total BTBC direct jobs total equals 326, representing 13% growth for the year. BTBC projected 25 new direct jobs for the year at 8.5% growth. Annual direct payroll has increased from \$17.4M to \$19.6M, growth of 12.5%, YTD. This compares to BTBC's metric goal of 8.5% for the year.

For the first one-half of 2019 BTBC management has concentrated on its three operational priorities. Notable results are as follows:

Private Industry Recruitment

Year to date, two new private industry firms have been recruited and joined the BTBC system, one in-state, one out-of-state. Both companies were attracted to KU's assets. They also valued the proximity to other smaller companies at BTBC. The Kansas Department of Transportation's presence at BTBC was also a significant draw for one of the firms.

In addition to these recruitments BTBC has been working with five internal/existing companies wishing to expand operations at BTBC. In most cases the companies are planning to double (or greater) lab and related office space to accommodate growing operations and workforce. These discussions, led by GR Underwood, have included plans for the Phase III project. With BTBC's maturation as a center for commerce--beyond the traditional definitions of incubator and accelerator--management anticipates more expansion and growth from individual companies, both existing and external, will form the nucleus of the 20-year Research and Business Park at KU.

Core Business

One of BTBC's priorities for 2019 is to strengthen its business services as a tool for starting up companies and expanding existing companies. The BTBC staff has increased and expanded its engagements with a broader range of companies. Those projects include technology market assessments, capital/grant acquisition, recruitment of talent/workforce, business planning, accessing angel tax credits, regulation research, targeted financial incentives from sources such as EDA, KS Department of Commerce, City/County incentive fund, investor pitches/letters, etc. BTBC's three business analysts, all KU students, provide a bulk of this work. This has resulted in greater--and more predictable--company success and, in some cases, company expansion. It has also begun forming a pipeline of start-up companies which can access these business services. Currently, the start-up pipeline has grown to five potential start-up companies several of which are KU spin-outs.

A companion development is targeting the virtual company market. Virtual companies are those that wish to occasionally occupy lab/office/meeting room space, possess a BTBC address, and have access to BTBC's business services and BTBC's network including KU. Management is studying the impact of broadening the virtual company market as a feeder system for future resident companies.

Phase III Project

Significant progress has been made in the first one-half of 2019 toward the development of Phase III, a ~72,000 sq./ft. building project designed to meet the growing private industry demand, both existing as well as external companies. Once Phase III is constructed the current Phase I and II building accommodations can be adapted to more early stage business creation. A full report will be provided at the board meeting related to the following aspects of the Phase III project.

- * **Size and Scope:** The current design shows the ~72,000 sq./ft. space constructed as two contiguous buildings on the Phase III. This allows for the child education/daycare operation company to have an independent structure and function as an amenity not only for BTBC companies but KU's west campus occupants and Lawrence residents, as well. The total square footage and allocation of the space remains similar to the plans presented in May, 2019. Mike Smithyman has been managing the design process with the project's architect, Gould Evans.
- * **60% pre-lease threshold:** At the outset of the planning for Phase III BTBC management established a goal of obtaining 60% (of all rentable space) of pre-lease commitments before proceeding with the project. Combining current pre-lease commitments together with confirmation by several companies in the final stages of determining their respective Phase III footprints the goal will be achieved. Management believes when all of the discussions and negotiations conclude BTBC will have commitments exceeding the 60% goal.
- * **Capital Structure:** BTBC has been successful raising equity for Phase III in the last quarter. A total of \$1.25M has been committed from BTBC stakeholders as well as the Kansas Department of Commerce. Further, discussions and negotiations with the Kansas University Endowment Association have been positive regarding KUEA's role in the capital plan for Phase III as well as real estate lessor. BTBC continues to pursue the U.S. Treasury New Markets Tax Credits as the core of the project's capital stack although allocation has not yet been made. Allocation is needed in the next 30-45 days to keep the Phase III project on schedule.

Last One-half of 2019

Projecting the last one-half of 2019 there are three developments which pose risk to BTBC fully achieving its 2019 Operating Priorities.

1. Phase III capital financing. With the slower-than-expected allocation of New Markets Tax Credits (NMTC) and the potential for no allocation in the current cycle the development of Phase III is at risk for a construction start in 2019. Management is exploring options to NMTC. A delay of the project could impact the companies that have made pre-lease commitments. A delay would also slow BTBC's growth, potentially negatively impacting BTBC economic development metrics.
2. Limited Lab/Office Space and Business Services Capacity. Available lab and related office space in BTBC's current facilities is in short supply. With high occupancy at both the Main and West facilities it is difficult to respond to growing commercialization demand. BTBC management is exploring numerous options at KU, also other locations, as a means to provide accommodations on an interim basis. While this is not ideal it offers alternatives for companies who value proximity to KU and the cluster of BTBC companies. Further, the strengthening of BTBC's business services drives higher demand for these services. BTBC's resources are limited. Management is considering methods to address the limitations.
3. West Facility Operations. During the recent quarter the West facility, nearly 25 years old, has experienced significant mechanical and design difficulties. In addition to adding major expense to BTBC's operating budget it has begun to impact the companies who occupy space in the building. BTBC is addressing these concerns as quickly as possible, however, if problems persist it could threaten current utilization and effectiveness of the building as part of BTBC's operations.



BTBC and LRTC Board of Directors - CONFIDENTIAL

August 2019

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(Designated by stakeholders)

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Lawrence Chamber Board
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Nancy Thellman

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Craig Owens

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(Appointed by Class A members)

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Robert Simari, M.D.

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Sarah Plinsky

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Form **990-PF**

OMB No. 1545-0052

**Return of Private Foundation
or Section 4947(a)(1) Trust Treated as Private Foundation****2018**Department of the Treasury
Internal Revenue Service**G Do not enter social security numbers on this form as it may be made public.
G Go to www.irs.gov/Form990PF for instructions and the latest information.****Open to Public Inspection****For calendar year 2018 or tax year beginning , 2018, and ending ,**LAWRENCE REGIONAL TECHNOLOGY
CENTER, INC.
2029 BECKER DRIVE
LAWRENCE, KS 66047**A Employer identification number**

48-1150844

B Telephone number (see instructions)

785-832-2110

C If exemption application is pending, check here . G ☐**D 1 Foreign organizations, check here G ☐****2 Foreign organizations meeting the 85% test, check here and attach computation. G ☐****E If private foundation status was terminated under section 507(b)(1)(A), check here G ☐****F If the foundation is in a 60-month termination under section 507(b)(1)(B), check here G ☐****G Check all that apply:**☐ Initial return☐ Initial return of a former public charity☐ Final return☐ Amended return☐ Address change☐ Name change**H Check type of organization:**☒ Section 501(c)(3) exempt private foundation☐ Section 4947(a)(1) nonexempt charitable trust☐ Other taxable private foundation**I Fair market value of all assets at end of year (from Part II, column (c), line 16)**

G \$ 396,654.

J Accounting method:☐ Cash☒ Accrual☐ Other (specify)

(Part I, column (d) must be on cash basis.)

Part I Analysis of Revenue and Expenses (The total of amounts in columns (b), (c), and (d) may not necessarily equal the amounts in column (a) (see instructions).)		(a) Revenue and expenses per books	(b) Net investment income	(c) Adjusted net income	(d) Disbursements for charitable purposes (cash basis only)
Revenue	1 Contributions, gifts, grants, etc., received (attach schedule) . . .				
	2 Check G ☒ if the foundation is not required to attach Sch. B				
	3 Interest on savings and temporary cash investments	49.	49.	49.	
	4 Dividends and interest from securities				
	5a Gross rents				
	b Net rental income or (loss)				
	6a Net gain or (loss) from sale of assets not on line 10				
	b Gross sales price for all assets on line 6a				
	7 Capital gain net income (from Part IV, line 2)				
	8 Net short-term capital gain				
	9 Income modifications				
	10a Gross sales less returns and allowances				
b Less: Cost of goods sold					
c Gross profit or (loss) (attach schedule)					
11 Other income (attach schedule)					
12 Total. Add lines 1 through 11	49.	49.	49.		
Operating and Administrative Expenses	13 Compensation of officers, directors, trustees, etc.	0.			
	14 Other employee salaries and wages				
	15 Pension plans, employee benefits				
	16a Legal fees (attach schedule)				
	b Accounting fees (attach sch) SEE ST. 1	6,250.			6,250.
	c Other professional fees (attach sch)				
	17 Interest				
	18 Taxes (attach schedule)(see instrs) SEE STM 2	159.			159.
	19 Depreciation (attach schedule) and depletion				
	20 Occupancy				
	21 Travel, conferences, and meetings				
	22 Printing and publications				
	23 Other expenses (attach schedule)				
	24 Total operating and administrative expenses. Add lines 13 through 23	9,830.			9,830.
	25 Contributions, gifts, grants paid				
26 Total expenses and disbursements. Add lines 24 and 25	9,830.	0.	0.	9,830.	
27 Subtract line 26 from line 12:					
a Excess of revenue over expenses and disbursements	-9,781.				
b Net investment income (if negative, enter -0-)		49.			
c Adjusted net income (if negative, enter -0-)			49.		

PRELIMINARY DRAFT
FOR DISCUSSION PURPOSES ONLY

Form 990-PF (2018) **LAWRENCE REGIONAL TECHNOLOGY**

48-1150844

Page **2**

Part II Balance Sheets		Attached schedules and amounts in the description column should be for end-of-year amounts only. (See instructions.)		
		Beginning of year	End of year	
		(a) Book Value	(b) Book Value	(c) Fair Market Value
Assets	1 Cash ' non-interest-bearing.....	163,330.	82,204.	82,204.
	2 Savings and temporary cash investments.....			
	3 Accounts receivable..... G <u>367,426.</u>			
	Less: allowance for doubtful accounts G.....	286,450.	367,426.	311,450.
	4 Pledges receivable..... G.....			
	Less: allowance for doubtful accounts G.....			
	5 Grants receivable.....			
	6 Receivables due from officers, directors, trustees, and other disqualified persons (attach schedule) (see instructions).....			
	7 Other notes and loans receivable (attach sch) .. G.....			
	Less: allowance for doubtful accounts G.....			
	8 Inventories for sale or use.....			
	9 Prepaid expenses and deferred charges.....	2,180.	3,000.	3,000.
	10a Investments ' U.S. and state government obligations (attach schedule).....			
	b Investments ' corporate stock (attach schedule).....			
	c Investments ' corporate bonds (attach schedule).....			
	Liabilities	11 Investments ' land, buildings, and equipment: basis..... G.....		
Less: accumulated depreciation (attach schedule)..... G.....				
12 Investments ' mortgage loans.....				
13 Investments ' other (attach schedule).....				
14 Land, buildings, and equipment: basis G <u>4,630.</u>				
Less: accumulated depreciation (attach schedule)..... SEE STMT 4 G <u>4,630.</u>				
15 Other assets (describe G.....)				
16 Total assets (to be completed by all filers see the instructions. Also, see page 1, item I).....		451,960.	452,630.	396,654.
17 Accounts payable and accrued expenses.....		7,306.	17,757.	
18 Grants payable.....				
19 Deferred revenue.....				
20 Loans from officers, directors, trustees, & other disqualified persons.....				
21 Mortgages and other notes payable (attach schedule).....				
22 Other liabilities (describe G.....)				
23 Total liabilities (add lines 17 through 22).....	7,306.	17,757.		
Net Assets or Fund Balances	Foundations that follow SFAS 117, check here and complete lines 24 through 26, and lines 30 and 31. G ☒			
	24 Unrestricted.....	444,654.	434,873.	
	25 Temporarily restricted.....			
	26 Permanently restricted.....			
	Foundations that do not follow SFAS 117, check here and complete lines 27 through 31. G ☐			
	27 Capital stock, trust principal, or current funds.....			
	28 Paid-in or capital surplus, or land, bldg., and equipment fund.....			
	29 Retained earnings, accumulated income, endowment, or other funds.....			
	30 Total net assets or fund balances (see instructions).....	444,654.	434,873.	
31 Total liabilities and net assets/fund balances (see instructions).....	451,960.	452,630.		

Part III Analysis of Changes in Net Assets or Fund Balances

1 Total net assets or fund balances at beginning of year ' Part II, column (a), line 30 (must agree with end-of-year figure reported on prior year's return).....	1	444,654.
2 Enter amount from Part I, line 27a.....	2	-9,781.
3 Other increases not included in line 2 (itemize) G.....	3	
4 Add lines 1, 2, and 3.....	4	434,873.
5 Decreases not included in line 2 (itemize) G.....	5	
6 Total net assets or fund balances at end of year (line 4 minus line 5) ' Part II, column (b), line 30.....	6	434,873.

Part IV Capital Gains and Losses for Tax on Investment Income

(a) List and describe the kind(s) of property sold (for example, real estate, 2-story brick warehouse; or common stock, 200 shs. MLC Co.)		(b) How acquired P Purchase D Donation	(c) Date acquired (mo., day, yr.)	(d) Date sold (mo., day, yr.)
1 a N/A				
b				
c				
d				
e				
(e) Gross sales price	(f) Depreciation allowed (or allowable)	(g) Cost or other basis plus expense of sale	(h) Gain or (loss) ((e) plus (f) minus (g))	
a				
b				
c				
d				
e				
Complete only for assets showing gain in column (h) and owned by the foundation on 12/31/69.			(i) Gains (Col. (h) gain minus col. (k), but not less than -0-) or Losses (from col. (h))	
(i) FMV as of 12/31/69	(j) Adjusted basis as of 12/31/69	(k) Excess of col. (i) over col. (j), if any		
a				
b				
c				
d				
e				
2 Capital gain net income or (net capital loss).....		If gain, also enter in Part I, line 7 If (loss), enter -0- in Part I, line 7		2
3 Net short-term capital gain or (loss) as defined in sections 1222(5) and (6):				
If gain, also enter in Part I, line 8, column (c). See instructions. If (loss), enter -0- in Part I, line 8				3

Part V Qualification Under Section 4940(e) for Reduced Tax on Net Investment Income

(For optional use by domestic private foundations subject to the section 4940(a) tax on net investment income.)

N/A

If section 4940(d)(2) applies, leave this part blank.

Was the foundation liable for the section 4942 tax on the distributable amount of any year in the base period?

☐ Yes

☐ No

If 'Yes,' the foundation doesn't qualify under section 4940(e). Do not complete this part.

1 Enter the appropriate amount in each column for each year; see the instructions before making any entries.			
(a) Base period years Calendar year (or tax year beginning in)	(b) Adjusted qualifying distributions	(c) Net value of noncharitable-use assets	(d) Distribution ratio (col. (b) divided by col. (c))
2017			
2016			
2015			
2014			
2013			
2 Total of line 1, column (d)			2
3 Average distribution ratio for the 5-year base period ' divide the total on line 2 by 5.0, or by the number of years the foundation has been in existence if less than 5 years			3
4 Enter the net value of noncharitable-use assets for 2018 from Part X, line 5			4
5 Multiply line 4 by line 3			5
6 Enter 1% of net investment income (1% of Part I, line 27b)			6
7 Add lines 5 and 6			7
8 Enter qualifying distributions from Part XII, line 4			8

If line 8 is equal to or greater than line 7, check the box in Part VI, line 1b, and complete that part using a 1% tax rate. See the Part VI instructions.

Part VI Excise Tax Based on Investment Income (Section 4940(a), 4940(b), 4940(e), or 4948 ' see instructions)

1 a Exempt operating foundations described in section 4940(d)(2), check here ☐ G ☐ and enter 'N/A' on line 1. Date of ruling or determination letter: _____ (attach copy of letter if necessary ' see instructions)			
b Domestic foundations that meet the section 4940(e) requirements in Part V, check here... ☐ G ☐ and enter 1% of Part I, line 27b.		1	1.
c All other domestic foundations enter 2% of line 27b. Exempt foreign organizations enter 4% of Part I, line 12, col. (b).			
2 Tax under section 511 (domestic section 4947(a)(1) trusts and taxable foundations only; others, enter -0-)		2	0.
3 Add lines 1 and 2.		3	1.
4 Subtitle A (income) tax (domestic section 4947(a)(1) trusts and taxable foundations only; others, enter -0-)		4	0.
5 Tax based on investment income. Subtract line 4 from line 3. If zero or less, enter -0-		5	1.
6 Credits/Payments:			
a 2018 estimated tax pmts and 2017 overpayment credited to 2018.	6 a		
b Exempt foreign organizations ' tax withheld at source.	6 b		
c Tax paid with application for extension of time to file (Form 8868)	6 c		
d Backup withholding erroneously withheld	6 d		
7 Total credits and payments. Add lines 6a through 6d	7		0.
8 Enter any penalty for underpayment of estimated tax. Check here ☐ if Form 2220 is attached	8		
9 Tax due. If the total of lines 5 and 8 is more than line 7, enter amount owed	9		1.
10 Overpayment. If line 7 is more than the total of lines 5 and 8, enter the amount overpaid	10		
11 Enter the amount of line 10 to be: Credited to 2019 estimated tax G ☐ Refunded G ☐	11		

Part VII-A Statements Regarding Activities

	Yes	No
1 a During the tax year, did the foundation attempt to influence any national, state, or local legislation or did it participate or intervene in any political campaign?	1 a	X
b Did it spend more than \$100 during the year (either directly or indirectly) for political purposes? See the instructions for the definition	1 b	X
If the answer is 'Yes' to 1 a or 1 b , attach a detailed description of the activities and copies of any materials published or distributed by the foundation in connection with the activities.		
c Did the foundation file Form 1120-POL for this year?	1 c	X
d Enter the amount (if any) of tax on political expenditures (section 4955) imposed during the year: (1) On the foundation G \$ <u>0.</u> (2) On foundation managers G \$ <u>0.</u>		
e Enter the reimbursement (if any) paid by the foundation during the year for political expenditure tax imposed on foundation managers G \$ <u>0.</u>		
2 Has the foundation engaged in any activities that have not previously been reported to the IRS?	2	X
If 'Yes,' attach a detailed description of the activities.		
3 Has the foundation made any changes, not previously reported to the IRS, in its governing instrument, articles of incorporation, or bylaws, or other similar instruments? If 'Yes,' attach a conformed copy of the changes	3	X
4 a Did the foundation have unrelated business gross income of \$1,000 or more during the year?	4 a	X
b If 'Yes,' has it filed a tax return on Form 990-T for this year?	4 b	N/A
5 Was there a liquidation, termination, dissolution, or substantial contraction during the year?	5	X
If 'Yes,' attach the statement required by General Instruction T.		
6 Are the requirements of section 508(e) (relating to sections 4941 through 4945) satisfied either: ? By language in the governing instrument, or ? By state legislation that effectively amends the governing instrument so that no mandatory directions that conflict with the state law remain in the governing instrument?	6	X
7 Did the foundation have at least \$5,000 in assets at any time during the year? If 'Yes,' complete Part II, col. (c), and Part XV.	7	X
8 a Enter the states to which the foundation reports or with which it is registered. See instructions G <u>KS</u>		
b If the answer is 'Yes' to line 7, has the foundation furnished a copy of Form 990-PF to the Attorney General (or designate) of each state as required by <i>General Instruction G</i> ? If 'No,' attach explanation.	8 b	X
9 Is the foundation claiming status as a private operating foundation within the meaning of section 4942(j)(3) or 4942(j)(5) for calendar year 2018 or the tax year beginning in 2018? See the instructions for Part XIV. If 'Yes,' complete Part XIV	9	X
10 Did any persons become substantial contributors during the tax year? If 'Yes,' attach a schedule listing their names and addresses.	10	X

Part VII-A Statements Regarding Activities (continued)

	Yes	No
11 At any time during the year, did the foundation, directly or indirectly, own a controlled entity within the meaning of section 512(b)(13)? If 'Yes,' attach schedule. See instructions	11 X	
12 Did the foundation make a distribution to a donor advised fund over which the foundation or a disqualified person had advisory privileges? If 'Yes,' attach statement. See instructions	12	X
13 Did the foundation comply with the public inspection requirements for its annual returns and exemption application? Website address: G <u>WWW.LRTC.BIZ</u>	13 X	
14 The books are in care of G <u>CORPORATION</u> Telephone no. G <u>785-832-2110</u> Located at G <u>2029 BECKER DRIVE LAWRENCE KS</u> ZIP + 4 G <u>66047</u>		
15 Section 4947(a)(1) nonexempt charitable trusts filing Form 990-PF in lieu of Form 1041 check here. N/A G ☐ and enter the amount of tax-exempt interest received or accrued during the year G <u>15</u> N/A		
16 At any time during calendar year 2018, did the foundation have an interest in or a signature or other authority over a bank, securities, or other financial account in a foreign country?	16	X
See the instructions for exceptions and filing requirements for FinCEN Form 114. If 'Yes,' enter the name of the foreign country G		

Part VII-B Statements Regarding Activities for Which Form 4720 May Be Required

File Form 4720 if any item is checked in the 'Yes' column, unless an exception applies.

	Yes	No
1 a During the year, did the foundation (either directly or indirectly):		
(1) Engage in the sale or exchange, or leasing of property with a disqualified person? ☐ Yes ☒ No		
(2) Borrow money from, lend money to, or otherwise extend credit to (or accept it from) a disqualified person? ☐ Yes ☒ No		
(3) Furnish goods, services, or facilities to (or accept them from) a disqualified person? ☐ Yes ☒ No		
(4) Pay compensation to, or pay or reimburse the expenses of, a disqualified person? ☐ Yes ☒ No		
(5) Transfer any income or assets to a disqualified person (or make any of either available for the benefit or use of a disqualified person)? ☐ Yes ☒ No		
(6) Agree to pay money or property to a government official? (Exception. Check 'No' if the foundation agreed to make a grant to or to employ the official for a period after termination of government service, if terminating within 90 days.) ☐ Yes ☒ No		
b If any answer is 'Yes' to 1a(1) - (6), did any of the acts fail to qualify under the exceptions described in Regulations section 53.4941(d)-3 or in a current notice regarding disaster assistance? See instructions	1 b N/A	
Organizations relying on a current notice regarding disaster assistance, check here G ☐		
c Did the foundation engage in a prior year in any of the acts described in 1a, other than excepted acts, that were not corrected before the first day of the tax year beginning in 2018?	1 c	X
2 Taxes on failure to distribute income (section 4942) (does not apply for years the foundation was a private operating foundation defined in section 4942(j)(3) or 4942(j)(5)):		
a At the end of tax year 2018, did the foundation have any undistributed income (lines 6d and 6e, Part XIII) for tax year(s) beginning before 2018? ☐ Yes ☒ No If 'Yes,' list the years G <u>20</u> , <u>20</u> , <u>20</u> , <u>20</u>		
b Are there any years listed in 2a for which the foundation is not applying the provisions of section 4942(a)(2) (relating to incorrect valuation of assets) to the year's undistributed income? (If applying section 4942(a)(2) to all years listed, answer 'No' and attach statement see instructions.)	2 b N/A	
c If the provisions of section 4942(a)(2) are being applied to any of the years listed in 2a, list the years here. G <u>20</u> , <u>20</u> , <u>20</u> , <u>20</u>		
3 a Did the foundation hold more than a 2% direct or indirect interest in any business enterprise at any time during the year? ☒ Yes ☐ No		
b If 'Yes,' did it have excess business holdings in 2018 as a result of (1) any purchase by the foundation or disqualified persons after May 26, 1969; (2) the lapse of the 5-year period (or longer period approved by the Commissioner under section 4943(c)(7)) to dispose of holdings acquired by gift or bequest; or (3) the lapse of the 10-, 15-, or 20-year first phase holding period? (Use Schedule C, Form 4720, to determine if the foundation had excess business holdings in 2018.)	3 b	X
4 a Did the foundation invest during the year any amount in a manner that would jeopardize its charitable purposes?	4 a	X
b Did the foundation make any investment in a prior year (but after December 31, 1969) that could jeopardize its charitable purpose that had not been removed from jeopardy before the first day of the tax year beginning in 2018?	4 b	X

BAA

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Part VII-B Statements Regarding Activities for Which Form 4720 May Be Required (continued)

5 a During the year, did the foundation pay or incur any amount to:		Yes	No
(1) Carry on propaganda, or otherwise attempt to influence legislation (section 4945(e))?	☐ Yes ☒ No		
(2) Influence the outcome of any specific public election (see section 4955); or to carry on, directly or indirectly, any voter registration drive?	☐ Yes ☒ No		
(3) Provide a grant to an individual for travel, study, or other similar purposes?	☐ Yes ☒ No		
(4) Provide a grant to an organization other than a charitable, etc., organization described in section 4945(d)(4)(A)? See instructions.	☐ Yes ☒ No		
(5) Provide for any purpose other than religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals?	☐ Yes ☒ No		
b If any answer is 'Yes' to 5a(1) ' (5), did any of the transactions fail to qualify under the exceptions described in Regulations section 53.4945 or in a current notice regarding disaster assistance? See instructions		5 b	N/A
Organizations relying on a current notice regarding disaster assistance, check here	G ☐		
c If the answer is 'Yes' to question 5a(4), does the foundation claim exemption from the tax because it maintained expenditure responsibility for the grant? See instructions	N/A ☐ Yes ☐ No		
If 'Yes,' attach the statement required by Regulations section 53.4945 ' 5(d).			
6 a Did the foundation, during the year, receive any funds, directly or indirectly, to pay premiums on a personal benefit contract?	☐ Yes ☒ No		
b Did the foundation, during the year, pay premiums, directly or indirectly, on a personal benefit contract? If 'Yes' to 6b, file Form 8870.		6 b	X
7 a At any time during the tax year, was the foundation a party to a prohibited tax shelter transaction?	☐ Yes ☒ No		
b If 'Yes,' did the foundation receive any proceeds or have any net income attributable to the transaction?	N/A	7 b	
8 Is the foundation subject to the section 4960 tax on payment(s) of more than \$1,000,000 in remuneration or excess parachute payment(s) during the year?	☐ Yes ☒ No		

Part VIII Information About Officers, Directors, Trustees, Foundation Managers, Highly Paid Employees, and Contractors SEE STATEMENT 5

1 List all officers, directors, trustees, and foundation managers and their compensation. See instructions.				
(a) Name and address	(b) Title, and average hours per week devoted to position	(c) Compensation (If not paid, enter -0-)	(d) Contributions to employee benefit plans and deferred compensation	(e) Expense account, other allowances
SEE STATEMENT 6		0.	0.	0.
2 Compensation of five highest-paid employees (other than those included on line 1 ' see instructions). If none, enter 'NONE.'				
(a) Name and address of each employee paid more than \$50,000	(b) Title, and average hours per week devoted to position	(c) Compensation	(d) Contributions to employee benefit plans and deferred compensation	(e) Expense account, other allowances
NONE				
Total number of other employees paid over \$50,000				G 22 0

Part VIII Information About Officers, Directors, Trustees, Foundation Managers, Highly Paid Employees, and Contractors (continued)

3 Five highest-paid independent contractors for professional services. See instructions. If none, enter 'NONE.'

(a) Name and address of each person paid more than \$50,000	(b) Type of service	(c) Compensation
NONE		
Total number of others receiving over \$50,000 for professional services		G 0

Part IX-A Summary of Direct Charitable Activities

List the foundation's four largest direct charitable activities during the tax year. Include relevant statistical information such as the number of organizations and other beneficiaries served, conferences convened, research papers produced, etc.

	Expenses
1 N/A	
2	
3	
4	

Part IX-B Summary of Program-Related Investments (see instructions)

Describe the two largest program-related investments made by the foundation during the tax year on lines 1 and 2.	Amount
1 N/A	
2	
All other program-related investments. See instructions.	
3	
Total. Add lines 1 through 3.	G 0.

BAA

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Part X Minimum Investment Return (All domestic foundations must complete this part. Foreign foundations, see instructions.)

1	Fair market value of assets not used (or held for use) directly in carrying out charitable, etc., purposes:		
a	Average monthly fair market value of securities	1 a	
b	Average of monthly cash balances	1 b	6,850.
c	Fair market value of all other assets (see instructions)	1 c	370,426.
d	Total (add lines 1a, b, and c)	1 d	377,276.
e	Reduction claimed for blockage or other factors reported on lines 1a and 1c (attach detailed explanation)	1 e	0.
2	Acquisition indebtedness applicable to line 1 assets	2	0.
3	Subtract line 2 from line 1d	3	377,276.
4	Cash deemed held for charitable activities. Enter 1-1/2% of line 3 (for greater amount, see instructions)	4	5,659.
5	Net value of noncharitable-use assets. Subtract line 4 from line 3. Enter here and on Part V, line 4	5	371,617.
6	Minimum investment return. Enter 5% of line 5	6	18,581.

Part XI Distributable Amount (see instructions) (Section 4942(j)(3) and (j)(5) private operating foundations and certain foreign organizations, check here ☐ and do not complete this part.)

1	Minimum investment return from Part X, line 6	1	18,581.
2 a	Tax on investment income for 2018 from Part VI, line 5	2 a	1.
b	Income tax for 2018. (This does not include the tax from Part VI.)	2 b	
c	Add lines 2a and 2b	2 c	1.
3	Distributable amount before adjustments. Subtract line 2c from line 1	3	18,580.
4	Recoveries of amounts treated as qualifying distributions	4	
5	Add lines 3 and 4	5	18,580.
6	Deduction from distributable amount (see instructions)	6	
7	Distributable amount as adjusted. Subtract line 6 from line 5. Enter here and on Part XIII, line 1	7	18,580.

Part XII Qualifying Distributions (see instructions)

1	Amounts paid (including administrative expenses) to accomplish charitable, etc., purposes:		
a	Expenses, contributions, gifts, etc. ' total from Part I, column (d), line 26	1 a	9,830.
b	Program-related investments ' total from Part IX-B	1 b	
2	Amounts paid to acquire assets used (or held for use) directly in carrying out charitable, etc., purposes	2	
3	Amounts set aside for specific charitable projects that satisfy the:		
a	Suitability test (prior IRS approval required)	3 a	
b	Cash distribution test (attach the required schedule)	3 b	
4	Qualifying distributions. Add lines 1a through 3b. Enter here and on Part V, line 8; and Part XIII, line 4	4	9,830.
5	Foundations that qualify under section 4940(e) for the reduced rate of tax on net investment income. Enter 1% of Part I, line 27b. See instructions	5	
6	Adjusted qualifying distributions. Subtract line 5 from line 4	6	9,830.

Note: The amount on line 6 will be used in Part V, column (b), in subsequent years when calculating whether the foundation qualifies for the section 4940(e) reduction of tax in those years.

Part XIII Undistributed Income (see instructions)

	(a) Corpus	(b) Years prior to 2017	(c) 2017	(d) 2018
1 Distributable amount for 2018 from Part XI, line 7.....				18,580.
2 Undistributed income, if any, as of the end of 2018:				
a Enter amount for 2017 only.....			5,324.	
b Total for prior years: 20____, 20____, 20____		0.		
3 Excess distributions carryover, if any, to 2018:				
a From 2013.....				
b From 2014.....				
c From 2015.....				
d From 2016.....				
e From 2017.....				
f Total of lines 3a through e.....	0.			
4 Qualifying distributions for 2018 from Part XII, line 4: G \$ 9,830.				
a Applied to 2017, but not more than line 2a.....			5,324.	
b Applied to undistributed income of prior years (Election required - see instructions).....		0.		
c Treated as distributions out of corpus (Election required - see instructions).....	0.			
d Applied to 2018 distributable amount.....				4,506.
e Remaining amount distributed out of corpus	0.			
5 Excess distributions carryover applied to 2018..... (If an amount appears in column (d), the same amount must be shown in column (a).)	0.			0.
6 Enter the net total of each column as indicated below:				
a Corpus. Add lines 3f, 4c, and 4e. Subtract line 5.....	0.			
b Prior years' undistributed income. Subtract line 4b from line 2b.....		0.		
c Enter the amount of prior years' undistributed income for which a notice of deficiency has been issued, or on which the section 4942(a) tax has been previously assessed.....		0.		
d Subtract line 6c from line 6b. Taxable amount - see instructions.....		0.		
e Undistributed income for 2017. Subtract line 4a from line 2a. Taxable amount - see instructions.....			0.	
f Undistributed income for 2018. Subtract lines 4d and 5 from line 1. This amount must be distributed in 2019.....				14,074.
7 Amounts treated as distributions out of corpus to satisfy requirements imposed by section 170(b)(1)(F) or 4942(g)(3) (Election may be required - see instructions).....	0.			
8 Excess distributions carryover from 2013 not applied on line 5 or line 7 (see instructions).....	0.			
9 Excess distributions carryover to 2019. Subtract lines 7 and 8 from line 6a.....	0.			
10 Analysis of line 9:				
a Excess from 2014.....				
b Excess from 2015.....				
c Excess from 2016.....				
d Excess from 2017.....				
e Excess from 2018.....				

Part XIV Private Operating Foundations (see instructions and Part VII-A, question 9)

N/A

1 a If the foundation has received a ruling or determination letter that it is a private operating foundation, and the ruling is effective for 2018, enter the date of the ruling G

b Check box to indicate whether the foundation is a private operating foundation described in section ☐ 4942(j)(3) or ☐ 4942(j)(5)

	Tax year	Prior 3 years			(e) Total
	(a) 2018	(b) 2017	(c) 2016	(d) 2015	
2 a Enter the lesser of the adjusted net income from Part I or the minimum investment return from Part X for each year listed					
b 85% of line 2a.					
c Qualifying distributions from Part XII, line 4 for each year listed					
d Amounts included in line 2c not used directly for active conduct of exempt activities.					
e Qualifying distributions made directly for active conduct of exempt activities. Subtract line 2d from line 2c					
3 Complete 3a, b, or c for the alternative test relied upon:					
a 'Assets' alternative test ' enter:					
(1) Value of all assets					
(2) Value of assets qualifying under section 4942(j)(3)(B)(i)					
b 'Endowment' alternative test ' enter 2/3 of minimum investment return shown in Part X, line 6 for each year listed.					
c 'Support' alternative test ' enter:					
(1) Total support other than gross investment income (interest, dividends, rents, payments on securities loans (section 512(a)(5)), or royalties)					
(2) Support from general public and 5 or more exempt organizations as provided in section 4942(j)(3)(B)(iii)					
(3) Largest amount of support from an exempt organization					
(4) Gross investment income					

Part XV Supplementary Information (Complete this part only if the foundation had \$5,000 or more in assets at any time during the year ' see instructions.)

1 Information Regarding Foundation Managers:

a List any managers of the foundation who have contributed more than 2% of the total contributions received by the foundation before the close of any tax year (but only if they have contributed more than \$5,000). (See section 507(d)(2).)
NONE

b List any managers of the foundation who own 10% or more of the stock of a corporation (or an equally large portion of the ownership of a partnership or other entity) of which the foundation has a 10% or greater interest.
NONE

2 Information Regarding Contribution, Grant, Gift, Loan, Scholarship, etc., Programs:

Check here G ☒ if the foundation only makes contributions to preselected charitable organizations and does not accept unsolicited requests for funds. If the foundation makes gifts, grants, etc., to individuals or organizations under other conditions, complete items 2a, b, c, and d. See instructions.

a The name, address, and telephone number or email address of the person to whom applications should be addressed:

b The form in which applications should be submitted and information and materials they should include:

c Any submission deadlines:

d Any restrictions or limitations on awards, such as by geographical areas, charitable fields, kinds of institutions, or other factors:

Part XV **Supplementary Information** (continued)

3 Grants and Contributions Paid During the Year or Approved for Future Payment				N/A
Recipient	If recipient is an individual, show any relationship to any foundation manager or substantial contributor	Foundation status of recipient	Purpose of grant or contribution	Amount
Name and address (home or business)				
a Paid during the year				
Total				G 3 a
b Approved for future payment				
Total				G 3 b

2018

FEDERAL STATEMENTS
LAWRENCE REGIONAL TECHNOLOGY
CENTER, INC.

PAGE 1

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STATEMENT 1
FORM 990-PF, PART I, LINE 16B
ACCOUNTING FEES

	(A) EXPENSES PER BOOKS	(B) NET INVESTMENT INCOME	(C) ADJUSTED NET INCOME	(D) CHARITABLE PURPOSES
INCOME TAX PREP.....	\$ 6,250.			\$ 6,250.
TOTAL	<u>\$ 6,250.</u>	<u>\$ 0.</u>	<u>\$ 0.</u>	<u>\$ 6,250.</u>

STATEMENT 2
FORM 990-PF, PART I, LINE 18
TAXES

	(A) EXPENSES PER BOOKS	(B) NET INVESTMENT INCOME	(C) ADJUSTED NET INCOME	(D) CHARITABLE PURPOSES
PROPERTY TAX.....	\$ 159.			\$ 159.
TOTAL	<u>\$ 159.</u>	<u>\$ 0.</u>	<u>\$ 0.</u>	<u>\$ 159.</u>

STATEMENT 3
FORM 990-PF, PART I, LINE 23
OTHER EXPENSES

	(A) EXPENSES PER BOOKS	(B) NET INVESTMENT INCOME	(C) ADJUSTED NET INCOME	(D) CHARITABLE PURPOSES
INSURANCE.....	\$ 3,381.			\$ 3,381.
KANSAS ANNUAL REPORT.....	40.			40.
TOTAL	<u>\$ 3,421.</u>	<u>\$ 0.</u>	<u>\$ 0.</u>	<u>\$ 3,421.</u>

STATEMENT 4
FORM 990-PF, PART II, LINE 14
LAND, BUILDINGS, AND EQUIPMENT

CATEGORY	BASIS	ACCUM. DEPREC.	BOOK VALUE	FAIR MARKET VALUE
FURNITURE AND FIXTURES	\$ 4,630.	\$ 4,630.	\$ 0.	\$ 0.
TOTAL	<u>\$ 4,630.</u>	<u>\$ 4,630.</u>	<u>\$ 0.</u>	<u>\$ 0.</u>

STATEMENT 5
FORM 990-PF, PART VIII
COMPENSATION EXPLANATION

G R UNDERWOOD

THE ORGANIZATION PAYS MANAGEMENT FEES TO A RELATED ORGANIZATION, BIOSCIENCE & TECHNOLOGY BUSINESS CENTER, INC. OFFICERS, ADAM COURTNEY, G.R. UNDERWOOD AND LAVERNE EPP PERFORM THE MANAGEMENT SERVICES FOR WHICH THE FEES ARE PAID. THE THREE OFFICERS ARE COMPENSATED EMPLOYEES OF BIOSCIENCE & TECHNOLOGY BUSINESS CENTER, INC.

E. LAVERNE EPP

2018

FEDERAL STATEMENTS
LAWRENCE REGIONAL TECHNOLOGY
CENTER, INC.

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STATEMENT 5 (CONTINUED)
FORM 990-PF, PART VIII
COMPENSATION EXPLANATION

THE ORGANIZATION PAYS MANAGEMENT FEES TO A RELATED ORGANIZATION, BIOSCIENCE & TECHNOLOGY BUSINESS CENTER, INC. OFFICERS, ADAM COURTNEY, G.R. UNDERWOOD AND LAVERNE EPP PERFORM THE MANAGEMENT SERVICES FOR WHICH THE FEES ARE PAID. THE THREE OFFICERS ARE COMPENSATED EMPLOYEES OF BIOSCIENCE & TECHNOLOGY BUSINESS CENTER, INC.

ADAM COURTNEY

THE ORGANIZATION PAYS MANAGEMENT FEES TO A RELATED ORGANIZATION, BIOSCIENCE & TECHNOLOGY BUSINESS CENTER, INC. OFFICERS, ADAM COURTNEY, G.R. UNDERWOOD AND LAVERNE EPP PERFORM THE MANAGEMENT SERVICES FOR WHICH THE FEES ARE PAID. THE THREE OFFICERS ARE COMPENSATED EMPLOYEES OF BIOSCIENCE & TECHNOLOGY BUSINESS CENTER, INC.

STATEMENT 6
FORM 990-PF, PART VIII, LINE 1
LIST OF OFFICERS, DIRECTORS, TRUSTEES, AND KEY EMPLOYEES

NAME AND ADDRESS	TITLE AND AVERAGE HOURS PER WEEK DEVOTED	COMPEN- SATION	CONTRI- BUTION TO EBP & DC	EXPENSE ACCOUNT/ OTHER
BRADLEY FINKELDEI 900 MASSACHUSETTS STE 500 LAWRENCE, KS 66044	SECRETARY 1.00	\$ 0.	\$ 0.	\$ 0.
MATTHEW HERBERT 6 E 6TH ST LAWRENCE, KS 66044	DIRECTOR 1.00	0.	0.	0.
G R UNDERWOOD 5039 BECKER DR LAWRENCE, KS 66045	PRESIDENT 1.00	0.	0.	0.
NANCY THELLMAN 1100 MASSACHUSETTS, 2ND LEVEL LAWRENCE, KS 66044	DIRECTOR 1.00	0.	0.	0.
MICHELE HAMMANN 3320 CLINTON PARKWAY COURT LAWRENCE, KS 66047	DIRECTOR 1.00	0.	0.	0.
ROBERT JOHNSON 957 COVING DRIVE LAWRENCE, KS 66049	TREASURER 1.00	0.	0.	0.
DOUGLAS GIROD 1450 JAYHAWK BLVD LAWRENCE, KS 66045	DIRECTOR 1.00	0.	0.	0.
E. LAVERNE EPP 1109 W HILLS TERRACE LAWRENCE, KS 66044	EXECUTIVE CHAIR 1.00	0.	0.	0.

2018

FEDERAL STATEMENTS
LAWRENCE REGIONAL TECHNOLOGY
CENTER, INC.

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STATEMENT 6 (CONTINUED)
FORM 990-PF, PART VIII, LINE 1
LIST OF OFFICERS, DIRECTORS, TRUSTEES, AND KEY EMPLOYEES

<u>NAME AND ADDRESS</u>	<u>TITLE AND AVERAGE HOURS PER WEEK DEVOTED</u>	<u>COMPEN- SATION</u>	<u>CONTRI- BUTION TO EBP & DC</u>	<u>EXPENSE ACCOUNT/ OTHER</u>
VALENTINO J. STELLA 1135 WEST CAMPUS ROAD LAWRENCE, KS 66044	DIRECTOR 1.00	\$ 0.	\$ 0.	\$ 0.
ADAM COURTNEY 2029 BECKER DRIVE LAWRENCE, KS 66047	VP FINANCE 1.00	0.	0.	0.
	TOTAL	<u>\$ 0.</u>	<u>\$ 0.</u>	<u>\$ 0.</u>

Form **990-T**

Exempt Organization Business Income Tax Return
(and proxy tax under section 6033(e))

OMB No. 1545-0687

2018

For calendar year 2018 or other tax year beginning _____, 2018, and ending _____,

Go to www.irs.gov/Form990T for instructions and the latest information.

Do not enter SSN numbers on this form as it may be made public if your organization is a 501(c)(3).

Open to Public Inspection for 501(c)(3) Organizations Only

Department of the Treasury
Internal Revenue Service

A ☐ Check box if address changed B Exempt under section ☒ 501(c)(3) ☐ 220(e) ☐ 408(e) ☐ 530(a) ☐ 408A ☐ 529(a)	Print or Type	☐ Check box if name changed and see instructions.) LAWRENCE REGIONAL TECHNOLOGY CENTER, INC. 2029 BECKER DRIVE LAWRENCE, KS 66047	D Employer identification number (Employees' trust, see instructions.) 48-1150844 E Unrelated business activity code (See instructions.) 531120
C Book value of all assets at end of year 452,630.		F Group exemption number (See instructions.) G G Check organization type G ☒ 501(c) corporation ☐ 501(c) trust ☐ 401(a) trust ☐ Other trust	

H Enter the number of the organization's unrelated trades or businesses. G 1 Describe the only (or first) unrelated trade or business here G _____. If only one, complete Parts I-V. If more than one, describe the first in the blank space at the end of the previous sentence, complete Parts I and II, complete a Schedule M for each additional trade or business, then complete Parts III-V.

I During the tax year, was the corporation a subsidiary in an affiliated group or a parent-subsidiary controlled group? G ☐ Yes ☒ No
If 'Yes,' enter the name and identifying number of the parent corporation G _____

J The books are in care of G CORPORATION Telephone number G 785-832-2110

Part I Unrelated Trade or Business Income			(A) Income	(B) Expenses	(C) Net
1 a Gross receipts or sales.					
b Less returns and allowances.		c Balance G	1c		
2 Cost of goods sold (Schedule A, line 7)			2		
3 Gross profit. Subtract line 2 from line 1c.			3		
4 a Capital gain net income (attach Schedule D)			4a		
b Net gain (loss) (Form 4797, Part II, line 17) (attach Form 4797)			4b		
c Capital loss deduction for trusts			4c		
5 Income (loss) from a partnership or an S corporation (attach statement)			5		
6 Rent income (Schedule C)			6		
7 Unrelated debt-financed income (Schedule E)			7		
8 Interest, annuities, royalties, and rents from a controlled organization (Schedule F)			8		
9 Investment income of a section 501(c)(7), (9), or (17) organization (Schedule G)			9		
10 Exploited exempt activity income (Schedule I)			10		
11 Advertising income (Schedule J)			11		
12 Other income (See instructions; attach schedule)			12		
13 Total. Combine lines 3 through 12			13	0.	0.

Part II Deductions Not Taken Elsewhere (See instructions for limitations on deductions.) (Except for contributions, deductions must be directly connected with the unrelated business income.)

14 Compensation of officers, directors, and trustees (Schedule K)	14	
15 Salaries and wages	15	
16 Repairs and maintenance	16	
17 Bad debts	17	
18 Interest (attach schedule) (see instructions)	18	
19 Taxes and licenses	19	
20 Charitable contributions (See instructions for limitation rules)	20	
21 Depreciation (attach Form 4562)	21	
22 Less depreciation claimed on Schedule A and elsewhere on return	22a	22b
23 Depletion	23	
24 Contributions to deferred compensation plans	24	
25 Employee benefit programs	25	
26 Excess exempt expenses (Schedule I)	26	
27 Excess readership costs (Schedule J)	27	
28 Other deductions (attach schedule)	28	
29 Total deductions. Add lines 14 through 28	29	
30 Unrelated business taxable income before net operating loss deduction. Subtract line 29 from line 13	30	
31 Deduction for net operating loss arising in tax years beginning on or after January 1, 2018 (see instructions)	31	
32 Unrelated business taxable income. Subtract line 31 from line 30	32	0.

PRELIMINARY DRAFT
FOR DISCUSSION PURPOSES ONLY

Form 990-T (2018) **LAWRENCE REGIONAL TECHNOLOGY**

48-1150844

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Part III Total Unrelated Business Taxable Income

33	Total of unrelated business taxable income computed from all unrelated trades or businesses (see instructions).	33	0.
34	Amounts paid for disallowed fringes	34	
35	Deduction for net operating loss arising in tax years beginning before January 1, 2018 (see instructions).	35	
36	Total of unrelated business taxable income before specific deduction. Subtract line 35 from the sum of lines 33 and 34.	36	0.
37	Specific deduction (Generally \$1,000, but see line 37 instructions for exceptions)	37	
38	Unrelated business taxable income. Subtract line 37 from line 36. If line 37 is greater than line 36, enter the smaller of zero or line 36	38	0.

Part IV Tax Computation

39	Organizations Taxable as Corporations. Multiply line 38 by 21% (0.21)	G 39	0.
40	Trusts Taxable at Trust Rates. See instructions for tax computation. Income tax on the amount on line 38 from: ☐ Tax rate schedule or ☐ Schedule D (Form 1041)	G 40	
41	Proxy tax. See instructions.	G 41	
42	Alternative minimum tax (trusts only)	42	
43	Tax on Noncompliant Facility Income. See instructions	43	
44	Total. Add lines 41, 42, and 43 to line 39 or 40, whichever applies	44	0.

Part V Tax and Payments

45 a	Foreign tax credit (corporations attach Form 1118; trusts attach Form 1116)	45 a		45 e	0.
b	Other credits (see instructions)	45 b			
c	General business credit. Attach Form 3800 (see instructions)	45 c			
d	Credit for prior year minimum tax (attach Form 8801 or 8827)	45 d			
e	Total credits. Add lines 45a through 45d	45 e	0.		
46	Subtract line 45e from line 44	46	0.		
47	Other taxes. Check if from: ☐ Form 4255 ☐ Form 8611 ☐ Form 8697 ☐ Form 8866 ☐ Other (attach schedule)	47			
48	Total tax. Add lines 46 and 47 (see instructions)	48	0.		
49	2018 net 965 tax liability paid from Form 965-A or Form 965-B, Part II, column (k), line 2	49			
50 a	Payments: A 2017 overpayment credited to 2018	50 a		51	0.
b	2018 estimated tax payments	50 b			
c	Tax deposited with Form 8868	50 c			
d	Foreign organizations: Tax paid or withheld at source (see instructions)	50 d			
e	Backup withholding (see instructions)	50 e			
f	Credit for small employer health insurance premiums (attach Form 8941)	50 f			
g	Other credits, adjustments, and payments: ☐ Form 2439 ☐ Form 4136 ☐ Other Total... G	50 g			
51	Total payments. Add lines 50a through 50g	51	0.		
52	Estimated tax penalty (see instructions). Check if Form 2220 is attached	G 52			
53	Tax due. If line 51 is less than the total of lines 48, 49, and 52, enter amount owed	G 53			
54	Overpayment. If line 51 is larger than the total of lines 48, 49, and 52, enter amount overpaid	G 54			
55	Enter the amount of line 54 you want: Credited to 2019 estimated tax G Refunded G	55			

Part VI Statements Regarding Certain Activities and Other Information (see instructions)

56	At any time during the 2018 calendar year, did the organization have an interest in or a signature or other authority over a financial account (bank, securities, or other) in a foreign country? If 'Yes,' the organization may have to file FinCEN Form 114, Report of Foreign Bank and Financial Accounts. If 'Yes,' enter the name of the foreign country here G _____	Yes	No
57	During the tax year, did the organization receive a distribution from, or was it the grantor of, or transferor to, a foreign trust? If 'Yes,' see instructions for other forms the organization may have to file.		X
58	Enter the amount of tax-exempt interest received or accrued during the tax year G \$ 0.		

Sign Here	Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than taxpayer) is based on all information of which preparer has any knowledge.		May the IRS discuss this return with the preparer shown below (see instructions)? ☒ Yes ☐ No
	A _____ Signature of officer	A VP FINANCE Title	
Paid Preparer Use Only	Print/Type preparer's name	Preparer's signature	Date
	KENNETH R. HITE, CPA		
	Firm's name G	Firm's EIN G	PTIN
	MIZE HOUSER & COMPANY P.A.	48-0882363	P00237300
	Firm's address G	Phone no. (785) 842-8844	
	211 EAST EIGHTH STREET SUITE A		
	LAWRENCE, KS 66044-2682		

Schedule A ' Cost of Goods Sold. Enter method of inventory valuation **G**

1 Inventory at beginning of year.....	1		6 Inventory at end of year.....	6	
2 Purchases.....	2		7 Cost of goods sold. Subtract line 6 from line 5. Enter here and in Part I, line 2.....	7	
3 Cost of labor.....	3				
4a Additional section 263A costs (attach schedule)	4a				
b Other costs (attach sch.).....	4b		8 Do the rules of section 263A (with respect to property produced or acquired for resale) apply to the organization?.....	Yes	No
5 Total. Add lines 1 through 4b.....	5				

Schedule C ' Rent Income (From Real Property and Personal Property Leased With Real Property) (see instructions)

1 Description of property		
(1)		
(2)		
(3)		
(4)		
2 Rent received or accrued		3(a) Deductions directly connected with the income in columns 2(a) and 2(b) (attach schedule)
(a) From personal property (if the percentage of rent for personal property is more than 10% but not more than 50%)	(b) From real and personal property (if the percentage of rent for personal property exceeds 50% or if the rent is based on profit or income)	
(1)		
(2)		
(3)		
(4)		
Total		
(c) Total income. Add totals of columns 2(a) and 2(b). Enter here and on page 1, Part I, line 6, column (A)..... G		(b) Total deductions. Enter here and on page 1, Part I, line 6, column (B). G

Schedule E ' Unrelated Debt-Financed Income (see instructions)

1 Description of debt-financed property		2 Gross income from or allocable to debt-financed property	3 Deductions directly connected with or allocable to debt-financed property	
			(a) Straight line depreciation (attach sch)	(b) Other deductions (attach schedule)
(1)				
(2)				
(3)				
(4)				
4 Amount of average acquisition debt on or allocable to debt-financed property (attach schedule)	5 Average adjusted basis of or allocable to debt-financed property (attach schedule)	6 Column 4 divided by column 5	7 Gross income reportable (column 2 x column 6)	8 Allocable deductions (column 6 x total of columns 3(a) and 3(b))
(1)		%		
(2)		%		
(3)		%		
(4)		%		
Totals..... G			Enter here and on page 1, Part I, line 7, column (A).	Enter here and on page 1, Part I, line 7, column (B).
Total dividends-received deductions included in column 8..... G				

Schedule F ' Interest, Annuities, Royalties, and Rents From Controlled Organizations (see instructions)

Exempt Controlled Organizations					
1 Name of controlled organization	2 Employer identification number	3 Net unrelated income (loss) (see instructions)	4 Total of specified payments made	5 Part of column 4 that is included in the controlling organization's gross income	6 Deductions directly connected with income in column 5
(1)					
(2)					
(3)					
(4)					

Nonexempt Controlled Organizations

7 Taxable Income	8 Net unrelated income (loss) (see instructions)	9 Total of specified payments made	10 Part of column 9 that is included in the controlling organization's gross income	11 Deductions directly connected with income in column 10
(1)				
(2)				
(3)				
(4)				
			Add columns 5 and 10. Enter here and on page 1, Part I, line 8, column (A).	Add columns 6 and 11. Enter here and on page 1, Part I, line 8, column (B).

Totals

Schedule G ' Investment Income of a Section 501(c)(7), (9), or (17) Organization (see instructions)

1 Description of income	2 Amount of income	3 Deductions directly connected (attach schedule)	4 Set-asides (attach schedule)	5 Total deductions and set-asides (column 3 plus column 4)
(1)				
(2)				
(3)				
(4)				
		Enter here and on page 1, Part I, line 9, column (A).	Enter here and on page 1, Part I, line 9, column (B).	

Totals G

Schedule I ' Exploited Exempt Activity Income, Other Than Advertising Income (see instructions)

1 Description of exploited activity	2 Gross unrelated business income from trade or business	3 Expenses directly connected with production of unrelated business income	4 Net income (loss) from unrelated trade or business (column 2 minus column 3). If a gain, compute columns 5 through 7.	5 Gross income from activity that is not unrelated business income	6 Expenses attributable to column 5	7 Excess exempt expenses (column 6 minus column 5, but not more than column 4).
(1)						
(2)						
(3)						
(4)						
		Enter here and on page 1, Part I, line 10, column (A).	Enter here and on page 1, Part I, line 10, column (B).			Enter here and on page 1, Part II, line 26.

Totals G

Schedule J ' Advertising Income (see instructions)

Part I Income From Periodicals Reported on a Consolidated Basis

1 Name of periodical	2 Gross advertising income	3 Direct advertising costs	4 Advertising gain or (loss) (col. 2 minus col. 3). If a gain, compute cols. 5 through 7.	5 Circulation income	6 Readership costs	7 Excess readership costs (col. 6 minus col. 5, but not more than col. 4).
(1)						
(2)						
(3)						
(4)						
Totals (carry to Part II, line (5)). G						

Part II **Income From Periodicals Reported on a Separate Basis** (For each periodical listed in Part II, fill in columns 2 through 7 on a line-by-line basis.)

1 Name of periodical	2 Gross advertising income	3 Direct advertising costs	4 Advertising gain or (loss) (col. 2 minus col. 3). If a gain, compute cols. 5 through 7.	5 Circulation income	6 Readership costs	7 Excess readership costs (col. 6 minus col. 5, but not more than col. 4).
(1)						
(2)						
(3)						
(4)						
Totals from Part I G						
Totals, Part II (lines 1 ' 5) G	Enter here and on page 1, Part I, line 11, column (A)	Enter here and on page 1, Part I, line 11, column (B).				Enter here and on page 1, Part II, line 27.

Schedule K Compensation of Officers, Directors, and Trustees (see instructions)

1 Name	2 Title	3 Percent of time devoted to business	4 Compensation attributable to unrelated business
		%	
		%	
		%	
		%	
Total. Enter here and on page 1, Part II, line 14..... G			

Form **990**

OMB No. 1545-0047

Return of Organization Exempt From Income Tax
Under section 501(c), 527, or 4947(a)(1) of the Internal Revenue Code (except private foundations)**2018**Department of the Treasury
Internal Revenue ServiceG Do not enter social security numbers on this form as it may be made public.
G Go to www.irs.gov/Form990 for instructions and the latest information.**Open to Public
Inspection**

A For the 2018 calendar year, or tax year beginning		, 2018, and ending	
B Check if applicable: ☐ Address change ☐ Name change ☐ Initial return ☐ Final return/terminated ☐ Amended return ☐ Application pending	C BIOSCIENCE & TECHNOLOGY BUSINESS CENTER, INC. 2029 BECKER DRIVE LAWRENCE, KS 66047		D Employer identification number 20-5349674
			E Telephone number (785) 832-2110
			G Gross receipts \$ 2,590,770.
	F Name and address of principal officer: G R UNDERWOOD SAME AS C ABOVE		H(a) Is this a group return for subordinates? ☐ Yes ☒ No H(b) Are all subordinates included? ☐ Yes ☐ No If "No," attach a list. (see instructions)
I Tax-exempt status: ☐ 501(c)(3) ☒ 501(c) (6) H (insert no.) ☐ 4947(a)(1) or ☐ 527			
J Website: G WWW.BTBCKU.COM			
K Form of organization: ☒ Corporation ☐ Trust ☐ Association ☐ Other G		L Year of formation: 2006 M State of legal domicile: KS	
H(c) Group exemption number G			

Part I Summary				
Activities & Governance	1 Briefly describe the organization's mission or most significant activities: BIOSCIENCE & TECHNOLOGY BUSINESS CENTER, INC.'S MISSION IS TO FOSTER THE DEVELOPMENT AND GROWTH OF THE LIFE SCIENCES INDUSTRY IN THE LOCAL AREA.			
	2 Check this box ☐ if the organization discontinued its operations or disposed of more than 25% of its net assets.			
	3	Number of voting members of the governing body (Part VI, line 1a)	8	
	4	Number of independent voting members of the governing body (Part VI, line 1b)	4	
	5	Total number of individuals employed in calendar year 2018 (Part V, line 2a)	18	
	6	Total number of volunteers (estimate if necessary)	9	
	7a	Total unrelated business revenue from Part VIII, column (C), line 12	0.	
	7b	Net unrelated business taxable income from Form 990-T, line 38	0.	
Revenue			Prior Year	Current Year
	8	Contributions and grants (Part VIII, line 1h)	946,200.	871,200.
	9	Program service revenue (Part VIII, line 2g)	1,426,285.	1,714,558.
	10	Investment income (Part VIII, column (A), lines 3, 4, and 7d)	1,182.	5,012.
	11	Other revenue (Part VIII, column (A), lines 5, 6d, 8c, 9c, 10c, and 11e)		
	12	Total revenue - add lines 8 through 11 (must equal Part VIII, column (A), line 12)	2,373,667.	2,590,770.
Expenses	13 Grants and similar amounts paid (Part IX, column (A), lines 1-3)			
	14 Benefits paid to or for members (Part IX, column (A), line 4)			
	15 Salaries, other compensation, employee benefits (Part IX, column (A), lines 5-10)		934,408.	992,071.
	16a Professional fundraising fees (Part IX, column (A), line 11e)			
	b Total fundraising expenses (Part IX, column (D), line 25) G			
	17	Other expenses (Part IX, column (A), lines 11a-11d, 11f-24e)	1,516,642.	1,971,205.
	18	Total expenses. Add lines 13-17 (must equal Part IX, column (A), line 25)	2,451,050.	2,963,276.
19	Revenue less expenses. Subtract line 18 from line 12	-77,383.	-372,506.	
Net Assets or Fund Balances			Beginning of Current Year	End of Year
	20	Total assets (Part X, line 16)	17,130,801.	18,599,012.
	21	Total liabilities (Part X, line 26)	8,595,911.	10,436,628.
	22	Net assets or fund balances. Subtract line 21 from line 20	8,534,890.	8,162,384.

Part II Signature Block					
Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than officer) is based on all information of which preparer has any knowledge.					
Sign Here	A	Signature of officer		Date	
	A	ADAM COURTNEY		VP FINANCE	
Paid Preparer Use Only	Print/Type preparer's name		Preparer's signature	Date	Check ☐ if self-employed PTIN
	KENNETH R. HITE, CPA				P00237300
	Firm's name G MIZE HOUSER & COMPANY P.A.				Firm's EIN G 48-0882363
	Firm's address G 211 EAST EIGHTH STREET SUITE A LAWRENCE, KS 66044-2682				Phone no. (785) 842-8844

May the IRS discuss this return with the preparer shown above? (see instructions) ☒ Yes ☐ No**BAA For Paperwork Reduction Act Notice, see the separate instructions.**

TEEA0101L 08/20/18

Form **990** (2018)

Part III Statement of Program Service Accomplishments

Check if Schedule O contains a response or note to any line in this Part III ☒ **X**

1 Briefly describe the organization's mission:

BIOSCIENCE & TECHNOLOGY BUSINESS CENTER, INC.'S MISSION IS TO FOSTER THE DEVELOPMENT
AND GROWTH OF THE LIFE SCIENCES INDUSTRY IN THE LOCAL AREA.

2 Did the organization undertake any significant program services during the year which were not listed on the prior Form 990 or 990-EZ? ☐ **Yes** ☒ **No**

If "Yes," describe these new services on Schedule O.

3 Did the organization cease conducting, or make significant changes in how it conducts, any program services? ☐ **Yes** ☒ **No**

If "Yes," describe these changes on Schedule O.

4 Describe the organization's program service accomplishments for each of its three largest program services, as measured by expenses. Section 501(c)(3) and 501(c)(4) organizations are required to report the amount of grants and allocations to others, the total expenses, and revenue, if any, for each program service reported.

4a (Code:) (Expenses \$ including grants of \$) (Revenue \$)
SEE SCHEDULE O

4b (Code:) (Expenses \$ including grants of \$) (Revenue \$)

4c (Code:) (Expenses \$ including grants of \$) (Revenue \$)

4d Other program services (Describe in Schedule O.)
(Expenses \$ including grants of \$) (Revenue \$)

4e Total program service expenses **G**

Part IV Checklist of Required Schedules

	Yes	No
1 Is the organization described in section 501(c)(3) or 4947(a)(1) (other than a private foundation)? <i>If 'Yes,' complete Schedule A</i>	1	X
2 Is the organization required to complete <i>Schedule B, Schedule of Contributors</i> (see instructions)?	2	X
3 Did the organization engage in direct or indirect political campaign activities on behalf of or in opposition to candidates for public office? <i>If 'Yes,' complete Schedule C, Part I</i>	3	X
4 Section 501(c)(3) organizations. Did the organization engage in lobbying activities, or have a section 501(h) election in effect during the tax year? <i>If 'Yes,' complete Schedule C, Part II</i>	4	
5 Is the organization a section 501(c)(4), 501(c)(5), or 501(c)(6) organization that receives membership dues, assessments, or similar amounts as defined in Revenue Procedure 98-19? <i>If 'Yes,' complete Schedule C, Part III</i>	5	X
6 Did the organization maintain any donor advised funds or any similar funds or accounts for which donors have the right to provide advice on the distribution or investment of amounts in such funds or accounts? <i>If 'Yes,' complete Schedule D, Part I</i>	6	X
7 Did the organization receive or hold a conservation easement, including easements to preserve open space, the environment, historic land areas, or historic structures? <i>If 'Yes,' complete Schedule D, Part II</i>	7	X
8 Did the organization maintain collections of works of art, historical treasures, or other similar assets? <i>If 'Yes,' complete Schedule D, Part III</i>	8	X
9 Did the organization report an amount in Part X, line 21, for escrow or custodial account liability, serve as a custodian for amounts not listed in Part X, or provide credit counseling, debt management, credit repair, or debt negotiation services? <i>If 'Yes,' complete Schedule D, Part IV</i>	9	X
10 Did the organization, directly or through a related organization, hold assets in temporarily restricted endowments, permanent endowments, or quasi-endowments? <i>If 'Yes,' complete Schedule D, Part V</i>	10	X
11 If the organization's answer to any of the following questions is 'Yes', then complete Schedule D, Parts VI, VII, VIII, IX, or X as applicable.		
a Did the organization report an amount for land, buildings, and equipment in Part X, line 10? <i>If 'Yes,' complete Schedule D, Part VI</i>	11a	X
b Did the organization report an amount for investments - other securities in Part X, line 12 that is 5% or more of its total assets reported in Part X, line 16? <i>If 'Yes,' complete Schedule D, Part VII</i>	11b	X
c Did the organization report an amount for investments - program related in Part X, line 13 that is 5% or more of its total assets reported in Part X, line 16? <i>If 'Yes,' complete Schedule D, Part VIII</i>	11c	X
d Did the organization report an amount for other assets in Part X, line 15 that is 5% or more of its total assets reported in Part X, line 16? <i>If 'Yes,' complete Schedule D, Part IX</i>	11d	X
e Did the organization report an amount for other liabilities in Part X, line 25? <i>If 'Yes,' complete Schedule D, Part X</i>	11e	X
f Did the organization's separate or consolidated financial statements for the tax year include a footnote that addresses the organization's liability for uncertain tax positions under FIN 48 (ASC 740)? <i>If 'Yes,' complete Schedule D, Part X</i>	11f	X
12a Did the organization obtain separate, independent audited financial statements for the tax year? <i>If 'Yes,' complete Schedule D, Parts XI and XII</i>	12a	X
b Was the organization included in consolidated, independent audited financial statements for the tax year? <i>If 'Yes,' and if the organization answered 'No' to line 12a, then completing Schedule D, Parts XI and XII is optional</i>	12b	X
13 Is the organization a school described in section 170(b)(1)(A)(ii)? <i>If 'Yes,' complete Schedule E</i>	13	X
14a Did the organization maintain an office, employees, or agents outside of the United States?	14a	X
b Did the organization have aggregate revenues or expenses of more than \$10,000 from grantmaking, fundraising, business, investment, and program service activities outside the United States, or aggregate foreign investments valued at \$100,000 or more? <i>If 'Yes,' complete Schedule F, Parts I and IV</i>	14b	X
15 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of grants or other assistance to or for any foreign organization? <i>If 'Yes,' complete Schedule F, Parts II and IV</i>	15	X
16 Did the organization report on Part IX, column (A), line 3, more than \$5,000 of aggregate grants or other assistance to or for foreign individuals? <i>If 'Yes,' complete Schedule F, Parts III and IV</i>	16	X
17 Did the organization report a total of more than \$15,000 of expenses for professional fundraising services on Part IX, column (A), lines 6 and 11e? <i>If 'Yes,' complete Schedule G, Part I</i> (see instructions)	17	X
18 Did the organization report more than \$15,000 total of fundraising event gross income and contributions on Part VIII, lines 1c and 8a? <i>If 'Yes,' complete Schedule G, Part II</i>	18	X
19 Did the organization report more than \$15,000 of gross income from gaming activities on Part VIII, line 9a? <i>If 'Yes,' complete Schedule G, Part III</i>	19	X
20a Did the organization operate one or more hospital facilities? <i>If 'Yes,' complete Schedule H</i>	20a	X
b If 'Yes' to line 20a, did the organization attach a copy of its audited financial statements to this return?	20b	
21 Did the organization report more than \$5,000 of grants or other assistance to any domestic organization or domestic government on Part IX, column (A), line 1? <i>If 'Yes,' complete Schedule I, Parts I and II</i>	21	X

Part IV Checklist of Required Schedules (continued)

	Yes	No
22 Did the organization report more than \$5,000 of grants or other assistance to or for domestic individuals on Part IX, column (A), line 2? <i>If 'Yes,' complete Schedule I, Parts I and III</i>	22	X
23 Did the organization answer 'Yes' to Part VII, Section A, line 3, 4, or 5 about compensation of the organization's current and former officers, directors, trustees, key employees, and highest compensated employees? <i>If 'Yes,' complete Schedule J</i>	23	X
24a Did the organization have a tax-exempt bond issue with an outstanding principal amount of more than \$100,000 as of the last day of the year, that was issued after December 31, 2002? <i>If 'Yes,' answer lines 24b through 24d and complete Schedule K. If 'No,' go to line 25a</i>	24a	X
b Did the organization invest any proceeds of tax-exempt bonds beyond a temporary period exception?	24b	
c Did the organization maintain an escrow account other than a refunding escrow at any time during the year to defease any tax-exempt bonds?	24c	
d Did the organization act as an 'on behalf of' issuer for bonds outstanding at any time during the year?	24d	
25a Section 501(c)(3), 501(c)(4), and 501(c)(29) organizations. Did the organization engage in an excess benefit transaction with a disqualified person during the year? <i>If 'Yes,' complete Schedule L, Part I</i>	25a	
b Is the organization aware that it engaged in an excess benefit transaction with a disqualified person in a prior year, and that the transaction has not been reported on any of the organization's prior Forms 990 or 990-EZ? <i>If 'Yes,' complete Schedule L, Part I</i>	25b	
26 Did the organization report any amount on Part X, line 5, 6, or 22 for receivables from or payables to any current or former officers, directors, trustees, key employees, highest compensated employees, or disqualified persons? <i>If 'Yes,' complete Schedule L, Part II</i>	26	X
27 Did the organization provide a grant or other assistance to an officer, director, trustee, key employee, substantial contributor or employee thereof, a grant selection committee member, or to a 35% controlled entity or family member of any of these persons? <i>If 'Yes,' complete Schedule L, Part III</i>	27	X
28 Was the organization a party to a business transaction with one of the following parties (see Schedule L, Part IV instructions for applicable filing thresholds, conditions, and exceptions):		
a A current or former officer, director, trustee, or key employee? <i>If 'Yes,' complete Schedule L, Part IV</i>	28a	X
b A family member of a current or former officer, director, trustee, or key employee? <i>If 'Yes,' complete Schedule L, Part IV</i>	28b	X
c An entity of which a current or former officer, director, trustee, or key employee (or a family member thereof) was an officer, director, trustee, or direct or indirect owner? <i>If 'Yes,' complete Schedule L, Part IV</i>	28c	X
29 Did the organization receive more than \$25,000 in non-cash contributions? <i>If 'Yes,' complete Schedule M</i>	29	X
30 Did the organization receive contributions of art, historical treasures, or other similar assets, or qualified conservation contributions? <i>If 'Yes,' complete Schedule M</i>	30	X
31 Did the organization liquidate, terminate, or dissolve and cease operations? <i>If 'Yes,' complete Schedule N, Part I</i>	31	X
32 Did the organization sell, exchange, dispose of, or transfer more than 25% of its net assets? <i>If 'Yes,' complete Schedule N, Part II</i>	32	X
33 Did the organization own 100% of an entity disregarded as separate from the organization under Regulations sections 301.7701-2 and 301.7701-3? <i>If 'Yes,' complete Schedule R, Part I</i>	33	X
34 Was the organization related to any tax-exempt or taxable entity? <i>If 'Yes,' complete Schedule R, Part II, III, or IV, and Part V, line 1</i>	34	X
35a Did the organization have a controlled entity within the meaning of section 512(b)(13)?	35a	X
b If 'Yes' to line 35a, did the organization receive any payment from or engage in any transaction with a controlled entity within the meaning of section 512(b)(13)? <i>If 'Yes,' complete Schedule R, Part V, line 2</i>	35b	X
36 Section 501(c)(3) organizations. Did the organization make any transfers to an exempt non-charitable related organization? <i>If 'Yes,' complete Schedule R, Part V, line 2</i>	36	
37 Did the organization conduct more than 5% of its activities through an entity that is not a related organization and that is treated as a partnership for federal income tax purposes? <i>If 'Yes,' complete Schedule R, Part VI</i>	37	X
38 Did the organization complete Schedule O and provide explanations in Schedule O for Part VI, lines 11b and 19? Note. All Form 990 filers are required to complete Schedule O	38	X

Part V Statements Regarding Other IRS Filings and Tax Compliance

Check if Schedule O contains a response or note to any line in this Part V ☐

	Yes	No
1a Enter the number reported in Box 3 of Form 1096. Enter -0- if not applicable	1a	9
b Enter the number of Forms W-2G included in line 1a. Enter -0- if not applicable	1b	0
c Did the organization comply with backup withholding rules for reportable payments to vendors and reportable gaming (gambling) winnings to prize winners?	1c	X

Part V **Statements Regarding Other IRS Filings and Tax Compliance** (continued)

	Yes	No
2 a Enter the number of employees reported on Form W-3, Transmittal of Wage and Tax Statements, filed for the calendar year ending with or within the year covered by this return 2 a 18		
b If at least one is reported on line 2a, did the organization file all required federal employment tax returns? 2 b X	X	
Note. If the sum of lines 1a and 2a is greater than 250, you may be required to e-file (see instructions)		
3 a Did the organization have unrelated business gross income of \$1,000 or more during the year? 3 a		X
b If 'Yes,' has it filed a Form 990-T for this year? If 'No' to line 3b, provide an explanation in Schedule O. 3 b		
4 a At any time during the calendar year, did the organization have an interest in, or a signature or other authority over, a financial account in a foreign country (such as a bank account, securities account, or other financial account)? 4 a		X
b If 'Yes,' enter the name of the foreign country: G See instructions for filing requirements for FinCEN Form 114, Report of Foreign Bank and Financial Accounts (FBAR).		
5 a Was the organization a party to a prohibited tax shelter transaction at any time during the tax year? 5 a		X
b Did any taxable party notify the organization that it was or is a party to a prohibited tax shelter transaction? 5 b		X
c If 'Yes,' to line 5a or 5b, did the organization file Form 8886-T? 5 c		
6 a Does the organization have annual gross receipts that are normally greater than \$100,000, and did the organization solicit any contributions that were not tax deductible as charitable contributions? 6 a		X
b If 'Yes,' did the organization include with every solicitation an express statement that such contributions or gifts were not tax deductible? 6 b		
7 Organizations that may receive deductible contributions under section 170(c).		
a Did the organization receive a payment in excess of \$75 made partly as a contribution and partly for goods and services provided to the payor? 7 a		
b If 'Yes,' did the organization notify the donor of the value of the goods or services provided? 7 b		
c Did the organization sell, exchange, or otherwise dispose of tangible personal property for which it was required to file Form 8282? 7 c		
d If 'Yes,' indicate the number of Forms 8282 filed during the year 7 d		
e Did the organization receive any funds, directly or indirectly, to pay premiums on a personal benefit contract? 7 e		
f Did the organization, during the year, pay premiums, directly or indirectly, on a personal benefit contract? 7 f		
g If the organization received a contribution of qualified intellectual property, did the organization file Form 8899 as required? 7 g		
h If the organization received a contribution of cars, boats, airplanes, or other vehicles, did the organization file a Form 1098-C? 7 h		
8 Sponsoring organizations maintaining donor advised funds. Did a donor advised fund maintained by the sponsoring organization have excess business holdings at any time during the year? 8		
9 Sponsoring organizations maintaining donor advised funds.		
a Did the sponsoring organization make any taxable distributions under section 4966? 9 a		
b Did the sponsoring organization make a distribution to a donor, donor advisor, or related person? 9 b		
10 Section 501(c)(7) organizations. Enter:		
a Initiation fees and capital contributions included on Part VIII, line 12. 10 a		
b Gross receipts, included on Form 990, Part VIII, line 12, for public use of club facilities 10 b		
11 Section 501(c)(12) organizations. Enter:		
a Gross income from members or shareholders 11 a		
b Gross income from other sources (Do not net amounts due or paid to other sources against amounts due or received from them.) 11 b		
12 a Section 4947(a)(1) non-exempt charitable trusts. Is the organization filing Form 990 in lieu of Form 1041? 12 a		
b If 'Yes,' enter the amount of tax-exempt interest received or accrued during the year 12 b		
13 Section 501(c)(29) qualified nonprofit health insurance issuers.		
a Is the organization licensed to issue qualified health plans in more than one state? 13 a		
Note. See the instructions for additional information the organization must report on Schedule O.		
b Enter the amount of reserves the organization is required to maintain by the states in which the organization is licensed to issue qualified health plans 13 b		
c Enter the amount of reserves on hand 13 c		
14 a Did the organization receive any payments for indoor tanning services during the tax year? 14 a		X
b If 'Yes,' has it filed a Form 720 to report these payments? If 'No,' provide an explanation in Schedule O 14 b		
15 Is the organization subject to the section 4960 tax on payment(s) of more than \$1,000,000 in remuneration or excess parachute payment(s) during the year? 15		X
If 'Yes,' see instructions and file Form 4720, Schedule N.		
16 Is the organization an educational institution subject to the section 4968 excise tax on net investment income? 16		X
If 'Yes,' complete Form 4720, Schedule O.		

Part VI Governance, Management, and Disclosure For each 'Yes' response to lines 2 through 7b below, and for a 'No' response to line 8a, 8b, or 10b below, describe the circumstances, processes, or changes in Schedule O. See instructions.

Check if Schedule O contains a response or note to any line in this Part VI ☒

Section A. Governing Body and Management

		Yes	No
1 a Enter the number of voting members of the governing body at the end of the tax year 1 a 8			
If there are material differences in voting rights among members of the governing body, or if the governing body delegated broad authority to an executive committee or similar committee, explain in Schedule O.			
b Enter the number of voting members included in line 1a, above, who are independent 1 b 4			
2 Did any officer, director, trustee, or key employee have a family relationship or a business relationship with any other officer, director, trustee, or key employee?	2		X
3 Did the organization delegate control over management duties customarily performed by or under the direct supervision of officers, directors, or trustees, or key employees to a management company or other person? SEE SCH. O	3	X	
4 Did the organization make any significant changes to its governing documents since the prior Form 990 was filed?	4		X
5 Did the organization become aware during the year of a significant diversion of the organization's assets?	5		X
6 Did the organization have members or stockholders?	6	X	
7 a Did the organization have members, stockholders, or other persons who had the power to elect or appoint one or more members of the governing body? SEE SCHEDULE O	7 a	X	
b Are any governance decisions of the organization reserved to (or subject to approval by) members, stockholders, or persons other than the governing body?	7 b		X
8 Did the organization contemporaneously document the meetings held or written actions undertaken during the year by the following:			
a The governing body?	8 a	X	
b Each committee with authority to act on behalf of the governing body?	8 b	X	
9 Is there any officer, director, trustee, or key employee listed in Part VII, Section A, who cannot be reached at the organization's mailing address? If 'Yes,' provide the names and addresses in Schedule O	9		X

Section B. Policies (This Section B requests information about policies not required by the Internal Revenue Code.)

		Yes	No
10 a Did the organization have local chapters, branches, or affiliates?	10 a		X
b If 'Yes,' did the organization have written policies and procedures governing the activities of such chapters, affiliates, and branches to ensure their operations are consistent with the organization's exempt purposes?	10 b		
11 a Has the organization provided a complete copy of this Form 990 to all members of its governing body before filing the form?	11 a	X	
b Describe in Schedule O the process, if any, used by the organization to review this Form 990. SEE SCHEDULE O			
12 a Did the organization have a written conflict of interest policy? If 'No,' go to line 13	12 a	X	
b Were officers, directors, or trustees, and key employees required to disclose annually interests that could give rise to conflicts?	12 b	X	
c Did the organization regularly and consistently monitor and enforce compliance with the policy? If 'Yes,' describe in Schedule O how this was done	12 c	X	
13 Did the organization have a written whistleblower policy?	13	X	
14 Did the organization have a written document retention and destruction policy?	14	X	
15 Did the process for determining compensation of the following persons include a review and approval by independent persons, comparability data, and contemporaneous substantiation of the deliberation and decision?			
a The organization's CEO, Executive Director, or top management official SEE SCHEDULE O	15 a	X	
b Other officers or key employees of the organization	15 b		X
If 'Yes' to line 15a or 15b, describe the process in Schedule O (see instructions).			
16 a Did the organization invest in, contribute assets to, or participate in a joint venture or similar arrangement with a taxable entity during the year?	16 a		X
b If 'Yes,' did the organization follow a written policy or procedure requiring the organization to evaluate its participation in joint venture arrangements under applicable federal tax law, and take steps to safeguard the organization's exempt status with respect to such arrangements?	16 b		

Section C. Disclosure

17 List the states with which a copy of this Form 990 is required to be filed **G** NONE

18 Section 6104 requires an organization to make its Forms 1023 (1024 or 1024-A if applicable), 990, and 990-T (Section 501(c)(3)s only) available for public inspection. Indicate how you made these available. Check all that apply.

☐ Own website ☐ Another's website ☒ Upon request ☐ Other (explain in Schedule O)

19 Describe in Schedule O whether (and if so, how) the organization made its governing documents, conflict of interest policy, and financial statements available to the public during the tax year. **SEE SCHEDULE O**

20 State the name, address, and telephone number of the person who possesses the organization's books and records **G**

ADAM COURTNEY 2029 BECKER DRIVE LAWRENCE KS 66047 (785) 832-2110

Part VII Compensation of Officers, Directors, Trustees, Key Employees, Highest Compensated Employees, and Independent Contractors

Check if Schedule O contains a response or note to any line in this Part VII ☐

Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

1 a Complete this table for all persons required to be listed. Report compensation for the calendar year ending with or within the organization's tax year.

? List all of the organization's **current** officers, directors, trustees (whether individuals or organizations), regardless of amount of compensation. Enter -0- in columns (D), (E), and (F) if no compensation was paid.

? List all of the organization's **current** key employees, if any. See instructions for definition of 'key employee.'

? List the organization's five **current** highest compensated employees (other than an officer, director, trustee, or key employee) who received reportable compensation (Box 5 of Form W-2 and/or Box 7 of Form 1099-MISC) of more than \$100,000 from the organization and any related organizations.

? List all of the organization's **former** officers, key employees, and highest compensated employees who received more than \$100,000 of reportable compensation from the organization and any related organizations.

? List all of the organization's **former directors or trustees** that received, in the capacity as a former director or trustee of the organization, more than \$10,000 of reportable compensation from the organization and any related organizations.

List persons in the following order: individual trustees or directors; institutional trustees; officers; key employees; highest compensated employees; and former such persons.

☐ Check this box if neither the organization nor any related organization compensated any current officer, director, or trustee.

(A) Name and Title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)						(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee	Former			
(1) E. LAVERNE EPP CHAIRMAN	40 0	X		X				172,502.	0.	22,434.
(2) BRADLEY FINKELDEI SECRETARY	5 0	X		X				0.	0.	0.
(3) LISA LARSEN BOARD MEMBER	5 0	X						0.	0.	0.
(4) NANCY THELLMAN BOARD MEMBER	1 0	X						0.	0.	0.
(5) VALENTINO J. STELLA BOARD MEMBER	1 0	X						0.	0.	0.
(6) G R UNDERWOOD PRESIDENT & COO	40 0	X		X				178,690.	0.	11,439.
(7) DOUGLAS GIROD BOARD MEMBER	1 0	X						0.	0.	0.
(8) ROBERT JOHNSON TREASURER	1 0	X		X				0.	0.	0.
(9) ADAM COURTNEY VP FINANCE	40 0	X		X				142,490.	0.	13,730.
(10)										
(11)										
(12)										
(13)										
(14)										

Part VII Section A. Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees (continued)

(A) Name and title	(B) Average hours per week (list any hours for related organizations below dotted line)	(C) Position (do not check more than one box, unless person is both an officer and a director/trustee)					(D) Reportable compensation from the organization (W-2/1099-MISC)	(E) Reportable compensation from related organizations (W-2/1099-MISC)	(F) Estimated amount of other compensation from the organization and related organizations
		Individual trustee or director	Institutional trustee	Officer	Key employee	Highest compensated employee			
(15)									
(16)									
(17)									
(18)									
(19)									
(20)									
(21)									
(22)									
(23)									
(24)									
(25)									

1 b Sub-total	G	493,682.	0.	47,603.
c Total from continuation sheets to Part VII, Section A	G	0.	0.	0.
d Total (add lines 1b and 1c)	G	493,682.	0.	47,603.
2 Total number of individuals (including but not limited to those listed above) who received more than \$100,000 of reportable compensation from the organization	G	3		

	Yes	No
3 Did the organization list any former officer, director, or trustee, key employee, or highest compensated employee on line 1a? <i>If 'Yes,' complete Schedule J for such individual.</i>		X
4 For any individual listed on line 1a, is the sum of reportable compensation and other compensation from the organization and related organizations greater than \$150,000? <i>If 'Yes,' complete Schedule J for such individual.</i>	X	
5 Did any person listed on line 1a receive or accrue compensation from any unrelated organization or individual for services rendered to the organization? <i>If 'Yes,' complete Schedule J for such person.</i>		X

Section B. Independent Contractors

1 Complete this table for your five highest compensated independent contractors that received more than \$100,000 of compensation from the organization. Report compensation for the calendar year ending with or within the organization's tax year.		
(A) Name and business address	(B) Description of services	(C) Compensation
2 Total number of independent contractors (including but not limited to those listed above) who received more than \$100,000 of compensation from the organization		G 0

Part VIII Statement of RevenueCheck if Schedule O contains a response or note to any line in this Part VIII ☐

			(A) Total revenue	(B) Related or exempt function revenue	(C) Unrelated business revenue	(D) Revenue excluded from tax under sections 512-514
Contributions, Gifts, Grants and Other Similar Amounts	1 a Federated campaigns.	1 a				
	b Membership dues.	1 b				
	c Fundraising events.	1 c				
	d Related organizations.	1 d				
	e Government grants (contributions).	1 e 650,000.				
	f All other contributions, gifts, grants, and similar amounts not included above	1 f 221,200.				
	g Noncash contributions included in lines 1a-1f: \$					
	h Total. Add lines 1a-1f.	G	871,200.			
Program Service Revenue	2 a <u>RENTAL INCOME</u>		Business Code	1,187,730.	1,187,730.	
	b <u>ADVISORY SERVICES</u>			307,928.	307,928.	
	c <u>MANAGEMENT FEES - KUMCRI</u>			192,500.	192,500.	
	d <u>CONTRACTUAL SERVICES</u>			26,400.	26,400.	
	e					
	f All other program service revenue					
	g Total. Add lines 2a-2f.		G	1,714,558.		
	Other Revenue	3 Investment income (including dividends, interest and other similar amounts).		G	5,012.	
4 Income from investment of tax-exempt bond proceeds		G				
5 Royalties.		G				
		(i) Real	(ii) Personal			
6 a Gross rents.						
b Less: rental expenses						
c Rental income or (loss)						
d Net rental income or (loss).		G				
		(i) Securities	(ii) Other			
7 a Gross amount from sales of assets other than inventory						
b Less: cost or other basis and sales expenses						
c Gain or (loss).						
d Net gain or (loss).		G				
8 a Gross income from fundraising events (not including \$ of contributions reported on line 1c). See Part IV, line 18		a				
b Less: direct expenses		b				
c Net income or (loss) from fundraising events		G				
9 a Gross income from gaming activities. See Part IV, line 19		a				
b Less: direct expenses		b				
c Net income or (loss) from gaming activities		G				
10 a Gross sales of inventory, less returns and allowances		a				
b Less: cost of goods sold		b				
c Net income or (loss) from sales of inventory		G				
Miscellaneous Revenue		Business Code				
11 a						
b						
c						
d All other revenue.						
e Total. Add lines 11a-11d.		G				
12 Total revenue. See instructions.		G	2,590,770.	1,714,558.	0.	5,012.

Part IX Statement of Functional Expenses

Section 501(c)(3) and 501(c)(4) organizations must complete all columns. All other organizations must complete column (A).

Check if Schedule O contains a response or note to any line in this Part IX ☐ ☐

Do not include amounts reported on lines 6b, 7b, 8b, 9b, and 10b of Part VIII.	(A) Total expenses	(B) Program service expenses	(C) Management and general expenses	(D) Fundraising expenses
1 Grants and other assistance to domestic organizations and domestic governments. See Part IV, line 21.				
2 Grants and other assistance to domestic individuals. See Part IV, line 22.				
3 Grants and other assistance to foreign organizations, foreign governments, and foreign individuals. See Part IV, lines 15 and 16.				
4 Benefits paid to or for members.				
5 Compensation of current officers, directors, trustees, and key employees.	541,285.			
6 Compensation not included above, to disqualified persons (as defined under section 4958(f)(1)) and persons described in section 4958(c)(3)(B).	0.			
7 Other salaries and wages.	308,928.			
8 Pension plan accruals and contributions (include section 401(k) and 403(b) employer contributions).	10,931.			
9 Other employee benefits.				
10 Payroll taxes.	130,927.			
11 Fees for services (non-employees):				
a Management.	7,524.			
b Legal.	9,424.			
c Accounting.	10,898.			
d Lobbying.				
e Professional fundraising services. See Part IV, line 17.				
f Investment management fees.				
g Other. (If line 11g amount exceeds 10% of line 25, column (A) amount, list line 11g expenses on Schedule O.)	29,901.			
12 Advertising and promotion.	25,419.			
13 Office expenses.				
14 Information technology.				
15 Royalties.				
16 Occupancy.	45,040.			
17 Travel.	8,784.			
18 Payments of travel or entertainment expenses for any federal, state, or local public officials.				
19 Conferences, conventions, and meetings.				
20 Interest.	410,851.			
21 Payments to affiliates.				
22 Depreciation, depletion, and amortization.	540,172.			
23 Insurance.	66,570.			
24 Other expenses. Itemize expenses not covered above (List miscellaneous expenses in line 24e. If line 24e amount exceeds 10% of line 25, column (A) amount, list line 24e expenses on Schedule O.)				
a UTILITIES	333,820.			
b REPAIRS & MAINTENANCE	276,787.			
c BAD DEBT EXPENSE	131,700.			
d TELEPHONE	34,580.			
e All other expenses.	39,735.			
25 Total functional expenses. Add lines 1 through 24e.	2,963,276.			
26 Joint costs. Complete this line only if the organization reported in column (B) joint costs from a combined educational campaign and fundraising solicitation. Check here ☐ if following SOP 98-2 (ASC 958-720).				

Part X Balance Sheet

Check if Schedule O contains a response or note to any line in this Part X ☐

		(A) Beginning of year		(B) End of year
Assets	1 Cash - non-interest-bearing	111,628.	1	561,053.
	2 Savings and temporary cash investments	982,460.	2	866,066.
	3 Pledges and grants receivable, net.		3	
	4 Accounts receivable, net.	266,827.	4	330,836.
	5 Loans and other receivables from current and former officers, directors, trustees, key employees, and highest compensated employees. Complete Part II of Schedule L		5	
	6 Loans and other receivables from other disqualified persons (as defined under section 4958(f)(1)), persons described in section 4958(c)(3)(B), and contributing employers and sponsoring organizations of section 501(c)(9) voluntary employees' beneficiary organizations (see instructions). Complete Part II of Schedule L		6	
	7 Notes and loans receivable, net.		7	
	8 Inventories for sale or use		8	
	9 Prepaid expenses and deferred charges	13,603.	9	12,409.
	10 a Land, buildings, and equipment: cost or other basis. Complete Part VI of Schedule D	10 a 19,526,737.		
	b Less: accumulated depreciation.	10 b 2,913,586.	13,668,670.	10 c 16,613,151.
	11 Investments - publicly traded securities		11	
	12 Investments - other securities. See Part IV, line 11		12	
	13 Investments - program-related. See Part IV, line 11		13	
	14 Intangible assets		14	
	15 Other assets. See Part IV, line 11	2,087,613.	15	215,497.
16 Total assets. Add lines 1 through 15 (must equal line 34)	17,130,801.	16	18,599,012.	
Liabilities	17 Accounts payable and accrued expenses	403,838.	17	349,892.
	18 Grants payable		18	
	19 Deferred revenue		19	
	20 Tax-exempt bond liabilities		20	
	21 Escrow or custodial account liability. Complete Part IV of Schedule D		21	
	22 Loans and other payables to current and former officers, directors, trustees, key employees, highest compensated employees, and disqualified persons. Complete Part II of Schedule L		22	
	23 Secured mortgages and notes payable to unrelated third parties		23	
	24 Unsecured notes and loans payable to unrelated third parties		24	
	25 Other liabilities (including federal income tax, payables to related third parties, and other liabilities not included on lines 17-24). Complete Part X of Schedule D	8,192,073.	25	10,086,736.
	26 Total liabilities. Add lines 17 through 25	8,595,911.	26	10,436,628.
Net Assets or Fund Balances	Organizations that follow SFAS 117 (ASC 958), check here G ☐ and complete lines 27 through 29, and lines 33 and 34.			
	27 Unrestricted net assets		27	
	28 Temporarily restricted net assets		28	
	29 Permanently restricted net assets		29	
	Organizations that do not follow SFAS 117 (ASC 958), check here G ☒ and complete lines 30 through 34.			
	30 Capital stock or trust principal, or current funds		30	
	31 Paid-in or capital surplus, or land, building, or equipment fund		31	
	32 Retained earnings, endowment, accumulated income, or other funds	8,534,890.	32	8,162,384.
	33 Total net assets or fund balances	8,534,890.	33	8,162,384.
	34 Total liabilities and net assets/fund balances	17,130,801.	34	18,599,012.

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TEEA0111L 08/03/18

Form **990** (2018)

Part XI Reconciliation of Net Assets

Check if Schedule O contains a response or note to any line in this Part XI ☐

1	Total revenue (must equal Part VIII, column (A), line 12)	1	2,590,770.
2	Total expenses (must equal Part IX, column (A), line 25)	2	2,963,276.
3	Revenue less expenses. Subtract line 2 from line 1	3	-372,506.
4	Net assets or fund balances at beginning of year (must equal Part X, line 33, column (A))	4	8,534,890.
5	Net unrealized gains (losses) on investments	5	
6	Donated services and use of facilities	6	
7	Investment expenses	7	
8	Prior period adjustments	8	
9	Other changes in net assets or fund balances (explain in Schedule O)	9	0.
10	Net assets or fund balances at end of year. Combine lines 3 through 9 (must equal Part X, line 33, column (B))	10	8,162,384.

Part XII Financial Statements and Reporting

Check if Schedule O contains a response or note to any line in this Part XII ☐

	Yes	No
1 Accounting method used to prepare the Form 990: ☐ Cash ☒ Accrual ☐ Other _____		
If the organization changed its method of accounting from a prior year or checked 'Other,' explain in Schedule O.		
2 a Were the organization's financial statements compiled or reviewed by an independent accountant?	X	
If 'Yes,' check a box below to indicate whether the financial statements for the year were compiled or reviewed on a separate basis, consolidated basis, or both:		
☒ Separate basis ☐ Consolidated basis ☐ Both consolidated and separate basis		
2 b Were the organization's financial statements audited by an independent accountant?		X
If 'Yes,' check a box below to indicate whether the financial statements for the year were audited on a separate basis, consolidated basis, or both:		
☐ Separate basis ☐ Consolidated basis ☐ Both consolidated and separate basis		
2 c If 'Yes' to line 2a or 2b, does the organization have a committee that assumes responsibility for oversight of the audit, review, or compilation of its financial statements and selection of an independent accountant?		X
If the organization changed either its oversight process or selection process during the tax year, explain in Schedule O.		
3 a As a result of a federal award, was the organization required to undergo an audit or audits as set forth in the Single Audit Act and OMB Circular A-133?		X
3 b If 'Yes,' did the organization undergo the required audit or audits? If the organization did not undergo the required audit or audits, explain why in Schedule O and describe any steps taken to undergo such audits		

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TEEA0112L 08/03/18

Form **990** (2018)

Schedule B
(Form 990, 990-EZ,
or 990-PF)

Department of the Treasury
Internal Revenue Service

Schedule of Contributors

G Attach to Form 990, Form 990-EZ, or Form 990-PF.
G Go to www.irs.gov/Form990 for the latest information.

OMB No. 1545-0047

2018

Name of the organization **BIOSCIENCE & TECHNOLOGY BUSINESS
CENTER, INC.**

Employer identification number
20-5349674

Organization type (check one):

Filers of:

Form 990 or 990-EZ

Section:

- ☒ 501(c)(6) (enter number) organization
☐ 4947(a)(1) nonexempt charitable trust **not** treated as a private foundation
☐ 527 political organization

Form 990-PF

- ☐ 501(c)(3) exempt private foundation
☐ 4947(a)(1) nonexempt charitable trust treated as a private foundation
☐ 501(c)(3) taxable private foundation

Check if your organization is covered by the **General Rule** or a **Special Rule**.

Note: Only a section 501(c)(7), (8), or (10) organization can check boxes for both the General Rule and a Special Rule. See instructions.

General Rule

- ☒ For an organization filing Form 990, 990-EZ, or 990-PF that received, during the year, contributions totaling \$5,000 or more (in money or property) from any one contributor. Complete Parts I and II. See instructions for determining a contributor's total contributions.

Special Rules

- ☐ For an organization described in section 501(c)(3) filing Form 990 or 990-EZ that met the 33-1/3% support test of the regulations under sections 509(a)(1) and 170(b)(1)(A)(vi), that checked Schedule A (Form 990 or 990-EZ), Part II, line 13, 16a, or 16b, and that received from any one contributor, during the year, total contributions of the greater of (1) \$5,000; or (2) 2% of the amount on (i) Form 990, Part VIII, line 1h; or (ii) Form 990-EZ, line 1. Complete Parts I and II.
- ☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, total contributions of more than \$1,000 *exclusively* for religious, charitable, scientific, literary, or educational purposes, or for the prevention of cruelty to children or animals. Complete Parts I (entering 'N/A' in column (b) instead of the contributor name and address), II, and III.
- ☐ For an organization described in section 501(c)(7), (8), or (10) filing Form 990 or 990-EZ that received from any one contributor, during the year, contributions *exclusively* for religious, charitable, etc., purposes, but no such contributions totaled more than \$1,000. If this box is checked, enter here the total contributions that were received during the year for an *exclusively* religious, charitable, etc., purpose. Don't complete any of the parts unless the **General Rule** applies to this organization because it received *nonexclusively* religious, charitable, etc., contributions totaling \$5,000 or more during the year G \$ _____

Caution: An organization that isn't covered by the General Rule and/or the Special Rules doesn't file Schedule B (Form 990, 990-EZ, or 990-PF), but it **must** answer 'No' on Part IV, line 2, of its Form 990; or check the box on line H of its Form 990-EZ or on its Form 990-PF, Part I, line 2, to certify that it doesn't meet the filing requirements of Schedule B (Form 990, 990-EZ, or 990-PF).

BAA For Paperwork Reduction Act Notice, see the instructions for Form 990, 990-EZ, or 990-PF.

Schedule B (Form 990, 990-EZ, or 990-PF) (2018)

Name of organization	Employer identification number
BIOSCIENCE & TECHNOLOGY BUSINESS	20-5349674

Part I Contributors (see instructions). Use duplicate copies of Part I if additional space is needed.

(a) Number	(b) Name, address, and ZIP + 4	(c) Total contributions	(d) Type of contribution
1	N/A	\$ 275,000.	Person ☒ Payroll ☐ Noncash ☐ (Complete Part II for noncash contributions.)
2	N/A	\$ 375,000.	Person ☒ Payroll ☐ Noncash ☐ (Complete Part II for noncash contributions.)
3	N/A	\$ 200,000.	Person ☒ Payroll ☐ Noncash ☐ (Complete Part II for noncash contributions.)
4	N/A	\$ 20,000.	Person ☒ Payroll ☐ Noncash ☐ (Complete Part II for noncash contributions.)
			Person ☐ Payroll ☐ Noncash ☐ (Complete Part II for noncash contributions.)
			Person ☐ Payroll ☐ Noncash ☐ (Complete Part II for noncash contributions.)

Schedule B (Form 990, 990-EZ, or 990-PF) (2018)

1 1 Page **3**

Name of organization

Employer identification number

BIOSCIENCE & TECHNOLOGY BUSINESS

20-5349674

Part II **Noncash Property** (see instructions). Use duplicate copies of Part II if additional space is needed.

(a) No. from Part I	(b) Description of noncash property given	(c) FMV (or estimate) (See instructions.)	(d) Date received
	N/A		
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	
		\$	

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Schedule B (Form 990, 990-EZ, or 990-PF) (2018)

20-5349674

(a) No. from Part I	(b) Purpose of gift	(c) Use of gift	(d) Description of how gift is held
-----	-----	-----	-----
	-----	-----	-----
	-----	-----	-----
	(e) Transfer of gift Transferee's name, address, and ZIP + 4 Relationship of transferor to transferee		
	-----		-----
	-----		-----
	-----		-----

**SCHEDULE D
(Form 990)**

Supplemental Financial Statements

OMB No. 1545-0047

2018

**Open to Public
Inspection**

Department of the Treasury
Internal Revenue Service

**G Complete if the organization answered 'Yes' on Form 990,
Part IV, line 6, 7, 8, 9, 10, 11a, 11b, 11c, 11d, 11e, 11f, 12a, or 12b.
G Attach to Form 990.**

G Go to www.irs.gov/Form990 for instructions and the latest information.

Name of the organization

BIOSCIENCE & TECHNOLOGY BUSINESS
CENTER, INC.

Employer identification number

20-5349674

Part I Organizations Maintaining Donor Advised Funds or Other Similar Funds or Accounts.

Complete if the organization answered 'Yes' on Form 990, Part IV, line 6.

	(a) Donor advised funds	(b) Funds and other accounts
1 Total number at end of year.		
2 Aggregate value of contributions to (during year)		
3 Aggregate value of grants from (during year)		
4 Aggregate value at end of year.		

5 Did the organization inform all donors and donor advisors in writing that the assets held in donor advised funds are the organization's property, subject to the organization's exclusive legal control? ☐ Yes ☐ No

6 Did the organization inform all grantees, donors, and donor advisors in writing that grant funds can be used only for charitable purposes and not for the benefit of the donor or donor advisor, or for any other purpose conferring impermissible private benefit? ☐ Yes ☐ No

Part II Conservation Easements.

Complete if the organization answered 'Yes' on Form 990, Part IV, line 7.

1 Purpose(s) of conservation easements held by the organization (check all that apply).

☐ Preservation of land for public use (e.g., recreation or education)	☐ Preservation of a historically important land area
☐ Protection of natural habitat	☐ Preservation of a certified historic structure
☐ Preservation of open space	

2 Complete lines 2a through 2d if the organization held a qualified conservation contribution in the form of a conservation easement on the last day of the tax year.

	Held at the End of the Tax Year
a Total number of conservation easements.	2 a
b Total acreage restricted by conservation easements	2 b
c Number of conservation easements on a certified historic structure included in (a)	2 c
d Number of conservation easements included in (c) acquired after 7/25/06, and not on a historic structure listed in the National Register.	2 d

3 Number of conservation easements modified, transferred, released, extinguished, or terminated by the organization during the tax year G _____

4 Number of states where property subject to conservation easement is located G _____

5 Does the organization have a written policy regarding the periodic monitoring, inspection, handling of violations, and enforcement of the conservation easements it holds? ☐ Yes ☐ No

6 Staff and volunteer hours devoted to monitoring, inspecting, handling of violations, and enforcing conservation easements during the year G _____

7 Amount of expenses incurred in monitoring, inspecting, handling of violations, and enforcing conservation easements during the year G\$ _____

8 Does each conservation easement reported on line 2(d) above satisfy the requirements of section 170(h)(4)(B)(i) and section 170(h)(4)(B)(ii)? ☐ Yes ☐ No

9 In Part XIII, describe how the organization reports conservation easements in its revenue and expense statement, and balance sheet, and include, if applicable, the text of the footnote to the organization's financial statements that describes the organization's accounting for conservation easements.

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets.

Complete if the organization answered 'Yes' on Form 990, Part IV, line 8.

1 a If the organization elected, as permitted under SFAS 116 (ASC 958), not to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide, in Part XIII, the text of the footnote to its financial statements that describes these items.

b If the organization elected, as permitted under SFAS 116 (ASC 958), to report in its revenue statement and balance sheet works of art, historical treasures, or other similar assets held for public exhibition, education, or research in furtherance of public service, provide the following amounts relating to these items:

(i) Revenue included on Form 990, Part VIII, line 1 G\$ _____

(ii) Assets included in Form 990, Part X G\$ _____

2 If the organization received or held works of art, historical treasures, or other similar assets for financial gain, provide the following amounts required to be reported under SFAS 116 (ASC 958) relating to these items:

a Revenue included on Form 990, Part VIII, line 1. G\$ _____

b Assets included in Form 990, Part X. G\$ _____

Part III Organizations Maintaining Collections of Art, Historical Treasures, or Other Similar Assets (continued)

3 Using the organization's acquisition, accession, and other records, check any of the following that are a significant use of its collection items (check all that apply):

- a ☐ Public exhibition
b ☐ Scholarly research
c ☐ Preservation for future generations
d ☐ Loan or exchange programs
e ☐ Other _____

4 Provide a description of the organization's collections and explain how they further the organization's exempt purpose in Part XIII.

5 During the year, did the organization solicit or receive donations of art, historical treasures, or other similar assets to be sold to raise funds rather than to be maintained as part of the organization's collection? ☐ Yes ☐ No

Part IV Escrow and Custodial Arrangements. Complete if the organization answered 'Yes' on Form 990, Part IV, line 9, or reported an amount on Form 990, Part X, line 21.

1a Is the organization an agent, trustee, custodian or other intermediary for contributions or other assets not included on Form 990, Part X? ☐ Yes ☐ No

b If 'Yes,' explain the arrangement in Part XIII and complete the following table:

	Amount
c Beginning balance	1 c
d Additions during the year	1 d
e Distributions during the year	1 e
f Ending balance	1 f

2a Did the organization include an amount on Form 990, Part X, line 21, for escrow or custodial account liability? ☐ Yes ☐ No

b If 'Yes,' explain the arrangement in Part XIII. Check here if the explanation has been provided on Part XIII ☐

Part V Endowment Funds. Complete if the organization answered 'Yes' on Form 990, Part IV, line 10.

	(a) Current year	(b) Prior year	(c) Two years back	(d) Three years back	(e) Four years back
1a Beginning of year balance					
b Contributions					
c Net investment earnings, gains, and losses					
d Grants or scholarships					
e Other expenditures for facilities and programs					
f Administrative expenses					
g End of year balance					

2 Provide the estimated percentage of the current year end balance (line 1g, column (a)) held as:

- a Board designated or quasi-endowment G _____ %
b Permanent endowment G _____ %
c Temporarily restricted endowment G _____ %
The percentages on lines 2a, 2b, and 2c should equal 100%.

3a Are there endowment funds not in the possession of the organization that are held and administered for the organization by:

	Yes	No
(i) unrelated organizations	3a(i)	
(ii) related organizations	3a(ii)	
b If 'Yes' on line 3a(ii), are the related organizations listed as required on Schedule R?	3b	

(i) unrelated organizations
(ii) related organizations

b If 'Yes' on line 3a(ii), are the related organizations listed as required on Schedule R?

4 Describe in Part XIII the intended uses of the organization's endowment funds.

Part VI Land, Buildings, and Equipment.

Complete if the organization answered 'Yes' on Form 990, Part IV, line 11a. See Form 990, Part X, line 10.

Description of property	(a) Cost or other basis (investment)	(b) Cost or other basis (other)	(c) Accumulated depreciation	(d) Book value
1a Land				
b Buildings		18,679,488.	2,347,999.	16,331,489.
c Leasehold improvements				
d Equipment		2,550.	2,210.	340.
e Other		844,699.	563,377.	281,322.
Total. Add lines 1a through 1e. (Column (d) must equal Form 990, Part X, column (B), line 10c.)	G			16,613,151.

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Schedule D (Form 990) 2018

Part VII Investments - Other Securities. N/A
Complete if the organization answered 'Yes' on Form 990, Part IV, line 11b. See Form 990, Part X, line 12.

(a) Description of security or category (including name of security)	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1) Financial derivatives		
(2) Closely-held equity interests		
(3) Other		
(A)		
(B)		
(C)		
(D)		
(E)		
(F)		
(G)		
(H)		
(I)		
Total. (Column (b) must equal Form 990, Part X, column (B) line 12.)		G

Part VIII Investments - Program Related. N/A
Complete if the organization answered 'Yes' on Form 990, Part IV, line 11c. See Form 990, Part X, line 13.

(a) Description of investment	(b) Book value	(c) Method of valuation: Cost or end-of-year market value
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
(10)		
Total. (Column (b) must equal Form 990, Part X, column (B) line 13.)		G

Part IX Other Assets. N/A
Complete if the organization answered 'Yes' on Form 990, Part IV, line 11d. See Form 990, Part X, line 15.

(a) Description	(b) Book value	
(1)		
(2)		
(3)		
(4)		
(5)		
(6)		
(7)		
(8)		
(9)		
(10)		
Total. (Column (b) must equal Form 990, Part X, column (B) line 15.)		G

Part X Other Liabilities.
Complete if the organization answered 'Yes' on Form 990, Part IV, line 11e or 11f. See Form 990, Part X, line 25 .

(a) Description of liability	(b) Book value	
(1) Federal income taxes		
(2) LEASE DEPOSITS	119,212.	
(3) NOTE PAYABLE KUCR	4,721,080.	
(4) NOTE PAYABLE KUEA	5,246,444.	
(5)		
(6)		
(7)		
(8)		
(9)		
(10)		
(11)		
Total. (Column (b) must equal Form 990, Part X, column (B) line 25.)		G 10,086,736.

2. Liability for uncertain tax positions. In Part XIII, provide the text of the footnote to the organization's financial statements that reports the organization's liability for uncertain tax positions under FIN 48 (ASC 740). Check here if the text of the footnote has been provided in Part XIII ☐

Part XI Reconciliation of Revenue per Audited Financial Statements With Revenue per Return.

N/A

Complete if the organization answered 'Yes' on Form 990, Part IV, line 12a.

1	Total revenue, gains, and other support per audited financial statements		1	
2	Amounts included on line 1 but not on Form 990, Part VIII, line 12:			
a	Net unrealized gains (losses) on investments	2 a		
b	Donated services and use of facilities	2 b		
c	Recoveries of prior year grants	2 c		
d	Other (Describe in Part XIII.)	2 d		
e	Add lines 2 a through 2 d		2 e	
3	Subtract line 2 e from line 1		3	
4	Amounts included on Form 990, Part VIII, line 12, but not on line 1:			
a	Investment expenses not included on Form 990, Part VIII, line 7b	4 a		
b	Other (Describe in Part XIII.)	4 b		
c	Add lines 4 a and 4 b		4 c	
5	Total revenue. Add lines 3 and 4 c . (This must equal Form 990, Part I, line 12.)		5	

Part XII Reconciliation of Expenses per Audited Financial Statements With Expenses per Return.

N/A

Complete if the organization answered 'Yes' on Form 990, Part IV, line 12a.

1	Total expenses and losses per audited financial statements		1	
2	Amounts included on line 1 but not on Form 990, Part IX, line 25:			
a	Donated services and use of facilities	2 a		
b	Prior year adjustments	2 b		
c	Other losses	2 c		
d	Other (Describe in Part XIII.)	2 d		
e	Add lines 2 a through 2 d		2 e	
3	Subtract line 2 e from line 1		3	
4	Amounts included on Form 990, Part IX, line 25, but not on line 1:			
a	Investment expenses not included on Form 990, Part VIII, line 7b	4 a		
b	Other (Describe in Part XIII.)	4 b		
c	Add lines 4 a and 4 b		4 c	
5	Total expenses. Add lines 3 and 4 c . (This must equal Form 990, Part I, line 18.)		5	

Part XIII Supplemental Information.

Provide the descriptions required for Part II, lines 3, 5, and 9; Part III, lines 1a and 4; Part IV, lines 1b and 2b; Part V, line 4; Part X, line 2; Part XI, lines 2d and 4b; and Part XII, lines 2d and 4b. Also complete this part to provide any additional information.

PRELIMINARY DRAFT [2]
FOR DISCUSSION PURPOSES ONLY
Compensation Information

**SCHEDULE J
(Form 990)**

Department of the Treasury
Internal Revenue Service

Name of the organization

For certain Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees

G Complete if the organization answered 'Yes' on Form 990, Part IV, line 23.

G Attach to Form 990.

G Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2018

**Open to Public
Inspection**

**BIOSCIENCE & TECHNOLOGY BUSINESS
CENTER, INC.**

Employer identification number

20-5349674

Part I Questions Regarding Compensation

1 a Check the appropriate box(es) if the organization provided any of the following to or for a person listed on Form 990, Part VII, Section A, line 1a. Complete Part III to provide any relevant information regarding these items.

- | | |
|--|--|
| ☐ First-class or charter travel | ☐ Housing allowance or residence for personal use |
| ☐ Travel for companions | ☐ Payments for business use of personal residence |
| ☐ Tax indemnification and gross-up payments | ☐ Health or social club dues or initiation fees |
| ☐ Discretionary spending account | ☐ Personal services (such as maid, chauffeur, chef) |

b If any of the boxes on line 1a are checked, did the organization follow a written policy regarding payment or reimbursement or provision of all of the expenses described above? If 'No,' complete Part III to explain

2 Did the organization require substantiation prior to reimbursing or allowing expenses incurred by all directors, trustees, and officers, including the CEO/Executive Director, regarding the items checked on line 1a?

3 Indicate which, if any, of the following the filing organization used to establish the compensation of the organization's CEO/Executive Director. Check all that apply. Do not check any boxes for methods used by a related organization to establish compensation of the CEO/Executive Director, but explain in Part III.

- | | |
|--|---|
| ☒ Compensation committee | ☐ Written employment contract |
| ☐ Independent compensation consultant | ☐ Compensation survey or study |
| ☐ Form 990 of other organizations | ☒ Approval by the board or compensation committee |

4 During the year, did any person listed on Form 990, Part VII, Section A, line 1a, with respect to the filing organization or a related organization:

- | | | |
|--|------------|---|
| a Receive a severance payment or change-of-control payment? | 4 a | X |
| b Participate in, or receive payment from, a supplemental nonqualified retirement plan? | 4 b | X |
| c Participate in, or receive payment from, an equity-based compensation arrangement? | 4 c | X |
- If 'Yes' to any of lines 4a-c, list the persons and provide the applicable amounts for each item in Part III.

Only section 501(c)(3), 501(c)(4), and 501(c)(29) organizations must complete lines 5-9.

5 For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the revenues of:

- | | | |
|--|------------|--|
| a The organization? | 5 a | |
| b Any related organization? | 5 b | |
- If 'Yes' on line 5a or 5b, describe in Part III.

6 For persons listed on Form 990, Part VII, Section A, line 1a, did the organization pay or accrue any compensation contingent on the net earnings of:

- | | | |
|--|------------|--|
| a The organization? | 6 a | |
| b Any related organization? | 6 b | |
- If 'Yes' on line 6a or 6b, describe in Part III.

7 For persons listed on Form 990, Part VII, Section A, line 1a, did the organization provide any nonfixed payments not described on lines 5 and 6? If 'Yes,' describe in Part III

8 Were any amounts reported on Form 990, Part VII, paid or accrued pursuant to a contract that was subject to the initial contract exception described in Regulations section 53.4958-4(a)(3)?
If 'Yes,' describe in Part III

9 If 'Yes' on line 8, did the organization also follow the rebuttable presumption procedure described in Regulations section 53.4958-6(c)?

Yes No

1 b

2

4 a

4 b

4 c

5 a

5 b

6 a

6 b

7

8

9

BAA For Paperwork Reduction Act Notice, see the Instructions for Form 990.

Schedule J (Form 990) 2018

Part II Officers, Directors, Trustees, Key Employees, and Highest Compensated Employees. Use duplicate copies if additional space is needed.

For each individual whose compensation must be reported on Schedule J, report compensation from the organization on row (i) and from related organizations, described in the instructions, on row (ii). Do not list any individuals that aren't listed on Form 990, Part VII.

Note: The sum of columns (B)(i)-(iii) for each listed individual must equal the total amount of Form 990, Part VII, Section A, line 1a, applicable column (D) and (E) amounts for that individual.

(A) Name and Title		(B) Breakdown of W-2 and/or 1099-MISC compensation			(C) Retirement and other deferred compensation	(D) Nontaxable benefits	(E) Total of columns(B)(i)-(D)	(F) Compensation in column (B) reported as deferred on prior Form 990
		(i) Base compensation	(ii) Bonus & incentive compensation	(iii) Other reportable compensation				
1	E. LAVERNE EPP CHAIRMAN	(i) 172,502.	(ii) 0.	(iii) 0.	10,500.	11,934.	194,936.	0.
		(ii) 0.	0.	0.	0.	0.	0.	0.
2	G R UNDERWOOD PRESIDENT & COO	(i) 178,690.	(ii) 0.	(iii) 0.	10,680.	759.	190,129.	0.
		(ii) 0.	0.	0.	0.	0.	0.	0.
3	ADAM COURTNEY VP FINANCE	(i) 142,490.	(ii) 0.	(iii) 0.	8,580.	5,150.	156,220.	0.
		(ii) 0.	0.	0.	0.	0.	0.	0.
4		(i)						
		(ii)						
5		(i)						
		(ii)						
6		(i)						
		(ii)						
7		(i)						
		(ii)						
8		(i)						
		(ii)						
9		(i)						
		(ii)						
10		(i)						
		(ii)						
11		(i)						
		(ii)						
12		(i)						
		(ii)						
13		(i)						
		(ii)						
14		(i)						
		(ii)						
15		(i)						
		(ii)						
16		(i)						
		(ii)						

Part III **Supplemental Information**

Provide the information, explanation, or descriptions required for Part I, lines 1a, 1b, 3, 4a, 4b, 4c, 5a, 5b, 6a, 6b, 7, and 8, and for Part II. Also complete this part for any additional information.

DRAFT

SCHEDULE O
(Form 990 or 990-EZ)

Supplemental Information to Form 990 or 990-EZ

OMB No. 1545-0047

2018

**Open to Public
Inspection**

Department of the Treasury
Internal Revenue Service

Complete to provide information for responses to specific questions on
Form 990 or 990-EZ or to provide any additional information.
G Attach to Form 990 or 990-EZ.

G Go to www.irs.gov/Form990 for the latest information.

Name of the organization

BIOSCIENCE & TECHNOLOGY BUSINESS
CENTER, INC.

Employer identification number

20-5349674

FORM 990, PART III, LINE 4A - PROGRAM SERVICE ACCOMPLISHMENTS

IN 2018, THE BIOSCIENCE AND TECHNOLOGY BUSINESS CENTER (BTBC) WAS ABLE TO ACCOMPLISH ITS STATED GOALS IN MULTIPLE AREAS. THE BTBC CONTINUED ITS MISSION TO RECRUIT, GROW, AND RETAIN ADDITIONAL HIGH-POTENTIAL COMPANIES TO FILL THE PHASE II BUILDING ADDITION THAT WAS COMPLETED IN 2014 AND ENDED THE YEAR AT 97% OCCUPANCY AT THE MAIN FACILITY ON WEST CAMPUS. IN ADDITION, THE ORGANIZATION WAS ABLE TO BEGIN ITS NEXT PHASE OF GROWTH, WHICH IS A NEW BUILDING ON KU'S WEST CAMPUS. THE PHASE III DEVELOPMENT WILL BE A 75,000 SQUARE FOOT BUILDING THAT INCLUDES A DAY CARE COMPONENT. IT WILL GENERATE SPACE FOR AN ADDITIONAL 12-18 COMPANIES WITH 200-250 JOBS.

THE ORGANIZATION STRIVES TO SERVE AS THE LEAD BUSINESS AND ECONOMIC DEVELOPMENT CONTACT FOR LIFE SCIENCES AND TECHNOLOGY COMPANIES INTERESTED IN DOING BUSINESS IN THE LOCAL AREA. THE BTBC SEEKS TO SERVE THE NEEDS OF LIFE SCIENCES AND TECHNOLOGY COMPANIES BY PROVIDING 1) BIOSCIENCE AND TECHNOLOGY BUSINESS CENTER ON THE UNIVERSITY OF KANSAS CAMPUS, 2) BUSINESS DEVELOPMENT SERVICES, 3) COLLABORATIVE RESEARCH PROJECTS WITH THE UNIVERSITY OF KANSAS, 4) RECRUITMENT AND RELOCATION ASSISTANCE, 5) ACCESS TO CAPITAL, AND 6) ACCESS TO THE VAST BTBC NETWORK OF RESOURCES.

FORM 990, PART VI, LINE 3 - DESCRIPTION OF DELEGATED DUTIES TO MANAGEMENT COMPANY

CONTRACTS WITH KAW, INC AND LRTC TO PROVIDE MANAGEMENT, PROPERTY MANAGEMENT AND CLIENT SERVICES.

FORM 990, PART VI, LINE 7A - HOW MEMBERS OR SHAREHOLDERS ELECT GOVERNING BODY

CLASS A DIRECTORS ELECT CLASS B DIRECTORS

FORM 990, PART VI, LINE 11B - FORM 990 REVIEW PROCESS

THE RETURN WILL BE REVIEWED AT THE NEXT QUARTERLY BOARD MEETING. IF THE FILING DATE FALLS BEFORE THE QUARTERLY BOARD MEETING, COPIES ARE PROVIDED TO ALL BOARD MEMBERS TO REVIEW, AND DISCUSSION IS CONDUCTED VIA CONFERENCE CALLS OR E-MAILS.

Name of the organization	BIOSCIENCE & TECHNOLOGY BUSINESS CENTER, INC.	Employer identification number	20-5349674
--------------------------	--	--------------------------------	------------

FORM 990, PART VI, LINE 15A - COMPENSATION REVIEW & APPROVAL PROCESS - CEO & TOP MANAGEMENT

THE BOARD REVIEWS AND APPROVES OFFICER'S COMPENSATION.

FORM 990, PART VI, LINE 19 - OTHER ORGANIZATION DOCUMENTS PUBLICLY AVAILABLE

ALL RELEVANT DOCUMENTS ARE MADE AVAILABLE TO THE PUBLIC UPON REQUEST IN EITHER PAPER
OR DIGITAL (.PDF) FORMAT.

DRAFT

SCHEDULE R
(Form 990)

Department of the Treasury
Internal Revenue Service

Name of the organization

Related Organizations and Unrelated Partnerships

G Complete if the organization answered 'Yes' on Form 990, Part IV, line 33, 34, 35b, 36, or 37.

G Attach to Form 990.

G Go to www.irs.gov/Form990 for instructions and the latest information.

OMB No. 1545-0047

2018

**Open to Public
Inspection**

BIOSCIENCE & TECHNOLOGY BUSINESS
CENTER, INC.

Employer identification number

20-5349674

Part I Identification of Disregarded Entities. Complete if the organization answered 'Yes' on Form 990, Part IV, line 33.

(a) Name, address, and EIN (if applicable) of disregarded entity	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Total income	(e) End-of-year assets	(f) Direct controlling entity
(1) _____ _____ _____					
(2) _____ _____ _____					
(3) _____ _____ _____					

Part II Identification of Related Tax-Exempt Organizations. Complete if the organization answered 'Yes' on Form 990, Part IV, line 34, because it had one or more related tax-exempt organizations during the tax year.

(a) Name, address, and EIN of related organization	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Exempt Code section	(e) Public charity status (if section 501(c)(3))	(f) Direct controlling entity	(g) Sec 512(b)(13) controlled entity?	
						Yes	No
(1) LAWRENCE REGIONAL TECHNOLOGY CENTE 2029 BECKER DRIVE LAWRENCE, KS 66047 48-1150844	SERVICES	KS	501(C)(3)	PF	N/A		X
(2) _____ _____ _____							
(3) _____ _____ _____							
(4) _____ _____ _____							

Part III Identification of Related Organizations Taxable as a Partnership. Complete if the organization answered 'Yes' on Form 990, Part IV, line 34, because it had one or more related organizations treated as a partnership during the tax year.

(a) Name, address, and EIN of related organization	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Direct controlling entity	(e) Predominant income (related, unrelated, excluded from tax under sections 512-514)	(f) Share of total income	(g) Share of end-of-year assets	(h) Dispropor- tionate allocations?		(i) Code V-UBI amount in box 20 of Schedule K-1 (Form 1065)	(j) General or managing partner?		(k) Percentage ownership
							Yes	No		Yes	No	
(1) ----- ----- -----												
(2) ----- ----- -----												
(3) ----- ----- -----												

Part IV Identification of Related Organizations Taxable as a Corporation or Trust. Complete if the organization answered 'Yes' on Form 990, Part IV, line 34, because it had one or more related organizations treated as a corporation or trust during the tax year.

(a) Name, address, and EIN of related organization	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Direct controlling entity	(e) Type of entity (C corp, S corp, or trust)	(f) Share of total income	(g) Share of end-of- year assets	(h) Percentage ownership	(i) Sec 512(b)(13) controlled entity?	
								Yes	No
(1) KAW, INC. 2029 BECKER DRIVE LAWRENCE, KS 66047 48-1153078	MANAGEMENT	KS	N/A	C CORP	-29,566.	229,655.	100.00	X	
(2) ----- ----- -----									
(3) ----- ----- -----									

Part V Transactions With Related Organizations. Complete if the organization answered 'Yes' on Form 990, Part IV, line 34, 35b, or 36.

Note: Complete line 1 if any entity is listed in Parts II, III, or IV of this schedule.

1 During the tax year, did the organization engage in any of the following transactions with one or more related organizations listed in Parts II-IV?

	Yes	No
a Receipt of (i) interest, (ii) annuities, (iii) royalties, or (iv) rent from a controlled entity		X
b Gift, grant, or capital contribution to related organization(s)		X
c Gift, grant, or capital contribution from related organization(s)		X
d Loans or loan guarantees to or for related organization(s)	X	
e Loans or loan guarantees by related organization(s)		X
f Dividends from related organization(s)		X
g Sale of assets to related organization(s)		X
h Purchase of assets from related organization(s)		X
i Exchange of assets with related organization(s)		X
j Lease of facilities, equipment, or other assets to related organization(s)		X
k Lease of facilities, equipment, or other assets from related organization(s)		X
l Performance of services or membership or fundraising solicitations for related organization(s)	X	
m Performance of services or membership or fundraising solicitations by related organization(s)		X
n Sharing of facilities, equipment, mailing lists, or other assets with related organization(s)		X
o Sharing of paid employees with related organization(s)	X	
p Reimbursement paid to related organization(s) for expenses		X
q Reimbursement paid by related organization(s) for expenses	X	
r Other transfer of cash or property to related organization(s)		X
s Other transfer of cash or property from related organization(s)		X

2 If the answer to any of the above is 'Yes,' see the instructions for information on who must complete this line, including covered relationships and transaction thresholds.

(a) Name of related organization	(b) Transaction type (a-s)	(c) Amount involved	(d) Method of determining amount involved
(1) LAWRENCE REGIONAL TECHNOLOGY CENTER, INC	Q	3,696.	COST
(2) KAW, INC.	D	154,853.	FMV
(3) KAW, INC.	O	6,000.	FMV
(4)			
(5)			
(6)			

Part VI **Unrelated Organizations Taxable as a Partnership.** Complete if the organization answered 'Yes' on Form 990, Part IV, line 37.

Provide the following information for each entity taxed as a partnership through which the organization conducted more than five percent of its activities (measured by total assets or gross revenue) that was not a related organization. See instructions regarding exclusion for certain investment partnerships.

(a) Name, address, and EIN of entity	(b) Primary activity	(c) Legal domicile (state or foreign country)	(d) Predominant income (related, unre- lated, excluded from tax under sections 512-514)	(e) Are all partners section 501(c)(3) organizations?		(f) Share of total income	(g) Share of end-of-year assets	(h) Dispropor- tionate allocations?		(i) Code V-UBI amount in box 20 of Schedule K-1 (Form 1065)	(j) General or managing partner?		(k) Percentage ownership
				Yes	No			Yes	No		Yes	No	
(1) _____ _____ _____													
(2) _____ _____ _____													
(3) _____ _____ _____													
(4) _____ _____ _____													
(5) _____ _____ _____													
(6) _____ _____ _____													
(7) _____ _____ _____													
(8) _____ _____ _____													

Part VII **Supplemental Information.**

Provide additional information for responses to questions on Schedule R. See instructions.

DRAFT

Form **990-T**

Exempt Organization Business Income Tax Return
(and proxy tax under section 6033(e))

OMB No. 1545-0687

2018

For calendar year 2018 or other tax year beginning _____, 2018, and ending _____,

Go to www.irs.gov/Form990T for instructions and the latest information.

Do not enter SSN numbers on this form as it may be made public if your organization is a 501(c)(3).

Open to Public Inspection for 501(c)(3) Organizations Only

Department of the Treasury
Internal Revenue Service

A ☐ Check box if address changed B Exempt under section ☒ 501(c)(6) ☐ 220(e) ☐ 408(e) ☐ 530(a) ☐ 408A ☐ 529(a)	Print or Type	☐ Check box if name changed and see instructions.) BIOSCIENCE & TECHNOLOGY BUSINESS CENTER, INC. 2029 BECKER DRIVE LAWRENCE, KS 66047	D Employer identification number (Employees' trust, see instructions.) 20-5349674 E Unrelated business activity code (See instructions.)
--	----------------------	--	---

C Book value of all assets at end of year 18,599,012.	F Group exemption number (See instructions.) G G Check organization type G ☒ 501(c) corporation ☐ 501(c) trust ☐ 401(a) trust ☐ Other trust
--	---

H Enter the number of the organization's unrelated trades or businesses. **G 1** Describe the only (or first) unrelated trade or business here **G** _____ . If only one, complete Parts I-V. If more than one, describe the first in the blank space at the end of the previous sentence, complete Parts I and II, complete a Schedule M for each additional trade or business, then complete Parts III-V.

I During the tax year, was the corporation a subsidiary in an affiliated group or a parent-subsidiary controlled group? **G** ☐ Yes ☒ No
If 'Yes,' enter the name and identifying number of the parent corporation **G** _____

J The books are in care of **G ADAM COURTNEY** Telephone number **G (785) 832-2110**

Part I Unrelated Trade or Business Income			(A) Income	(B) Expenses	(C) Net
1 a Gross receipts or sales.					
b Less returns and allowances.		c Balance G	1c		
2 Cost of goods sold (Schedule A, line 7)			2		
3 Gross profit. Subtract line 2 from line 1c.			3		
4 a Capital gain net income (attach Schedule D)			4a		
b Net gain (loss) (Form 4797, Part II, line 17) (attach Form 4797)			4b		
c Capital loss deduction for trusts			4c		
5 Income (loss) from a partnership or an S corporation (attach statement)			5		
6 Rent income (Schedule C)			6		
7 Unrelated debt-financed income (Schedule E)			7		
8 Interest, annuities, royalties, and rents from a controlled organization (Schedule F)			8		
9 Investment income of a section 501(c)(7), (9), or (17) organization (Schedule G)			9		
10 Exploited exempt activity income (Schedule I)			10		
11 Advertising income (Schedule J)			11		
12 Other income (See instructions; attach schedule)			12		
13 Total. Combine lines 3 through 12			13	0.	0.

Part II Deductions Not Taken Elsewhere (See instructions for limitations on deductions.) (Except for contributions, deductions must be directly connected with the unrelated business income.)		
14 Compensation of officers, directors, and trustees (Schedule K)		14
15 Salaries and wages		15
16 Repairs and maintenance		16
17 Bad debts		17
18 Interest (attach schedule) (see instructions)		18
19 Taxes and licenses		19
20 Charitable contributions (See instructions for limitation rules)		20
21 Depreciation (attach Form 4562)	21	
22 Less depreciation claimed on Schedule A and elsewhere on return	22a	22b
23 Depletion		23
24 Contributions to deferred compensation plans		24
25 Employee benefit programs		25
26 Excess exempt expenses (Schedule I)		26
27 Excess readership costs (Schedule J)		27
28 Other deductions (attach schedule)		28
29 Total deductions. Add lines 14 through 28		29
30 Unrelated business taxable income before net operating loss deduction. Subtract line 29 from line 13		30
31 Deduction for net operating loss arising in tax years beginning on or after January 1, 2018 (see instructions)		31
32 Unrelated business taxable income. Subtract line 31 from line 30		32
		0.

Part III Total Unrelated Business Taxable Income

33	Total of unrelated business taxable income computed from all unrelated trades or businesses (see instructions).	33	0.
34	Amounts paid for disallowed fringes	34	
35	Deduction for net operating loss arising in tax years beginning before January 1, 2018 (see instructions).	35	
36	Total of unrelated business taxable income before specific deduction. Subtract line 35 from the sum of lines 33 and 34.	36	0.
37	Specific deduction (Generally \$1,000, but see line 37 instructions for exceptions)	37	
38	Unrelated business taxable income. Subtract line 37 from line 36. If line 37 is greater than line 36, enter the smaller of zero or line 36	38	0.

Part IV Tax Computation

39	Organizations Taxable as Corporations. Multiply line 38 by 21% (0.21)	G 39	0.
40	Trusts Taxable at Trust Rates. See instructions for tax computation. Income tax on the amount on line 38 from: ☐ Tax rate schedule or ☐ Schedule D (Form 1041)	G 40	
41	Proxy tax. See instructions.	G 41	
42	Alternative minimum tax (trusts only)	42	
43	Tax on Noncompliant Facility Income. See instructions	43	
44	Total. Add lines 41, 42, and 43 to line 39 or 40, whichever applies	44	0.

Part V Tax and Payments

45 a	Foreign tax credit (corporations attach Form 1118; trusts attach Form 1116)	45 a		
b	Other credits (see instructions)	45 b		
c	General business credit. Attach Form 3800 (see instructions)	45 c		
d	Credit for prior year minimum tax (attach Form 8801 or 8827)	45 d		
e	Total credits. Add lines 45a through 45d	45 e	0.	
46	Subtract line 45e from line 44	46	0.	
47	Other taxes. Check if from: ☐ Form 4255 ☐ Form 8611 ☐ Form 8697 ☐ Form 8866 ☐ Other (attach schedule)	47		
48	Total tax. Add lines 46 and 47 (see instructions)	48	0.	
49	2018 net 965 tax liability paid from Form 965-A or Form 965-B, Part II, column (k), line 2	49		
50 a	Payments: A 2017 overpayment credited to 2018	50 a		
b	2018 estimated tax payments	50 b		
c	Tax deposited with Form 8868	50 c		
d	Foreign organizations: Tax paid or withheld at source (see instructions)	50 d		
e	Backup withholding (see instructions)	50 e		
f	Credit for small employer health insurance premiums (attach Form 8941)	50 f		
g	Other credits, adjustments, and payments: ☐ Form 2439 ☐ Form 4136 ☐ Other Total... G	50 g		
51	Total payments. Add lines 50a through 50g	51	0.	
52	Estimated tax penalty (see instructions). Check if Form 2220 is attached	G 52		
53	Tax due. If line 51 is less than the total of lines 48, 49, and 52, enter amount owed	G 53		
54	Overpayment. If line 51 is larger than the total of lines 48, 49, and 52, enter amount overpaid	G 54		
55	Enter the amount of line 54 you want: Credited to 2019 estimated tax G Refunded G	55		

Part VI Statements Regarding Certain Activities and Other Information (see instructions)

56	At any time during the 2018 calendar year, did the organization have an interest in or a signature or other authority over a financial account (bank, securities, or other) in a foreign country? If 'Yes,' the organization may have to file FinCEN Form 114, Report of Foreign Bank and Financial Accounts. If 'Yes,' enter the name of the foreign country here G _____	Yes	No
57	During the tax year, did the organization receive a distribution from, or was it the grantor of, or transferor to, a foreign trust? If 'Yes,' see instructions for other forms the organization may have to file.		X
58	Enter the amount of tax-exempt interest received or accrued during the tax year G \$ 0.		

Sign Here	Under penalties of perjury, I declare that I have examined this return, including accompanying schedules and statements, and to the best of my knowledge and belief, it is true, correct, and complete. Declaration of preparer (other than taxpayer) is based on all information of which preparer has any knowledge.		
	A _____ Signature of officer	_____ Date	A VP FINANCE Title
Paid Preparer Use Only	Print/Type preparer's name	Preparer's signature	Date
	KENNETH R. HITE, CPA		
	Firm's name G	Firm's EIN G	PTIN
	MIZE HOUSER & COMPANY P.A.	48-0882363	P00237300
	Firm's address G	Phone no.	
	211 EAST EIGHTH STREET SUITE A LAWRENCE, KS 66044-2682	(785) 842-8844	

Schedule A ' Cost of Goods Sold. Enter method of inventory valuation **G**

1 Inventory at beginning of year.....	1		6 Inventory at end of year.....	6	
2 Purchases.....	2		7 Cost of goods sold. Subtract line 6 from line 5. Enter here and in Part I, line 2.....	7	
3 Cost of labor.....	3				
4a Additional section 263A costs (attach schedule)	4a				
b Other costs (attach sch).....	4b		8 Do the rules of section 263A (with respect to property produced or acquired for resale) apply to the organization?.....	Yes	No
5 Total. Add lines 1 through 4b.....	5				

Schedule C ' Rent Income (From Real Property and Personal Property Leased With Real Property) (see instructions)

1 Description of property		
(1)		
(2)		
(3)		
(4)		
2 Rent received or accrued		
(a) From personal property (if the percentage of rent for personal property is more than 10% but not more than 50%)	(b) From real and personal property (if the percentage of rent for personal property exceeds 50% or if the rent is based on profit or income)	3(a) Deductions directly connected with the income in columns 2(a) and 2(b) (attach schedule)
(1)		
(2)		
(3)		
(4)		
Total	Total	
(c) Total income. Add totals of columns 2(a) and 2(b). Enter here and on page 1, Part I, line 6, column (A)..... G		(b) Total deductions. Enter here and on page 1, Part I, line 6, column (B)..... G

Schedule E ' Unrelated Debt-Financed Income (see instructions)

1 Description of debt-financed property		2 Gross income from or allocable to debt-financed property	3 Deductions directly connected with or allocable to debt-financed property	
			(a) Straight line depreciation (attach sch)	(b) Other deductions (attach schedule)
(1)				
(2)				
(3)				
(4)				
4 Amount of average acquisition debt on or allocable to debt-financed property (attach schedule)	5 Average adjusted basis of or allocable to debt-financed property (attach schedule)	6 Column 4 divided by column 5	7 Gross income reportable (column 2 x column 6)	8 Allocable deductions (column 6 x total of columns 3(a) and 3(b))
(1)		%		
(2)		%		
(3)		%		
(4)		%		
Totals G			Enter here and on page 1, Part I, line 7, column (A).	Enter here and on page 1, Part I, line 7, column (B).
Total dividends-received deductions included in column 8..... G				

Schedule F ' Interest, Annuities, Royalties, and Rents From Controlled Organizations (see instructions)

		Exempt Controlled Organizations			
1 Name of controlled organization	2 Employer identification number	3 Net unrelated income (loss) (see instructions)	4 Total of specified payments made	5 Part of column 4 that is included in the controlling organization's gross income	6 Deductions directly connected with income in column 5
(1)					
(2)					
(3)					
(4)					

Nonexempt Controlled Organizations

7 Taxable Income	8 Net unrelated income (loss) (see instructions)	9 Total of specified payments made	10 Part of column 9 that is included in the controlling organization's gross income	11 Deductions directly connected with income in column 10
(1)				
(2)				
(3)				
(4)				
			Add columns 5 and 10. Enter here and on page 1, Part I, line 8, column (A).	Add columns 6 and 11. Enter here and on page 1, Part I, line 8, column (B).

Totals

Schedule G ' Investment Income of a Section 501(c)(7), (9), or (17) Organization (see instructions)

1 Description of income	2 Amount of income	3 Deductions directly connected (attach schedule)	4 Set-asides (attach schedule)	5 Total deductions and set-asides (column 3 plus column 4)
(1)				
(2)				
(3)				
(4)				
		Enter here and on page 1, Part I, line 9, column (A).		Enter here and on page 1, Part I, line 9, column (B).

Totals **G**

Schedule I ' Exploited Exempt Activity Income, Other Than Advertising Income (see instructions)

1 Description of exploited activity	2 Gross unrelated business income from trade or business	3 Expenses directly connected with production of unrelated business income	4 Net income (loss) from unrelated trade or business (column 2 minus column 3). If a gain, compute columns 5 through 7.	5 Gross income from activity that is not unrelated business income	6 Expenses attributable to column 5	7 Excess exempt expenses (column 6 minus column 5, but not more than column 4).
(1)						
(2)						
(3)						
(4)						
		Enter here and on page 1, Part I, line 10, column (A).	Enter here and on page 1, Part I, line 10, column (B).			Enter here and on page 1, Part II, line 26.

Totals **G**

Schedule J ' Advertising Income (see instructions)

Part I Income From Periodicals Reported on a Consolidated Basis

1 Name of periodical	2 Gross advertising income	3 Direct advertising costs	4 Advertising gain or (loss) (col. 2 minus col. 3). If a gain, compute cols. 5 through 7.	5 Circulation income	6 Readership costs	7 Excess readership costs (col. 6 minus col. 5, but not more than col. 4).
(1)						
(2)						
(3)						
(4)						

Totals (carry to Part II, line (5)). **G**

Part II **Income From Periodicals Reported on a Separate Basis** (For each periodical listed in Part II, fill in columns 2 through 7 on a line-by-line basis.)

1 Name of periodical	2 Gross advertising income	3 Direct advertising costs	4 Advertising gain or (loss) (col. 2 minus col. 3). If a gain, compute cols. 5 through 7.	5 Circulation income	6 Readership costs	7 Excess readership costs (col. 6 minus col. 5, but not more than col. 4).
(1)						
(2)						
(3)						
(4)						
Totals from Part I G						
	Enter here and on page 1, Part I, line 11, column (A)	Enter here and on page 1, Part I, line 11, column (B).				
Totals, Part II (lines 1 ' 5) G						Enter here and on page 1, Part II, line 27.

Schedule K Compensation of Officers, Directors, and Trustees (see instructions)

1 Name	2 Title	3 Percent of time devoted to business	4 Compensation attributable to unrelated business
		%	
		%	
		%	
		%	
Total. Enter here and on page 1, Part II, line 14..... G			

2018

GENERAL ELECTIONS
BIOSCIENCE & TECHNOLOGY BUSINESS
CENTER, INC.

PAGE 1

20-5349674

SECTION 1.263(A)-1(F) DE MINIMIS SAFE HARBOR ELECTION

THE ORGANIZATION HEREBY MAKES THE DE MINIMIS SAFE HARBOR ELECTION UNDER REGULATION 1.263(A)-1(F).

BIOSCIENCE & TECHNOLOGY BUSINESS
2029 BECKER DRIVE
LAWRENCE, KS 66047
20-5349674

DRAFT

2018

FEDERAL SUPPORTING DETAIL
BIOSCIENCE & TECHNOLOGY BUSINESS
CENTER, INC.

PAGE 1

20-5349674

STMT. OF FUNCTIONAL EXPENSES (990)
OTHER

BUSINESS RELATIONS & ECONOMIC DEV.....	\$	24,225.
.....		5,676.
TOTAL	\$	<u>29,901.</u>

DRAFT

2018

FEDERAL WORKSHEETS
BIOSCIENCE & TECHNOLOGY BUSINESS
CENTER, INC.

PAGE 1

20-5349674

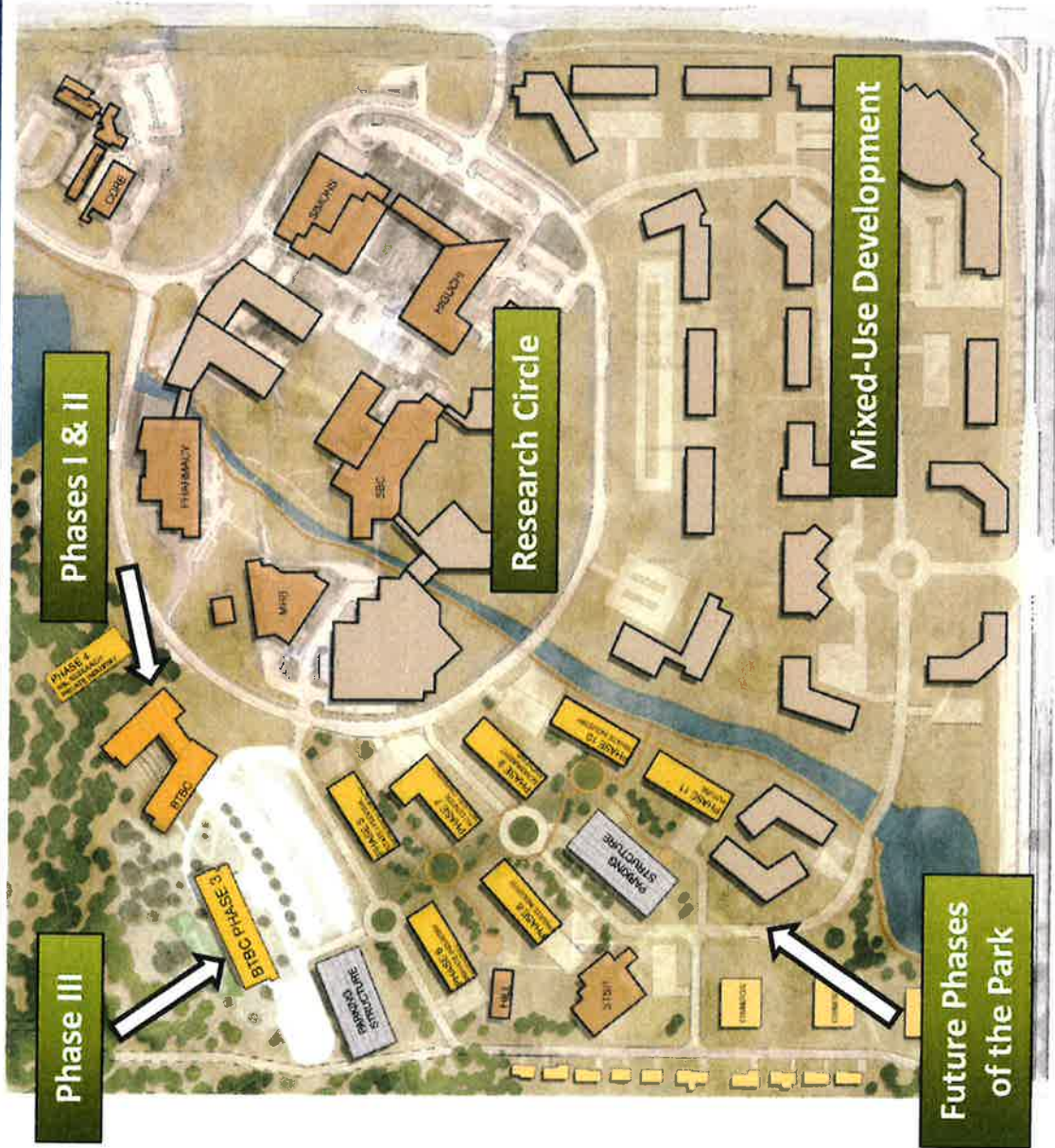
FORM 990, PART IX, LINE 11G
OTHER FEES FOR SERVICES

	(A) TOTAL	(B) PROGRAM SERVICES	(C) MANAGEMENT & GENERAL	(D) FUND- RAISING
CONSULTING	24,225.			
INTERN	5,676.			
TOTAL	\$ 29,901.	\$ 0.	\$ 0.	\$ 0.

FORM 990, PART IX, LINE 24E
OTHER EXPENSES

	(A) TOTAL	(B) PROGRAM SERVICES	(C) MANAGEMENT & GENERAL	(D) FUNDRAISING
ADMINISTRATIVE EXPENSES	30,465.			
ADVERTISING/MARKETING	3,250.			
MEALS AND ENTERTAINMENT	6,000.			
PROFESSIONAL DEVELOPMENT	20.			
TOTAL	\$ 39,735.	\$ 0.	\$ 0.	\$ 0.

Emerging Research & Business Park on KU's West Campus



A rendering of the emerging Innovation Park on KU's West Campus that will bring entrepreneurs, private industry, government, and academia together to generate commerce for the State of Kansas

Legend

BTBC Buildings

- Existing
- New
- Parking Structure
- Housing

KU Buildings

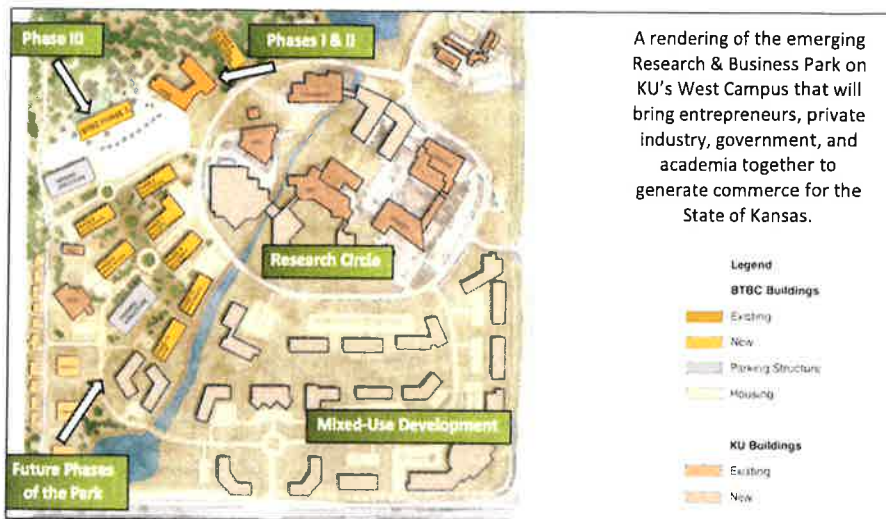
- Existing
- New

RESEARCH & BUSINESS PARK AT KU

Overview

The BTBC's goal is to build and develop a Research and Business Park on KU's West Campus to create a substantial economic engine connecting start-ups and private-industry with academia, entrepreneurs, government, researchers, and students, all densely located in close geographic proximity to KU. The park will support collaboration among these groups, resulting in increased commercialization of high-tech innovations.

This model will generate commerce through new company creation, while incentivizing larger companies to relocate or open satellite operations in Lawrence, creating new, high-paying jobs in the local community.



Research & Business Park Projected 20-Year Metrics

The Research & Business Park direct impacts (projected, 2019 dollars):

- **540K-620K sf** of laboratory, office, and amenity space
 - 10 Office/Lab buildings
 - Average building sizes between 50K-60K sf
- **130-180 Companies** located in the Park
 - Will fluctuate within each building depending on company size
- **2,000-2,500 Direct Jobs**
 - Indirect + Induced: adds roughly 1,700 more jobs
- **\$125M-\$145M in Annual Payroll**
 - Indirect + Induced: adds roughly \$20M more in payroll

Phase III Size and Scope

Economic Impact:

- 12 – 18 companies when fully occupied.
- 200 – 250 Employees
- \$12MM - \$15MM in Annual Payroll

The following chart outlines the building space by type:

<u>Space Type:</u>	<u>~Square Feet:</u>	<u>~% of Building:</u>
Office Space	27,000	38%
Wet Lab Space	14,000	19%
Day Care - As proposed	11,000	15%
Common/Core	<u>20,000</u>	<u>28%</u>
Total Square Footage	72,000	100%

Phase III Size and Scope

Building Occupancy: BTBC's goal is to meet a minimum threshold of 60% occupancy in order to move forward with construction.

<u>Space Type</u>	<u>~Sq. Ft.</u>	<u>~Percentages</u>
Total Gross	72,000	100% (of gross)
Leasable	50,500	~70% (of gross)
Minimum Threshold	30,250	60% (of leasable)
Soft Commitments		
Internal Prospects	20,500	
Daycare	<u>11,000</u>	
-	<u>31,500</u>	104% (of leasable)

BTBC Phase III – Sources and Uses

Potential Project Sources: BTBC continues to pursue a capital plan that is built around New Market Tax Credits (NMTC)

Leveraged Loan	\$22.5MM
New Market Tax Credit Capital	\$7.0MM
Other Project Sources (Incentives, BTBC Funding)	<u>\$1.5MM</u>
Total Sources	\$31.0MM

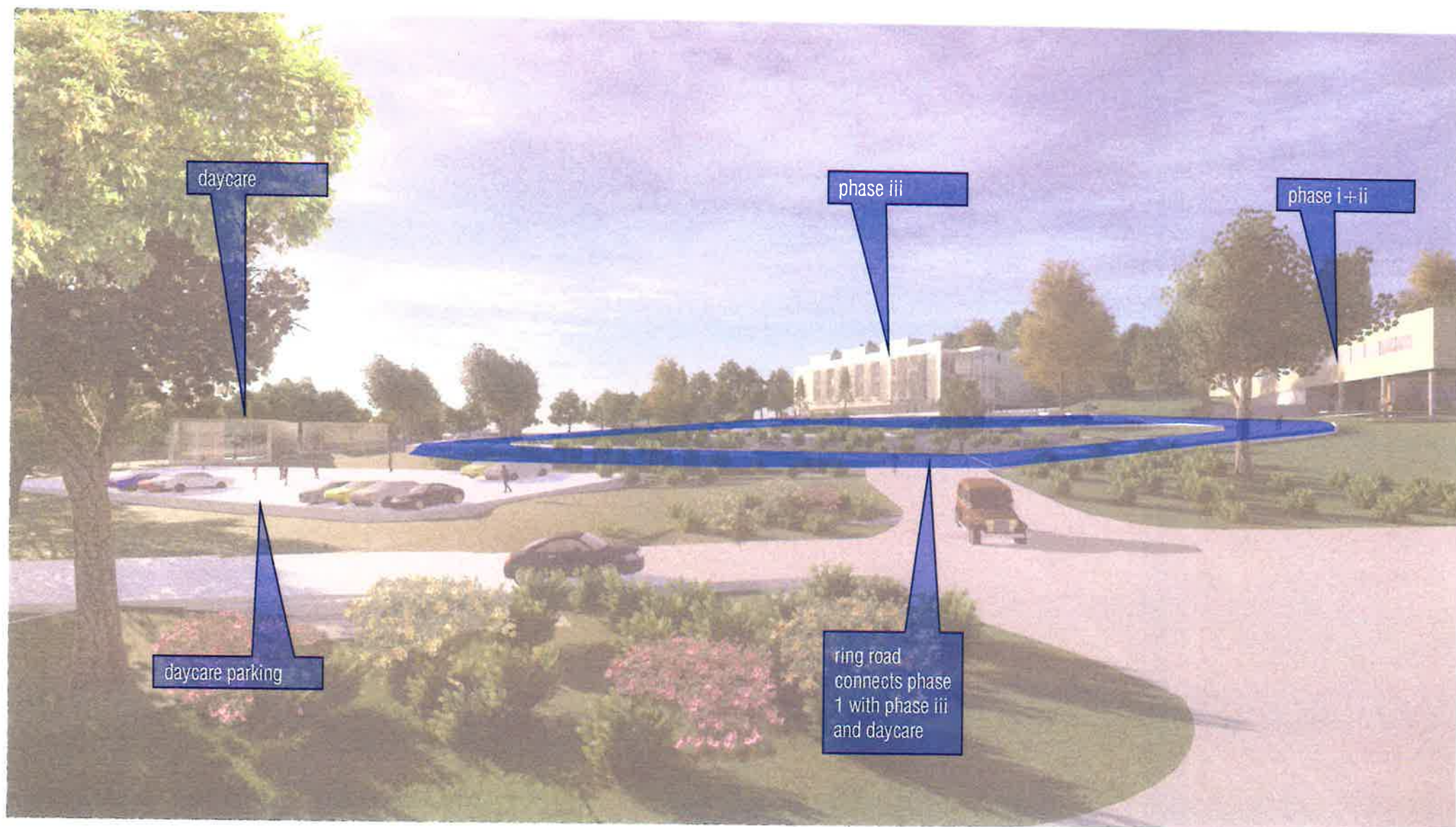
Project Uses:

Phase III Construction	\$26.0MM
Refinance KUEA Phase II Loan	<u>\$5.0MM</u>
Total Uses	\$31.0MM

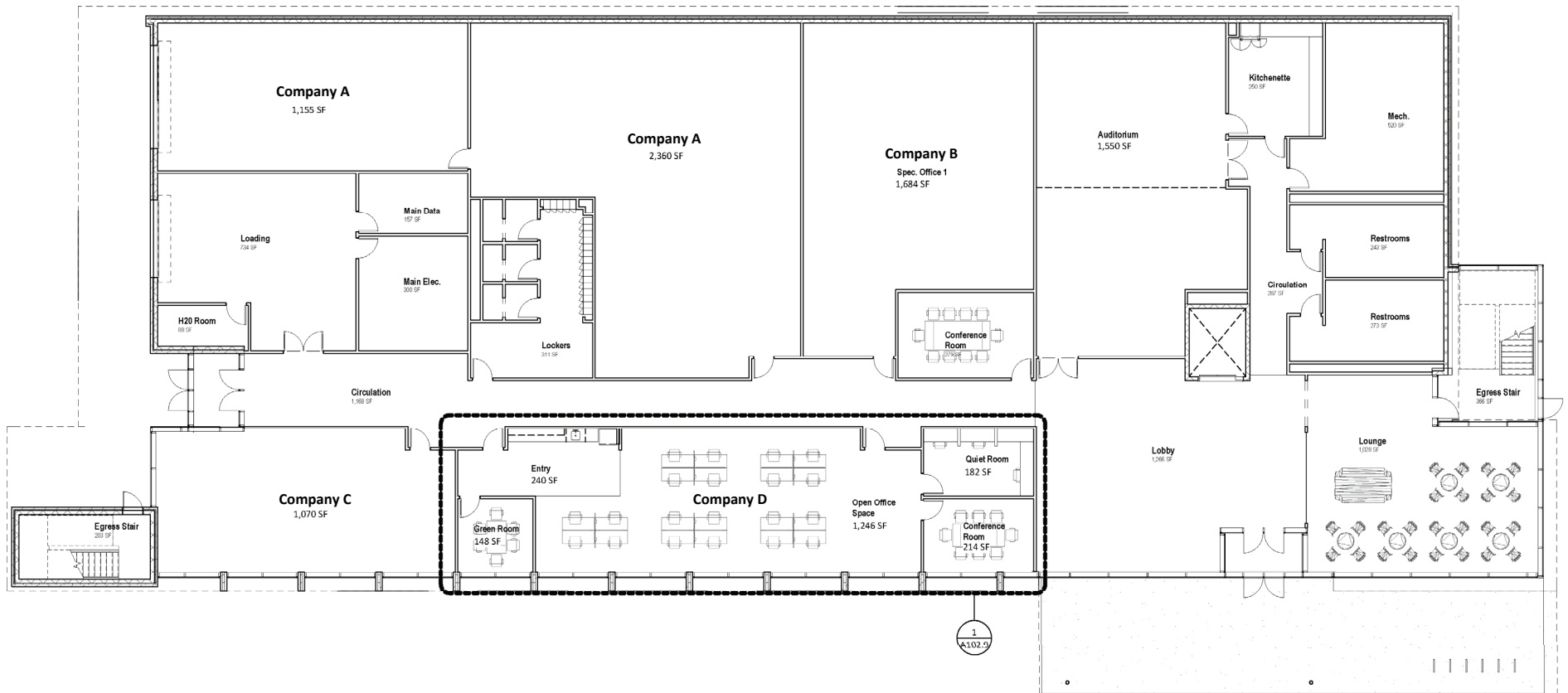




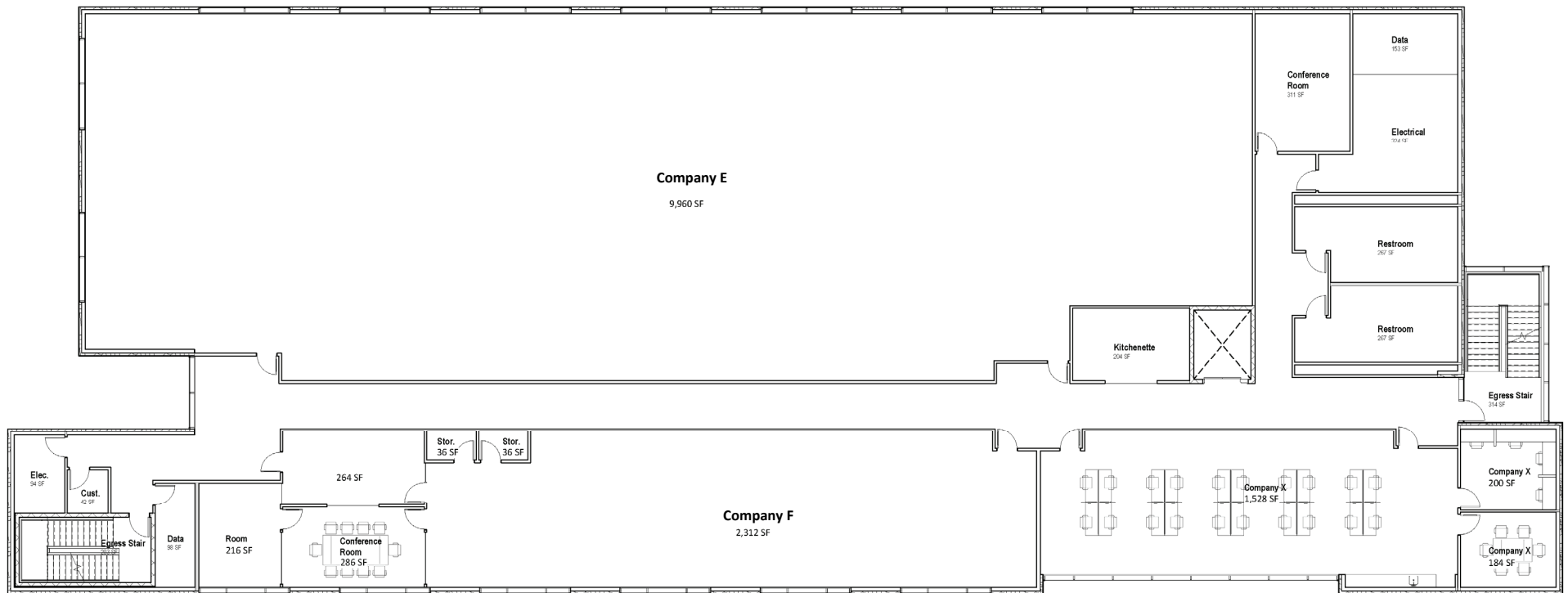




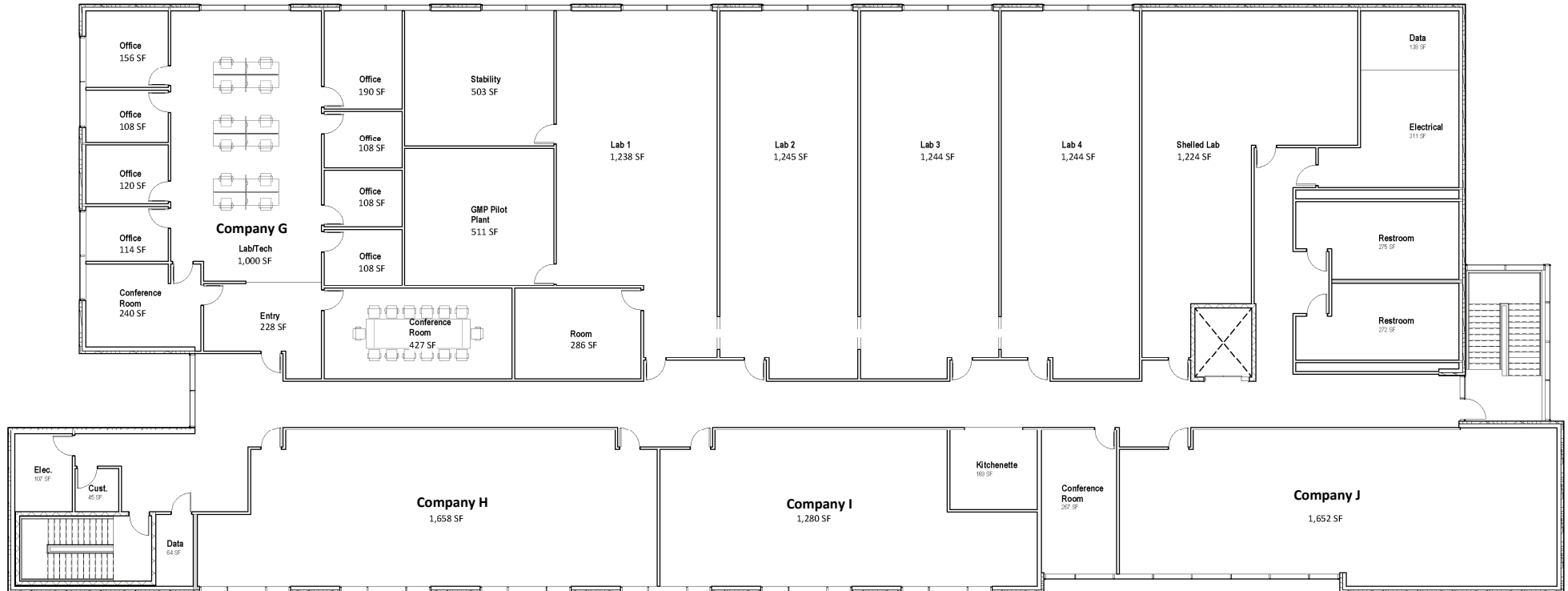
BTBC Phase III—First Floor



BTBC Phase III—Second Floor



BTBC Phase III—Third Floor



Phase III Pre-Lease Commitment Status

Total Gross Square Footage: 72,000

Total Leasable Square Footage: 50,500

60% Threshold Square Footage: 30,250

Company 'A'

Line of Business: Food/Ag Supply Chain Security & Genomics

Breakdown of Space (sq. ft.)

Wet lab:	3,900
Dry Lab/Office:	2,100
Storage:	1,500
Shelled:	2,500
TOTAL:	10,000

Percentage of Total Leasable sq. ft: 19.8%

Percentage of 60% Threshold sq. ft: 33%

Status of Commitment: MoU Executed

Company 'B'

Line of Business: Early Childhood Education & Development

Breakdown of Space (sq. ft.)

Wet lab:	N/A
Dry Lab/Office:	11,000
Storage:	N/A
Shelled:	N/A
TOTAL:	11,000

Percentage of Total Leasable sq. ft: 21.8%

Percentage of 60% Threshold sq. ft: 36.4%

Status of Commitment: MoU Executed

Company 'C'

Line of Business: Animal Health Pharmaceutical CRO & CMO

Breakdown of Space (sq. ft.)

Wet lab:	6,597
Dry Lab/Office:	2,860
Storage:	334
Shelled:	1209
TOTAL:	11,000

Percentage of Total Leasable sq. ft: 21.8%

Percentage of 60% Threshold sq. ft: 36.4%*

Status of Commitment: MoU Pending

**Commitment from this company would represent attainment of the 60% threshold with 64% of the leasable space, pre-leased.*

Expected Determination: End of August

Company 'D'

Line of Business: Pharmaceutical Development Digital Media & News

Breakdown of Space (sq. ft.)

Wet lab:	N/A
Dry Lab/Office:	2,300
Storage:	N/A
Shelled:	N/A
TOTAL:	2,300

Percentage of Total Leasable sq. ft: 4.6%

Percentage of 60% Threshold sq. ft: 7.6%

Status of Commitment: Lease Pending

Expected Determination: Mid-September

Company 'E'

Line of Business: Food/Ag Products & Systems / Research & Development

Breakdown of Space (sq. ft.)

Wet lab:	2,165
Dry Lab/Office:	1,445
Storage:	180
Shelled:	N/A
TOTAL:	3,800

Percentage of Total Leasable sq. ft: 7.5%

Percentage of 60% Threshold sq. ft: 12.6%

Status of Commitment: MoU Pending

Expected Determination: Mid-September

PRO FORMA - Phase III

PROPOSED FINANCING

	Amount	Rate	Amortization	Term	Pymts. Begin
Interest Only Loan - Bank	22,500,000	4.00%		00007	00001
NMTC Funds	7,000,000				
Equity - Funding	1,500,000				
Total Sources	31,000,000				
TOTAL DEV. COST	26,000,000				
TOTAL Refinance Debt	5,000,000				
Total Uses	31,000,000				

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RENT AND EXPENSE ASSUMPTIONS

COMMERCIAL RENTS

Description	Leaseable SF	\$/SF/Year	Annual Rent
Office	27000	31.00	837,000
Wet Labs	14000	39.00	546,000
Day Care	11,000	22.00	242,000
Cafe	0	20.00	0
Total Commercial			1,625,000
		\$/SF/Year	Ten. Cont.
Tenant Contributions			0
Tenant Contributions			0
Tenant Contributions		0.00	0
TOTAL TENANT CONTRIBUTIONS			0

TOTAL INCOME	
Residential Income	0
Commercial Income	1,625,000
Tenant Contributions	0
Other Income	370,000
TOTAL INCOME	1,995,000

OPERATING EXPENSES		Per Unit	
Management Fee	0	0	0.0% Percent of EGI
Advertise/Market		0	
Legal	10,000	0	
Administrative	35,000	0	
Utilities	294,650	0	4.15
Trash		0	
Maintenance/Repairs	220,100	0	3
Grounds		0	
Real Estate Property Tax	0	0	4.00%
Insurance	35,000	0	
Other	20,000	0	
Total Operating Expenses	614,750	0	30.81% Percent of Revenue
Replacement Reserves	19,500	0	
Other		0	
Total Operating Exp. and Reserves	634,250	0	31.79% Percent of Revenue

COMMERCIAL ASSUMPTIONS	Percent
Rent Inc./Year	1.00%
Op. Cost Inc./Year	1.00%
Reserves Inc./Year	2.00%
Vac. Year 1	40%
Vac. Year 2	25%
Vac. Year 3 & Future	10%
Vac Year 4 and Future	5%
Other Income Increase	2%
Weighted Op. Exp.	1.0%

"Other Income" Sources	
Internet and Phone	\$45,000
BTBC Main Contr	\$225,000
Corp Sponsorship	\$100,000
Large Event Rm.	
Total	\$370,000

PRO FORMA PRE-TAX CASH FLOW

REVENUES	YEAR	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
—	—	—	—	—	—	—	—	—	—	—	—
Gross Residential Rent		0	0	0	0	0	0	0	0	0	0
+Other Income		350,000	360,000	345,000	270,900	270,900	271,239	271,578	346,917	347,351	347,785
- Rent Subsidy		<u>-120,000</u>	<u>-60,000</u>	<u>-36,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
Gross Commercial Rent		1,625,000	1,641,250	1,657,663	1,674,239	1,690,982	1,707,891	1,724,970	1,742,220	1,759,642	1,777,239
- Commercial Vacancy		<u>650,000</u>	<u>410,313</u>	<u>165,766</u>	<u>83,712</u>	<u>84,549</u>	<u>85,395</u>	<u>86,249</u>	<u>87,111</u>	<u>87,982</u>	<u>88,862</u>
=Commercial Income		975,000	1,230,938	1,491,896	1,590,527	1,606,432	1,622,497	1,638,722	1,655,109	1,671,660	1,688,377
= Effective Gross Income		1,205,000	1,530,938	1,872,896	1,861,427	1,877,332	1,893,735	1,910,299	2,002,026	2,019,011	2,036,162
Operating Expenses											
Advertise/Market		0	0	0	0	0	0	0	0	0	0
Legal/Administrative/Audit		45,000	45,450	45,905	46,364	46,827	47,295	47,768	25,000	25,250	25,503
Utilities and Trash		176,790	220,988	265,185	267,837	270,515	273,220	275,953	278,712	281,499	284,314
Maintenance/Repairs and Grounds		132,060	165,075	220,100	222,301	224,524	226,769	229,037	231,327	233,641	235,977
Real Estate Property Tax		0	0	0	0	0	0	0	0	0	0
Insurance		35,000	35,350	35,704	36,061	36,421	36,785	37,153	37,525	37,900	38,279
Other		<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>
= Total Operating Expenses		408,850	486,863	586,893	592,562	598,288	604,070	609,911	592,564	598,290	604,073
- Transfer to Reserves		19,500	19,890	20,288	20,694	21,107	21,530	21,960	22,399	22,847	23,304
= Net Operating Income		<u>776,650</u>	<u>1,024,185</u>	<u>1,265,715</u>	<u>1,248,172</u>	<u>1,257,937</u>	<u>1,268,135</u>	<u>1,278,428</u>	<u>1,387,063</u>	<u>1,397,874</u>	<u>1,408,785</u>
- Interest Only Loan Payments		900,000	900,000	900,000	900,000	900,000	900,000	900,000	0	0	0
- Debt Service - Deferred Loans		0	0	0	0	0	0	0	1,289,021	1,289,021	1,289,021
= Cash Flow		(123,350)	124,185	365,715	348,172	357,937	368,135	378,428	98,041	108,852	119,763
- Management Fees		0									
- Incentive Management Fees											
= Cash Flow Available for Distribution		(123,350)	124,185	365,715	348,172	357,937	368,135	378,428	98,041	108,852	119,763
Debt Coverage Ratio-Bank Loan		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Debt Coverage Ratio-All loans		0.86	1.14	1.41	1.39	1.40	1.41	1.42	1.08	1.08	1.09
Cash on Cash (e=CF/EQ)		-8.22%	8.28%	24.38%	23.21%	23.86%	24.54%	25.23%	6.54%	7.26%	7.98%

PRO FORMA Consolidated

PROPOSED FINANCING

	Amount	Rate	Amortization	Term	Pymts. Begin
Interest Only Loan - Bank	22,500,000	4.00%		00007	00001
NMTC Funds	7,000,000				
Equity - Funding	1,500,000				
Total Sources	31,000,000				
TOTAL DEV. COST	26,000,000				
TOTAL Refinance Debt	5,000,000				
Total Uses	31,000,000				

RENT AND EXPENSE ASSUMPTIONS

COMMERCIAL RENTS

Description	Leaseable SF	\$/SF/Year	Annual Rent
Office	27000	31.00	837,000
Wet Labs	14000	39.00	546,000
Day Care	11000	22.00	242,000
Cafe	0	20.00	0
Total Commercial			1,625,000
		\$/SF/Year	Ten. Cont.
Tenant Contributions			0
Tenant Contributions			0
Tenant Contributions		0.00	0
TOTAL TENANT CONTRIBUTIONS			0

TOTAL INCOME	
Residential Income	0
Commercial Income	1,625,000
BTBC Income	2,144,260
Other Income	370,000
TOTAL INCOME	4,139,260

OPERATING EXPENSES		Per Unit	
Management Fee	0	0	0.0% Percent of EGI
Advertise/Market		0	
Legal	10,000	0	
Administrative	35,000	0	
Utilities	294,650	0	4.15
Trash		0	
Maintenance/Repairs	220,100	0	3.1
Grounds		0	
Real Estate Property Tax	0	0	4.00%
Insurance	35,000	0	
Other	20,000	0	
Total Operating Expenses	614,750	0	14.85% Percent of Revenue
Replacement Reserves	31,193	0	
BTBC Expense	2,126,779	0	
Total Operating Exp. and Reserves	2,710,336	0	166.79% Percent of Revenue

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COMMERCIAL ASSUMPTIONS	Percent
Rent Inc./Year	1.00%
Op. Cost Inc./Year	1.00%
Reserves Inc./Year	1.00%
Vac. Year 1	40%
Vac. Year 2	25%
Vac. Year 3 & Future	10%
Vac Year 4 and Future	5%
Other Income Increase	2.0%
Weighted Op. Exp.	1.0%

"Other Income" Sources	
Internet and Phone	\$45,000
BTBC Main Contr	\$225,000
Corp Sponsor Ship	\$100,000
Large Event Rm.	
Total	\$370,000

PRO FORMA **PRE-TAX CASH FLOW**

REVENUES	YEAR	2021	2022	2023	2024	2025	2026	2027	2028	2029	2030
—	—	—	—	—	—	—	—	—	—	—	—
Gross Other Income		0	0	0	0	0	0	0	0	0	0
+Other Income		350,000	350,000	345,000	270,900	270,900	271,239	271,578	271,917	272,257	272,597
<u>- Rent Incentive for Daycare</u>		<u>120,000</u>	<u>60,000</u>	<u>36,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
= Residential Income		-120,000	-60,000	-36,000	0	0	0	0	0	0	0
Gross Commercial Rent		1,625,000	1,641,250	1,657,663	1,674,239	1,690,982	1,707,891	1,724,970	1,742,220	1,759,642	1,777,239
<u>BTBT Phase I & II Revenue</u>		<u>2,144,260</u>	<u>1,833,760</u>	<u>1,914,749</u>	<u>2,021,272</u>	<u>2,041,484</u>	<u>2,061,899</u>	<u>2,082,518</u>	<u>2,103,343</u>	<u>2,124,377</u>	<u>2,145,621</u>
= Commercial Rent		3,769,260	3,475,010	3,572,412	3,695,511	3,732,466	3,769,791	3,807,489	3,845,563	3,884,019	3,922,859
<u>- Commercial Vacancy</u>		<u>650,000</u>	<u>410,313</u>	<u>165,766</u>	<u>136,973</u>	<u>138,343</u>	<u>139,726</u>	<u>141,124</u>	<u>142,535</u>	<u>143,960</u>	<u>145,400</u>
=Commercial Income		3,119,260	3,064,698	3,406,646	3,558,538	3,594,123	3,630,064	3,666,365	3,703,029	3,740,059	3,777,460
= Effective Gross Income		3,349,260	3,354,698	3,715,646	3,829,438	3,865,023	3,901,303	3,937,943	3,974,946	4,012,316	4,050,057
Operating Expenses											
Management Fees											
Advertise/Market		0	0	0	0	0	0	0	0	0	0
Legal/Administrative/Audit		45,000	45,450	45,905	46,364	46,827	47,295	47,768	25,000	25,250	25,503
Utilities and Trash		176,790	220,988	265,185	267,837	270,515	273,220	275,953	278,712	281,499	284,314
Maintenance/Repairs and Grounds		132,060	165,075	220,100	222,301	224,524	226,769	229,037	231,327	233,641	235,977
Real Estate Property Tax		0	0	0	0	0	0	0	0	0	0
Insurance		35,000	35,350	35,704	36,061	36,421	36,785	37,153	37,525	37,900	38,279
<u>Other</u>		<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>	<u>20,000</u>
= Total Operating Expenses		408,850	486,863	586,893	592,562	598,288	604,070	609,911	592,564	598,290	604,073
- Transfer to Reserves		31,193	31,816	32,453	33,102	33,764	34,439	35,128	35,830	36,547	37,278
<u>- Other Expenses</u>		<u>2,126,779</u>	<u>1,871,700</u>	<u>1,890,417</u>	<u>1,991,300</u>	<u>2,011,213</u>	<u>2,031,325</u>	<u>2,051,639</u>	<u>2,072,155</u>	<u>2,092,877</u>	<u>2,113,805</u>
= Net Operating Income		782,439	964,319	1,205,883	1,212,474	1,221,758	1,231,468	1,241,265	1,274,396	1,284,603	1,294,901
- Interest Only Loan Payments		<u>900,000</u>	<u>900,000</u>	<u>900,000</u>	<u>900,000</u>	<u>900,000</u>	<u>900,000</u>	<u>900,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
- Debt Service - Deferred Loans		0	0	0	0	0	0	0	1,289,021	1,289,021	1,289,021
- Debt Service (p+i) Developer		0	0	0	0	0	0	0	0	0	0
<u>- Debt Service -CF Loan</u>		<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
= Cash Flow		(117,561)	64,319	305,883	312,474	321,758	331,468	341,265	(14,625)	(4,419)	5,880
- Management Fees		0									
<u>- Incentive Management Fees</u>											
= Cash Flow Available for Distribution		(117,561)	64,319	305,883	312,474	321,758	331,468	341,265	(14,625)	(4,419)	5,880
Debt Coverage Ratio-Bank Loan		0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Debt Coverage Ratio-All loans		0.87	1.07	1.34	1.35	1.36	1.37	1.38	0.99	1.00	1.00
Cash on Cash (e=CF/EQ)		-7.84%	4.29%	20.39%	20.83%	21.45%	22.10%	22.75%	-0.98%	-0.29%	0.39%



Agenda
Governing Board
August 27, 2019 7:30am
Bert Nash Boardroom

- I. Call to Order
- II. Consent Agenda
 - a. July 2019 Governing Board Meeting Minutes
 - b. CEO Board Report
- III. Mission Moment: Allison James, CFS Behavioral Health Specialist Supervisor
- IV. Business Items
 - a. 2018 Audit – Berberich Trahan & Co
- V. Reports
 - a. Brad Burnside, Chair
 - b. Patrick Schmitz, CEO
 - c. Mike Meigs, Finance Director
 - i. July 2019 Financials
 - d. Brenda Cherpitel, Development Director
 - i. Development Update
- VI. Other
- VII. Adjourn

The next Governing Board meeting is September 24, 2019 at 7:30am.