

2023 BUDGET

City of Prairie Village, Kansas





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Prairie Village
Kansas**

For the Fiscal Year Beginning

January 01, 2022

Christopher P. Morill

Executive Director

COMMUNITY VISION STATEMENT

City of Prairie Village, Kansas



The City of Prairie Village preserves the ambiance of a village with the livability of a neighborhood. The “village” lifestyle is enhanced by quality education, a variety of housing, recreation and local commerce in pedestrian friendly centers.

City of Prairie Village
7700 Mission Road
Prairie Village, Kansas 66208
(913) 381-6464
www.pvkansas.com



Chad Andrew Herring



Cole Robinson

Ward I



Mayor Eric Mikkelson



Ron Nelson



Inga Selders

Ward II



Bonnie Limbird
Ward III



Lauren Wolf
Ward III

2022-2023 Prairie Village City Council



Piper Reimer



Dave Robinson

Ward IV



Courtney McFadden



Greg Shelton

Ward V



Ian Graves



Terrence Gallagher

Ward VI

Eric Mikkelson

Mayor

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Terrence Gallagher

Ward 6

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Department Heads and Appointed Officials

Department Heads

City Administrator	Wes Jordan	wjordan@pvkansas.com	913/385-4621
Deputy City Administrator	Nickie Lee	nlee@pvkansas.com	913/385-4601
Assistant City Administrator	Meghan Buum	mbuum@pvkansas.com	913/385-4662
Assistant City Administrator	Tim Schwartzkopf	tschwartzkopf@pvkansas.com	913/385-4609
Finance Director	Jason Hannaman	jhannaman@pvkansas.com	913/385-4661
Police Chief	Byron Roberson	broberson@pvkansas.com	913/385-4609
Public Works Director	Keith Bredehoeft	kbredehoeft@pvkansas.com	913/385-4642
City Clerk	Adam Geffert	ageffert@pvkansas.com	913/385-4616

Appointed Officials

City Attorney	David Waters, Spencer Fane
City Treasurer	Scott McDonald
Municipal Judge	Karen Torline
Municipal Judge	Michelle A. DeCicco
City Prosecutor	Nora Cooper



Wes Jordan, City Administrator

City of Prairie Village — Organizational Overview

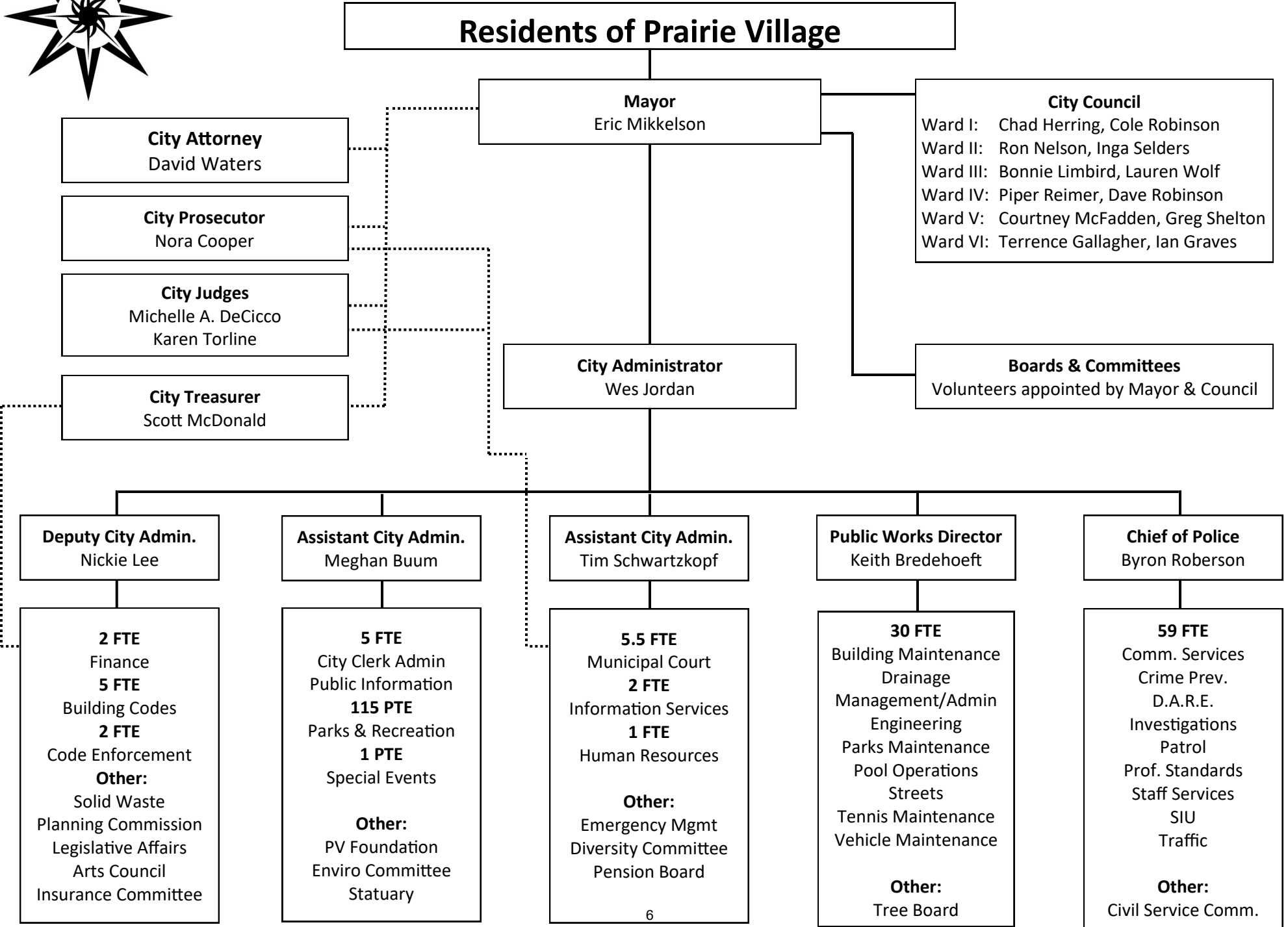


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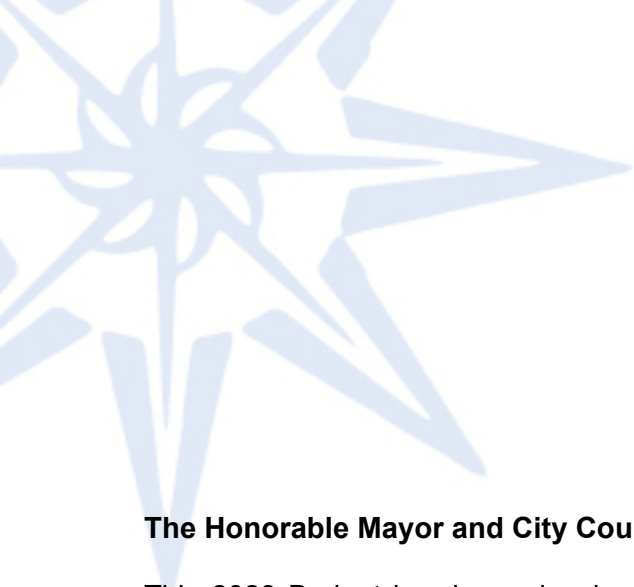
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Executive Summary



The Honorable Mayor and City Council of the City of Prairie Village, Kansas:

This 2023 Budget has been developed as the City emerged from uncertain times as we continue to adjust to the lingering effects of the COVID-19 pandemic. In mid-March 2020, the City closed court and city hall to the public. 2021 brought vaccines and the end of many public health orders. 2022 has both brought ongoing recovery as well as worries of a possible recession. Despite improvements, the economy and community continue to feel the impacts of the pandemic.

The COVID-19 pandemic has changed many aspects of our society. Our paradigm on social interactions has been altered, our way of providing services shifted, and the City has continued to experience swings in key revenues. During this period, the 2023 Budget has been developed. In shaping the budget, the City has relied on a solid foundation that the COVID-19 pandemic cannot impact. The hard work of the Governing Body and City Staff has ensured the future will be bright for both current and future residents of The City of Prairie Village. In-person budget work sessions were held during the spring of 2022 and a public hearing for budget adoption was held in September. The City's finances continue to be healthy and stable. The 2023 budget plans for partial use of the City's \$3.2m allocation from the American Rescue Plan Act.

The focus was on limiting expenditure growth with the Governing Body's goal of rolling back the mill levy by an incremental amount, which was accomplished by prioritizing spending and careful monitoring of the budget and revenue sources. The total 2023 General Fund expenditure budget is 8% more than the 2022 General Fund expenditure budget, in large part due to the expected implementation of the 2022 Salary Study. The annual budget is one of the most important documents prepared by the Governing Body. The primary purpose of the budget and budget process is to develop, adopt, and implement a plan for accomplishing goals for the upcoming year within given constraints. It serves as a financial plan, provides guidance to Department Managers and communicates the City's financial condition. Most importantly, it presents the Governing Body's vision for the community by describing how public funds will be spent in order to achieve policy objectives.

The process of developing the 2023 Budget included a detailed study of spending, long-term financial obligations, and current year revenue projections. This has resulted in a 4.7% increase in the 2023 General Fund revenue forecast over the 2022 Budget. Overall, residential property values rose by 12% due to reappraisal growth and new construction. City sales tax collections for Prairie Village remain strong and stable. Changes in the makeup of our two main shopping centers has resulted in more modest increases in on-premise sales tax collections than other revenue sources. While continuing to address the core needs of the community, the 2023 Budget continues to invest in our neighborhoods. The 2023 Budget has been designed to be consistent with the long-term vision of the City and the overriding goals and objectives of the City.

Resident engagement is an important element in the budget process. Staff held multiple public work sessions to prepare the 2023 Budget, but also encouraged the public to participate and provide feedback remotely. In 2021, the Kansas Senate passed Senate Bill 13, adding additional public hearing and transparency requirements for cities intending to spend above their Revenue Neutral Rate. The revenue neutral rate is the tax rate in mills that will generate the same property tax in dollars as the previous tax year using the current tax year's total assessed valuation. As required by law, the City held a Revenue Neutral Rate public hearing and residents received information regarding the mill levy as well as information on how to participate in the process.

The City is committed to providing a high level of service and because of this our personnel service costs account for 65% of the City's General Fund operating expenditures. A city-wide compensation / benefits study was conducted in 2022 during the budget development process, and the results of the study were implemented in November 2022. As a result of the study, salary ranges, compensation in general were adjusted and wage compression was addressed so that the City could remain competitive with area salaries and to better recruit and retain quality employees. The compensation study benefited both the City and the employees. The 2023 Budget used estimates of the anticipated compensation study adjustments, with the full impact to be implemented in the 2024 budget.

The 2023 Budget is only one part of the City's planning process. The City's four-year Capital Infrastructure Program (CIP) and The Village Vision Strategic Investment Plan are the other parts of the planning process. The CIP is included in this budget document and includes the City's infrastructure plans through 2026.

Goals and Objectives – 2023 Budget Process

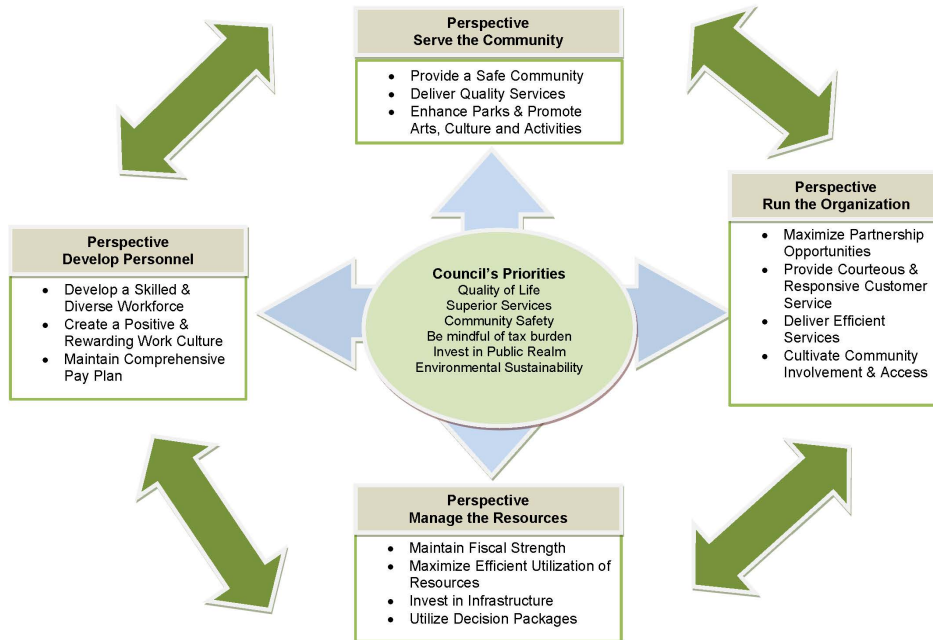
The City's vision is to be a leading-edge organization serving a dynamic and inclusive community. Based on this vision, The Governing Body established the following goals and objectives to guide the preparation of the 2023 Budget:

- ❖ Maintain high quality services and programs;
- ❖ Maintain quality streets, parks and infrastructure;
- ❖ Continue strong financial condition; and
- ❖ Maintain financial transparency and resident participation in budget issues

To meet these goals and objectives, the Governing Body and City staff employed the following strategies:

- ❖ Conduct a thorough review of all budget items at the staff level;
- ❖ Review new revenue opportunities;
- ❖ Plan for future needs by utilizing the reserve funds, and
- ❖ Assess and plan for technology needs.

Goals and Objectives - Budget Process



Budget Considerations

When developing the budget, the Governing Body and the staff faced several considerations in meeting the goals and objectives set forth at the beginning of the process.

- The mill levy was set at 18.322 (2022 rate was 19.322). Property tax revenue provides about 39% of general fund revenue.
- Current economic conditions – The 2023 Budget was developed as the effects of the COVID-19 pandemic were receding, however downstream effects (such as inflation) are still concerns.
- The local housing market – Home sales in Prairie Village are very strong and property values continue to increase.
- Sales taxes provide about 23% of general fund revenue. Actual collections for 2022 are expected to be higher than projected due to lower than expected impact from COVID-19, and use taxes are greater due to increasing transition to online shopping. Prairie Village continues to have one of the lowest sales tax rates when compared to other Johnson County cities.
- Infrastructure – The adopted 2023 – 2026 Capital Improvement Program is fully-funded based on priorities established by residents, City Council, and staff. The General Fund allocates the equivalent of 19% of total resources to capital infrastructure construction in 2023. The Capital Infrastructure budget accounts for 23% of the overall 2023 expenditure budget.
- Maintain adequate financial reserves – The City works to maintain an adequate General Fund reserve to address emergencies, changes in economic conditions, and large capital needs. The December 31, 2023 fund balance is projected to be \$6,154,032 which is thought to be sufficient to maintain fiscal flexibility.

- Costs of employee benefits – as a result of a city-wide compensation / benefits study, salary ranges, compensation in general and a few of the benefits offered were adjusted so that the City can remain competitive with area salaries and to better recruit and retain quality employees.
- The 2023 Budget shows the full implementation costs of the 2022 Comprehensive Salary Plan. This is important to retain and attract qualified employees. Included in the budget is funding to meet the goals of this Plan.
- Technology – The City continues to maintain and build its technology infrastructure with funding provided in the 2023 Budget.

Responses to Budget Challenges

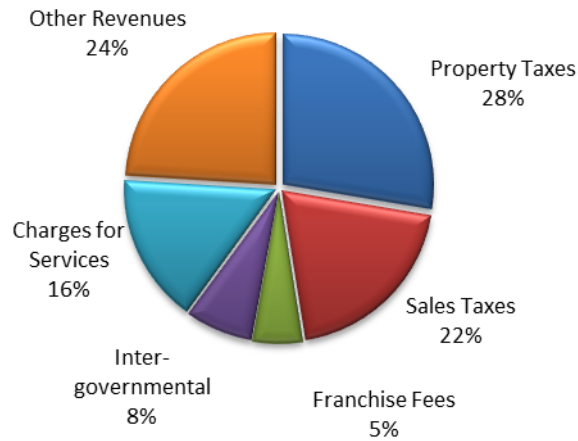
At the beginning of the 2023 Budget development, the City's projected expenditures exceeded projected revenues. To address the gap and balance the budget, excess fund balance above the policy goal amount was used to offset the difference for one-time expenses. The Governing Body, staff and the Finance Committee looked closely at ongoing versus one-time expenditures as a way to address current budget needs. The Governing Body also examined other budget priorities presented to them by City staff. In order to maintain spending while preserving city services, expenditure cuts and reallocation of resources were continued. Maintenance of quality infrastructure continues to be a challenge and deferment of work results in increased maintenance and replacement costs. Finally, the City recognized that in order to attract and retain high-quality employees, the implementation of the 2023 Compensation Study would require budgetary capacity in future years.

Revenues

Total revenues for all funds increased 2% from the 2022 Budget. The bulk of the increase is due to an increase in the assessed value of residential property, particularly within the Meadowbrook TIF District, as well as intergovernmental funds which consists of grants and other funding sources.

General fund revenues are projected to increase 4.7% from the 2022 Budget. The increase is primarily due to an increase in property tax, use tax, and license and permits. The chart on the next page shows the composition of the City's revenues for 2023.

2023 Revenue Sources - All Funds



Property Taxes – Property tax receipts are budgeted at \$9,637,244, an increase of 6% over the 2022 Budget. The increase is largely due to increased assessed property values. The final mill levy rate is set at 18.322. The City’s assessed valuation for 2022 increased 12% over the assessed valuation for 2021. The average home sales price increased 7% from 2020 to 2021, while the mean appraised value rose 12% during the same time period.

Sales & Use Taxes – The City’s sales and use tax revenues are budgeted to be \$8,865,000, a 6.5% increase over the 2022 budgeted revenues. The change in the type of retail in the two main shopping centers and consumer purchasing habits has affected local sales tax collections. However, online shopping has significantly increased use tax collections. Combined, Sales and Use tax accounts for 25% of the total revenues collected and is based on 2021 actual, estimated 2022 revenues and current projections. The City began collecting an additional 1% sales tax in 2011 from two Community Improvement Districts that were established in 2011.

Intergovernmental – The 2023 Budget includes \$2,498,680 and accounts for 7% of citywide revenue.

Highway Tax	\$ 619,880
CARS Grant	1,292,000
SMAC Grant	0
Funding from Others	<u>586,800</u>
Total	<u>\$2,498,680</u>

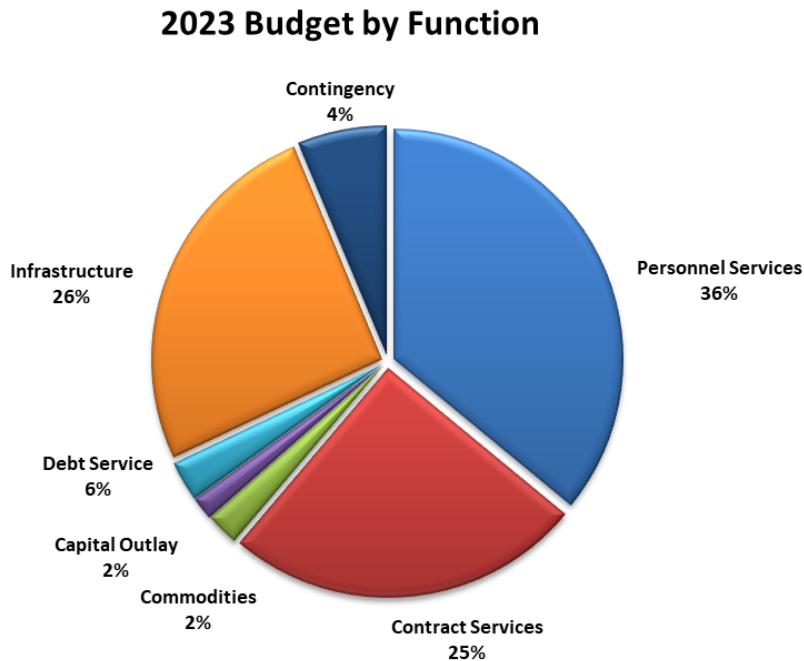
Franchise Fees – The 2023 Budget is set at \$1,871,238 a 1.8% decrease from the 2022 Budget reflecting a decrease in Evergy (electric), and cable television franchise fees. Franchise fees are collected on electricity, natural gas, cable television, some telephone services. Water, internet service, and cellular phones are not subject to franchise fees.

Stormwater Utility Fee – The City established this fee in 2009 to provide a dedicated funding source for the stormwater management program. The fee is calculated based on a parcel’s square feet of impervious area. The fee for 2023 remains at 4¢ per square foot. This fee accounts for 29% of the Charges for Services revenue source.

Additional information about the City’s revenues can be found in the Revenue Section of this document.

Expenditures

The chart below shows the composition of the City’s 2023 expenditures for all funds by function.



Capital Outlay – Increased 366% from the 2022 Budget due to \$1.7MM in one-time ARPA expenditures. Excluding ARPA expenditures, capital outlay increased 63% year over year. This category fluctuates from year to year depending on what equipment is scheduled for replacement. The 2023 Budget includes funding for replacement traffic cameras, network backup systems, a dump truck and various other capital related expenses.

Commodities – Increased 14% from the 2022 Budget, largely driven by an anticipated increase in fuel costs. Commodities include items such as supplies, clothing, fuel, and certain equipment. City staff monitors expenditures throughout the year and continually looks for ways to contain these costs.

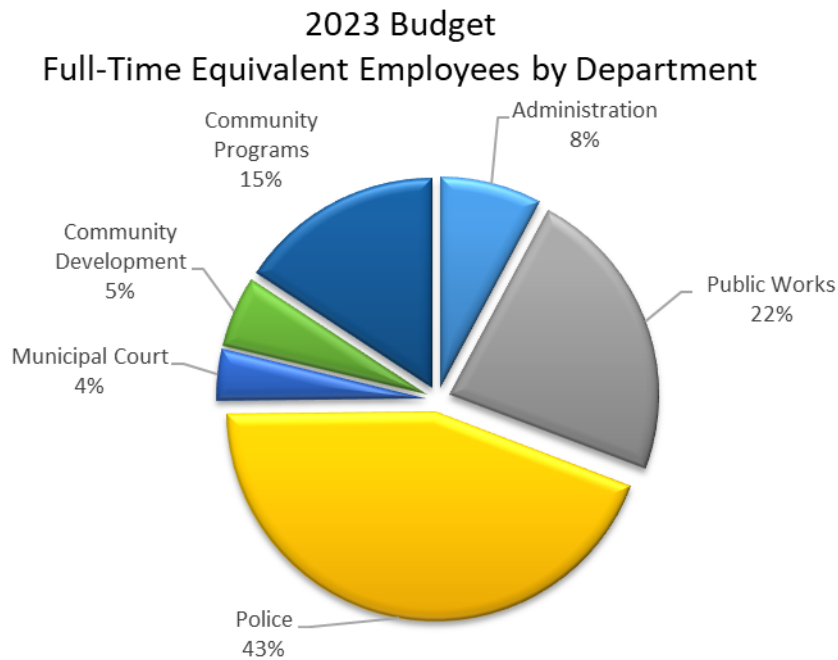
Contract Services – Increased 4.2% compared to the 2021 Budget. Included in this category are traffic signals and street lights, software maintenance licenses, consultant and legal fees, janitorial services, TIF contractual payment and numerous other business areas the City contracts out assistance for. The expenditure for leased vehicles moved from the capital expense category to contract services in 2022. Expenditures for contracted services are based on flat fee based contracts and hourly use.

Debt Service – Principal and interest payments (excluding the Meadowbrook Park TIF project debt) are budgeted at \$1,048,000, or 4% of operating expenditures. As of December 31, 2022, outstanding general obligation principal debt is \$10,170,000. The debt will be paid off in 2049, provided that the City does not issue any new debt or restructure current debt.

Infrastructure – Increased 13% from the 2022 Budget. The infrastructure budget is determined by the City’s financial plan and four-year CIP. The budget will fluctuate from year to year depending on the projects scheduled and funding available from both the City and outside agencies.

Personnel Services – Increased 11.6% over the 2022 Budget. This increase is due including an estimated cost of the implementation of the 2022 Salary Study, which addressed salary ranges as well as wage compression issues. In addition, the City continues to see an increase in employee benefit costs and monitors these for cost containment opportunities. The 2023 Budget used estimates of the anticipated compensation study adjustments, with the full impact to be implemented in the 2024 budget.

Below is a chart showing the breakdown of Full-Time Equivalent employees by department.



Two thirds of City personnel are located in the Police and Public works Departments.

Capital Infrastructure Program

The Capital Infrastructure Program is made up of the following sections:

Parks – Includes plans for redevelopment and replacement of existing park structures and materials.

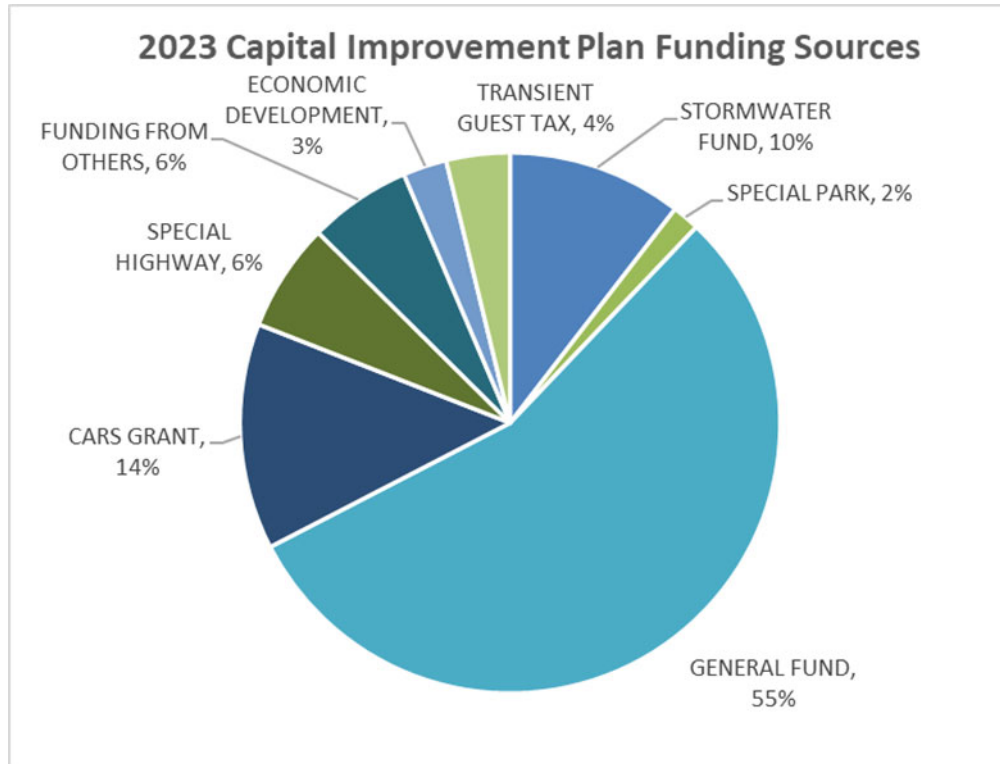
Drainage– Includes plans for the replacement of components of the City’s storm drainage system.

Streets – Includes plans for replacement or major improvements that will extend the life of the City’s street system.

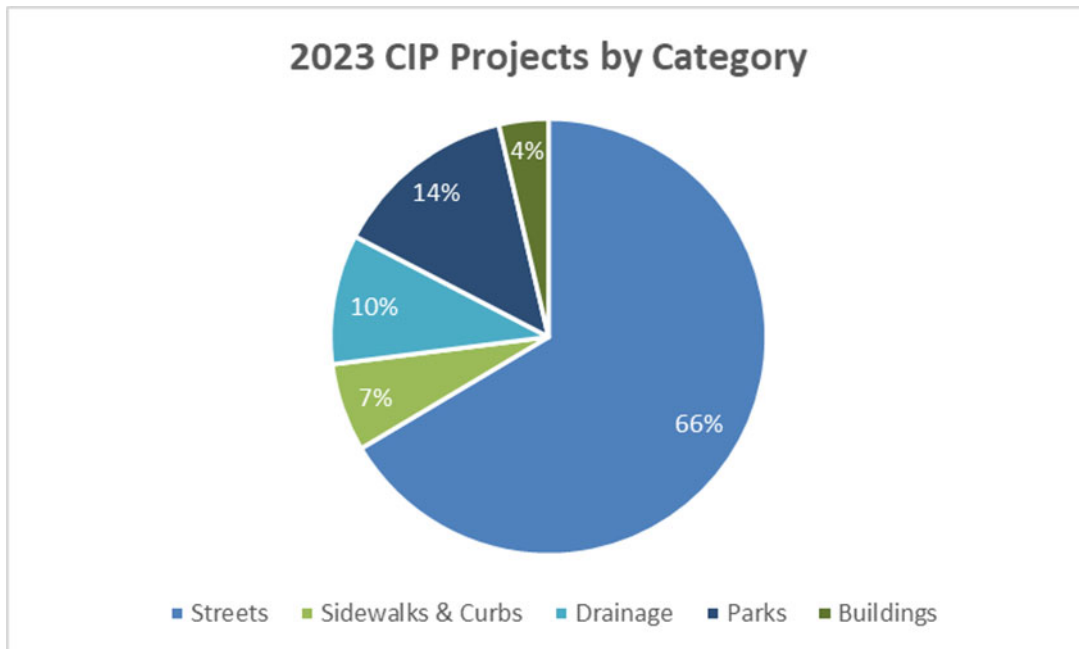
Buildings – Includes plans for replacement or major improvements that will extend the life of the City’s buildings.

Sidewalks & Curbs – Includes plans for replacement or major improvements that will extend the life of the City’s sidewalk and curb system. Also includes plans for additions to the system to comply with the City’s sidewalk policy or ADA regulations.

The chart below shows the composition of the City’s Capital Infrastructure program revenues for 2023.



The chart below shows the composition of the City’s Capital Infrastructure program expenditures for 2023.



Additional information on the Capital Infrastructure Program can be found in the CIP portion of the budget book.

Reserves

The 2023 Budget contains several reserves which position the City to deal with unexpected events and save for large purchases.

General Fund – The General Fund contains a contingency reserve which is an appropriated amount to cover unforeseen expenditures during the year. The Governing Body established a minimum reserve for the General Fund of 25% of revenues in addition to the contingency reserve. The fund balance in the General Fund at the end of 2023 is projected to be at least 25% of 2023 revenues (excluding transfers).

Solid Waste Management Fund – It is the City’s policy to maintain one and half months’ worth of expenditures as a reserve. The fund balance at the end of 2023 is within this range.

Stormwater Utility Fund –The reserve in this fund was established to cover uncollectible special assessments. The City estimates the uncollectible amount to be approximately 1% of revenue.

Capital Projects Fund – The City does not have a policy regarding the amount of reserves to maintain in this fund. However, the Public Works director reviews the reserves in this fund each year to ensure they are appropriate. The goal of the City’s CIP is to forecast future public improvements needed in the City. The impact of the capital improvements on operating was considered in the development of the 2023 operating budget and the 2023 – 2026 CIP budgets.

Risk Management Reserve Fund – The balance in this fund is used to cover uninsured losses such as insurance deductibles.

Economic Development Fund – The balance in this fund has been allocated to fund the Exterior Grant and Sustainability Programs, as well as for some renovations to Harmon Park in 2023.

Equipment Reserve Fund – The balance in this fund reflects amounts set aside for major equipment purchases that may span multiple fiscal years.

Transient Guest Tax Fund – The reserve balance in this fund is set at 10% of annual revenue in the event that taxable sleeping accommodation stays are lower than expected.

Conclusion

Due to the leadership of the Council, the efforts of staff, and the reliance on the City’s mission, goals and objectives, a fiscally sustainable budget has been prepared. This spending plan seeks to maintain Prairie Village’s status as a desirable community in which to live, work and play while maintaining a stable economic foundation on behalf of our residents. We are committed to careful and thoughtful fiscal management, a conservative spending philosophy, efficient service delivery under the best possible terms, and providing our residents with the highest quality of life possible.

The first step for 2032 has been accomplished by the Governing Body through development and adoption of the annual budget. This document will act as a guide for staff in providing services to the residents of Prairie Village, as well as a tool for monitoring revenues and expenditures in 2023.

We would like to thank the department directors and their staff for their efforts in developing the 2023 Budget. Their efforts will ensure that Prairie Village remains a premier community in the metropolitan area.

Respectfully submitted,



Wes Jordan
City Administrator



Jason Hannaman
Finance Director

Budget Overview

The Budget Overview schedule gives a synopsis of the City for the last two years, the current year budget and the 2023 budget.

Revenues

The City's main revenue sources have been affected by the COVID-19 pandemic and fluctuations can be seen between the four years presented. The most significant changes have been in the positive Sales and Use Tax growth and Property Tax revenue collections. Liquor Tax is allocated per Kansas Statute and is allocated to 1/3 General Fund, 1/3 Parks and Recreation and 1/3 Special Alcohol. The 2023 budget is balanced with mill levy reduction of one mill. Total 2023 budgeted revenue increased 4.3% over 2021 actuals primarily due to continued valuation growth, including in the Meadowbrook TIF district.

Expenditures

Expenditures increased 18% over the 2023 budget which is attributable to a 12% increase in personnel spending, a 5% increase in contractual service obligations, and a 13% increase in capital projects spending. In addition, the 2023 budget includes approximately \$1,700,000 of American Rescue Plan Act Fund expenditures that were not budgeted in 2022, as well as a 68% increase in Meadowbrook TIF Fund expenditures.

Fund Balance

The Budget Overview schedule on page 23 shows the fund balance for all funds, except the pension and grant funds. The chart, on the next page, shows the detail by individual fund. The policy for the target fund balance amount will vary from fund to fund. The focus for operational reserves is on the fund balance in the General Fund, which accounts for 52% of the 2023 total balance. During the budget process, the Governing Body directed staff to present a budget that maintains a minimum fund balance in the General Fund equal to 25% of General Fund revenues. The 2023 Budget complies with this directive.

In 2023, the Governing Body continued to make infrastructure needs a priority. Infrastructure accounts for 24% of total expenditures and is 21% less than the 2021 actual amount, due to a high amount of one-time capital expenditures in 2021. The majority of the Capital Infrastructure Program (CIP) funding comes from the reserves in excess of the 25% minimum General Fund balance. The CIP fund balance accounts for 48% of the 2023 total fund balance.

Changes in the General Fund balance reflect a tighter actual to budget ratio (96% estimated) that is used during the budget review process and excess contingency reserves.

Budget Overview

Fund Balances

Fund	2020 Actual	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
General	\$ 7,608,090	\$ 9,565,634	\$ 7,591,246	\$ 8,944,122	\$ 6,154,032
Solid Waste ¹	297,790	240,396	-	207,430	-
Special Highway ¹	146,465	204,012	-	187,147	-
Stormwater Utility ¹	238,303	271,231	-	327,972	-
Special Parks & Rec ¹	-	-	-	-	-
Special Alcohol ¹	14,082	13,672	-	-	-
Bond & Interest ¹	37,204	33,990	-	34,793	-
Capital Projects	9,751,701	6,212,266	9,000,258	5,677,822	5,766,269
Risk Management Reserve ¹	249,968	215,579	-	178,687	-
Economic Development ¹	137,281	170,819	-	165,502	-
Equipment Reserve	473,429	782,500	-	522,118	-
Meadowbrook TIF	128,919	69	128,919	69,711	-
CID - Corinth	107,442	145,256	-	-	-
CID - PV Shops	112,252	248,046	-	-	-
Transient Guest Tax	55,001	112,831	-	279,033	-
ARPA	-	1,701,226	-	1,703,090	-
Total	\$ 19,357,927	\$ 19,917,526	\$ 16,720,423	\$ 18,297,427	\$ 11,920,301

¹Note: The 2023 Budgeted fund balance for these funds is equivalent to the budgeted contingency amount.

The City of Prairie Village has sixteen funds, which are categorized as either a major fund or a non-major fund. A **major fund** is defined as those **funds** whose revenues, expenditures/expenses, assets or liabilities are at least 10 percent of the total for their **fund** category (governmental or enterprise) and 5 percent of the aggregate of all governmental and enterprise **funds** in total.

Major Funds

General Fund
 Solid Waste Fund
 Stormwater Utility Fund
 Bond and Interest Fund
 Capital Projects Fund
 ARPA Fund

Combined with the General Fund for Reporting Purposes

Economic Development Fund
 Equipment Reserve Fund
 Risk Management Fund

Non-Major Funds

Special City Street & Highway Fund
 Special Parks & Recreation Fund
 Special Alcohol Fund
 Corinth Community Improvement District (CID) Fund
 Prairie Village Shops Community Improvement District (CID) Fund
 Meadowbrook Tax Increment Finance (TIF) Fund
 Transient Guest Tax Fund

2023 Budget Overview - All Funds Combined

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Fund Balance 1/1	20,325,198	19,357,927	17,785,941	18,762,621
Revenues:				
Property Taxes	8,179,161	8,667,704	9,110,562	9,637,244
Incremental Property Taxes	1,559,039	1,767,968	1,219,711	2,205,200
Transient Guest tax	54,769	202,504	225,000	280,000
Sales Taxes	6,537,896	7,280,503	6,770,000	6,925,000
Use Tax	1,811,879	2,458,591	1,554,004	1,940,000
Motor Vehicle Tax	746,852	798,074	796,411	862,039
Liquor Tax	329,243	420,402	315,156	471,273
Franchise Fees	1,842,970	1,871,269	1,905,797	1,871,238
Licenses & Permits	747,355	852,726	867,883	977,683
Intergovernmental	5,992,895	2,399,581	1,378,320	2,498,680
Charges for Services	5,237,210	5,245,891	5,388,988	5,575,029
Fines & Fees	694,784	829,111	868,762	758,700
Recreational Fees	29,745	414,560	424,650	400,350
Bond Proceeds	-	-	-	-
Interest on Investments	434,304	119,142	324,596	312,460
Miscellaneous	237,238	143,267	196,622	174,536
Net Inc/Decr in Fair Value	(173,603)	(8,010)	-	-
Total Revenue	34,261,737	33,463,286	31,346,463	34,889,431
Transfers from Other funds:				
Transfer from General Fund	6,509,723	6,550,487	6,862,775	7,198,229
Transfer from Stormwater Utility Fund	1,565,000	1,600,000	1,600,000	1,600,000
Transfer from Special Highway Fund	600,397	597,000	597,000	619,880
Transfer from Special Parks & Rec Fund	109,748	140,134	105,000	157,091
Transfer from Economic Development Fund	-	-	-	365,000
Transfer from Transient Guest Tax Fund	-	-	-	250,000
Total	8,784,868	8,887,621	9,164,775	10,190,200
Total Sources	43,046,605	42,350,907	40,511,238	45,079,631
Expenditures:				
Personnel Services	10,790,039	4,620,898	12,053,322	13,455,634
Contract Services	8,271,553	5,890,915	9,228,733	9,643,081
Commodities	658,834	15,209	842,350	957,400
Capital Outlay	931,040	400,560	561,450	2,617,121
Debt Service	1,652,273	1,819,974	1,926,550	3,184,200
Infrastructure	12,924,315	11,661,907	8,436,000	9,555,000
Contingency	-	-	1,809,960	2,319,313
Total Expenditures	35,228,054	24,409,463	34,858,365	41,731,749
Transfers to Other Funds:				
Transfer to General Fund	565,000	600,000	600,000	600,000
Transfer to Bond & Interest Fund	1,301,229	1,319,534	1,050,725	1,048,000
Transfer to Capital Projects Fund	6,363,254	6,260,934	7,009,000	7,676,200
Transfer to Risk Management Fund	35,000	-	-	-
Transfer to Economic Development Fund	65,000	136,000	136,000	266,000
Transfer to Equipment Reserve Fund	455,385	530,000	332,800	600,000
Total	8,784,868	8,846,468	9,128,525	10,190,200
Total Uses	44,012,922	33,255,931	43,986,890	51,921,949
Sources Over(Under) Uses	(966,317)	9,094,976	(3,475,652)	(6,842,318)
Fund Balance @ 12/31	19,358,881	28,452,903	14,310,289	11,920,303

Includes all City funds except for the Grant Fund and the pension trust funds.

**City of Prairie Village
2023 Budget
Budget Summary - All Funds**

	General Fund	Solid Waste Management	Special Highway	Stormwater Utility	Special Parks & Rec	Special Alcohol	Bond & Interest	Subtotal - Budgeted Funds
Fund Balance 1/1	8,944,122	207,430	187,147	327,972	-	42,104	34,793	9,743,568
Revenues:								
Property Taxes	9,637,244	-	-	-	-	-	-	9,637,244
Incremental Property Taxes	-	-	-	-	-	-	-	-
Transient Guest Tax	-	-	-	-	-	-	-	-
Sales Taxes	5,675,000	-	-	-	-	-	-	5,675,000
Use Tax	1,940,000	-	-	-	-	-	-	1,940,000
Motor Vehicle Tax	862,039	-	-	-	-	-	-	862,039
Liquor Tax	157,091	-	-	-	157,091	157,091	-	471,273
Franchise Fees	1,871,238	-	-	-	-	-	-	1,871,238
Licenses & Permits	963,883	2,800	-	11,000	-	-	-	977,683
Intergovernmental	-	-	619,880	-	-	-	-	619,880
Charges for Services	1,870,708	2,076,321	-	1,628,000	-	-	-	5,575,029
Fines & Fees	758,700	-	-	-	-	-	-	758,700
Recreational Fees	400,350	-	-	-	-	-	-	400,350
Bond Proceeds	-	-	-	-	-	-	-	-
Interest on Investments	113,622	30,195	7,803	45,572	-	1,393	1,525	200,110
Miscellaneous	146,479	2,057	-	-	-	25,000	-	173,536
Total Revenue	24,396,353	2,111,373	627,683	1,684,572	157,091	183,484	1,525	29,162,081
Transfers from Other funds:								
Transfer from General Fund	-	-	-	-	-	-	1,048,000	1,048,000
Transfer from Solid Waste Management	-	-	-	-	-	-	-	-
Transfer from Stormwater Utility Fund	600,000	-	-	-	-	-	-	600,000
Transfer from Special Highway Fund	-	-	-	-	-	-	-	-
Transfer from Special Parks & Rec Fund	-	-	-	-	-	-	-	-
Transfer from Special Alcohol Fund	-	-	-	-	-	-	-	-
Transfer from Economic Development Fund	-	-	-	-	-	-	-	-
Transfer from Transient Guest Tax Fund	-	-	-	-	-	-	-	-
Total	600,000	-	-	-	-	-	1,048,000	1,648,000
Total Sources	24,996,353	2,111,373	627,683	1,684,572	157,091	183,484	1,049,525	30,810,081
Expenditures:								
Personnel Services	13,301,167	45,713	-	-	-	108,754	-	13,455,634
Contract Services	5,531,597	2,014,445	-	-	-	74,814	-	7,620,856
Commodities	939,500	1,000	-	-	-	16,900	-	957,400
Capital Outlay	315,950	-	-	-	-	-	-	315,950
Debt Service	-	-	-	-	-	-	1,048,000	1,048,000
Infrastructure	-	-	-	-	-	-	-	-
Equipment Reserve	-	-	-	-	-	-	-	-
Risk Management Reserve	-	-	-	-	-	-	-	-
Capital Infrastructure Reserve	-	-	-	-	-	-	-	-
Contingency	500,000	257,645	194,950	412,544	-	25,119	36,318	1,426,576
Total Expenditures	20,588,214	2,318,803	194,950	412,544	-	225,587	1,084,318	24,824,416
Transfers to Other Funds:								
Transfer to General Fund	-	-	-	600,000	-	-	-	600,000
Transfer to Bond & Interest Fund	1,048,000	-	-	-	-	-	-	1,048,000
Transfer to Capital Infrastructure Fund	5,284,229	-	619,880	1,000,000	157,091	-	-	7,061,200
Transfer to Risk Management Fund	-	-	-	-	-	-	-	-
Transfer to Economic Development Fund	266,000	-	-	-	-	-	-	266,000
Transfer to Equipment Reserve Fund	600,000	-	-	-	-	-	-	600,000
Total	7,198,229	-	619,880	1,600,000	157,091	-	-	9,575,200
Total Uses	27,786,443	2,318,803	814,830	2,012,544	157,091	225,587	1,084,318	34,399,616
Sources Over(Under) Uses	(2,790,090)	(207,430)	(187,147)	(327,972)	-	(42,103)	(34,793)	(3,589,535)
Fund Balance @ 12/31	6,154,032	-	(0)	-	-	1	-	6,154,033

**City of Prairie Village
2023 Budget
Budget Summary - All Funds**

	Capital Infrastructure	Risk Management	Economic Development	Equipment Reserve	CID Corinth	CID PV Shops	Meadowbrook TIF	ARPA	Transient Guest Tax	All Funds Total
Fund Balance 1/1	5,677,822	178,687	165,502	522,118	171,535	251,555	69,711	1,703,090	279,033	18,762,621
Revenues:										
Property Taxes	-	-	-	-	-	-	-	-	-	9,637,244
Incremental Property Taxes	-	-	-	-	-	-	2,205,200	-	-	2,205,200
Transient Guest Tax	-	-	-	-	-	-	-	-	280,000	280,000
Sales Taxes	-	-	-	-	650,000	600,000	-	-	-	6,925,000
Use Tax	-	-	-	-	-	-	-	-	-	1,940,000
Motor Vehicle Tax	-	-	-	-	-	-	-	-	-	862,039
Liquor Tax	-	-	-	-	-	-	-	-	-	471,273
Franchise Fees	-	-	-	-	-	-	-	-	-	1,871,238
Licenses & Permits	-	-	-	-	-	-	-	-	-	977,683
Intergovernmental	1,878,800	-	-	-	-	-	-	-	-	2,498,680
Charges for Services	-	-	-	-	-	-	-	-	-	5,575,029
Fines & Fees	-	-	-	-	-	-	-	-	-	758,700
Recreational Fees	-	-	-	-	-	-	-	-	-	400,350
Bond Proceeds	-	-	-	-	-	-	-	-	-	-
Interest on Investments	87,447	3,108	695	3,452	4,332	5,704	5,344	2,000	268	312,460
Miscellaneous	1,000	-	-	-	-	-	-	-	-	174,536
Total Revenue	1,967,247	3,108	695	3,452	654,332	605,704	2,210,544	2,000	280,268	34,889,431
Transfers from Other funds:										
Transfer from General Fund	5,284,229	-	266,000	600,000	-	-	-	-	-	7,198,229
Transfer from Solid Waste Management	-	-	-	-	-	-	-	-	-	-
Transfer from Stormwater Utility Fund	1,000,000	-	-	-	-	-	-	-	-	1,600,000
Transfer from Special Highway Fund	619,880	-	-	-	-	-	-	-	-	619,880
Transfer from Special Parks & Rec Fund	157,091	-	-	-	-	-	-	-	-	157,091
Transfer from Special Alcohol Fund	-	-	-	-	-	-	-	-	-	-
Transfer from Economic Development Fund	365,000	-	-	-	-	-	-	-	-	365,000
Transfer from Transient Guest Tax Fund	250,000	-	-	-	-	-	-	-	-	250,000
Total	7,676,200	-	266,000	600,000	-	-	-	-	-	10,190,200
Total Sources	9,643,447	3,108	266,695	603,452	654,332	605,704	2,210,544	2,000	280,268	45,079,631
Expenditures:										
Personnel Services	-	-	-	-	-	-	-	-	-	13,455,634
Contract Services	-	40,000	124,000	-	825,866	857,259	10,000	-	165,100	9,643,081
Commodities	-	-	-	-	-	-	-	-	-	957,400
Capital Outlay	-	-	-	598,750	-	-	-	1,702,421	-	2,617,121
Debt Service	-	-	-	-	-	-	2,136,200	-	-	3,184,200
Infrastructure	9,555,000	-	-	-	-	-	-	-	-	9,555,000
Equipment Reserve	-	-	-	-	-	-	-	-	-	-
Risk Management Reserve	-	-	-	-	-	-	-	-	-	-
Capital Infrastructure Reserve	-	-	-	-	-	-	-	-	-	-
Contingency	-	141,795	58,197	526,820	-	-	134,055	2,669	29,201	2,319,313
Total Expenditures	9,555,000	181,795	182,197	1,125,570	825,866	857,259	2,280,255	1,705,090	194,301	41,731,749
Transfers to Other Funds:										
Transfer to General Fund	-	-	-	-	-	-	-	-	-	600,000
Transfer to Bond & Interest Fund	-	-	-	-	-	-	-	-	-	1,048,000
Transfer to Capital Infrastructure Fund	-	-	250,000	-	-	-	-	-	365,000	7,676,200
Transfer to Risk Management Fund	-	-	-	-	-	-	-	-	-	-
Transfer to Economic Development Fund	-	-	-	-	-	-	-	-	-	266,000
Transfer to Equipment Reserve Fund	-	-	-	-	-	-	-	-	-	600,000
Total	-	-	250,000	-	-	-	-	-	365,000	10,190,200
Total Uses	9,555,000	181,795	432,197	1,125,570	825,866	857,259	2,280,255	1,705,090	559,301	51,921,949
Sources Over(Under) Uses	88,447	(178,687)	(165,502)	(522,118)	(171,534)	(251,555)	(69,711)	(1,703,090)	(279,033)	(6,842,318)
Fund Balance @ 12/31	5,766,269	-	-	-	1	-	-	-	-	11,920,303

Long Range Financial Planning

The City of Prairie Village has established goals and objectives to maintain high quality services and programs, continue to maintain the City's triple "A" bond rating and be mindful of the tax burden on citizens.

Strategic Planning

The City of Prairie Village employs a strategic budgeting model that allows policies to be formulated and tested in a budgetary context spanning a period of five years. The strategic model demonstrates the City's ability to accomplish long-range goals by showing consequences of any given budget decision. Virtually all new General Government services are "tested" within the framework of the strategic budget model prior to implementation. In this manner, policy makers can examine the probable long-term outcome of many possible decisions and select the one that serves the interests of Prairie Village's citizens most effectively.

Fiscal Goals

The City's fiscal philosophy enables the members of the Governing Body to make sound fiscal management decisions. The City adheres to the fiscal principals listed below:

1. The City works to preserve the quality of services at an acceptable tax rate.
2. The City provides a budget which is dependable and responsive to economic conditions.
3. The City shall maintain an adequate level of reserves.
4. The City shall maintain financial accounting and budgetary practices which provide full and open disclosure of the City's financial affairs.
5. The City shall minimize the use of long-term debt to avoid placing an excessive burden on future City taxpayers.
6. The City will continually evaluate existing services to determine the need and efficiency of these services.

Preliminary Budget Work Sessions

As part of the budget planning process, city staff and Council meet numerous times from February through July each year to discuss the operating budget and the CIP four-year Plan. These preliminary budget work sessions allow time to discuss the financial outlook of the City and short and long-term priorities for the upcoming and later years.

Financial Trend Analysis

The City uses Financial Trend Analysis over a period of 5 or more years, and the Capital Infrastructure Program in tandem as Prairie Village's strategic planning tools providing the framework for subsequent annual operating and capital budgets. The focus is achieving financial sustainability, with goals of flexibility, efficiency, risk management, sufficiency and credibility. This provides for long-term visioning and multi-year financial

Long Range Financial Planning

performance. Without this context, the annual budget becomes a snapshot of isolated objectives without benefit of future anticipation of community improvement.

The forecast is based on quarterly data, and is reviewed in comparison with historical data and other factors and considerations. These factors include:

Capital Improvement Plan (CIP)

Infrastructure includes the basic physical structures, systems, and facilities needed to provide services to residents and for the functioning of the community and its economy, such as sidewalks, streets, parks, police facilities, and storm sewers. Like many cities, the City of Prairie Village has a Capital Improvements Program (CIP) for installing new and replacing or rehabilitating existing infrastructure. Decisions made regarding the CIP are very important because capital improvements projects are generally large and expensive, and the assets they create will likely be required for decades of public use. Capital projects generally take multiple years to complete, require special funding sources, and are included in the CIP budget which is separate from the City's Operating Budget. The Council receives input from citizens and staff on the capital improvement needs and based on this input projects are planned and prioritized. These discussions form the basis for the current and out year's capital improvement budget. The CIP process includes identifying, prioritizing, and finding funding for needed projects; developing and approving the annual CIP Budget; and implementing multi-year capital improvement projects.

Keys to understanding the CIP:

- The CIP is a complex process;
- Many City departments and organizations are involved in the CIP;
- The CIP is constrained by limited available funding and funding sources that give specific restrictions on how they can be used;
- The annual CIP Budget process is the City's mechanism for getting projects approved and implemented.

The impact of the capital improvements on the Operating Budget was considered in the development of the 2023 operating budget and the 2023 – 2026 CIP budgets. In 2023 the General Fund budget has allocated 24% of its resources to Capital Infrastructure construction to help with infrastructure needs. The effect of the Capital Investments on the Operating budget is shown on the chart on the following page.

Long Range Financial Planning

2023-2026 Capital Improvement Plan Summary

PROJECT DESCRIPTION	2023 BUDGET	2024 BUDGET	2025 BUDGET	2026 BUDGET	PROJECT TOTAL
Park Infrastructure Reserve	\$ 105,000.00	\$ 105,000.00	\$ 105,000.00	\$ 105,000.00	\$ 573,136.69
Taliaferro Play Elements	\$ 165,000.00				\$ 185,000.00
Lighting at Skate Park and Weltner Basketball Court	\$ 105,000.00				\$ 115,000.00
Park Signage	\$ 90,000.00				\$ 105,000.00
Lighting at Community Center Basketball Court		\$ 35,000.00			\$ 40,000.00
Bennett Park Shelter & Play Area		\$ 170,000.00			\$ 170,000.00
Harmon Park Pavilion & Restroom	\$ 845,000.00	\$ 280,000.00			\$ 1,125,000.00
Franklin Park Historical Marker & Surfacing		\$ 10,000.00	\$ 330,000.00		\$ 340,000.00
Windsor Trail & Playset			\$ 15,000.00	\$ 280,000.00	\$ 295,000.00
Porter Shelter & Playset				\$ 20,000.00	\$ 20,000.00
Pool Painting				\$ 80,000.00	\$ 80,000.00
PARK TOTAL PER YEAR	\$ 1,310,000.00	\$ 600,000.00	\$ 450,000.00	\$ 485,000.00	\$ 3,048,136.69
Water Discharge Program Reserve	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 110,874.13
Drainage Repair Program	\$ 900,000.00	\$ 900,000.00	\$ 900,000.00	\$ 900,000.00	\$ 3,600,000.00
DRAINAGE TOTAL PER YEAR	\$ 920,000.00	\$ 920,000.00	\$ 920,000.00	\$ 920,000.00	\$ 3,710,874.13
Traffic Calming Program Reserve		\$ 20,000.00			\$ 42,372.92
Residential Street Rehabilitation Program	\$ 3,166,000.00	\$ 3,166,000.00	\$ 3,166,000.00	\$ 3,166,000.00	\$ 12,664,000.00
UBAS Overlay Program	\$ 400,000.00	\$ 400,000.00	\$ 400,000.00	\$ 400,000.00	\$ 1,600,000.00
Nall Ave - 67th St to 75th St (CARS & OP)	\$ 2,584,000.00				\$ 2,834,000.00
Mission Rd - 63rd St to 67th Ter (CARS)	\$ 85,000.00	\$ 720,000.00			\$ 805,000.00
Nall Ave - 75th St to 79th St (CARS)	\$ 110,000.00	\$ 760,000.00			\$ 870,000.00
Roe Ave - N City Limit to 63rd St	\$ 5,000.00	\$ 11,000.00			\$ 16,000.00
Somerset Dr - State Line to Reinhardt UBAS (CARS)		\$ 20,000.00	\$ 688,000.00		\$ 708,000.00
63rd St - Roe Ave to Nall Ave (Mission Admin)		\$ 30,000.00	\$ 213,800.00		\$ 243,800.00
75th St - State Line to Mission Rd (CARS)		\$ 20,000.00	\$ 762,000.00		\$ 782,000.00
Roe Ave - 63rd St to 83rd St (CARS)			\$ 50,000.00	\$ 1,208,000.00	\$ 1,258,000.00
83rd St - E City Limit to Nall Ave (CARS)				\$ 160,000.00	\$ 160,000.00
Nall Ave - 63rd St to 67th St UBAS (CARS)				\$ 20,000.00	\$ 20,000.00
STREET TOTAL PER YEAR	\$ 6,350,000.00	\$ 5,147,000.00	\$ 5,279,800.00	\$ 4,954,000.00	\$ 22,003,172.92
Building Reserve	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 365,431.24
City Hall Remodel	\$ 300,000.00				\$ 430,000.00
BUILDING TOTAL PER YEAR	\$ 350,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 795,431.24
ADA Compliance Program Reserve	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 166,275.91
Concrete Repair Program	\$ 600,000.00	\$ 600,000.00	\$ 600,000.00	\$ 600,000.00	\$ 2,400,000.00
SIDEWALK & CURB TOTAL PER YEAR	\$ 625,000.00	\$ 625,000.00	\$ 625,000.00	\$ 625,000.00	\$ 2,566,275.91
CIP TOTAL	\$ 9,555,000.00	\$ 7,342,000.00	\$ 7,324,800.00	\$ 7,034,000.00	\$ 32,123,890.89
Impact to Operating Budget	\$ 5,676,000.00				



Improvements to City Hall are budgeted for 2023.

Long Range Financial Planning

Five-Year Fund Balance Projections

Each year during the budget process and at multiple times throughout the year, the five-year General Fund balance projection is updated. This is updated for projection purposes only and is not a binding document for future obligations. This is a tool which guides decisions as they relate to their impact to the projected fund balance.

Five-Year General Fund Balance Projections					
	<u>2021 (Act)</u>	<u>2022 (Proj)</u>	<u>2023 (Proj)</u>	<u>2024 (Proj)</u>	<u>2025 (Proj)</u>
Beginning Fund Balance	7,608,083	9,368,441	8,799,836	9,210,478	10,813,872
Revenues	24,081,897	24,469,624	25,203,713	25,959,824	26,738,619
Interfund Transfers	600,000	600,000	600,000	600,000	600,000
Subtotal Revenues	24,681,897	25,069,624	25,803,713	26,559,824	27,338,619
Operating Expenditures	16,412,205	18,811,704	18,999,821	19,189,819	19,381,717
Interfund Transfers	6,509,334	6,826,525	6,393,250	5,766,611	6,011,790
Subtotal Expenditures	22,921,539	25,638,229	25,393,071	24,956,430	25,393,507
Projected Fund Balance	9,368,441	8,799,836	9,210,478	10,813,872	12,758,983
Percent Fund Balance	38.90%	35.96%	36.54%	41.66%	47.72%

Scenario Analysis

Any changes to major economic drivers or indicators could have a corresponding change in total projected revenues. To account for variances in these factors, a “High” and “Low” projection were prepared for the Outlook period.

The “Low” forecast looked at several fiscal years where total projected revenues experienced low or negative growth and generated a forecast based on those actuals. The “High” forecast looked at several fiscal years of high sustained growth in total projected revenues and generated a projection based on those actuals.

It should be noted that both forecasts have a positive growth in the five-year period and do not project any potential impact from a possible economic recession or any other unforeseen events that may negatively impact the City.

Prairie Village 2023 Budget at a Glance

Property Tax Mill Levy Rate	18.322
Total Assessed Valuation	\$552,359,275
Stormwater Utility Fee per Square Foot of Impervious Area	4.0¢
Total Housing Units	10,417
Population (2021 estimate)	22,957
Total General Fund Budget	\$27,786,443
Annual City Tax Liability - Avg. Home	\$899
Monthly City Tax Liability - Avg. Home	\$75
Outstanding Debt at Dec. 31, 2023	\$9,490,000





Financial Policies

Financial Structure

City Funds

The City accounts for its activities using funds. A fund is a separate entity with a set of self-balancing accounts for the purpose of carrying on specific activities or attaining certain objectives in accordance with regulations, restrictions or limitations. The City's budget is legally adopted at the fund level. The City further divides activity in the funds into departments and programs in addition to showing expenditures by character (personnel services, contract services, etc.).

There are three fund classifications – governmental, proprietary and fiduciary. The City has governmental funds and fiduciary funds. The fund classifications are further broken down into fund type. The charts on the next two pages list all of the City's funds and includes information such as a description of the fund, the fund type and whether the fund is appropriated or not and the department to fund relationship.

Governmental Funds - All of the City's basic services are reported in governmental funds, which are prepared using the modified accrual basis of accounting.

Fiduciary Funds - Resources held by the City for the benefit of a third party are reported in fiduciary funds. Although these resources are not available for operations, the City is responsible for ensuring the assets reported in these funds are used for their intended purposes.

Basis of Presentation

The budget is presented on the modified accrual basis of accounting. Under the modified basis, revenues are recognized when they become measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures are generally recorded when a liability is incurred. However, amounts expended to acquire capital assets are recorded as expenditures in the year that resources are expended. Also, amounts paid to reduce long-term indebtedness are reported as expenditures.

Kansas Budget Law

The Kansas Legislature issued a cash basis law in 1933 (K.S.A. 10-1101 to 10-1122) to prohibit municipalities from spending more than they receive annually in operating revenues and to prevent issuance of short-term debt to cover operating expenditures. The City's budget is submitted to the Kansas Division of Accounts and Reports for review for compliance with the cash basis law and other statutes governing the City's budget. Kansas statutes also require that the City be audited each year. A copy of the City's Annual Comprehensive Financial Report (the Report) is filed with the Division of Accounts and Reports each year. A portion of the City's Report contains schedules comparing actual revenues and expenditures with the budget adopted for that year. A copy of the City's Report is available on the City website, or by contacting the City's Finance Director.

List of Funds

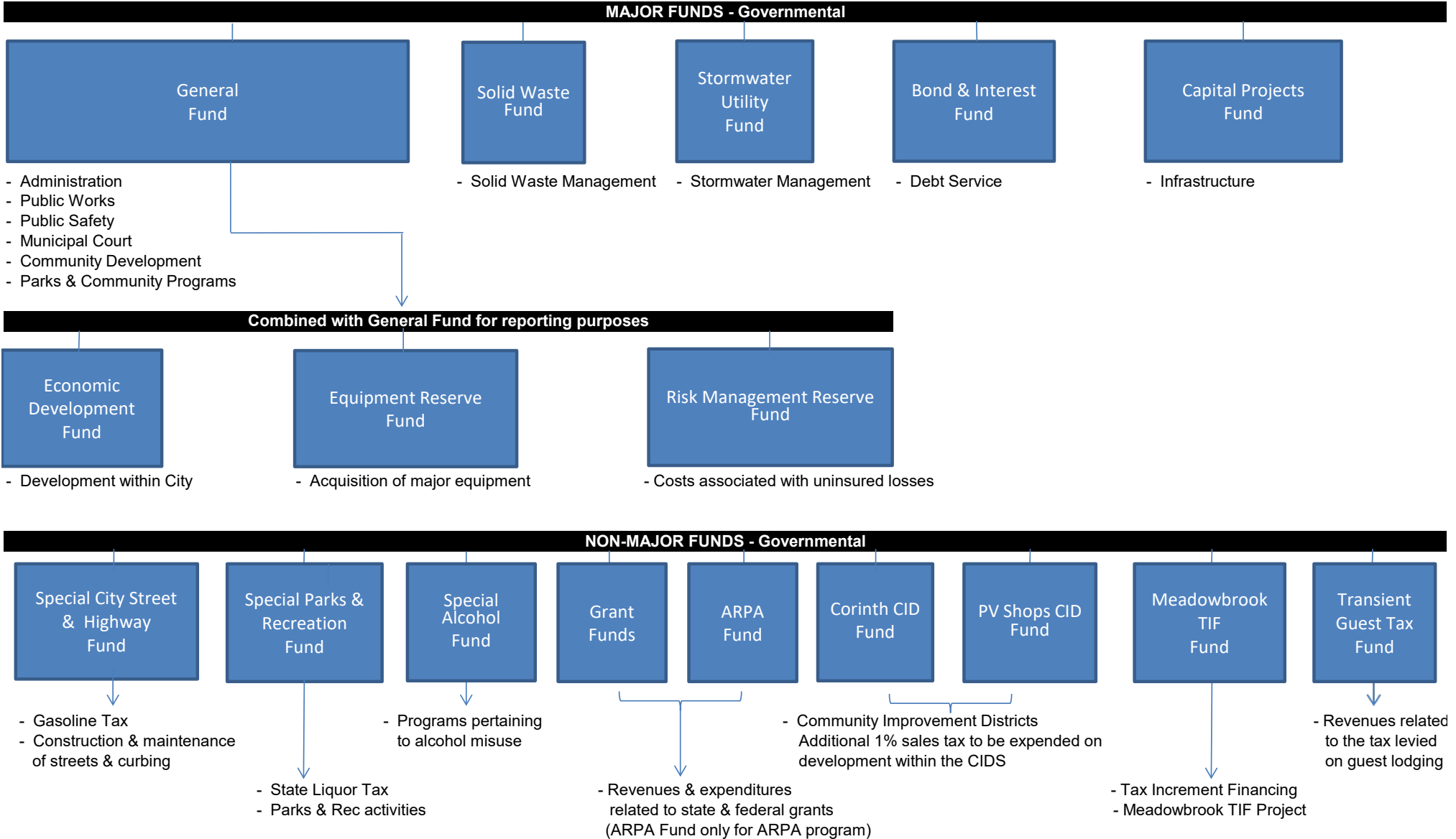
Fund	Fund Type	Description	Appropriated	Included in Budget	Included in ACFR
General	General	Accounts for activities related to the general operations of the City.	Yes	Yes	Yes*
Economic Development	General	Accounts for activities that foster and promote economic development within the City and is funded by transfers from the General Fund.	No	Yes	Yes*
Equipment Reserve	General	Accounts for the acquisition of major equipment.	No	Yes	Yes*
Risk Management Reserve	General	Accounts for the costs associated with uninsured losses and is funded by transfers from the General Fund.	No	Yes	Yes*
Capital Projects	Capital Projects	Accounts for activities related to the City's Capital Infrastructure Program.	No	Yes	Yes*
Bond & Interest	Debt Service	Accounts for resources required to service long-term debt.	Yes	Yes	Yes*
Solid Waste	Solid Waste	Accounts for the operation of the City's solid waste management system, which provides for the collection, storage and transportation of solid waste in a manner which ensures protection of the health, safety and welfare of City residents.	Yes	Yes	Yes*
Stormwater Utility	Stormwater Utility	Accounts for the activities related to the City's stormwater management program including compliance with NPDES regulations.	Yes	Yes	Yes*
Special Alcohol	Special Revenue	Accounts for the operation of services and programs pertaining to alcohol misuse and is funded by the state liquor tax.	Yes	Yes	Yes
Special Highway	Special Revenue	Accounts for gasoline taxes designated for construction and maintenance of City streets and curbing and related expenditures.	Yes	Yes	Yes
Special Parks & Rec	Special Revenue	Accounts for various City-sponsored park and recreation activities and is funded by the state liquor tax.	Yes	Yes	Yes
Corinth CID	Special Revenue	Accounts for revenues and expenditures related to Corinth Community Improvement District (CID). An additional 1.00% sales tax applies to purchases made at Corinth due to the CID.	Yes	Yes	Yes
PV Shops CID	Special Revenue	Accounts for revenues and expenditures related to PV Shops Community Improvement District (CID). An additional 1.00% sales tax applies to purchases made at PV Shops due to the CID.	Yes	Yes	Yes
Meadowbrook TIF	Special Revenue	A method of financing established in accordance with K.S.A. 12-1770 that allows the city to help redevelop property through private investment. Revenues for this method are derived from increased property tax payments (increment) caused by higher assessments on the redeveloped property.	No	No	Yes
Transient Guest Tax	Special Revenue	Accounts for revenue derived from transient guest tax levied upon the gross rental receipts paid by guests for lodging in the city and is in accordance with K.S.A. 12-1698.	No	Yes	Yes
Grants	Special Revenue	Accounts for revenues and expenditures related to Federal and State grants received by the City.	No	No	Yes
American Rescue Plan Act Grant	Special Revenue	Accounts for revenues and expenditures related to the American Rescue Plan Act (COVID-19) funding.	No	No	Yes
Police Pension	Pension Trust	Accounts for the activities of the Prairie Village Police Department Retirement Trust, which accumulates resources for pension benefit payments to qualified public safety officers.	No	No	Yes

* Considered a major fund for financial reporting purposes.

Department to Fund Relationship

Major funds are funds whose revenues, expenditures, assets, or liabilities (excluding extraordinary items) are at least 10 percent of corresponding totals for all governmental *or* enterprise funds and at least 5 percent of the aggregate for all governmental *and* enterprise funds for the same item. The City of Prairie Village has no enterprise funds at this time.

The graph below shows the relationship between the City's functional units (departments) and its major and non-major funds.



Financial Policies

The City's Financial Management Policy forms the framework for overall fiscal management of the City. This policy is reviewed each year during budget development. The policy contains several sections which are described below.

Operating Budget Polices

The objective of the operating budget policies is to maintain adequate service levels at reasonable costs by following sound financial management practices.

- A. **Balanced Budget** - The operating budget shall be balanced. For each fund, ongoing costs shall not exceed ongoing revenues plus available fund balances used in accordance with Reserve Policies.
- B. **Borrowing for Operating Expenditures** - The City will not use debt or bond financing to fund current expenditures.
- C. **Planning** - The budget process will be coordinated so as to identify policy issues for Governing Body consideration prior to the budget approval date so proper decision analysis can be made. The City Administrator shall have responsibility for: supervising the preparation and coordination of the budget, advising Department Managers of budget formats, timing and constraints; as well as the preparation of such cost/benefit studies and revenue/expenditure projections as necessary to fulfill such budgetary responsibilities.
- D. **Performance Evaluation** - Where appropriate, performance measurement and productivity indicators shall be integrated into the annual budgeting process. All departments will be reviewed regularly for such performance criteria as program initiatives, compliance with policy direction, program effectiveness and cost efficiency. The information will be reported to the Governing Body annually.
- E. **Budgetary Controls** - The City will maintain a budgetary control system to ensure adherence to the adopted budget and associated appropriations.
 - 1. The Governing Body shall review proposed expenditures in the form of appropriation/claims ordinances presented at each Council meeting, as well as through quarterly financial reports.
 - 2. Prior to Council review, the City Treasurer shall review disbursements for the purpose of determining adherence to the approved accounting procedures.
 - 3. The City Administrator and Finance Director will review monthly and quarterly expenditure reports to determine adherence to the approved budget. Department Managers shall have primary responsibility for insuring compliance with their approved departmental budget. If the City Administrator or Finance Director find an expenditure which constitutes a significant deviation (an unbudgeted impact of more than \$5,000 on a particular budget category) from the approved expenditure plan or approved budget, the department head will be asked to prepare an amended departmental budget and/or expenditure plan to accompany the appropriations ordinance for review by the Governing Body.

Financial Policies

4. City Department Managers shall have primary responsibility for insuring compliance to approved departmental budget and expenditure plans.
- F. Financial Reports - Monthly expenditure reports will be prepared for Department Managers at the end of each month to enable them to meet their budget goals and to enable the City Administrator and Finance Director to monitor and control the budget. Summary financial reports will be presented to the Governing Body quarterly.
- G. Service Levels - The City will attempt to maintain essential service levels. Changes in service levels will be governed by the following policies.
1. Budget process - The annual budget process is intended to weigh all competing requests for City resources within expected fiscal constraints. Requests for new ongoing programs made outside the annual process must substantiate the need for the new program.
 2. Personnel expenses - Requests for additional personnel should meet program initiatives and policy directives after service needs have been thoroughly documented or it is substantiated that the new employee will result in increased revenue or enhanced operating efficiencies.

Revenue Policies

The objective of the revenue policies is to ensure that funding for public programs is derived from a fair, equitable and adequate resource base, while minimizing tax differential burdens. The City will keep the revenue system as simple as possible by avoiding nuisance taxes, fees or charges only as a revenue source.

- A. Revenue Structure - The City will maintain a diversified and stable revenue system to shelter programs from short-term fluctuations in any single revenue source.
- B. Sources of Services Financing - Services which have a citywide benefit will be financed with revenue sources which are generated from a broad base, such as property taxes and state aids. Services where the customer determines the use shall be financed with user fees, charges and assessments directly related to the level of service provided.
- C. User Fees - The City will maximize the utilization of user charges in lieu of general revenue sources for services that can be individually identified and where the costs are directly related to the level of service:
1. Cost of Service - The City will establish user charges and fees at a level which reflects the costs of providing the service, to the extent legally allowable. Operating, direct, indirect (where practical and available) and capital costs shall be considered in the charges. Full cost charges shall be imposed unless it is determined that policy and market factors require different fees.

Financial Policies

2. Policy and Market Considerations - The City will also consider policy objectives and market rates and charges levied by other public and private organizations for similar services when fees and charges are established.
 3. Annual Review - The City will review fees and charges annually, and will make appropriate modifications to ensure that charges grow at a rate which keeps pace with the cost of efficiently providing the service.
 4. Nonresident Charges - Where practical or legally allowable, user fees and other appropriate charges shall be levied for activities or facilities in which nonresidents participate in order to relieve the burden on City residents. Nonresident fees shall be structured at market levels.
 5. Internal Service Fees - When interdepartmental charges are used to finance internal functions, charges shall reflect full costs; indirect expenses shall be included where practical.
- D. License Fees - The City will establish license fees at levels which reflect full administrative costs, to the extent legally allowable.
- E. Fines - Levels of fines shall be requested according to various considerations, including legal guidelines, deterrent effect, and administrative costs. Because the purpose of monetary penalties against those violating City ordinances is to deter continuing or future offenses, the City will not request any increase in fine amounts with the singular purpose of revenue enhancement.
- F. Dedicated Revenues - Except where required by law or generally accepted accounting practices (GAAP), no revenues shall be dedicated for specific purposes. All non-restricted revenues shall be deposited in the General Fund and appropriated by the annual budget process.
- G. Surplus Property - Surplus and seized property will be disposed of in the most cost-effective manner. The City Administrator has the authority to approve the disposal of fixed assets listed on the City's balance sheet.
- H. Reimbursements - The City will seek all possible Federal, State and County reimbursement for City programs and/or services.
- I. Monitoring System - Major revenue sources will be tracked on a routine basis. Five-year trends will be developed and monitored for major revenue sources.

Reserve Policies

The objective of the reserve policies is not to hold resources solely as a source of interest revenue, but rather to provide adequate resources for cash flow and contingency purposes, while maintaining reasonable tax rates.

- A. Cash Flow and Contingency – All Funds - The City will maintain a minimum “base” unallocated fund balance of five percent of all operating fund budgets to be used for cash flow purposes, unanticipated expenditures of a nonrecurring nature, or to meet unexpected increases in service delivery costs. The funds will be used to

Financial Policies

avoid cash flow interruptions, generate interest income, avoid the need for short-term borrowing and assist in maintaining the City's bond rating. To the extent that unusual contingencies exist as a result of state and federal aid uncertainties, or other unknown, a balance larger than this "base" amount may be maintained.

- B. Use of fund balances - Available fund balances will not be used for ongoing operating expenditures, unless a determination has been made that available balances are in excess of required guidelines and that plans have been established to address future operating budget shortfalls. Emphasis will be placed on onetime uses which achieve future operating cost reductions. Use of fund balances must be authorized by the City Council.
- C. Annual review - An annual review of cash flow requirements and appropriate fund balances will be undertaken to determine whether modifications are appropriate for the reserve policies.

Debt Policies

Please see the Debt Service section of this document for information about the City's debt policies and schedules of outstanding debt.

Capital Budget Policies

The objective of the capital budget policies is to ensure the City of Prairie Village maintains its public infrastructure and equipment in the most cost-efficient manner.

- A. Capital Infrastructure Program - The City will prepare and adopt a four-year Capital Infrastructure Program, which will detail each capital project, the estimated cost and funding source. A priority system will be used to rank recommended projects.
- B. Operating Budget Impacts - Operating expenditures will be programmed to include the cost of implementing the Capital Infrastructure Program and will reflect estimates of all associated personnel expenses and operating costs attributable to the implementation and/or ongoing operations of capital outlays. All single items purchased by the City, which have a cost of \$5,000 or more, and a useful life of more than one year, will be considered a Fixed Asset and will be added to the fixed asset inventory.
- C. Repair and Replacement - The City recognizes deferred maintenance increases future capital costs by an estimated five to ten times. Therefore, the City will endeavor to maintain its physical assets at a level adequate to protect the City's capital investments and minimize future maintenance and replacement costs. The capital budget will provide for the adequate maintenance, repair and orderly replacement of the capital plant and equipment from current revenues where possible.

Accounting Policies

The objective of the City's accounting policies is to ensure all financial transactions of the City of Prairie Village are carried out according to the dictates of the City Charter,

Financial Policies

State Statutes, federal grant guidelines and the principles of sound financial management.

- A. Accounting Standards - The City will establish and maintain accounting systems according to the generally accepted accounting principles and standards (GAAP) of the Government Finance Officers Association (GFOA) and the Governmental Accounting Standards Board (GASB). A centralized system shall be used for financial transactions of all City departments.
- B. Annual Audit - An annual audit will be performed by a firm selected by the City Council and will issue an official opinion on the annual financial statements, with a management letter detailing areas that need improvement, if required.
- C. Disclosure - Full disclosure will be provided in all financial statements and bond representatives.
- D. Monitoring - Financial systems will be maintained to monitor expenditures and revenues on a monthly basis, with a thorough analysis and adjustment, if required, at midyear.
- E. GFOA Award - The City will annually submit necessary documentation to obtain the Certificate of Achievement for Excellence in Financial Reporting.

Investment Policies

The objective of the investment policies is to ensure that all non-pension related revenues received by the City are promptly recorded and deposited in designated depositories, and if not immediately required for payments of obligations, are placed in authorized investments earning interest income for the City according to the following criteria.

- A. Objectives - The following objectives shall govern Prairie Village investments, as listed in order of importance.
 - 1. Safety - Safety of principal is the foremost objective of the City of Prairie Village. Each investment transaction will be made in a manner which ensures that capital losses are avoided, whether from securities defaults or erosion of market value. All investments of funds of the City of Prairie Village will be collateralized to at least 100% of market value by instruments which are backed by the full faith and credit of the federal government or instruments issued by agencies of the federal government. If any mortgage is involved in the underlying value of the instruments pledged as security by an institution, City funds should be collateralized at market to 120% of total investment.
 - 2. Liquidity - The cash position of the City of Prairie Village has peaks and valleys during the year which require that a portion of the investment portfolio emphasize liquidity. The City of Prairie Village will consider liquidity as a priority, while still recognizing the need to maximize yield.
 - 3. Yield - The investment portfolio of the City of Prairie Village will be designed to attain a market average rate of return through budgetary and economic

Financial Policies

cycles, taking into account the City's investment risk constraints, cash flow characteristics of the portfolio and prudent investment principles.

4. Local Considerations - Subject to requirements of the above priority objectives and regulations of the State of Kansas, it is the policy of the City of Prairie Village to offer financial institutions within the City and the Kansas Municipal Investment Pool the opportunity to bid on investments. Financial institutions outside the City limits may also bid on investments in accordance with state statutory provisions. When the highest yield rate offered is the same or higher than the weighted yield rate of current investments, the offer may be accepted. When the yield rate offered is lower than the weighted yield rate of current investments, the money will be invested in a short-term account until yield rates increase above the weighted yield rate of current investments.
 5. Maintaining the Public Trust - Because the investment portfolio is subject to public review and evaluation, the overall investment program will be designed and managed with a degree of professionalism that is worthy of the public trust. Investment officials will avoid any transaction that might impair public confidence in the City of Prairie Village's ability to govern effectively.
- B. Types of Investments - The City of Prairie Village shall invest only United States Treasury bills/notes, certificates of deposit and U.S. Agency Securities with maturities not longer than two years, as authorized by Kansas statute.
- C. Diversification - It is the policy of the City of Prairie Village to diversify its investment portfolio. Assets held in the general fund and other funds shall be diversified to eliminate the risk of loss resulting from over concentration of assets in a specific maturity, a specific issuer or a specific class of securities. Diversification strategies shall be established, with periodic review and revision, as appropriate. Before a significant change in type of investments is made, staff will consult with the Council Committee of the Whole. In establishing specific diversification strategies, the following general policies and constraints will apply:
1. Portfolio Maturities - Maturities will be staggered in a way that avoids undue concentration of assets in a specific maturity sector. Maturities will be selected which provide for income stability and reasonable liquidity.
 2. Liquidity - For short-term cash management fund liquidity, investment practices will be followed which ensure that funds required for the next disbursement date and payroll date are covered through maturing investments or marketable U.S. Treasury securities.

Treasury Policies

The objectives of the Treasury Policies are to provide an effective way for the preparation and distribution of employee salaries and vendor accounts payable checks.

- A. Payroll Procedure - The Finance Department is authorized by the Governing Body to release funds for City payroll costs without prior claims ordinance approval. The City Administrator and/or Finance Director shall approve the transfer of funds

Financial Policies

between City checking accounts necessary to fund those costs, which shall be placed on a Claims Ordinance for approval of the Governing Body at their next regular meeting.

- B. Accounts Payable Procedure - The Finance Department is authorized by the Governing Body to prepare and distribute checks for payment to the City's accounts payable vendors after a claims ordinance and check register have been approved by the Governing Body.
1. The Finance Department is authorized to prepare and distribute payments without prior approval of the Governing Body on utility bills, insurance policies or other annual agreements that incur late payment fees if held for the next approved claims ordinance. These disbursements shall be placed on a Claims Ordinance for approval of the Governing Body at their next meeting.
 2. All other emergency disbursement requests shall require approval of the City Treasurer or, in their absence, the City Administrator or their designee. If authorized and disbursement is made, a record of the disbursement shall be placed on a claims ordinance for approval of the Governing Body at their next meeting.

Debt Service

The objective of the Prairie Village debt management policy is to maintain the City's ability to incur present and future debt at minimal interest rates in amounts needed without endangering the City's ability to finance essential City services. Recognizing that debt is usually a more expensive financing method, alternative financing sources will be explored before debt is issued.

Bond Rating - The City will manage financial affairs to ensure Aa or better bond rating.

General Obligation Bonds, Property Tax Supported - The City will utilize general obligation, property tax supported bonding to finance only those capital improvements and long-term assets which have been determined by the City Council to be essential to the maintenance or development of the City and which cannot be financed with current revenue. Debt will be used to acquire major assets with expected lives which equal or exceed the average life of the debt issue.

Special Obligation Revenue Bonds - Special obligation revenue bonds, those bonds for which the City incurs no financial or moral obligation, shall only be issued if the associated development projects can be shown to be financially feasible and will contribute substantially to the welfare and/or economic development of the City and its citizens.

Short Term Debt and Leases - Because the City recognizes the inherent risk in short term borrowing, this type of financing will not be used without careful investigation of financing options, cost of the financing and terms available. Lease/purchase will be used as a financing tool only when, through investigation, the City determines this is the most prudent and cost-effective way to finance the project or equipment.

Limitations on Issuance of New Debt - The City will establish and maintain limitations on the issuance of new property tax base supported bonded indebtedness. These limitations will promote a balanced relationship between expenditures for debt service and current municipal costs, and assist in minimizing the overall property tax burden. The City will limit the issuance of new bonded debt so as to maintain or make improvements in key financial ratios, including;

- Direct City debt should not exceed 3% of the estimated market value of property within the City.
- The percentage of direct City debt scheduled for retirement in the next 10 years should exceed 50% of the total outstanding debt.
- General obligation maturities should not exceed the life of the project or asset financed with bonds.

Debt Service - Bond issues should be scheduled to equalize annual debt service requirements to the degree that borrowing costs can also be minimized. The charts on the next page show debt limit calculations and the debt obligations.

Debt Service

Outstanding Debt as a % of Assessed Value

Outstanding Debt at 12/31/2022	10,170,000
2022 Assessed Value (as of June 1 2022)	<u>552,760,385</u>
Percentage (%)	1.8%

Debt Service Expenditures as a % of Operating Expenditures

Debt Service Expenditures	1,048,000
Operating Expenditures (total for budgeted Funds)	<u>24,824,416</u>
Percentage (%)	4.2%

% of Debt Scheduled for Retirement in the Next 10 years **43%**

State statutes limit the City's outstanding debt to 30% of assessed valuation. The City will be in compliance with this statute in 2022.

Debt Obligations

		Date of Indebtedness	Amount of Issue	Principal Outstanding 12/31/2022	Projected FY 2023 Debt Payment	Final Maturity
General Obligation Bonds						
2016C	Street Light	10/31/2016	3,101,000	475,000	489,250	9/1/2023
2019 ²	Public Works Building	12/19/2019	9,890,000	9,695,000	558,750	9/1/2049
Total Indebtedness			12,991,000	10,170,000	1,048,000	
Revenue Obligations						
2021 (TIF) ¹	Meadowbrook TIF Project	12/1/2021	18,040,000	16,475,000	1,993,066	1/1/2036

¹ The Series 2021 Bonds were issued by the City in December 2021 for the purpose of refunding the City's outstanding Series 2016-A general obligation bonds in the principal amount of \$10,925,000 and the City's Series 2016-B outstanding special obligation revenue bonds in the principal amount of \$7,750,000. The City is under no obligation to levy any form of taxation or make any appropriation for the payment of Series 2021 Bonds.

² Capitalized Interest in 2020 -2021. Principal payments began in 2022.

Annual Budget Adoption

Policy

According to Kansas statutes, the City must adopt the budget by August 25 of the year preceding the budgeted year if not exceeding the Revenue Neutral Rate, or October 1 if exceeding the Revenue Neutral Rate.

Per Senate Bill 13, a budget requires a Revenue Neutral Rate hearing to exceed the revenue neutral rate provided by the County Clerk. During the 2021 legislative session, the tax lid was removed and the legislature enacted SB13 and HB2104, establishing new notice and public hearing requirements if the proposed budget will exceed the property tax levy's revenue neutral rate.

The revenue neutral rate is the tax rate in mills that will generate the same property tax in dollars as the previous tax year using the current tax year's total assessed valuation. In Prairie Village, the revenue neutral rate would be 17.247 mills in the 2023 budget. Since the proposed budget required 18.322 mills, a public hearing was required. Notice of intent to exceed the revenue neutral was provided to the County Clerk on July 19th, 2022. The hearing occurred September 6th preceding the normal public hearing and budget adoption.

The 2023 Budget was adopted on September 6, 2022, in compliance with this requirement.

Responsibilities

The Governing Body is the ultimate authority for adoption of the budget. The City Administrator has overall responsibility for development of the budget. Development of the budget is a team effort by the City Administrator, Department Heads and all levels of staff within the City. The Mayor acts as a tie breaker during the budget process.

Budget Development Process

First Quarter

- The Governing Body discusses and establishes the goals that will guide development of the budget.
- The City Administrator meets with Department Heads to discuss plans for the year being budgeted.
- The City Administrator and the Finance Director develop the budget calendar.
- The Finance Director finalizes the year end financial statements and prepares a preliminary revenue forecast.
- The City Administrator and the Human Resources Manager develop the personnel services budget assumptions with input from the Department Heads.
- In mid-March, the Finance Director distributes budget instructions and historical budget information to the Department Heads.

Second Quarter

- Mid-April – Budget requests due from Department Heads.
- May – Draft budget overview with the Governing Body; direction on items if needed. Department Heads refine budget requests based on City Administrator review and Governing Body direction.

Annual Budget Adoption

- May – Recommended Operating and CIP Budgets presented to the Governing Body.

Third Quarter

- July – Finance Director requests the Budget Public Hearing date and permission to publish the budget in accordance with Kansas statutes.
- August - October – Budget Public Hearing held and budget adopted by August 25 or October 1, depending on the Revenue Neutral Rate.

Budget Amendments

Kansas statutes allow the City to amend its budget after adoption. The process for notification and public hearings is the same as for adoption of the budget. Budget reductions do not require a formal budget amendment. The Governing Body is the ultimate authority for adoption of the amended budget.

City of Prairie Village 2023 Budget Calendar

Month	Date	Action Item
February	2/22/22	Council Meeting - Handout 2023 Budget Calendar Outline
March	3/3/22	Meet with Johnson County Appraiser - Beau Boisvert
	3/7/22	Council Meeting - (1) 2023 Budget Goals and Objectives (2) Mill Rate Handout (3) Decision Packages (<i>send to Nickie by 4/8/2022</i>)
	3/21/22	4th Quarter 2021 Financial Report
April	4/4/22	Council Meeting - (1) Worker's Compensation and Insurance Cost Assumptions (<i>moved to 4/18/22</i>) (2) Committee 2023 Budget and Funding requests (Village Fest, Arts Council, Environmental, Diversity and Jazz Fest)
	4/8/22	Department budget requests due
	4/11 - 4/15/22	Budget review process with individual departments
	4/18/22	Council Meeting - (1) Decision Package Discussion (2) Preliminary Revenue Estimate (3) Worker's Compensation and Insurance Cost Assumptions (<i>moved from 4/4/22</i>)
May	5/2/22	Council Meeting - (1) CIP Discussion and Annual Road Condition Report
	5/10/22	Finance Committee Meeting - Preliminary 2023 Budget Established and Decision Packages
	5/16/22	Council Meeting
	5/25/22	Finance Committee Meeting - Preliminary 2023 Budget Established and Decision Packages (Continued)
	5/30/22	HOLIDAY
June	6/6/22	Council Meeting
	6/15/22	SB 13: County Clerk will calculate and notify taxing entities of revenue neutral rate
	6/21/22	Council Meeting - 2023 Budget Discussion and Approval of Preliminary Budget
July	7/4/22	HOLIDAY
	7/18/22	Council Meeting - SB 13 Resolution Stating Intent to Exceed Revenue Neutral Rate, Request Permission to Publish 2023 Budget & Set Budget Adoption and Revenue Neutral Rate Public Hearing Date
	7/20/22	SB 13: Governing Bodies notify County Clerk of intent to exceed revenue neutral rate w/ date, time and location of hearing
August	8/1/22	Council Meeting
	8/10/22	Notification sent to taxpayers, if exceeding revenue neutral rate
	8/15/22	Council Meeting
	8/23/22	Latest date for notice to be published in the Legal Record for RNR and Budget Hearing
	8/25/22	Submit budget forms to County Clerk (due August 25th) <i>If not exceeding revenue neutral rate</i>
September	9/6/22	Council Meeting - SB 13 Public Hearing (Must be no later than September 20) and Budget Hearing/Adoption
October	10/1/22	Submit budget forms to County Clerk if Exceeding Revenue Neutral Rate (due October 1st)
	10/1-10/31/22	Finalize Budget Book; Submit to GFOA Award Program



Revenues

Revenue Sources

Introduction

Prairie Village's revenue stream is stable and experiences nominal growth in normal economic times. Because the City is a land-locked, fully built-out community, sources of new revenue are limited to reappraisal of real estate, the inflation related increases in retail sales, additional taxes or fees, etc. In 2021, the City Council adopted The Village Vision 2.0, the City's comprehensive plan. One of the goals of The Village Vision was to increase economic development in the City which would in turn increase revenues for the City.

In 2011 the City approved two Community Improvement Districts (CIDs), where an additional 1.00% is applied to purchases. These funds are intended for improvements within the CID boundaries. This is a long-term goal, the effects of which may not be seen for several years.

In 2016 a Tax Increment Financing (TIF) district was approved by Council as a method of financing. The Tax Increment Financing Act (K.S.A 12-1770) authorizes cities to develop blighted property and potentially blighted property through private investment which may be aided by the issuance of special obligation city bonds or other "pay as you go" reimbursements. Such obligations are retired by the increased property tax payments (increment) caused by the higher assessments on the redeveloped property. TIF is based on the concept of a partnership between the city and the private sector by providing capital for private economic ventures which serve a public purpose (i.e. redevelopment of blighted or potentially blighted areas which are known in the TIF law as conservation area).

The City has one TIF district. The Meadowbrook TIF project has transformed the former 82 acre golf course and country club into a park and mixed-use development. The project blends residential, commercial, and cultural uses, whose functions are physically and functionally integrated, and provide pedestrian connections.

In 2019, The Inn at Meadowbrook opened and is the City's first hotel. The 54 room luxury hotel is on the edge of the eighty acre park in Meadowbrook. The City began receiving transient guest tax revenue in mid-2019. These funds will be used for the promotion of tourism, conventions and economic development.

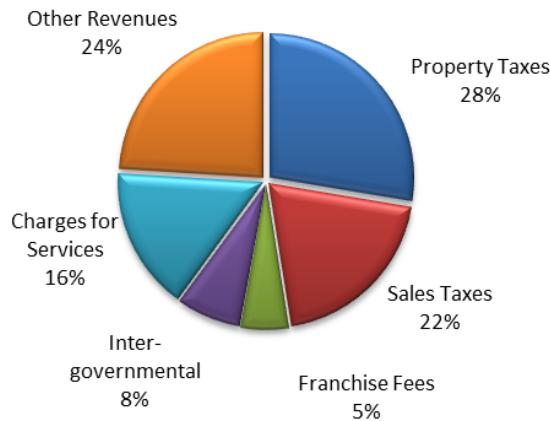
In 2009 the City established a stormwater utility and a fee to fund the City's stormwater management program. This remains a key component of the 2021 budget. For the 2022 Budget, the City continued its practice of reviewing its user fees.

The chart on the next page gives an overview of the City's revenue sources, excluding transfers between funds. The sections that follow discuss these sources in greater detail.

Revenue Sources

Revenue Source	2023 Budget All Funds	% of 2023 Budget
Property Taxes	\$ 9,637,244	28%
Sales Taxes:		
Local	2,600,000	8%
County	1,770,000	6%
County Public Safety 1	435,000	1%
County Public Safety 2	435,000	1%
County Public Safety 3	435,000	1%
CID - Corinth	650,000	2%
CID - PV Shops	600,000	2%
Total Sales Tax	6,925,000	21%
Charges for Services	5,575,029	16%
Intergovernmental	2,498,680	7%
Franchise Fees	1,871,238	5%
Subtotal - Major Revenue Sources	\$ 26,507,190	
Other Revenues:		
Incremental Property Taxes	2,205,200	6%
Transient Guest Tax	280,000	1%
Use Tax	1,940,000	6%
Motor Vehicle Tax	862,039	3%
Liquor Tax	471,273	1%
Licenses & Permits	977,683	3%
Fines & Fees	758,700	2%
Recreational Fees	400,350	1%
Interest on Investments	312,460	1%
Miscellaneous	174,536	2%
Total Other Revenues	8,382,241	24%
Grand Total Revenues	\$ 34,889,431	

2023 Revenue Sources - All Funds



Revenue Sources

Ad Valorem Property Tax

This is a tax on real estate and personal property. It is computed by applying the City’s mill rate to the City’s assessed valuation. Each year in March, the County Appraiser provides an estimated taxable market value which is used to estimate property tax revenues in the early stages of budget development. In June, the County Clerk provides the estimated assessed valuation after valuation appeals have been processed. This is the assessed value on which the adopted budget is based. The County Clerk finalizes the assessed valuation in November and adjusts the City’s mill rate as needed to result in the dollar amount of property taxes indicated in the City’s adopted budget. The state provides the County the assessed valuation for utilities.

Fast Facts

Assessed Value as a Percentage of Market Value:

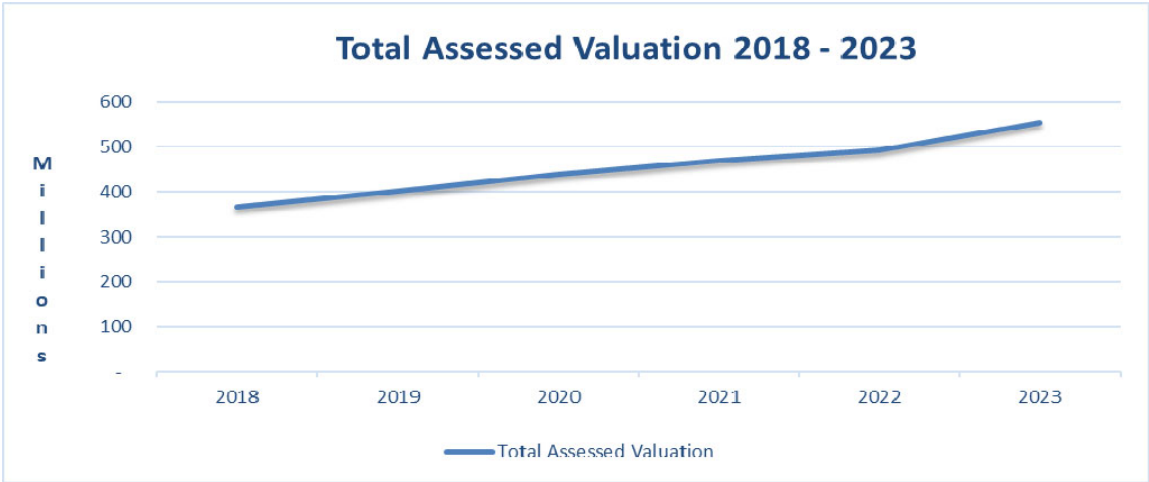
- Commercial Property = 25%
- Residential Property = 11.5%

Composition of City’s Tax Base:

- Commercial Tax Base = 10%
- Residential Tax Base = 90%

Below is a history of the City’s assessed valuation. The City’s assessed valuation for 2023 increased 12.1% over the assessed valuation for 2022. The average home sales price increased 6.58% from 2020 to 2021, while the mean appraised value rose 12.38% during the same time period. Growth in assessed valuation primarily comes from reappraisal increases.

	Assessed Value (in millions)					
	2018	2019	2020	2021	2022	2023
Real Estate	\$ 360	\$ 396	\$ 432	\$ 463	\$ 486	\$ 545
Personal Property	1	1	1	1	1	1
State Assessed Utilities	5	5	5	5	6	7
Total	\$ 366	\$ 402	\$ 438	\$ 469	\$ 493	\$ 553
Percent Change	13.0%	9.8%	9.0%	7.1%	5.1%	12.2%

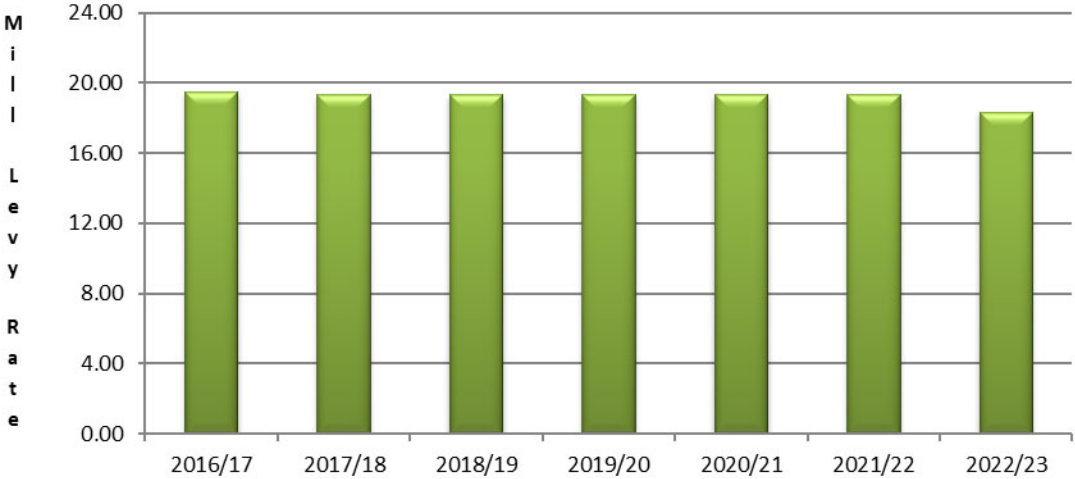


Revenue Sources

Below is a history of the City’s mill levy rate. The 2023 budget does include a mill levy rate reduction of 1 mill. The last mill levy rate increase was in 2012 and was increased by 0.614 mills for the purpose of hiring two police officers. Since 2014 the mill levy rate has remained relatively flat until the 2023 reduction.

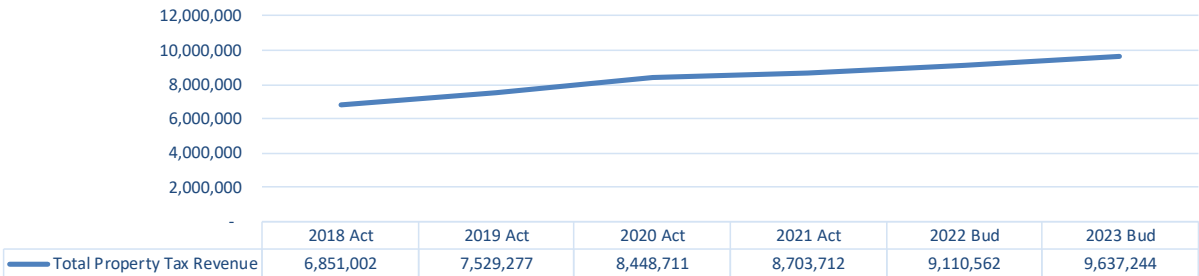
Mill Levy Rate							
	2016/17	2017/18	2018/19	2019/20	2020/21	2021/22	2022/23
General Fund	19.471	19.311	19.314	19.320	19.321	19.322	18.322
Bond & Interest Fund	0.000	0.000	0.000	0.000	0.000	0.000	0.000
Total	19.471	19.311	19.314	19.320	19.321	19.322	18.322
	-0.029	-0.160	0.003	0.006	0.001	0.001	-1.000

Mill Levy Rate 2016-2023



Below is a history of the City’s total property tax revenue.

Total Property Tax Revenue 2018 - 2023



Revenue Sources

Sales Tax

Sales tax revenues come from two sources: Local Sales Tax and County Sales Tax. There is an additional 1.00% sales tax applied to purchases made within one of the two Community Improvement Districts (CIDs). Forecasts of these revenue sources are based on trends of past years' revenue and economic conditions.

Local Sales Tax

- Comes from a sales tax on retail sales within the City.
- The rate is 1%.
- Average annual change 2018 – 2022: +4.3%

Prairie Village Total Sales Tax Rate	
6.500%	State of Kansas
1.000%	City Of Prairie Village
1.350%	Johnson County
0.125%	Johnson Co. Research Triangle
8.975%	Total

County Sales Tax

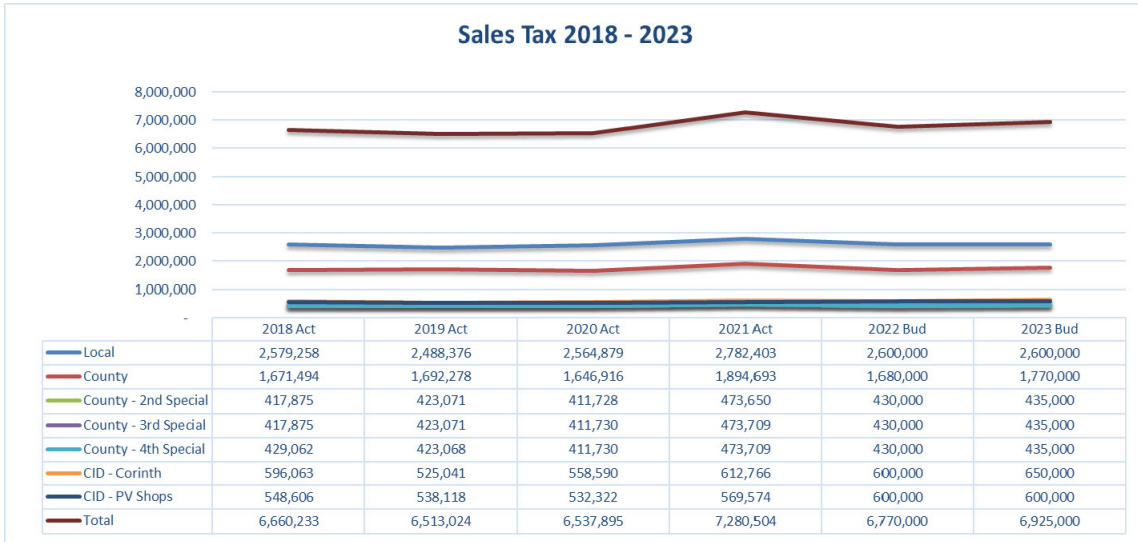
- Comes from a sales tax on retail sales within Johnson County.
- Five rates make up the total County rate:
 - General County Sales Tax = ½%
 - 2nd County Specialty Sales Tax – 1996 (no sunset) = ¼%
 - 3rd County Specialty Sales Tax – 2008 (no sunset) = ¼%
 - Research Triangle Sales Tax – 2008 (no sunset) = 1/8%
(cities do not receive any of the revenue from this tax)
 - 4th County Specialty Sales Tax – 2017 (sunsets in 2027) = ¼%
- Cities within the County share 36% of the total revenue based on a formula established by State statute. The formula uses population and property tax dollars levied to distribute the tax revenue. The City's share of this revenue changes from year to year depending on how its population and property tax dollars levied compare to other cities in the County. For the last several years, the City's share of this revenue has remained relatively constant at 3%.

Community Improvement District (CID) Sales Tax

- Comes from a sales tax on retail sales within the boundaries of the CID.
- The rate is 1%.
- Became effective January 1, 2011

Revenue Sources

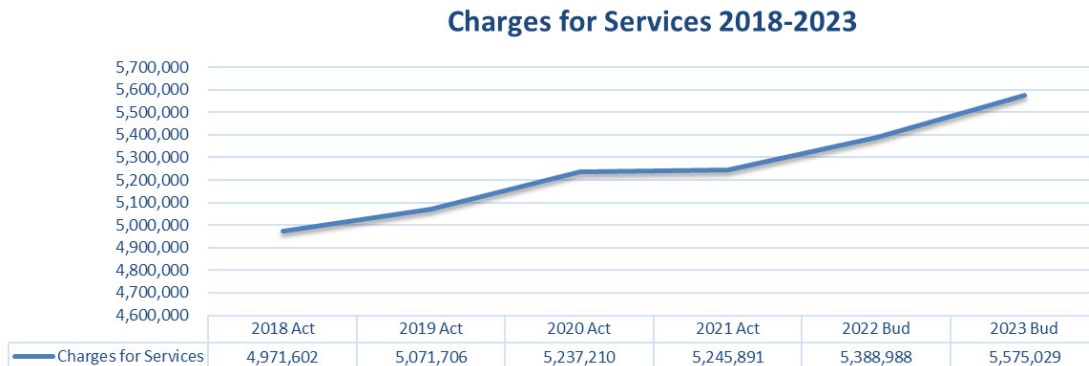
As evidenced by the following chart, the City's sales tax revenues have been gradually increasing or essentially staying the same for 2023, reflecting the state of the economy.



Charges for Services

This source includes revenue which is a charge for contract service and special assessments to recipients of certain services. The three largest sources of this revenue type are the police services contract with Mission Hills, special assessments for solid waste collection and the Stormwater Utility Fee. These three items alone account for 94% of the 2023 budget for this revenue source.

The chart, below, shows a history of this revenue source. The steady increase reflects changes in the Mission Hills contract, Solid Waste Management and Stormwater Utility fees. The 2023 the Solid Waste homeowner annual assessment went up from \$227 in 2022 to \$245 in 2023. The Mission Hills contract is based on the final 2023 Prairie Village expenditure budget.



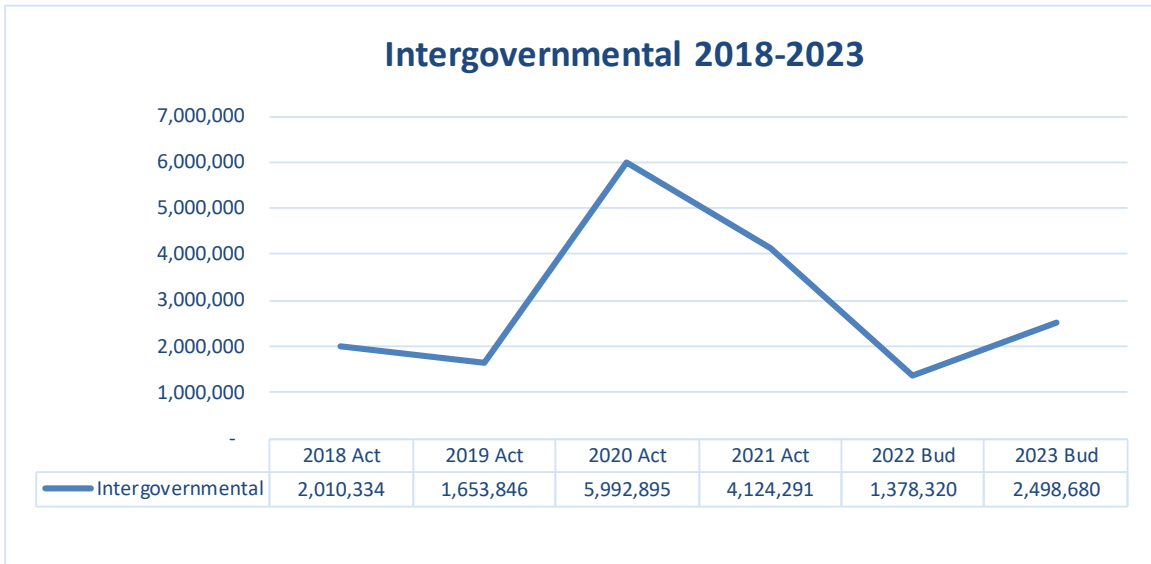
Revenue Sources

Intergovernmental

This revenue source includes revenues granted through other jurisdictions, primarily the State and Federal governments. The amount of funds received by the City from these sources can be changed by decision of the controlling jurisdiction. Items included in this source are motor vehicle tax, liquor tax and County road and storm drainage capital project grants.

This source of revenue has significant changes from year to year depending on what capital projects qualify for County grants and what stage of construction the projects are in at the end of the year. The grant revenues are earned as construction expenditures are made. The 2023 Intergovernmental budget includes:

- | | |
|---|------------------|
| • Highway Tax | = \$ 619,880 |
| • County Assistance Road System (CARS) | = 1,292,000 |
| • Stormwater Management Advisory Council (SMAC) | = 0 |
| • Funding from Others | = <u>586,800</u> |
| Total | = \$2,498,680 |

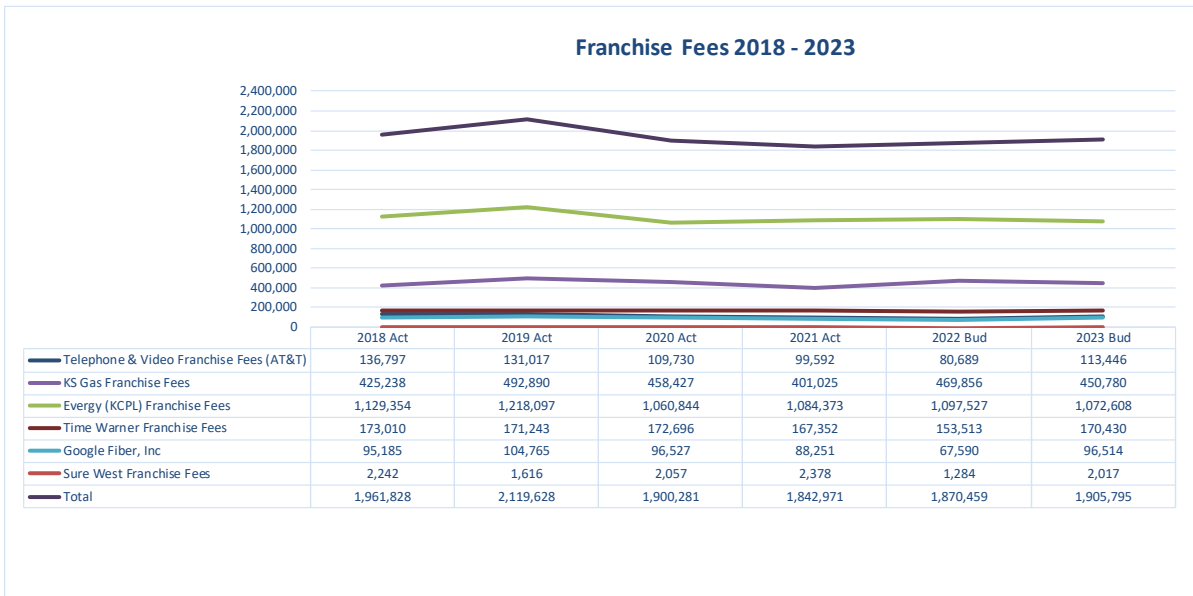


Revenue Sources

Franchise Fees

The City charges franchise fees on the major utilities within the City. These utilities include electric, gas, telephone, cable and open source video companies. The fee is 5% of gross receipts as defined and permitted by state statutes.

The charts below shows the history and breakdown of the City’s franchise fees from 2018 – 2023. In the fall of 2016 Google Fiber started remitting franchise fees to the City but exited the cable television market in early 2022. Revenues are volatile based on weather and customer trends in cable and utility usage. The projected decline in 2023 reflects a downward trend in some franchise fee categories.



Revenue Sources

Other Revenues

This revenue source includes incremental property taxes, transient guest tax, use tax, motor vehicle tax, liquor tax, licenses and permits, recreation fees, fines, interest income and miscellaneous revenue. Use tax and fines make up the majority of this source.

Incremental property taxes are the property tax increases from the Meadowbrook Tax Increment Financing District (TIF). TIF subsidies do not come directly from the city's budget, but from the future gains in taxes and are used to finance improvements in the district. As Meadowbrook is developed, the value of the property increases, and thus the property tax revenue increases. The increased property tax revenues are the "incremental property tax".

Use tax is a sales tax paid on personal property purchased outside the City, but "used, stored or consumed" within the City unless the property has already been subject to such a tax. The City receives a use tax related to its local sales tax as well as a portion of the County use tax related to the County sales taxes. This source fluctuates depending on the level of outside sales to which the tax applies, thus making it difficult to forecast. From 2017 to 2021, the City had a 97% increase in use tax.

Fines and fee revenue include traffic violations, jail fees and court costs. Traffic violations make up 99% of this revenue source and are affected by the enforcement efforts of the Police Department Traffic Unit. From 2017 to 2021 this overall revenue source has decreased 7%, partially due to COVID-19 adjustments. (From 2016 to 2020, revenue decreased 23%.) The 2023 projection reflects the police department being closer to being fully staffed and therefore more consistent traffic enforcement and traffic tickets being handed out.

Revenue Source	2023 Budget
Other Revenues:	
Incremental Property Taxes	2,205,200
Transient Guest Tax	280,000
Use Tax	1,940,000
Motor Vehicle Tax	862,039
Liquor Tax	471,273
Licenses & Permits	977,683
Fines & Fees	758,700
Recreational Fees	400,350
Interest on Investments	312,460
Miscellaneous	174,536
Total Other Revenues	<u>8,382,241</u>

Revenue Forecast Methodology

Annually, The City Council preliminarily evaluates key budget planning components providing overall guidance to staff's budget development. Revenue forecasting continues to indicate future challenges that need to be considered going forward.

GENERAL FUND		
DESCRIPTION	KEY 2023 PROJECTION FACTORS	APPLICABLE LAWS
Local Ad Valorem Property Tax	Levy is based on the amount needed to fund the Ad Valorem Property tax requirement for this fund based on a projected assessed valuation of \$552,359,275 and a mill levy rate of 18.322 mills.	The basis of this tax is the assessed valuation of taxable real & tangible personal property in each county & special taxing district. State law requires that all real & tangible personal property shall be assessed at fair market value. Property is classified into various classes & assessed at different percentages based on classification. Each individual government controls the tax levy set for its jurisdiction.
Delinquent Property Tax	Based on historical receipts.	The County Clerk is responsible for placing on the tax rolls any land or improvements that have previously escaped taxation in the amount equal to that amount that would have been paid had the property been on the tax rolls, plus delinquent taxes paid after the due date.
City Sales Tax	Based on trend of the past 5 years of actual data plus a review of the current year's collections to date.	The City levies a 1% tax on all nonexempt sales within the City.
Countywide Sales Tax	This is the City's share of the countywide .5% sales tax. Based on trend of the past 5 years of actual data plus a review of the current year's collections to date. In addition, the County's forecasted increase or decrease is taken into consideration.	The proceeds of the Countywide sales tax are distributed by the State Department of Revenue based on the following formula: One half of all revenue collected within the County shall be apportioned among the County & cities in the proportion of each entity's total taxing effort in that preceding year relative to the total taxing effort of all cities & the County in the preceding year. The remaining one half of the revenue shall be apportioned to the County & cities in the proportion each entity's population has relative to the total population in the County. The County share shall be calculated by the percentage of people residing in unincorporated areas.
Countywide Sales Tax-County Specials: 2nd County Special = 0.25% 3rd County Special = 0.25% 4th County Special = 0.25% Total = 0.75%	This is the City's share of the countywide .75% County Special sales tax. Based on trend of the past 5 years of actual data plus a review of the current year's collections to date.	The portion of the Countywide Sales Tax due to the passage of County Special Sales Taxes and is based on the following formula: One half of all revenue collected from the additional .25% sales tax shall be apportioned to the County. The remaining half shall be apportioned based on the formula used to distribute Countywide Sales Tax as previously stated.

Motor Vehicle Tax	Based on information received from the County plus a review of the last 5 years of data and the current year's collections to date.	The basis of this tax is the levy of a county average mill rate applied against the assessed valuation of registered motor vehicles within the City. The tax is payable in full annually at the time of vehicle registration. Distribution is made as the revenue is collected.
Liquor Tax	Based on estimates received from the County and the trend of the past 5 years of actual data.	The State levies a 10% surtax on the sale of all alcoholic beverages sold by any club, caterer, or drinking establishment. 70% of the taxes paid within City limits are returned to the respective cities & must be allocated 1/3 to each of the following funds: General, Special Parks & Recreation, and Special Alcohol.
Electric Franchise Fees	Based on trend of the past 5 years of actual data plus a review of the current year's collections to date with a decrease anticipated from a change in electric rates.	The City levies a franchise tax of 5% of gross receipts from the electric utilities operating within the City limits.
Gas Franchise Fees	Based on trend of the past 5 years of actual data plus a review of the current year's collections to date.	The City levies a franchise tax of 5% of gross receipts from the gas utilities operating within the City limits.
Phone Franchise Fees	Based on trend of the past 5 years of actual data plus a review of the current year's collections to date, with adjustment for gradual loss of land lines in favor of cell phones.	The City levies a franchise tax of 5% of gross receipts from the local exchange telephone companies operating within the City limits.
Cable Franchise Fees	Based on trend of the past 5 years of actual data plus a review of the current year's collections to date.	The City levies a franchise tax of 5% of gross receipts from the cable companies operating within the City limits.
Occupational Licenses	Based on projected number of businesses requiring these licenses.	The governing body sets fees. Fees are analyzed annually.
Liquor Licenses	Based on projected number of businesses requiring these licenses.	Includes liquor licenses, cereal malt beverage licenses and drinking establishment licenses.
Animal Licenses	Based on department estimates and historical trends.	The governing body sets fees. Fees are analyzed annually.
Building Permits	Based on department estimates as well as historical receipts and trends.	The governing body sets fees. Fees are analyzed annually. Fees are linked to the value of the new construction.
Right of Way/Drainage Permits	Based on department estimates.	The governing body sets fees. Fees are analyzed annually.
Planning & Zoning Fees	Based on historical receipts and trends.	The governing body sets fees. Fees are analyzed annually.
Pool Fees	Based on department estimates and historical trends.	Admission fees and Concessions fees are set by the governing body.
Fines	This covers fines and fees related to the Municipal Court. Based on departmental estimates and historical trends. These revenues can fluctuate depending on the enforcement efforts by the Police Department.	Fines are set by a combination of State law, municipal code, and judge's actions.
Mission Hills Contract	Based on allocation formula negotiated with the City of Mission Hills. The formula uses the 2023 budget for the Police Department and the Municipal Court.	The City provides police, dispatch and animal control services for the City of Missions Hills, which borders Prairie Village to the North. The contract is approved annually by the governing bodies of both cities.
School Resource Officer Reimbursement	Based on department estimates and historical trends.	The City provides an officer who divides his time between the high school and the middle school in the City.
Claridge Court	Based on the real estate assessed valuation and the value of personal property.	Payment in lieu of taxes per the development agreement signed when Industrial Revenue Bonds were issued to the senior living facility.

Cellular Tower	Based on the contract amounts with each lessee.	The City leases space on its tower to three cell phone companies and receives monthly lease payments.
Off-Duty Contractual	Based on department estimates and historical trends.	Businesses and churches ask the City to provide special police services for directing traffic and providing security. Personnel in the Police Department arrange with officers to provide the service at a fixed rate paid by the organization served. The rate is analyzed annually and is set by the governing body.
Fuel Center/Vehicle Maintenance	Based on department estimates.	Costs for fuel and vehicle maintenance are paid for by Public Works and charged to the programs that use the vehicles.
Interest Income	Based on the percentage return on investments and available cash balances. Due to the variable nature of this revenue source, projections are conservative and are slightly lower than historical trends.	K.S.A. 12-1675 and Council policy restrict the type of investments and where they may be purchased.
Miscellaneous Revenue	Based on historical receipts and trends. Based on the nature of these revenues, it is difficult to make accurate estimates.	Various revenues of a miscellaneous nature including, but not limited to, copy fees, sale of books and maps, and various reimbursements.

SPECIAL HIGHWAY FUND

DESCRIPTION	KEY 2023 PROJECTION FACTORS	APPLICABLE LAWS
Gas Tax	Based on estimates provided by the League of Kansas Municipalities along with an analysis of the 5 year trend.	This is derived from a state tax on motor vehicle fuel and special fuel sales. The tax is apportioned to the County and cities based on statutory formulas. The cities portion is determined on a per capita basis.

STORMWATER UTILITY FUND

DESCRIPTION	KEY 2023 PROJECTION FACTORS	APPLICABLE LAWS
Stormwater Utility Fee	Based on the estimated cost of stormwater management operations, capital projects and stormwater related debt service for 2023.	The stormwater utility is established by City Ordinance. The governing body sets the fee each year. The fee calculated by dividing the estimated cost of stormwater management operations by the total square feet of impervious area in the City. The square footage is based on property data maintained by the Public Works Department.
Interest Income	See General Fund	See General Fund.

SPECIAL PARKS AND RECREATION FUND

DESCRIPTION	KEY 2023 PROJECTION FACTORS	APPLICABLE LAWS
Liquor Tax	Based on estimates received from the County and the trend of the past 5 years of actual data.	The State levies a 10% surtax on the sale of all alcoholic beverages sold by any club, caterer, or drinking establishment. 70% of the taxes paid within City limits are returned to the respective cities & must be allocated 1/3 to each of the following funds: General, Special Parks & Recreation, and Special Alcohol.

SPECIAL ALCOHOL FUND		
DESCRIPTION	KEY 2023 PROJECTION FACTORS	APPLICABLE LAWS
Liquor Tax	Based on estimates received from the County and the trend of the past 5 years of actual data.	The State levies a 10% surtax on the sale of all alcoholic beverages sold by any club, caterer, or drinking establishment. 70% of the taxes paid within City limits are returned to the respective cities & must be allocated 1/3 to each of the following funds: General, Special Parks & Recreation, and Special Alcohol.

BOND AND INTEREST FUND		
DESCRIPTION	KEY 2023 PROJECTION FACTORS	APPLICABLE LAWS
Local Ad Valorem Property Tax	Levy is based on the amount needed to fund the Ad Valorem Property tax requirement for this fund based on a projected assessed valuation of \$552,359,275 and a mill levy rate of zero mills (as all property tax is now levied through the General Fund).	The basis of this tax is the assessed valuation of taxable real & tangible personal property in each county & special taxing district. State law requires that all real & tangible personal property shall be assessed at fair market value. Property is classified into various classes & assessed at different percentages based on classification. Each individual government controls the tax levy set for its jurisdiction.
Motor Vehicle Tax	Based on information received from the County and a review of the last 5 years' historical trends.	The basis of this tax is the levy of a county average mill rate applied against the assessed valuation of registered motor vehicles within the City. The tax is payable in full annually at the time of vehicle registration. Distribution is made as the revenue is collected.
Interest Income	See General Fund.	See General Fund.

CAPITAL PROJECTS FUND		
DESCRIPTION	KEY 2023 PROJECTION FACTORS	APPLICABLE LAWS
Intergovernmental	Based on estimates from the Public Works Department as to the amount of reimbursement expected from other governmental entities as their share of various capital infrastructure projects scheduled to be completed during the year.	
Interest	See General Fund.	See General Fund
Transfer From General Fund	Based on the amount needed to fund 2023 CIP projects less other funding sources.	KSA 12-1,118
Transfer From Special Highway Fund	Based on the estimated amount of Gas Tax revenue.	KSA 12-1,118
Transfer From Stormwater Utility Fund	Based on CIP projects containing stormwater work.	KSA 12-1,118
Transfer From Special Parks & Recreation Fund	Based on the estimated amount of Liquor Tax revenue received by that fund.	KSA 12-1,118

RISK MANAGEMENT RESERVE FUND

DESCRIPTION	KEY 2023 PROJECTION FACTORS	APPLICABLE LAWS
Transfer from the General Fund	This is the amount estimated that the General Fund will expend on risk management activities.	Kansas statutes allow for the creation of a Risk Management Reserve Fund to allow for the accumulation of reserves to pay for claims and related costs arising from legal action and settlements not covered by commercial insurance.
Interest Income	See General Fund.	See General Fund.

ECONOMIC DEVELOPMENT FUND

DESCRIPTION	KEY 2023 PROJECTION FACTORS	APPLICABLE LAWS
Interest	See General Fund.	See General Fund
Transfer From General Fund	Based on amount approved by the City Council.	Ordinance No. 2153

EQUIPMENT RESERVE FUND

DESCRIPTION	KEY 2023 PROJECTION FACTORS	APPLICABLE LAWS
Transfers from the General Fund	The amount is determined based on projected future capital equipment purchase and technology needs.	Kansas statutes allow for the accumulation of reserves to pay for large equipment purchases.
Interest	See General Fund.	See General Fund.

CORINTH and PV SHOPS COMMUNITY IMPROVEMENT DISTRICT (CID) FUNDS

DESCRIPTION	KEY 2023 PROJECTION FACTORS	APPLICABLE LAWS
City Sales Tax	Based on trend of the past 5 years of actual data plus a review of the current year's collections to date.	The City levies an additional 1% tax on purchases made at Corinth and PV Shops.

MEADOWBROOK TAX INCREMENT FINANCING (TIF) FUND

DESCRIPTION	KEY 2023 PROJECTION FACTORS	APPLICABLE LAWS
Meadowbrook TIF	Based on projections of increased property tax (increment) caused by higher assessments on the redeveloped property.	Financing established in accordance with K.S.A 12-1770 that allows the city to help redevelop property through private investment.

TRANSIENT GUEST TAX (TGT) FUND

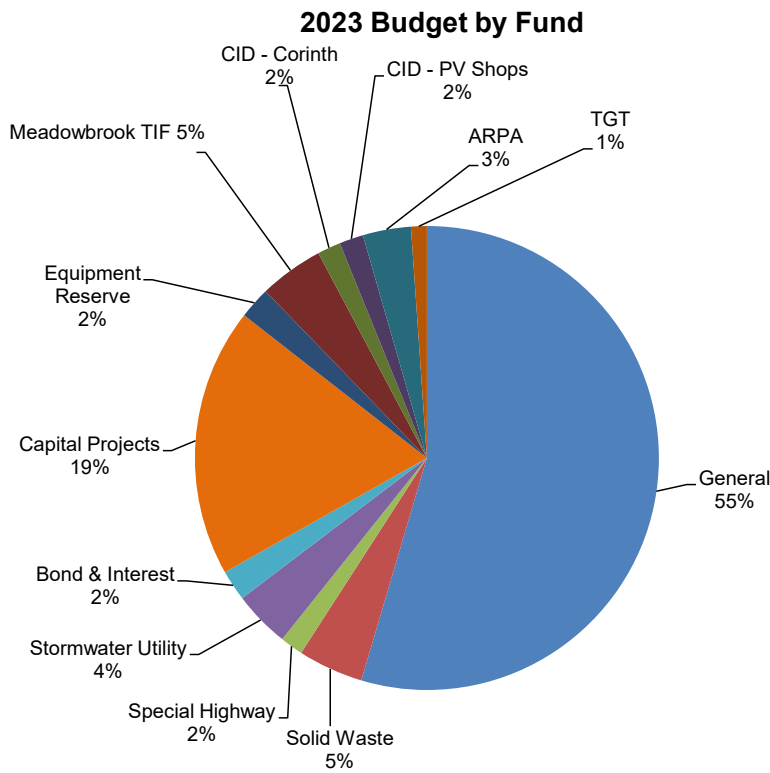
DESCRIPTION	KEY 2023 PROJECTION FACTORS	APPLICABLE LAWS
Transient Guest Tax	Based on projections of occupancy at the Inn at Meadowbrook.	Established in accordance with K.S.A 12-1698 to account for revenue derived from transient guest tax levied upon the gross receipts paid by guests for lodging in the city.



Expenditures by Fund

2023 Budget by Fund

Fund	2020 Actual	2021 Actual	2022 Budget	2023 Budget
General	\$ 21,996,899	\$ 22,724,346	\$ 25,638,229	\$ 27,786,443
Solid Waste	1,852,064	1,907,863	2,233,862	2,318,803
Special Highway	600,397	597,000	712,225	814,830
Stormwater Utility	1,565,000	1,600,000	1,951,384	2,012,544
Special Parks & Rec	109,748	140,134	105,117	157,091
Special Alcohol	181,779	140,620	172,552	225,587
Bond & Interest	1,320,850	1,323,000	1,111,220	1,084,318
Capital Projects	12,866,039	11,603,631	8,436,000	9,555,000
Risk Management Reserve	29,956	35,410	218,142	181,795
Economic Development	75,942	103,046	272,687	432,197
Equipment Reserve	687,397	264,560	345,537	1,125,570
Meadowbrook TIF	1,574,523	1,897,461	1,353,974	2,280,255
CID - Corinth	540,834	575,319	605,257	825,866
CID - PV Shops	611,488	434,239	605,704	857,259
ARPA	-	-	-	1,705,090
Transient Guest Tax	-	144,978	225,000	559,301
Total	\$ 44,012,915	\$ 43,491,609	\$ 43,986,890	\$ 51,921,949



Note: The following funds are not included in the graph because they account for less than 1% of the total budgeted expenditures - Special Parks & Recreation, Special Alcohol, Risk Management, and Economic Development.

General Fund

	2020 Actual	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance 1/1	\$ 7,480,651	\$ 7,608,090	\$ 7,591,246	\$ 9,565,634	\$ 8,944,122
Revenues:					
Property Taxes	8,179,161	8,667,704	9,110,562	9,110,562	9,637,244
Sales Taxes	5,446,984	6,098,163	5,570,000	5,570,000	5,675,000
Use Tax	1,811,879	2,458,591	1,554,004	1,554,004	1,940,000
Motor Vehicle Tax	746,852	798,074	796,411	796,411	862,039
Liquor Tax	109,748	140,134	105,052	169,092	157,091
Franchise Fees	1,842,970	1,871,269	1,905,797	1,906,603	1,871,238
Licenses & Permits	728,297	835,741	854,383	830,403	963,883
Charges for Services	1,722,975	1,788,547	1,851,162	1,849,587	1,870,708
Fines & Fees	694,784	829,111	868,762	623,056	758,700
Recreational Fees	29,745	414,560	424,650	401,650	400,350
Interest on Investments	139,674	40,534	134,608	120,111	113,622
Miscellaneous	106,270	139,467	130,622	119,005	146,479
Total Revenue	21,559,338	24,081,897	23,306,014	23,050,482	24,396,353
Transfers from Other funds:					
Transfer from Stormwater Utility Fund	565,000	600,000	600,000	600,000	600,000
Total	565,000	600,000	600,000	600,000	600,000
Total Sources	22,124,338	24,681,897	23,906,014	23,650,482	24,996,353
Expenditures:					
Personnel Services	10,740,208	10,922,259	11,911,253	11,673,028	13,301,167
Contract Services	3,972,364	4,247,731	5,284,151	4,678,468	5,531,597
Commodities	581,970	705,568	840,850	824,033	939,500
Capital Outlay	192,633	339,454	275,450	269,941	315,950
Contingency	-	-	500,000	-	500,000
Total Expenditures	15,487,176	16,215,012	18,811,704	17,445,470	20,588,214
Transfers to Other Funds:					
Transfer to Capital Infrastructure Fund	4,653,109	4,523,800	5,307,000	5,307,000	5,284,229
Transfer to Bond & Interest Fund	1,301,229	1,319,534	1,050,725	1,050,725	1,048,000
Transfer to Risk Management Fund	35,000	-	-	-	-
Transfer to Economic Development Fund	65,000	136,000	136,000	136,000	266,000
Transfer to Equipment Reserve Fund	455,385	530,000	332,800	332,800	600,000
Total	6,509,723	6,509,334	6,826,525	6,826,525	7,198,229
Total Uses	21,996,899	22,724,346	25,638,229	24,271,995	27,786,443
Sources Over(Under) Uses	127,439	1,957,551	(1,732,215)	(621,513)	(2,790,090)
Fund Balance @ 12/31	\$ 7,608,090	\$ 9,565,634	\$ 5,859,031	\$ 8,944,122	\$ 6,154,032

Funding Sources: Property tax, sales tax, franchise fees, grants from other governments, user fees and charges.

Expenditures: General operating expenditures and a portion of infrastructure improvement expenditures.

Solid Waste Management Fund

	2020 Actual	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance 1/1	\$ 187,024	\$ 297,790	\$ 273,212	\$ 240,396	\$ 207,430
Revenues:					
Licenses & Permits	5,058	2,845	2,500	2,500	2,800
Charges for Services	1,911,831	1,842,953	1,918,150	1,917,923	2,076,321
Interest on Investments	45,941	4,671	40,000	20,000	30,195
Miscellaneous			-	1,400	2,057
Total Revenue	1,962,830	1,850,469	1,960,650	1,941,823	2,111,373
Total Sources	1,962,830	1,850,469	1,960,650	1,941,823	2,111,373
Expenditures:					
Personnel Services	34,818	36,896	41,941	41,941	45,713
Contract Services	1,817,246	1,870,967	1,930,026	1,932,848	2,014,445
Commodities	-	-	1,500	-	1,000
Contingency	-	-	260,395	-	257,645
Total Expenditures	1,852,064	1,907,863	2,233,862	1,974,789	2,318,803
Total Uses	1,852,064	1,907,863	2,233,862	1,974,789	2,318,803
Sources Over(Under) Uses	110,766	(57,394)	(273,212)	(32,966)	(207,430)
Fund Balance @ 12/31	\$ 297,790	\$ 240,396	\$ -	\$ 207,430	\$ -

Funding Sources: Special assessments on property tax bills.

Expenditures: In 2017 the City contracted with Republic Trash Services for solid waste collection, recycling, composting services and large item pick up as well as a portion of the City's administrative costs including personal services and supplies. The 2023 budget includes a 3.25% contractual increase and the inclusion of \$2 per month to fund annual mattress recycling.

2018 Assessment: \$192.00
 2019 Assessment: \$207.00
 2020 Assessment: \$228.00
 2021 Assessment: \$218.00
 2022 Assessment: \$227.00
 2023 Assessment: \$245.00

Special Highway Fund

	2020 Actual	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance 1/1	\$ 161,680	\$ 146,465	\$ 132,405	\$ 204,012	\$ 187,147
Revenues:					
Intergovernmental	570,612	653,512	573,320	572,332	619,880
Interest on Investments	14,570	1,035	6,500	7,803	7,803
Total Revenue	585,182	654,547	579,820	580,135	627,683
Total Sources	585,182	654,547	579,820	580,135	627,683
Expenditures:					
Personnel Services	-	-	-	-	-
Contract Services	-	-	-	-	-
Commodities	-	-	-	-	-
Capital Outlay	-	-	-	-	-
Debt Service	-	-	-	-	-
Infrastructure	-	-	-	-	-
Contingency	-	-	115,225	-	194,950
Total Expenditures	-	-	115,225	-	194,950
Transfers to Other Funds:					
Transfer to Capital Infrastructure Fund	600,397	597,000	597,000	597,000	619,880
Total	600,397	597,000	597,000	597,000	619,880
Total Uses	600,397	597,000	712,225	597,000	814,830
Sources Over(Under) Uses	(15,215)	57,547	(132,405)	(16,865)	(187,147)
Fund Balance @ 12/31	\$ 146,465	\$ 204,012	\$ -	\$ 187,147	\$ -

Funding Sources: State gasoline tax (per gallon)

Expenditures: Transfer to the Capital Infrastructure Fund for street improvements.

Stormwater Utility Fund

	2020 Actual	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance 1/1	\$ 133,165	\$ 238,303	\$ 269,031	\$ 271,231	\$ 327,972
Revenues:					
Licenses & Permits	14,000	14,140	11,000	11,000	11,000
Charges for Services	1,602,404	1,614,391	1,619,676	1,619,676	1,628,000
Interest on Investments	53,733	4,397	51,677	26,065	45,572
Total Revenue	1,670,138	1,632,928	1,682,353	1,656,741	1,684,572
Total Sources	1,670,138	1,632,928	1,682,353	1,656,741	1,684,572
Expenditures:					
Contingency	-	-	351,384	-	412,544
Total Expenditures	-	-	351,384	-	412,544
Transfers to Other Funds:					
Transfer to General Fund	565,000	600,000	600,000	600,000	600,000
Transfer to Bond & Interest Fund	-	-	-	-	-
Transfer to Capital Infrastructure Fund	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Total	1,565,000	1,600,000	1,600,000	1,600,000	1,600,000
Total Uses	1,565,000	1,600,000	1,951,384	1,600,000	2,012,544
Sources Over(Under) Uses	105,138	32,928	(269,031)	56,741	(327,972)
Fund Balance @ 12/31	\$ 238,303	\$ 271,231	\$ -	\$ 327,972	\$ -

Funding Sources: Special assessments on the property tax bills - fee per square foot of impervious area (\$0.040/sq. ft.)

Expenditures: Operation and maintenance of the City's stormwater system in accordance with NPDES guidelines.

Notes: The stormwater utility fee was a new revenue source in 2009. The fee is dedicated to funding the City's stormwater program and compliance with NPDES guidelines.

Special Park & Recreation Fund

	2020 Actual	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance 1/1	\$ -	\$ -	\$ -	\$ -	\$ -
Revenues:					
Liquor Tax	109,748	140,134	105,052	169,092	157,091
Interest on Investments	-	-	65	-	-
Total Revenue	109,748	140,134	105,117	169,092	157,091
Total Sources	109,748	140,134	105,117	169,092	157,091
Expenditures:					
Contingency	-	-	117	-	-
Total Expenditures	-	-	117	-	-
Transfers to Other Funds:					
Transfer to Capital Infrastructure Fund	109,748	140,134	105,000	169,092	157,091
Total	109,748	140,134	105,000	169,092	157,091
Total Uses	109,748	140,134	105,117	169,092	157,091
Sources Over(Under) Uses	-	-	-	-	-
Fund Balance @ 12/31	\$ -	\$ -	\$ -	\$ -	\$ -

Funding Sources: Special alcohol tax per K.S.A. 79-41a04 (1/3 of total alcohol tax received by the City)

Expenditures: Park and pool improvements.

Special Alcohol Fund

	2020 Actual	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance 1/1	\$ 84,674	\$ 14,082	\$ -	\$ 13,672	\$ 42,104
Revenues:					
Liquor Tax	109,748	140,134	105,052	169,092	157,091
Interest on Investments	1,439	77	2,500	758	1,393
Miscellaneous	-	-	65,000	-	25,000
Total Revenue	111,187	140,211	172,552	169,850	183,484
Total Sources	111,187	140,211	172,552	169,850	183,484
Expenditures:					
Personnel Services	96,722	60,202	100,128	95,122	108,754
Contract Services	71,187	65,210	71,115	46,296	74,814
Commodities	13,870	15,209	-	-	16,900
Capital Outlay	-	-	-	-	-
Contingency	-	-	1,309	-	25,119
Total Expenditures	181,779	140,620	172,552	141,418	225,587
Total Uses	181,779	140,620	172,552	141,418	225,587
Sources Over(Under) Uses	(70,592)	(409)	-	28,432	(42,103)
Fund Balance @ 12/31	\$ 14,082	\$ 13,672	\$ -	\$ 42,104	\$ 1

Funding Sources: Special alcohol tax per K.S.A. 79-41a04 (1/3 of total alcohol tax received by the City)

Expenditures: Alcohol rehabilitation, including grants to local agencies through United Community Services and partial funding of the City's D.A.R.E. Program and mental health co-responder contract.

Bond & Interest Fund

	2020 Actual	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance 1/1	\$ 55,472	\$ 37,204	\$ 34,738	\$ 33,990	\$ 34,793
Revenues:					
Property Taxes	-	-	-	-	-
Motor Vehicle Tax	-	-	-	-	-
Interest on Investments	1,353	252	1,507	803	1,525
Total Revenue	1,353	252	1,507	803	1,525
Transfers from Other funds:					
Transfer from General Fund	1,301,229	1,319,534	1,074,975	1,074,975	1,048,000
Transfer from Stormwater Fund	-	-	-	-	-
Total	1,301,229	1,319,534	1,074,975	1,074,975	1,048,000
Total Sources	1,302,582	1,319,786	1,076,482	1,075,778	1,049,525
Expenditures:					
Debt Service	1,320,850	1,323,000	1,074,975	1,074,975	1,048,000
Contingency	-	-	36,245	-	36,318
Total Expenditures	1,320,850	1,323,000	1,111,220	1,074,975	1,084,318
Total Uses	1,320,850	1,323,000	1,111,220	1,074,975	1,084,318
Sources Over(Under) Uses	(18,268)	(3,214)	(34,738)	803	(34,793)
Fund Balance @ 12/31	\$ 37,204	\$ 33,990	\$ -	\$ 34,793	\$ -

Funding Sources: Property tax, motor vehicle tax, transfers from General Fund

Expenditures: Debt service payments on the City's outstanding General Obligation bonds.

Notes: The City's outstanding bonds will be paid off in 2049.

Capital Infrastructure Fund

	2020 Actual	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance 1/1	\$ 10,735,605	\$ 9,751,701	\$ 9,000,258	\$ 6,212,266	\$ 5,677,822
Revenues:					
Intergovernmental	5,422,283	1,746,069	805,000	805,000	1,878,800
Bond Proceeds	-	-	-	-	-
Interest on Investments	147,653	61,402	60,000	60,000	87,447
Miscellaneous	44,133	3,800	1,000	1,000	1,000
Net Inc/Decr in Fair Value	(95,187)	(8,010)	-	-	-
Total Revenue	5,518,882	1,803,261	866,000	866,000	1,967,247
Transfers from Other funds:					
Transfer from General Fund	4,653,109	4,523,800	5,319,000	5,319,000	5,284,229
Transfer from Special Highway Fund	600,397	597,000	597,000	597,000	619,880
Transfer from Stormwater Utility Fund	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Transfer from Special Parks & Rec Fund	109,748	140,134	105,000	119,557	157,091
Transfer from Transient Guest Tax Fund	-	-	-	-	365,000
Transfer from Economic Development Fund	-	-	-	-	250,000
Total	6,363,254	6,260,934	7,021,000	7,035,557	7,676,200
Total Sources	11,882,136	8,064,195	7,887,000	7,901,557	9,643,447
Expenditures:					
Infrastructure	12,866,039	11,603,631	8,436,000	8,436,000	9,555,000
Total Expenditures	12,866,039	11,603,631	8,436,000	8,436,000	9,555,000
Total Uses	12,866,039	11,603,631	8,436,000	8,436,000	9,555,000
Sources Over(Under) Uses	(983,904)	(3,539,436)	(549,000)	(534,443)	88,447
Fund Balance @ 12/31	\$ 9,751,701	\$ 6,212,266	\$ 8,451,258	\$ 5,677,822	\$ 5,766,269

Funding Sources: Transfers from the General Fund, Stormwater Utility Fund, Special Parks & Recreation Fund, Economic Development Fund, Transient Guest Tax Fund, and grants from other governments

Expenditures: Capital Infrastructure Program - Please see the CIP Section of this document for the detailed plan including projects and programs.

Capital Infrastructure Fund

CIP Expenditure Total = \$9,555,000

2023 PROJECT DESCRIPTION	2023 EXPENDITURES
Park Infrastructure Reserve	\$105,000
Taliaferro Play Elements	\$165,000
Lighting at Skate Park and Weltner Basketball Court	\$105,000
Park Signage	\$90,000
Harmon Park Pavilion and Restroom	\$845,000
PARK TOTAL PER YEAR	\$1,310,000
Water Discharge Program Reserve	\$20,000
Drainage Repair Program	\$900,000
DRAINAGE TOTAL PER YEAR	\$920,000
Residential Street Rehabilitation Program	\$3,166,000
UBAS Overlay Program	\$400,000
Nall Ave - 67th St to 75th St (CARS & OP)	\$2,584,000
Mission Rd - 63rd St to 67th Ter (CARS)	\$85,000
Nall Ave - 75t St to 79th St (CARS)	\$110,000
Roe Ave - N City Limit to 63rd St	\$5,000
STREET TOTAL PER YEAR	\$6,350,000
Building Reserve	\$50,000
City Hall Remodel	\$300,000
BUILDINGS TOTAL PER YEAR	\$350,000
ADA Compliance Program Reserve	\$25,000
Concrete Repair Program	\$600,000
OTHER TOTAL PER YEAR	\$625,000
CIP TOTAL	\$9,555,000

Risk Management Reserve Fund

	2020 Actual	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance 1/1	\$ 231,311	\$ 249,968	\$ 210,395	\$ 215,579	\$ 178,687
Revenues:					
Interest on Investments	5,194	1,021	7,747	3,108	3,108
Miscellaneous	8,418	-	-	-	-
Total Revenue	13,612	1,021	7,747	3,108	3,108
Transfers from Other funds:					
Transfer from General Fund	35,000	-	-	-	-
Transfer from Special Alcohol Fund	-	-	-	-	-
Total	35,000	-	-	-	-
Total Sources	48,612	1,021	7,747	3,108	3,108
Expenditures:					
Contract Services	29,956	35,410	40,000	40,000	40,000
Risk Management Reserve	-	-	178,142	-	141,795
Total Expenditures	29,956	35,410	218,142	40,000	181,795
Total Uses	29,956	35,410	218,142	40,000	181,795
Sources Over(Under) Uses	18,657	(34,389)	(210,395)	(36,892)	(178,687)
Fund Balance @ 12/31	\$ 249,968	\$ 215,579	\$ -	\$ 178,687	\$ -

Funding Sources: Transfers from the General Fund, insurance claim reimbursements, interest on idle funds

Expenditures: Risk management related expenditures, such as insurance deductibles

Economic Development Fund

	2020 Actual	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance 1/1	\$ 146,721	\$ 137,281	\$ 136,120	\$ 170,819	\$ 165,502
Revenues:					
Interest on Investments	1,502	583	567	1,043	695
Total Revenue	1,502	583	567	1,043	695
Transfers from Other funds:					
Transfer from General Fund	65,000	136,000	136,000	136,000	266,000
Total	65,000	136,000	136,000	136,000	266,000
Total Sources	66,502	136,583	136,567	137,043	266,695
Expenditures:					
Contract Services: <i>Exterior and Sustainability Grant Programs</i>	75,942	103,046	94,000	142,360	104,000
Contract Services: <i>Property Tax Rebate</i>	-	-	-	-	20,000
Harmon Park	-	-	-	-	250,000
Contingency	-	-	178,687	-	58,197
Total Expenditures	75,942	103,046	272,687	142,360	432,197
Total Uses	75,942	103,046	272,687	142,360	432,197
Sources Over(Under) Uses	(9,440)	33,538	(136,120)	(5,317)	(165,502)
Fund Balance @ 12/31	\$ 137,281	\$ 170,819	\$ -	\$ 165,502	\$ -

Funding Sources: Transfers from the General Fund, interest on idle funds

Expenditures: Used for activities that foster and promote economic development within the City per Ordinance No. 2153.

Economic Development Fund Allocation	2022 Bud	2022 Est	2023 Bud
Beginning balance	\$136,120	\$170,819	\$165,502
Interest	567	1,043	695
Transfer from General Fund (Public Safety Sales Tax & Minor Home Repair)	136,000	136,000	266,000
City Owned Art Restoration (clean, repair, replace & restore @ \$50,000)	-	(20,860)	-
Exterior Grant Program	(74,000)	(74,000)	(74,000)
Sustainability Grant Program	(20,000)	(20,000)	(30,000)
Potential Survey	-	(27,500)	-
Property tax rebate program	-	-	(20,000)
Harmon Park	-	-	(250,000)
Contingency	(178,687)	-	(58,197)
Total	\$0	\$165,502	\$0

Equipment Reserve Fund

	2020 Actual	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance 1/1	\$ 699,272	\$ 473,429	\$ 9,617	\$ 782,500	\$ 522,118
Revenues:					
Interest on Investments	6,168	2,479	3,120	4,324	3,452
Total Revenue	6,168	2,479	3,120	4,324	3,452
Transfers from Other funds:					
Transfer from General Fund	455,385	571,153	332,800	332,800	600,000
Total	455,385	571,153	332,800	332,800	600,000
Total Sources	461,553	573,632	335,920	337,124	603,452
Expenditures:					
Capital Outlay	687,397	264,560	286,000	597,506	598,750
Contingency	-	-	59,537	-	526,820
Total Expenditures	687,397	264,560	345,537	597,506	1,125,570
Total Uses	687,397	264,560	345,537	597,506	1,125,570
Sources Over(Under) Uses	(225,843)	309,071	(9,617)	(260,382)	(522,118)
Fund Balance @ 12/31	\$ 473,429	\$ 782,500	\$ -	\$ 522,118	\$ -

Funding Sources: Transfers from the General Fund, interest on idle funds

Expenditures: Acquisition of equipment, vehicles and technology projects.

Equipment Reserve Fund Plan

Equipment Reserve Expenditure Total = \$598,750

2023 PROJECT DESCRIPTION	2023 EXPENDITURES
PD Laptop Replacement (2023 - 2024 project)	\$20,000
Server Replacement	\$10,000
PD Radio Replacement (2027 project)	\$50,000
PD In car video / BWC (2025 project)	\$20,000
Traffic Camera/Fixed Location License Plate Reader	\$50,000
Switches (Network)	\$15,000
Network Back Up (DATTO) Recovery	\$45,000
Springbrook Financial System Cloud Migration	\$15,750
Citywide Laptop/Computer Replacement	\$25,000
City Hall Camera Replacement	\$10,000
Livescan Fingerprint Machine	\$17,000
Security Incident Event Management	\$50,000
Record Digitization (Microfilm/Laserfiche)	\$30,000
TOTAL	\$357,750
Public Works Equipment	
PW Mower (Annual)	\$16,000
PW Internat'l Dump Truck (Annual)	\$225,000
TOTAL	\$241,000
EQUIPMENT RESERVE TOTAL	\$598,750

Meadowbrook TIF Fund

	2020 Actual	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance 1/1	\$ 137,750	\$ 128,919	\$ 128,919	\$ 69	\$ 69,711
Revenues:					
Incremental Property Taxes	1,559,039	1,767,968	1,219,711	2,106,200	2,205,200
Interest on Investments	6,653	642	5,344	642	5,344
Total Revenue	1,565,693	1,768,611	1,225,055	2,106,842	2,210,544
Expenditures:					
Contract Services	1,184,824	1,342,211	373,480	2,037,200	10,000
Debt Service (Payment to Trustee)	389,699	555,250	851,575	-	2,136,200
Contingency (TIF Commercial Balance)	-	-	128,919	-	134,055
Total Expenditures	1,574,523	1,897,461	1,353,974	2,037,200	2,280,255
Total Uses	1,574,523	1,897,461	1,353,974	2,037,200	2,280,255
Sources Over(Under) Uses	(8,831)	(128,851)	(128,919)	69,642	(69,711)
Fund Balance @ 12/31	\$ 128,919	\$ 69	\$ -	\$ 69,711	\$ -

Funding Sources: Incremental Property Tax

Expenditures: TIF contractual payment.

Notes: The Tax Increment Financing (TIF) fund accounts for public revenues and expenditures related to the Tax Increment Fund districts. Tax Increment Financing is used to capture future gains in taxes to finance improvements in the districts. TIF is designed to fund improvements in areas where redevelopment may not occur without it. When a TIF district is developed, or redeveloped, there is an increase in the value of the property. The increased value of the property increases tax revenue. The increased tax revenues are the "incremental property tax". TIF's use the future increased revenue for repayment of eligible costs in the districts.

There are two TIF districts in Prairie Village:

- (1) Commercial district (95th and Nall Avenue)
- (2) Park and Village district (Meadowbrook Park)

CID - Corinth Fund

	2020 Actual	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance 1/1	\$ 85,493	\$ 107,442	\$ -	\$ 145,256	\$ 171,535
Revenues:					
Sales Taxes	558,590	612,766	600,000	600,000	650,000
Interest on Investments	4,192	367	5,257	2,279	4,332
Total Revenue	562,783	613,133	605,257	602,279	654,332
Expenditures:					
Contract Services	540,834	575,319	605,257	576,000	825,866
Total Expenditures	540,834	575,319	605,257	576,000	825,866
Total Uses	540,834	575,319	605,257	576,000	825,866
Sources Over(Under) Uses	21,949	37,814	-	26,279	(171,534)
Fund Balance @ 12/31	\$ 107,442	\$ 145,256	\$ -	\$ 171,535	\$ 1

Funding Sources: Monies received from the Community Improvement District additional 1% sales tax

Expenditures: Development within Corinth Square per Developer Agreement

CID - PV Shops Fund

	2020 Actual	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance 1/1	\$ 185,419	\$ 112,252	\$ -	\$ 248,046	\$ 251,555
Revenues:					
Sales Taxes	532,322	569,574	600,000	575,000	600,000
Interest on Investments	5,999	459	5,704	4,509	5,704
Total Revenue	538,321	570,033	605,704	579,509	605,704
Total Sources	538,321	570,033	605,704	579,509	605,704
Expenditures:					
Contract Services	611,488	434,239	605,704	576,000	857,259
Total Expenditures	611,488	434,239	605,704	576,000	857,259
Total Uses	611,488	434,239	605,704	576,000	857,259
Sources Over(Under) Uses	(73,167)	135,793	-	3,509	(251,555)
Fund Balance @ 12/31	\$ 112,252	\$ 248,046	\$ -	\$ 251,555	\$ -

Funding Sources: Monies received from the Community Improvement District additional 1% sales tax

Expenditures: Development within PV Shops per Developer Agreement

Transient Guest Tax

	2020 Actual	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance 1/1	\$ -	\$ 55,001	\$ -	\$ 112,831	\$ 279,033
Revenues:					
Transient Guest Tax	54,769	202,504	225,000	280,000	280,000
Interest on Investments	232	304	-	1,428	268
Total Revenue	55,001	202,808	225,000	281,428	280,268
Total Sources	55,001	202,808	225,000	281,428	280,268
Expenditures:					
Contract Services	-	144,978	225,000	83,600	165,100
Capital Outlay (Harmon Park)	-	-	-	-	365,000
Reserves	-	-	-	31,626	29,201
Total Expenditures	-	144,978	225,000	115,226	559,301
Total Uses	-	144,978	225,000	115,226	559,301
Sources Over(Under) Uses	55,001	57,830	-	166,202	(279,033)
Fund Balance @ 12/31	\$ 55,001	\$ 112,831	\$ -	\$ 279,033	\$ -

Funding Sources: Monies received from transient guest tax (TGT) levied upon gross rental receipts paid by guests for lodging in the city.

Expenditures: To be used on expenses in compliance with State Statute.

Details	2020	2021	2022	2022	2023
Arts Council Annual Allocation	\$ -	\$ -	\$ -	\$ -	\$ 10,000
VillageFest	-	-	-	15,000	35,000
JazzFest	-	-	-	25,000	35,000
Diversity Committee	-	-	-	-	16,500
Juneteenth Festival	-	-	-	-	15,000
Holiday	-	-	-	3,000	3,000
Meadowbrook JCPRD Festival	-	-	-	10,000	10,000
Meadowbrook/VT Partnership	-	-	-	25,000	25,000
Public Art Fund	-	-	-	-	10,000
Capital Outlay (Harmon Park)	-	-	-	-	365,000
Contractual Payment to Trustee	-	114,978	-	-	-
City Admin Fee (2%)	-	-	-	5,600	5,600
Reserves (10% plus misc.)	-	-	-	31,626	29,201
	\$ -	\$ 114,978	\$ -	\$ 115,226	\$ 559,301

ARPA Fund

	2020 Actual	2021 Actual	2022 Budget	2022 Estimate	2023 Budget
Fund Balance 1/1	\$ -	\$ -	\$ -	\$ 1,701,226	\$ 1,703,090
Revenues:					
Intergovernmental (Federal Funds)	-	1,701,211	-	1,701,211	-
Interest on Investments	-	15	-	654	2,000
Miscellaneous	-	-	-	-	-
Total Revenue	-	1,701,226	-	1,701,864	2,000
Total Sources	-	1,701,226	-	1,701,864	2,000
Expenditures:					
Personnel Services	-	-	-	500,000	-
Capital Outlay	-	-	-	1,200,000	1,702,421
Contingency	-	-	-	-	2,669
Total Expenditures	-	-	-	1,700,000	1,705,090
Total Uses	-	-	-	1,700,000	1,705,090
Sources Over(Under) Uses	-	1,701,226	-	1,864	(1,703,090)
Fund Balance @ 12/31	\$ -	\$ 1,701,226	\$ -	\$ 1,703,090	\$ -

Funding Sources: Monies received from the Federal Government American Rescue Plan Act (ARPA) in response to the COVID-19 pandemic. Total allocation is \$3,402,421.

Expenditures: Must be spent on qualified expenditure categories including public health, revenue replacement, premium pay, or infrastructure. Must be obligated by December 31, 2024 and expended by December 31, 2026.

Details	2020	2021	2022	2022	2023
Public Health Expenditures	\$ -	\$ -	\$ -	\$ 10,000	\$ -
Potential Compensation Adjustments	-	-	-	500,000	-
Pool Improvement Project	-	-	-	1,200,000	-
IT/Phone System Improvements	-	-	-	-	300,000
Infrastructure TBD	-	-	-	-	1,402,421
Miscellaneous	-	-	-	-	-
	\$ -	\$ -	\$ -	\$ 1,710,000	\$ 1,702,421

**2023 Budget
Schedule of Transfers**

	Transfer To										Total	
	General	Solid Waste Management	Special Highway	Stormwater Utility	Special Parks & Recreation	Special Alcohol	Bond & Interest	Capital Projects	Risk Management	Economic Development		Equipment Reserve
General Fund	-	-	-	-	-	-	1,048,000	5,284,229	-	266,000	600,000	7,198,229
Solid Waste Management	-	-	-	-	-	-	-	-	-	-	-	-
Special Highway	-	-	-	-	-	-	-	619,880	-	-	-	619,880
Stormwater Utility	600,000	-	-	-	-	-	-	1,000,000	-	-	-	1,600,000
Special Parks & Recreation	-	-	-	-	-	-	-	157,091	-	-	-	157,091
Special Alcohol	-	-	-	-	-	-	-	-	-	-	-	-
Bond & Interest	-	-	-	-	-	-	-	-	-	-	-	-
Capital Projects	-	-	-	-	-	-	-	-	-	-	-	-
Risk Management Reserve	-	-	-	-	-	-	-	-	-	-	-	-
Economic Development	-	-	-	-	-	-	-	250,000	-	-	-	250,000
Equipment Reserve	-	-	-	-	-	-	-	-	-	-	-	-
Transient Guest Tax	-	-	-	-	-	-	-	365,000	-	-	-	365,000
Total	600,000	-	-	-	-	-	1,048,000	7,676,200	-	266,000	600,000	10,190,200

Transfer From



Expenditures by Line Item

Expenditures by Character and Line Item

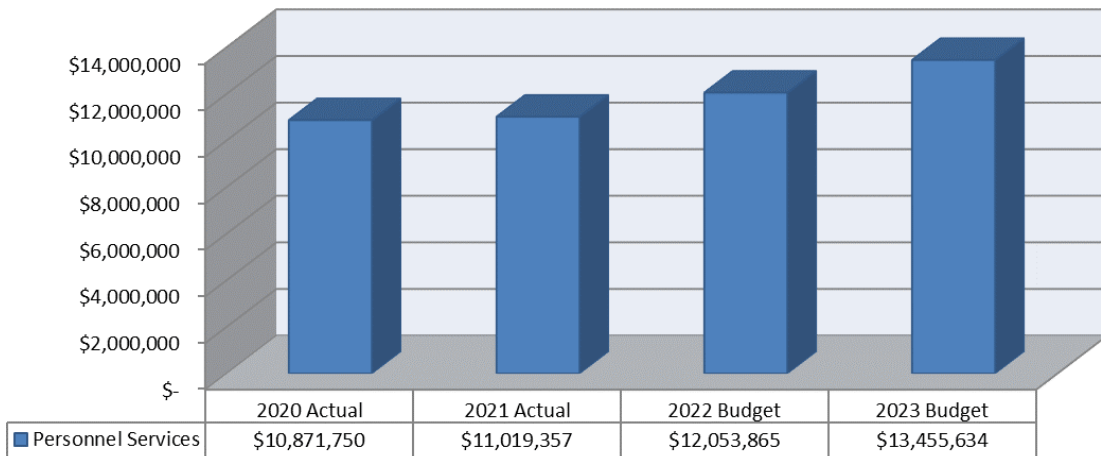
Personnel Services

- Expenditures for base salaries and wages, overtime and employee benefits.
- 5% merit increases for employees are included in the 2023 budget, pending the outcome of the 2022 Salary Study.
- Full-time employees are eligible for health, vision, life, dental and disability insurance.
- The City offers identity theft and personal protection coverage.
- The City finances the entire cost of the employee assistance program and provides access to this program for all employees.
- Non-commissioned employees participate in the Kansas Public Employees Retirement System (KPERs).
- Commissioned police officers participate in the City’s Police Pension Plan.
- The employer contribution rate for KPERs increased by the maximum percent allowed in the statutes in 2022, but are projected to reduce in 2023. The projected rates provided by KPERs staff were used in setting the 2023 budget.

FAST FACTS

- 32% of total City expenditures
- 65% of total General Fund expenditures
- 11% increase over 2022 General Fund Budget

Personnel Services (all funds)



Expenditures by Character and Line Item

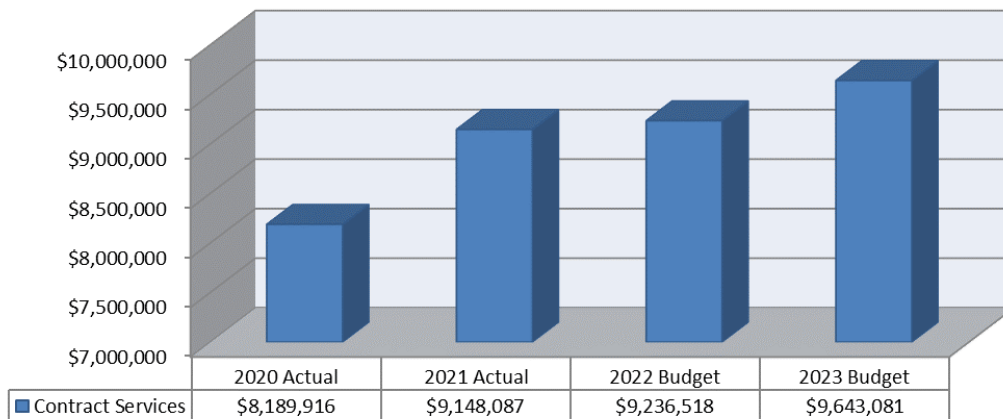
Contract Services

- Expenditures for services provided by outside companies and individuals who are not employees of the City.
- Expenditures for services related to infrastructure projects are included in the CIP.
- Includes expenditures for:
 - electric, gas, water, maintenance on City owned street lights, and the leasing of traffic signals
 - property/casualty and workers comp insurance premiums
 - printing of forms, documents and legal notices
 - legal services, financial audit services, payroll services, engineering services, planning services, animal boarding fees, jail fees, etc.
 - solid waste collection, recycling and composting
 - conferences, training and education of elected officials and employees and memberships in professional organizations
 - repairs of city vehicles and equipment as well as maintenance agreements for copiers, etc.
 - all aspects of building maintenance, tree trimming program, parks maintenance, etc.
- The increase in the 2023 budget is mainly attributable to an increase in the cost of contractual agreements for items such as software maintenance as well as CID reimbursements, which are reported as contractual services in their respective funds.

FAST FACTS

- 23% of total City expenditures
- 27% of total General Fund expenditures
- 5% increase over 2022 General Fund Budget

Contract Services (all funds)



Expenditures by Character and Line Item

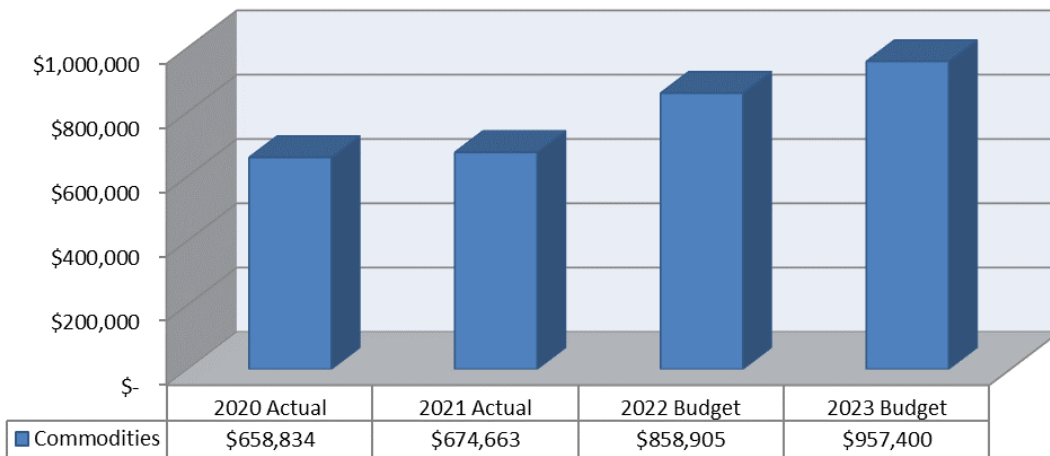
Commodities

- Expenditures for items and products purchased on a routine basis having a unit cost of less than \$2,000 and a useful life of less than one year.
- Includes expenditures for:
 - postage
 - office supplies
 - uniforms
 - tires, batteries, oil, replacement parts for vehicles
 - gasoline and diesel fuel
 - snow/ice removal materials
 - fertilizer, grass seed, flowers for the parks
 - products for resale at the swimming pool concession stand
- The trend in commodities generally reflects the trend in fuel prices. The price per gallon included in the 2023 budget was estimated to be \$4.00 per gallon. The price per gallon for the 2022 budget was estimated to be \$2.75 per gallon. The budgeted number of gallons used also was lowered after a usage audit was conducted.

FAST FACTS

- 2.3% of total City expenditures
- 4.6% of total General Fund expenditures
- 12% increase over 2022 General Fund Budget

Commodities (all funds)



Expenditures by Character and Line Item

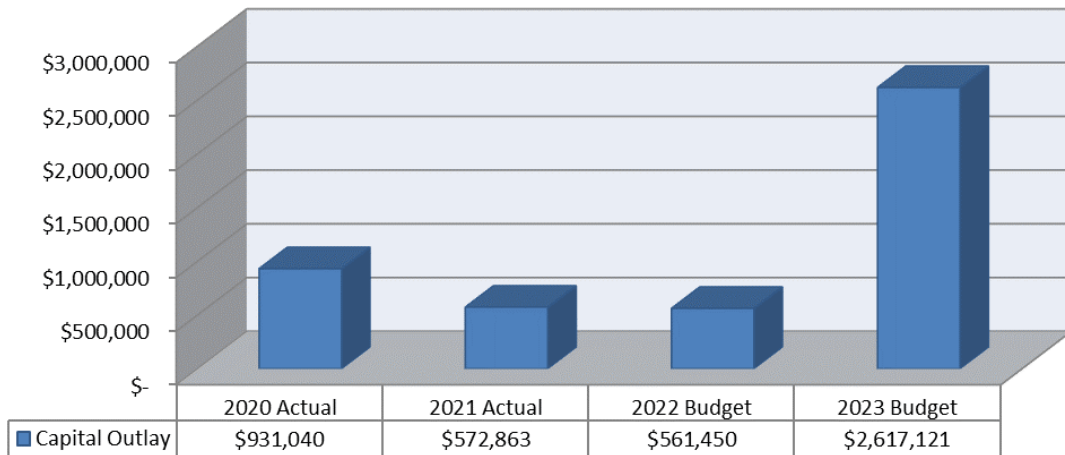
Capital Outlay

- Expenditures for major equipment purchases, normally in excess of \$5,000.
- Expenditures in this category will fluctuate from year to year depending on what items need to be replaced.
- Capital Outlay expenditures decreased in the 2022 budget due to a change by Public works from purchasing vehicles to leasing vehicles. The expenditure of the lease payment will be accounted for in the Contractual category. Budgeted expenditures in 2023 show a significant increase due to budgeting of approximately \$1,700,000 of American Rescue Plan Act funds for phone system and information technology upgrades as well as potential City Hall/Police Department facility improvements.
- Also included from year to year are the replacement of aging office equipment and furniture, field equipment, as well as the City's continued efforts to upgrade the technology infrastructure and other technology related projects.

FAST FACTS

- 6.3% of total City expenditures
- 1.5% of total General Fund expenditures
- 15% decrease over 2021 General Fund Budget

Capital Outlay (all funds)



Expenditures by Character and Line Item

Transfers

- Transfers are the movement of resources between the City’s funds as allowed by applicable law.
- Transfers will fluctuate from year to year depending on the funding required for the Capital Improvement Program, funding required to meet risk management needs and funding required to save for large equipment purchases.

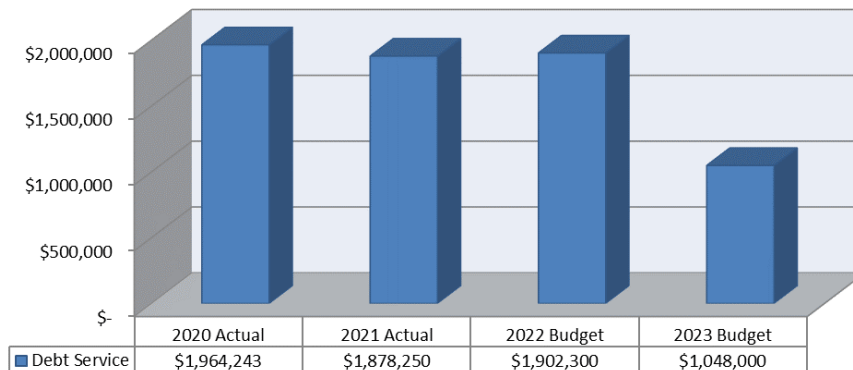
Debt Service

- Expenditures for principal and interest payments on the City’s outstanding debt.
- The last bonds issued were in 2019 for \$9,890,000 for the construction of a new Public Works facility.
- In May of 2016 \$11,300,000 in new debt was issued for a Tax Increment Financing (TIF) project. In October of 2016 \$3,100,000 was issued for the purchase of City street lights.
 - Incremental property taxes are used to make the contractual payment on the Meadowbrook Tax Increment Financing (TIF) bond issue. Incremental property taxes are the property tax increases from the Meadowbrook TIF and are the result an increase in the value of the property in the TIF district.
 - In December of 2021, the original general obligation bonds issued as part of this project were refunded by the issuance of Series 2021 special obligation bonds.
- The City will be debt free in 2049, provided the City does not issue any new debt or restructure current debt.

FAST FACTS

- 2.5% of total City expenditures
- 5.1% of total General Fund expenditures
- The City will pay off the bond issues:
 - 2016C in 2023
 - 2019A in 2049

Debt Service (all funds)



Expenditures by Character and Line Item

Reserves

- The 2023 Budget contains a \$2,319,313 appropriation for contingencies across all the funds, which equates to 5.5% of City expenditures. The General Fund has a contingency reserve of \$500,000.
- The 2023 General Fund Budget was adopted with a fund balance guideline from the Council. The guideline requires the City to maintain at least 25% of revenues as an emergency reserve in the General Fund.

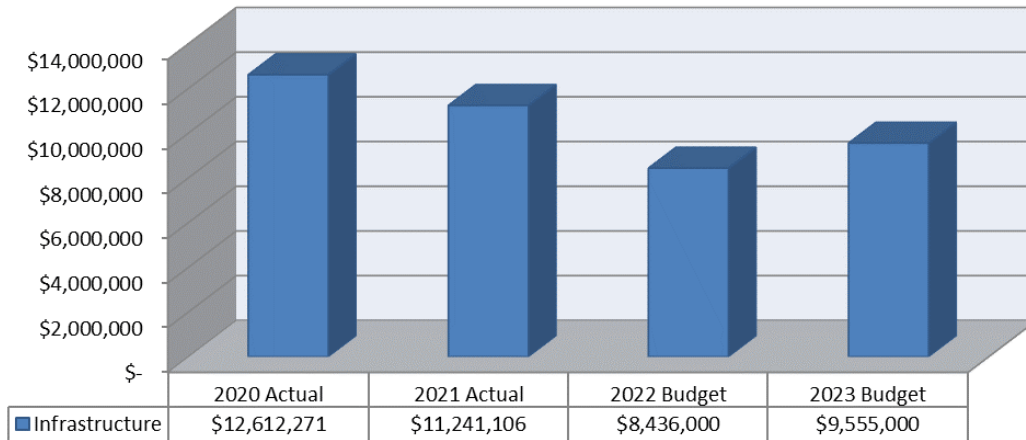
Infrastructure

- Expenditures for major improvements that extend the life of the City's buildings and other infrastructure.
- The City has a four-year Capital Improvement Program (CIP) which is used to plan infrastructure projects for the current budget year plus three years into the future.
- Infrastructure expenditures vary from year to year depending on the projects included in the plan, the amount of grant funding received, etc.
- The 2023 Budget increased 13% over the 2022 Budget. This is primarily due to the timing of several major projects occurring in 2021, with fewer occurring in 2022.

FAST FACTS

- 23% of City expenditures
- 13% increase over 2022 Budget
- Public Works staff performs inspections of the City's infrastructure throughout the year and provides condition ratings which are monitored and used to determine when projects appear in the CIP.

Infrastructure





Expenditures by Program

2023 Budget

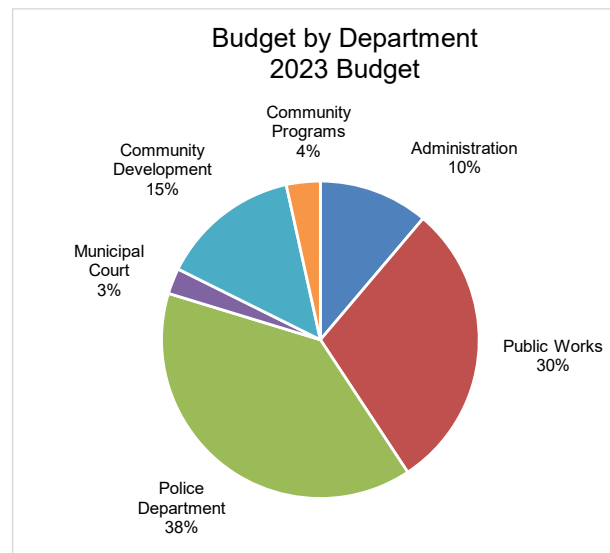
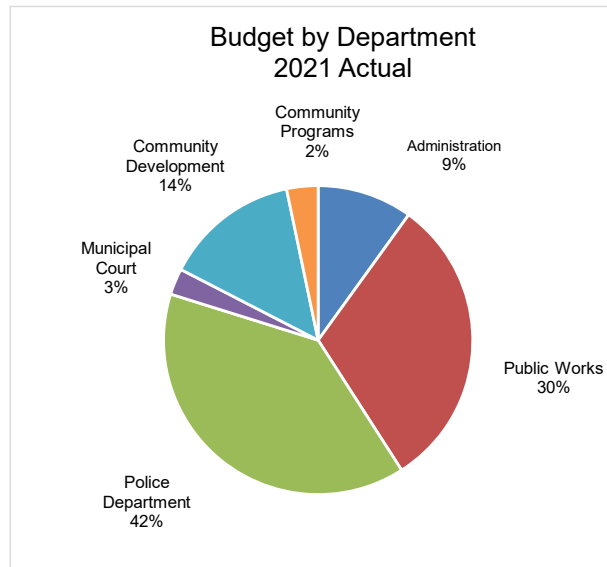
Summary by Department

Department	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Administration	\$ 1,613,554	\$ 1,822,493	\$ 2,114,455	\$ 2,521,016
Public Works	5,368,596	5,659,461	6,305,508	6,650,062
Police Department	7,319,822	7,114,051	7,865,414	8,783,263
Municipal Court	456,013	500,551	575,977	589,720
Community Development	2,492,149	2,586,498	3,033,459	3,197,374
Community Programs	287,377	602,912	737,181	780,149
Total	\$ 17,537,511	\$ 18,285,966	\$ 20,631,994	\$ 22,521,584

Expenditures by Fund

General Fund	\$ 15,568,893	\$ 16,298,015	\$ 18,311,135	\$ 20,088,214
Solid Waste Management Fund	1,852,064	1,907,863	2,233,862	2,318,802
Special Alcohol Fund	116,554	80,446	86,997	114,568
Total	\$ 17,537,511	\$ 18,286,324	\$ 20,631,994	\$ 22,521,584

Note: Only appropriated funds are included in the following department and program schedules. Those funds include: General, Solid Waste Management, Special Highway, Stormwater Utility, Special Parks & Recreation, Special Alcohol and Bond & Interest.



2023 Budget

Department: Administration

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Expenditures by Program				
Mayor & Council	\$ 60,716	\$ 104,352	\$ 127,409	\$ 141,162
Management & Planning	557,151	709,261	863,770	908,570
Information Technology	-	-	-	808,125
Legal Services	144,052	133,847	175,000	175,000
Human Resources	181,652	216,742	247,542	548,560
Finance	347,832	351,960	334,814	357,131
City Clerk	322,151	306,331	365,920	390,593
Total	\$ 1,613,554	\$ 1,822,493	\$ 2,114,455	\$ 3,329,141

Expenditures by Character				
Personnel Services	\$ 1,088,382	\$ 1,242,506	\$ 1,317,356	\$ 2,027,597
Contract Services	472,492	512,781	710,749	1,188,244
Commodities	42,045	66,437	85,100	103,850
Capital Outlay	10,635	769	1,250	9,450
Total	\$ 1,613,554	\$ 1,822,493	\$ 2,114,455	\$ 3,329,141

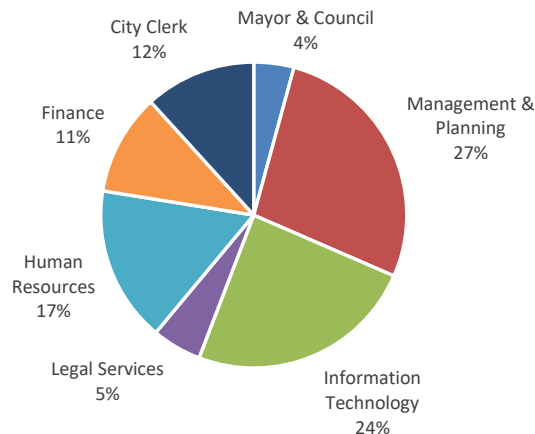
Expenditures by Fund				
General Fund	\$ 1,613,554	\$ 1,822,851	\$ 2,114,455	\$ 3,329,141
Total	\$ 1,613,554	\$ 1,822,851	\$ 2,114,455	\$ 3,329,141

Full-time Equivalent Positions	9.30	9.48	9.18	10.55
Unpaid Positions	13.00	13.00	13.00	13.00
Appointed/Contracted Officials	0.15	0.15	0.15	0.15

Notes

In 2022, the oversight of Information Technology shifted to Administration.
 In 2022, one Assistant City Administrator was added to Administration.
 Beginning in 2022 the full Deputy City Administrator FTE is showing in Administration but was previously split with Community Development.
 In 2023, one Information Technology FTE was added and Information Technology was moved from the Police Department to Administration.

2023 Budget - Administration



Administration Department Goals and Objectives

OUR MISSION

The Administration Department’s mission is to formulate and implement public policies, which provide responsive, effective and fiscally responsible services to the City’s residents and visitors and to provide administrative and other support services for the City in an appropriate, effective and economical manner.

PROGRAMS

The Administration Department is responsible for the Mayor and Council, management planning, information technology, emergency management, legal services, human resources, finance, and city clerk.

PERFORMANCE MEASURES

PERSPECTIVE: SERVE THE COMMUNITY

Council Goals	Department Objective	Performance Measure	2020 Actual	2021 Actual	2022 Budget	2023 Target
Deliver Quality Services	provide accurate and timely information to elected officials and residents	published notices of public hearings	11	10	12	10
		published notice to bidders	14	9	15	12
		published ordinances	15	31	18	15
Foster a Healthy Community	provide solid waste collection, recycling, and composting at a reasonable cost	annual assessment to citizens	\$228.00	\$218.00	\$227.00	\$245.00
	provide guidelines and programs to educate the public on methods to protect the environment	number of programs provided	0	0	2	2

Administration Department Goals and Objectives

PERSPECTIVE: RUN THE ORGANIZATION

Council Goals	Department Objective	Performance Measure	2020 Actual	2021 Actual	2022 Budget	2023 Target
Enhance Community Preparedness and Responsiveness	adopt budget for City operations	adopt budget by the statutory deadline	August 5	August 3	Before Oct. 1	Before Oct. 1
Maximize Partnership Opportunities	continue participation in Northeast Johnson County Chamber	active membership	yes	yes	yes	yes
Provide Courteous and Responsive Customer Service	perform legal work on a variety of complex projects	number of ordinances drafted/ reviewed	19	19	20	20
		number of contracts reviewed	78	78	60	60
	documents executed and recorded	executed agreements/ contracts	57	60	60	60
		executed interlocal agreements	8	0	10	8

Administration Department Goals and Objectives

Council Goals	Department Objective	Performance Measure	2020 Actual	2021 Actual	2022 Budget	2023 Target
Provide Courteous and Responsive Customer Service	documents executed and recorded	executed change orders	3	2	3	3
		executed resolutions	8	26	10	12
		published quarterly treasurer's reports	4	4	4	4
		recorded fee schedule changes	1	1	2	1
		filled records requests	94	123	85	85
		recorded Planning Commission, Board of Zoning Appeals and Council meeting minutes	35	37	40	40
Deliver Efficient Services	process accounts payable invoices within two weeks of receipt	percentage of invoices processed within two weeks of receipt	98%	100	100%	100%

Administration Department Goals and Objectives

Council Goals	Department Objective	Performance Measure	2020 Actual	2021 Actual	2022 Budget	2023 Target
Deliver Efficient Services	strive to process 100% of council related documents within given time frames	percent of Notices/ Ordinances published on next available publication date	100%	100%	100%	100%
		percent of Council/ Committee minutes prepared within three days of meeting	100%	100%	100%	100%
		percent of Council/ Committee packets prepared and posted within four days of meeting	100%	100%	100%	100%
Cultivate Community Involvement and Access	enhance the City's transparency	Prairie Village checkbook data loaded monthly to City website	yes	yes	yes	yes
		provide access to City Records, information and services on City website	100%	100%	100%	100%
	Annual Jazz Fest	support and staff annual Jazz Fest	N/A	N/A	yes	yes
	Annual Village Fest	support and staff annual Village Fest	yes	yes	yes	yes

Administration Department Goals and Objectives

PERSPECTIVE: MANAGE THE RESOURCES

Council Goals	Department Objective	Performance Measure	2020 Actual	2021 Actual	2022 Budget	2023 Target
Maintain Fiscal Strength	GFOA Excellence in Financial Reporting Awards	receive GFOA Certificate of Achievement in Financial Reporting	yes	yes	yes	yes
		receive GFOA Distinguished Budget Award	yes	yes	yes	yes
		receive GFOA Award for Outstanding Achievement in Popular Annual Financial Reporting	yes	yes	yes	yes
	annual audit of City's financial statements	earn unqualified opinion	yes	yes	yes	yes
	Bond Rating (Moody's)	maintain Aaa rating	Aaa	Aaa	Aaa	Aaa
Invest in Infrastructure	maintain or increase General Fund transfer to Capital Infrastructure	funding to Capital Infrastructure	\$4.7 million	\$4.5 million	\$5.3 million	\$5.3 million

Administration Department Goals and Objectives

PERSPECTIVE: DEVELOP PERSONNEL

Council Goals	Department Objective	Performance Measure	2020 Actual*	2021 Actual	2022 Budget	2023 Target
Develop a Skilled and Diverse Workforce	employee education	City-sponsored training sessions	2	2	5	5
		benefit/open enrollment meetings	2	2	4	4
		employees receiving educational assistance	0	0	1	1
Create a Positive and Rewarding Work Culture	recognize employees	number of employee appreciation events held annually	2	2	4	4
	wellness incentives	provide wellness incentives to encourage healthy and safe lifestyles in employees	yes	yes	yes	yes

**In 2020, many Human Resource programs were reduced or canceled due to the COVID-19 Pandemic.*

2023 Budget

Department: Administration
Program: Mayor & Council

The Mayor and 12 elected Council members serve as the legislative and policy-making body of the City. The mayor and Council provide leadership, vision and direction for the staff, resources and City.

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Program Expenditures				
Personnel Services	\$ 556	\$ 1,158	\$ 4,417	\$ 4,198
Contract Services	43,398	70,559	82,042	96,314
Commodities	16,761	28,020	40,950	40,650
Capital Outlay	-	4,615	-	-
Total	\$ 60,716	\$ 104,352	\$ 127,409	\$ 141,162

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Expenditures by Fund				
General Fund	\$ 60,716	\$ 104,352	\$ 127,409	\$ 141,162
Total	\$ 60,716	\$ 104,352	\$ 127,409	\$ 141,162

Unpaid Positions	13.00	13.00	13.00	13.00
Mayor	1.00	1.00	1.00	1.00
Council Member	12.00	12.00	12.00	12.00
Total	13.00	13.00	13.00	13.00

Notes

- The Mayor and Council Members do not receive a salary. They may receive a communications stipend of \$25/month. This rate has not changed since its inception in 2006.

2023 Contractual Services Budget also Includes the Following:

Consulting fees, council retreat, photo	\$ 30,000
Worker's Compensation	64
Training and conferences	34,900
Dues & Subscriptions:	
MARC, NLC & LKM	31,350
	\$ 96,314

2023 Commodities Budget Includes the Following:

Office supplies and postage	\$ 7,500
Other (Misc. expenses, rentals, etc.)	11,250
Volunteer Appreciation Dinner	13,000
Council meals	7,100
Volunteer gift	1,800
	\$ 40,650

2023 Budget

Department: Administration
Program: Management & Planning

Provides overall management of City operations, coordination of City planning and implementation of Council direction and policy.

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Program Expenditures				
Personnel Services	\$ 442,489	\$ 591,637	\$ 623,202	\$ 654,232
Contract Services	101,462	98,974	219,068	232,838
Commodities	13,201	18,650	21,500	21,500
Total	\$ 557,151	\$ 709,261	\$ 863,770	\$ 908,570

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Expenditures by Fund				
General Fund	\$ 557,151	\$ 709,261	\$ 863,770	\$ 908,570
Total	\$ 557,151	\$ 709,261	\$ 863,770	\$ 908,570

	2.48	2.48	3.85	3.85
Full-time Equivalent Positions				
City Administrator	1.00	1.00	1.00	1.00
Deputy City Administrator	0.48	0.48	0.85	0.85
Assistant City Administrator	-	-	1.00	1.00
Public Information Officer	1.00	1.00	1.00	1.00
Total	2.48	2.48	3.85	3.85

	0.15	0.15	0.15	0.15
Appointed/Contracted Officials				
City Attorney/Assistant City Attorney	0.05	0.05	0.05	0.05
City Planner	0.05	0.05	0.05	0.05
City Treasurer	0.05	0.05	0.05	0.05
Total	0.15	0.15	0.15	0.15

In 2022, personnel services reflects the addition of an Assistant City Administrator and shows the full Deputy City Administrator

2023 Contractual Services Budget Includes the Following:

Miscellaneous contracts & Advising	\$ 73,000
Planning	50,000
Newsletter	35,000

Training & Conferences:	
NE Chamber lunch, MARC, LKM, ICMA, NLC, ASPA, KACM & NE KS Managers	16,420

Dues & Subscriptions:	
ICMA, KACM & ASPA	2,820
Insurance (Property & Workers Comp)	55,598
Total	\$ 232,838

2023 Budget

Department: Administration
Program: Legal Services

Provides support to City departments regarding legal matters. This service is provided by law firms retained by the City to handle the City's legal affairs. The law firms bill the City on an hourly basis for these services.

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Program Expenditures				
Contract Services	\$ 144,052	\$ 133,847	\$ 175,000	\$ 175,000
Total	\$ 144,052	\$ 133,847	\$ 175,000	\$ 175,000
Expenditures by Fund				
General Fund	\$ 144,052	\$ 133,847	\$ 175,000	\$ 175,000
Total	\$ 144,052	\$ 133,847	\$ 175,000	\$ 175,000

Notes

- Services are provided at an hourly rate.

2023 Budget

Department: Administration

Program: Human Resources

The Human Resources function is responsible for providing quality service and support to employees, City-wide compliance with federal, state and local employment and benefit laws and regulations, recruitment, policies, employee compensation and benefits, maintenance of personnel records, training and development, and worker's compensation.

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Program Expenditures				
Personnel Services	\$ 111,789	\$ 123,731	\$ 153,100	\$ 417,148
Contract Services	69,114	92,118	92,442	129,412
Commodities	749	893	1,500	1,500
Capital Outlay	-	-	500	500
Total	\$ 181,652	\$ 216,742	\$ 247,542	\$ 548,560

Expenditures by Fund				
General Fund	\$ 181,652	\$ 217,100	\$ 247,542	\$ 548,560
Total	\$ 181,652	\$ 217,100	\$ 247,542	\$ 548,560

Full-time Equivalent Positions				
	1.00	1.00	1.00	1.00
Human Resources Manager	1.00	1.00	1.00	1.00
Total	1.00	1.00	1.00	1.00

Notes

The 2023 budget includes approximately \$260,000 for salary adjustments city-wide that were anticipated from the results of the 2022 Salary Study, but the specific allocation was unknown during 2023 budget development.

2023 Contractual Services Budget Includes the Following:

Staff training	\$ 16,800
Payroll services	64,500
Recruitment	9,900
Wellness Incentives	32,500
Training & Conferences	2,750
Insurance (Property & Workers Comp)	1,872
Dues & Subscriptions	1,090
	\$ 129,412

2023 Budget

Department: Administration
Program: Finance

The Finance Department is responsible for payroll, budgeting, accounting and financial reporting operations of the City and providing support to other City departments.

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Program Expenditures				
Personnel Services	\$ 256,673	\$ 259,123	\$ 237,130	\$ 250,502
Contract Services	90,664	92,136	96,884	105,829
Commodities	496	601	800	800
Capital Outlay	-	100	-	-
Total	\$ 347,832	\$ 351,960	\$ 334,814	\$ 357,131

Expenditures by Fund

General Fund	\$ 347,832	\$ 351,960	\$ 334,814	\$ 357,131
Total	\$ 347,832	\$ 351,960	\$ 334,814	\$ 357,131

Full-time Equivalent Positions

	2.00	2.00	2.00	2.00
Finance Director	1.00	1.00	1.00	1.00
Accounting Clerk/Accountant	1.00	1.00	1.00	1.00
Total	2.00	2.00	2.00	2.00

Notes

2023 Contractual Services Budget Includes the Following:

Audit Services	\$ 28,000
Investment Services	30,000
Bank Fees	8,900
Credit Card Fees	30,000
Printing	1,400
Insurance (Property & Workers Comp)	2,929
Training	4,000
Dues & Subscriptions	600
	\$ 105,829

2023 Budget

Department: Police (2022-prior)/Administration 2023
Program: Information Technology

Information Technology provides support for all users of the City's network information systems and administers the network hardware, software and communications for all applications.

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Program Expenditures				
Personnel Services	\$ 206,370	\$ 191,476	\$ 236,225	\$ 379,242
Contract Services	257,495	241,500	322,081	402,633
Commodities	8,005	15,859	18,000	18,050
Capital Outlay	23,464	33,444	3,200	8,200
Total	\$ 495,333	\$ 482,279	\$ 579,506	\$ 808,125

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Expenditures by Fund				
General Fund	\$ 495,333	\$ 482,279	\$ 579,506	\$ 808,125
Total	\$ 495,333	\$ 482,279	\$ 579,506	\$ 808,125

	2020	2021	2022	2023
Full-time Equivalent Positions				
IT Specialist	-	-	1.00	1.00
IT Administrator	-	-	-	1.00
IT Manager	-	-	1.00	1.00
Total	-	-	2.00	3.00

Notes

In 2022, the oversight of Information Technology shifted to Administration.

2023 Contractual Services Budget Includes the Following:

Communications	\$ 45,000
Emergency contractor services	11,000
Consultant (JoCo IT)	57,500
Software maintenance	281,360
Dues & subscriptions	100
Training	5,000
Insurance (Property & Workers Comp)	2,673
	\$ 402,633

2023 Capital Outlay Budget Includes the Following:

Computer equipment	1,000
Office equipment	5,000
Miscellaneous equipment	2,200
	\$ 8,200

2023 Budget

Department: Administration
Program: City Clerk

City Clerk staff are responsible for maintaining all records of the City. City Clerk staff provides support services to elected officials, City committees and other departments. Staff issue business and animal licenses; register individuals and families for recreation programs; coordinate the reservation of meeting rooms, ball fields, tennis courts and park pavilions.

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Program Expenditures				
Personnel Services	\$ 276,876	\$ 266,857	\$ 299,507	\$ 322,275
Contract Services	23,802	25,147	45,313	46,218
Commodities	10,838	18,273	20,350	21,350
Capital Outlay	10,635	(3,946)	750	750
Total	\$ 322,151	\$ 306,331	\$ 365,920	\$ 390,593

Expenditures by Fund				
General Fund	\$ 322,151	\$ 306,331	\$ 365,920	\$ 390,593
Total	\$ 322,151	\$ 306,331	\$ 365,920	\$ 390,593

Full-time Equivalent Positions				
	4.00	4.00	3.70	3.70
City Clerk	1.00	1.00	1.00	1.00
Receptionist	1.00	1.00	0.70	0.70
Administrative Support Specialist	2.00	2.00	2.00	2.00
Total	4.00	4.00	3.70	3.70

Notes

2023 Capital Outlay Budget Includes the Following:

Office equipment and furniture	\$ 750
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2023 Budget

Department: Public Works

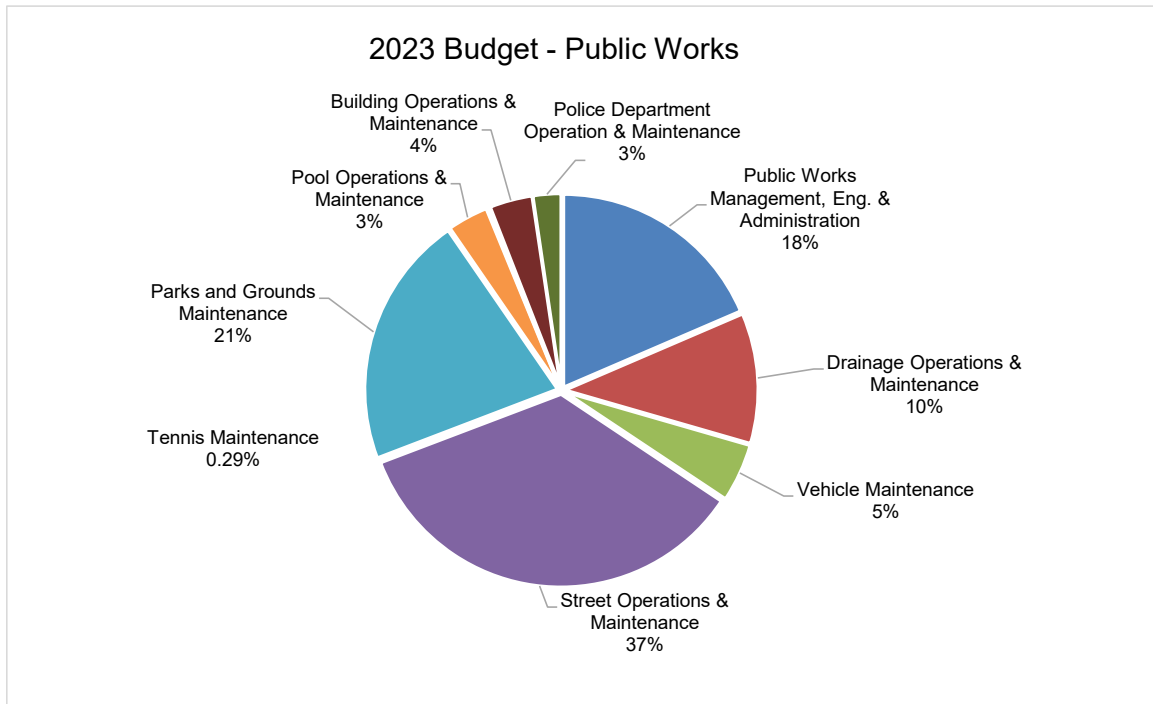
	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Expenditures by Program				
Management, Engineering & Administration	\$ 1,049,430	\$ 1,040,590	\$ 1,165,048	\$ 1,232,867
Drainage Operations & Maintenance	524,916	555,268	607,126	726,278
Vehicle Maintenance	277,233	272,875	303,150	324,614
Street Operations & Maintenance	2,047,482	2,176,985	2,334,276	2,318,426
Parks and Grounds Maintenance	1,041,125	1,091,984	1,274,760	1,408,272
Pool Operations & Maintenance	111,971	193,339	222,050	227,200
Tennis Maintenance	12,406	9,154	18,550	18,600
Building Operations & Maintenance	175,947	162,311	221,800	238,000
Police Department Operation & Maintenance	128,086	156,955	158,748	155,805
Total	\$ 5,368,596	\$ 5,659,461	\$ 6,305,508	\$ 6,650,062

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Expenditures by Character				
Personnel Services	\$ 2,510,273	\$ 2,554,121	\$ 2,783,716	\$ 3,009,286
Contract Services	2,407,126	2,671,105	3,033,542	3,083,176
Commodities	410,390	400,396	448,750	517,900
Capital Outlay	40,807	33,839	39,500	39,700
Total	\$ 5,368,596	\$ 5,659,461	\$ 6,305,508	\$ 6,650,062

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Expenditures by Fund				
General Fund	\$ 5,368,596	\$ 5,659,461	\$ 6,305,508	\$ 6,650,062
Total	\$ 5,368,596	\$ 5,659,461	\$ 6,305,508	\$ 6,650,062

Full-time Equivalent Positions	2020	2021	2022	2023
	29.00	30.00	30.00	31.00

In 2022, personnel services reflects the addition of a Maintenance Worker.



Public Works Goals and Objectives

OUR MISSION

The Prairie Village Public Works Department's mission is to provide services necessary to maintain the highest quality of life for Prairie Village residents at a reasonable cost.

PROGRAMS

The Public Works Department is responsible for engineering and administration drainage operations and maintenance, city vehicle maintenance, street operations and maintenance, parks and ground maintenance, pool operations and maintenance, tennis court maintenance and city facility operations and maintenance.

PERFORMANCE MEASURES

PERSPECTIVE: SERVE THE COMMUNITY

Council Goals	Department Objective	Performance Measure	2020 Actual	2021 Actual	2022 Budget	2023 Target
Provide a Safe Community	Ensure compliance with the American with Disabilities Act (ADA) Title II	ADA Issues Received	0	1	1	1
	Provide quality maintenance services for Parks, Pools and grounds	# of playground inspections	60	66	65	65
		Acres of lawn mowed	1,405	1,157	1,240	1,240
		Comply with Johnson County Swimming Pool water quality standards	N/A	Yes	Yes	Yes
	Provide conditions for safe travel on city streets	Number of potholes filled	745	715	1,200	1,200
		Streets Repaved (in miles)	7.0	6.4	4.0	4.0
	Deliver Quality Services	Responding to Customer Request	# of Citizen Requests received	193	209	250

Public Works Goals and Objectives

Council Goals	Department Objective	Performance Measure	2020 Actual	2021 Actual	2022 Budget	2023 Target
Foster a healthy community	Complete Annual Requirements of NPDES permit	# of Drainage Pipes Cleaned (feet)	178	972	800	800
		# of Catch Basins Cleaned	776	506	1,500	870
		# of Curb Miles Swept	3,258	1,902	2,200	2,200
		# of Drainage Channels Cleaned (feet)	11,553	3,639	13,500	13,500

PERSPECTIVE: RUN THE ORGANIZATION

Council Goals	Department Objective	Performance Measure	2020 Actual	2021 Actual	2022 Budget	2023 Target
Enhance Community Preparedness and Responsiveness	Maintain Facilities	# of work orders completed	540	434	500	500
	Maintain fleet	# of work orders completed	429	682	700	700
Provide Courteous and Responsive Customer Service	Complete service requests in a timely manner	% of service requests completed within 30 days	43%	73%	90%	90%
	Provide courteous and professional service to residents who submit a service request	Receive a customer satisfaction rating of 90% or better on completed service requests	75%	50%	90%	90%
Cultivate community involvement and access	Provide public communication on scheduled activities	# of public information meetings	6	8	5	5
		% of project pages updated monthly on website	67%	67%	90%	90%

Public Works Goals and Objectives

PERSPECTIVE: MANAGE THE RESOURCES

Council Goals	Department Objective	Performance Measure	2020 Actual	2021 Actual	2022 Budget	2023 Target
Maintain Fiscal Strength	Maximize external funding opportunities	Percent of grant funds received	37.37%	19.86	8.4%	13.5%
	Maintain spending of operating budget between 95% and 100%	% of spending Public Works Operating Budget	94.16%	90.28%	95%	95%
Maximize Utilization of Resources	Maintain vehicles and equipment to maximize useful life at lowest cost	Preventive Maintenance Tasks Completed	154	166	275	275
		Direct Mechanic labor hours as a % of total hours	54%	73%	75%	75%
Invest in Infrastructure	Manage the Stormwater Utility Program	Determine Stormwater Utility Fee per square foot	\$0.04	\$0.04	\$0.04	\$0.04
		Total billable impervious area per square foot	40,491,900	40,704,700	40,400,000	40,750,000
	Ensure streets and sidewalks are in good condition by conducting maintenance and repairs as needed	# of Sidewalk areas repaired (each)	78	51	70	70
		Streets Micro-Surfaced (square yards)	77,150	68,000	80,000	80,000
		Streets Crack-filled (square yards)	176,000	102,500	135,000	175,000
	Maintain urban forest	Trees removed	153	103	100	100
		Trees Planted	119	120	100	100

Public Works Goals and Objectives

PERSPECTIVE: DEVELOP PERSONNEL

Council Goals	Department Objective	Performance Measure	2020 Actual	2021 Actual	2022 Budget	2032 Target
Develop a Skilled and Diverse Workforce	Maintain and upgrade employee skills	Provide at least 40 hours of training per employee	yes	yes	yes	yes
Create a Positive and Rewarding Work Culture	Quarterly Performance Updates with all employees	Quarterly interviews completed	yes	yes	yes	yes
Invest in Training & Education	Training and education of employees	# of educational hours	1,504	1,393	1,500	1,550

2023 Budget

Department: Public Works

Program: Management, Engineering & Administration

This program provides general management for Public Works and includes departmental budget preparation and control, purchasing, ADA compliance, public right of way and drainage permits and support to City committees. The program processes and monitors service requests from residents, businesses, City officials and other employees.

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Program Expenditures				
Personnel Services	\$ 929,659	\$ 933,117	\$ 970,153	\$ 1,032,234
Contract Services	96,974	88,432	171,395	173,133
Commodities	16,797	16,290	23,500	27,500
Capital Outlay	6,000	2,751	0	-
Total	\$ 1,049,430	\$ 1,040,590	\$ 1,165,048	\$ 1,232,867

Expenditures by Fund				
General Fund	\$ 1,049,430	\$ 1,040,590	\$ 1,165,048	\$ 1,232,867
Total	\$ 1,049,430	\$ 1,040,590	\$ 1,165,048	\$ 1,232,867

Full-time Equivalent Positions				
	8.00	8.00	8.00	8.00
Public Works Director	1.00	1.00	1.00	1.00
Senior Project Manager	-	-	1.00	1.00
Project Inspector	1.00	1.00	1.00	1.00
Manager of Engineering Services	1.00	1.00	-	-
Office Manager	1.00	1.00	1.00	1.00
Field Superintendent	1.00	1.00	1.00	1.00
Construction Inspector	2.00	2.00	2.00	2.00
Administrative Support Specialist	1.00	1.00	1.00	1.00
Total	8.00	8.00	8.00	8.00

Notes

2023 Contractual Services Budget Includes the Following:

Cell Phones and Pagers	\$ 4,700
Insurance (Property & Workers Comp)	58,733
Drug Testing & Physicals	2,400
City Engineer	20,000
Traffic Engineer	10,000
Weather Service	11,300
Training	6,000
Dues & Subscriptions	5,900
Equipment Rental	7,100
Total	\$ 126,133

2023 Budget

Department: Public Works

Program: Drainage Operations & Maintenance

The maintenance and repair of almost 2,600 drainage structures, 45 miles of drainage pipes and 9 miles of channels. The primary activities are compliance with Federal stormwater regulations (NPDES) and local stormwater management program including activities such as street sweeping, drainage inlet cleaning, and channel maintenance.

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Program Expenditures				
Personnel Services	\$ 465,310	\$ 489,301	\$ 511,973	\$ 626,112
Contract Services	31,207	32,772	54,153	55,966
Commodities	28,398	33,195	41,000	44,200
Capital Outlay	-	-	-	-
Total	\$ 524,916	\$ 555,268	\$ 607,126	\$ 726,278
Expenditures by Fund				
General Fund	\$ 524,916	\$ 555,268	\$ 607,126	\$ 726,278
Total	\$ 524,916	\$ 555,268	\$ 607,126	\$ 726,278
Full-time Equivalent Positions				
	5.00	6.00	6.00	6.00
Stormwater Engineer	-	1.00	1.00	1.00
Crew Leader	1.00	1.00	1.00	1.00
Maintenance Workers	4.00	4.00	4.00	4.00
Total	5.00	6.00	6.00	6.00

2023 Budget

Department: Public Works
Program: Vehicle Maintenance

This program provides maintenance of all Public Works vehicles and equipment including: specifications preparation, preventative maintenance, repairs, and fueling. This program provides fuel and limited vehicle maintenance service to the Police Department and Codes Division. The City provides fuel to the City of Mission Hills and to Johnson County Consolidated Fire District #2.

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Program Expenditures				
Personnel Services	\$ 234,816	\$ 239,875	\$ 252,276	\$ 266,054
Contract Services	14,319	12,469	30,674	31,860
Commodities	28,098	20,531	20,200	22,700
Capital Outlay	-	-	-	4,000
Total	\$ 277,233	\$ 272,875	\$ 303,150	\$ 324,614
Expenditures by Fund				
General Fund	\$ 277,233	\$ 272,875	\$ 303,150	\$ 324,614
Total	\$ 277,233	\$ 272,875	\$ 303,150	\$ 324,614
Full-time Equivalent Positions				
	3.00	3.00	3.00	3.00
Mechanic	1.00	1.00	1.00	1.00
Crew Leader	1.00	1.00	1.00	1.00
Maintenance Worker	1.00	1.00	1.00	1.00
Total	3.00	3.00	3.00	3.00

2023 Budget

Department: Public Works
Program: Street Operations & Maintenance

This program provides for the maintenance and repair of approximately 112 miles of streets, 2800 traffic signs, 93 miles of sidewalk, and 1,530 ADA ramps. The primary activities in this program are pothole patching, snow/ice control, sidewalk repairs and curb/gutter repair. Major maintenance activities are annual crack filing, slurry sealing, bridge repairs and traffic line re-marking.

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Program Expenditures				
Personnel Services	\$ 359,092	\$ 378,888	\$ 400,524	\$ 364,397
Contract Services	1,520,588	1,654,879	1,778,552	1,780,829
Commodities	167,802	143,218	155,200	173,200
Capital Outlay	-	-	-	-
Total	\$ 2,047,482	\$ 2,176,985	\$ 2,334,276	\$ 2,318,426

Expenditures by Fund				
General Fund	\$ 2,047,482	\$ 2,176,985	\$ 2,334,276	\$ 2,318,426
Total	\$ 2,047,482	\$ 2,176,985	\$ 2,334,276	\$ 2,318,426

Full-time Equivalent Positions				
	5.00	5.00	5.00	5.00
Maintenance Workers	4.00	4.00	4.00	4.00
Crew Leader	1.00	1.00	1.00	1.00
Total	5.00	5.00	5.00	5.00

2023 Contractual Services Budget Includes the Following:

OP Green Light	\$ 5,000
Street Lights	275,000
Traffic Signals	800,000
Water	5,000
Equipment Maintenance & Repair	7,200
Equipment Rental	4,000
Insurance (Property & Workers Comp)	28,829
Training	3,000
Street Maintenance & Repair	623,000
Total	\$ 1,751,029

2023 Budget

Department: Public Works
Program: Parks and Grounds Maintenance

This program provides for operation, maintenance and repair of 14 parks, 6 fountains, 187 city islands, 10 pavilions, 68 acres of turf, 12 playscapes, 32 flower gardens, and 9,375 public trees.

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Program Expenditures				
Personnel Services	\$ 521,395	\$ 512,940	\$ 648,790	\$ 720,489
Contract Services	398,126	456,542	486,220	522,283
Commodities	117,160	121,002	130,250	159,800
Capital Outlay	4,443	1,500	9,500	5,700
Total	\$ 1,041,125	\$ 1,091,984	\$ 1,274,760	\$ 1,408,272

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Expenditures by Fund				
General Fund	\$ 1,041,125	\$ 1,091,984	\$ 1,274,760	\$ 1,408,272
Total	\$ 1,041,125	\$ 1,091,984	\$ 1,274,760	\$ 1,408,272

	8.00	8.00	8.00	9.00
Full-time Equivalent Positions				
Crew Leader	1.00	2.00	2.00	2.00
Maintenance Worker	5.00	5.00	5.00	6.00
Forestry Specialist	1.00	1.00	1.00	1.00
Seasonal Laborers	1.00	-	-	-
Total	8.00	8.00	8.00	9.00

Notes

2023 Contractual Services Budget Includes the Following:

Utilities - Electricity	\$ 24,000
Utilities - Wastewater	14,000
Utilities - Water	32,000
Communications - Data	1,500
Special Assessments	9,000
Maintenance & Repair - equipment	7,600
Insurance (Property & Workers Comp)	42,383
Training	3,500
Dues	300
Equipment rental	2,000
Grounds Maintenance & Repair	63,200
Tree Maintenance & Repair	227,000
Building Maintenance & Repair	57,600
	\$ 484,083

2023 Budget

Department: Public Works
Program: Pool Operations & Maintenance

This program is for the operation and maintenance of the Harmon Park Swimming Pool complex and buildings. The complex has six pools: wading, leisure, slide, diving, lap, and adult.

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Program Expenditures				
Contract Services	90,606	164,089	174,150	172,800
Commodities	21,364	29,250	47,900	54,400
Total	\$ 111,971	\$ 193,339	\$ 222,050	\$ 227,200

Expenditures by Fund				
General Fund	\$ 111,971	\$ 193,339	\$ 222,050	\$ 227,200
Total	\$ 111,971	\$ 193,339	\$ 222,050	\$ 227,200

Notes

- Pool Complex Features:*
- Leisure Pool
 - Wading Pool
 - Adult Pool
 - Lap Lanes
 - Diving Well, Meter Pool
 - Water Slides
 - Concession Stand



2023 Budget

Department: Public Works
Program: Tennis Maintenance

This program is for the operation and maintenance of the 15 tennis courts in several City parks.

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Program Expenditures				
Contract Services	9,418	5,704	15,050	15,100
Commodities	2,988	3,450	3,500	3,500
Total	\$ 12,406	\$ 9,154	\$ 18,550	\$ 18,600
Expenditures by Fund				
General Fund	\$ 12,406	\$ 9,154	\$ 18,550	\$ 18,600
Total	\$ 12,406	\$ 9,154	\$ 18,550	\$ 18,600

2023 Budget

Department: Public Works

Program: Building Operations & Maintenance

This program provides for the maintenance and operation of several public buildings - Municipal Offices, Community Center and Public Works Facilities.

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Program Expenditures				
Contract Services	154,468	137,077	201,600	212,900
Commodities	21,478	25,234	20,200	25,100
Capital Outlay	-	-	-	-
Total	\$ 175,947	\$ 162,311	\$ 221,800	\$ 238,000
Expenditures by Fund				
General Fund	\$ 175,947	\$ 162,311	\$ 221,800	\$ 238,000
Total	\$ 175,947	\$ 162,311	\$ 221,800	\$ 238,000

2023 Budget

Department: Public Works

Program: Police Building Operations & Maintenance

This program provides for the maintenance and operation of the Police Building.

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Program Expenditures				
Contract Services	91,419	119,141	121,748	118,305
Commodities	6,303	8,226	7,000	7,500
Capital Outlay	30,363	29,588	30,000	30,000
Total	\$ 128,086	\$ 156,955	\$ 158,748	\$ 155,805

Expenditures by Fund

General Fund	\$ 128,086	\$ 156,955	\$ 158,748	\$ 155,805
Total	\$ 128,086	\$ 156,955	\$ 158,748	\$ 155,805

Notes

2023 Capital Outlay Budget Includes the Following:

Building remodel project	\$ 30,000
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2023 Budget

Department: Police Department

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Expenditures by Program				
Administration	\$ 496,916	\$ 509,972	\$ 537,524	\$ 577,872
Staff Services	965,575	912,509	1,024,957	1,093,355
Community Services	180,208	212,699	220,255	232,991
Crime Prevention	120,916	19,796	92,188	99,235
Patrol	3,432,395	3,440,525	3,501,263	3,968,209
Investigations	719,378	653,975	776,815	871,271
Special Investigations Unit	242,870	226,159	302,025	232,380
D.A.R.E.	116,554	80,446	86,997	114,568
Professional Standards	199,121	239,679	243,479	265,667
Off-Duty Contractual	7,558	5,434	37,713	37,713
Traffic Unit	342,999	330,578	462,692	481,877
Information Technology	495,333	482,279	579,506	808,125
Total	\$7,319,822	\$ 7,114,051	\$ 7,865,414	\$ 8,783,263

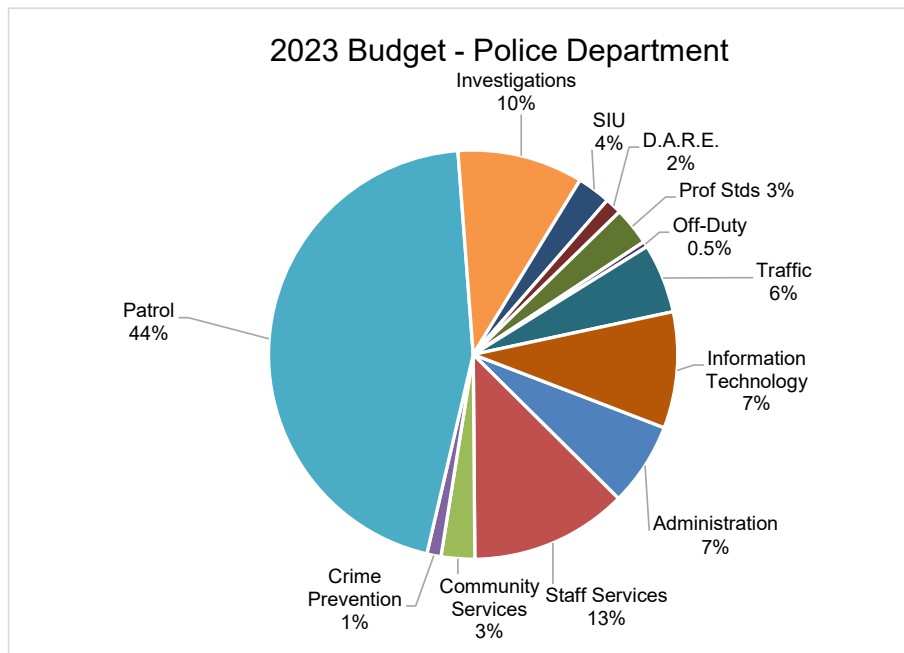
	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Expenditures by Character				
Personnel Services	\$ 6,107,836	\$ 5,738,717	\$ 6,296,590	\$ 7,006,029
Contract Services	849,302	882,860	1,112,774	1,265,234
Commodities	174,732	188,834	236,950	252,600
Capital Outlay	187,951	303,640	219,100	259,400
Total	\$7,319,822	\$ 7,114,051	\$ 7,865,414	\$ 8,783,263

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Expenditures by Fund				
General Fund	\$ 7,203,268	\$ 7,033,605	\$ 7,778,417	\$ 8,668,695
Special Alcohol Fund	116,554	80,446	86,997	114,568
Total	\$7,319,822	\$ 7,114,051	\$ 7,865,414	\$ 8,783,263

Full-time Equivalent Positions	60.00	59.00	61.00	62.00
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Notes

In 2022, the oversight of Information Technology shifted to Administration.
The 2022 budget includes the addition of a canine unit for the Department.



Police Department Goals and Objectives

OUR MISSION

The Police Department is comprised of 47 sworn officers and 12 civilian employees who provide 24-hour law enforcement services for the communities of Prairie Village and the City of Mission Hills. We take great pride in serving our citizens and value the partnerships we have forged throughout the years. We have never forgotten our humble beginnings, the importance of community partnerships and the high standards we strive to maintain. Our Department motto - "A Tradition of Service" - reinforces our commitment to community and is proudly displayed on every marked patrol unit and throughout our facility.

PROGRAMS

The Police Department is responsible for crime prevention, patrol, investigations, special investigations, D.A.R.E., professional standards, traffic safety, off-duty contractual services, dispatch, police records, and animal control.

PERFORMANCE MEASURES

PERSPECTIVE: SERVE THE COMMUNITY

Council Goals	Department Objective	Performance Measure	2020 Actual	2021 Actual	2022 Budget	2023 Target
Provide a Safe Community	reduce the number of accidents through traffic enforcement	number of accidents reported	246	278	400	300
	reduce the annual number of crimes	crime analysis	540	596	520	550
	enforce DUI laws through patrol and targeting specific holidays and/or events	number of DUIs	121	113	150	130
	conduct criminal investigations	adult cases	397	310	353	353
		juvenile cases	24	13	18	18
		clearance rate	17	21	19.69	20

Police Department Goals and Objectives

Council Goals	Department Objective	Performance Measure	2020 Actual	2021 Actual	2022 Budget	2023 Target
Deliver Quality Services	respond effectively to all calls for service	non-emergency responses	7,693	7,085	9,000	8,050
		emergency responses	1,229	1,549	1,100	1,325
	respond to citizen traffic complaints	number of selective enforcement requests	49	59	45	60
	assist residents with domestic and wild animal issues and supplement calls for service	number of animals returned to owner	183	123	170	150
		number of animal impound violations	33	17	30	25
		number of animal abuse or neglect investigations	19	18	20	20
	provide off-duty contractual police services to ensure increased police presence in the community without impacting district officers	number of off-duty contractual hours worked	132*	79.50	500	100

**2020 Actuals were impacted by the COVID-19 pandemic.*

Police Department Goals and Objectives

Council Goals	Department Objective	Performance Measure	2020 Actual	2021 Actual	2022 Budget	2023 Target
Foster a Healthy Community	prepare articles to enhance public awareness	number of articles published	15	11	15	15
	perform child seat installations and booster seat checks	number of child seats installed	24	15	60	30
		number of booster seat checks (on site at elementary schools)	150	1,262	1,100	1,200
	investigate drug complaints	cases/SIU arrests	17	37	22	25

PERSPECTIVE: RUN THE ORGANIZATION

Council Goals	Department Objective	Performance Measure	2020 Actual	2021 Actual	2022 Budget	2023 Target
Enhance Community Preparedness and Responsiveness	supervise and conduct school lock down procedures in each of the City's elementary, junior and high schools	number of lock down drills supervised	10	5	18	15
	provide important information to the community through NotifyJoCo	number of messages sent	0	0	1	1

Police Department Goals and Objectives

Council Goals	Department Objective	Performance Measure	2020 Actual	2021 Actual	2022 Budget	2023 Target
Maximize Partnership Opportunities	participate in local, state and national traffic campaigns, which concentrate on seat belt usage and deterring impaired driving	Special Traffic Enforcement Program (STEP Grant) Campaigns (seatbelts and DUIs)	10	7	12	10
		High School Seatbelt Enforcement Campaign	1	0	1	1
		Holiday DUI Enforcement Campaigns	4	4	4	4
		Special Texting Enforcement Campaign	1	1	1	1
	collaborate/meet with local groups/leaders to promote cooperative initiatives and shared technology	number of work sessions	50	62	50	50
	take advantage of an annual fee paid to MARC to enable staff to take part in unlimited training opportunities	increase the number of training hours taken by staff	5	15	20	20
	conduct joint investigations to minimize man power needs	number of joint investigations	5	2	6	6

Police Department Goals and Objectives

Council Goals	Department Objective	Performance Measure	2020 Actual	2021 Actual	2022 Budget	2023 Target
Provide Courteous and Responsive Customer Service	respond to calls above and beyond basic services	animal complaints	1,040	965	970	970
		civil matters	111	96	100	100
		motorist assists	99	184	150	160
		residential lockouts	0	0	1	1
		utility problems	45	73	80	75
		vehicle lockouts	57	68	90	80
		alarm – outside audible	14	13	20	15
		alarm – bank	9	10	20	15
		alarm – commercial	262	257	250	250
		alarm – residential	483	449	800	600
		alarm – school/church	6	32	25	28
		alarm - vehicle	9	5	9	7
	provide 24-hour communications to handle citizen inquiries, while determining applicable police response	number of 911 calls received	7,379	7,842	7,300	7,300
		number of non-priority calls received	23,991	25,138	30,000	30,000

Police Department Goals and Objectives

Council Goals	Department Objective	Performance Measure	2020 Actual	2021 Actual	2022 Budget	2023 Target
Cultivate Community Involvement and Access	educate residents about the operations of the Police Department	number of Citizen Police Academy participants	0	11	10	10
	work closely with junior and senior high school officials and students through the SRO (school resource officer) program	number of hours in school	717	2,090	1,966	2,000
	utilize a civilian advisory board to assist Police Department	track times convened	5	3	5	5
	teach elementary school students the D.A.R.E. curriculum	kindergarten through 5 th grade presentations	273	572	429	575
		6 th grade core presentations	273	149	220	155
		total students taught D.A.R.E.	1,250	2,189	1,725	2,200

PERSPECTIVE: MANAGE THE RESOURCES

Council Goals	Department Objective	Performance Measure	2020 Actual	2021 Actual	2022 Budget	2023 Target
Maintain Fiscal Strength	use asset forfeiture to fund drug investigations and purchase equipment	seizures filed	0	0	3	3
Maximize Utilization of Resources	minimize employee workload by utilizing on-line accident report purchasing **online reports not available after 4/2019	number of reports sold on line	0	0	0	0

Police Department Goals and Objectives

PERSPECTIVE: DEVELOP PERSONNEL

Council Goals	Department Objective	Performance Measure	2020 Actual	2021 Actual	2022 Budget	2023 Target
Develop a Skilled and Diverse Workforce	provide all sworn employees with educational opportunities to meet or exceed State standards, while capitalizing on skill development	training hours exceeding the state requirement of 40 hours	91	112	95	95
		number of Department-certified trainers	27	28	25	25
		average hours of Patrol officer training	131.6	144	120	130
		average hours of Supervisory training	97.8	191	120	150
		average hours of Investigator training	144.17	164	120	140
		average hours of Command Staff training	48.25	60	45	50
		average hours of civilian training	12.5	3	20	15
Create a Positive and Rewarding Work Culture	hire quality employees	number of hiring processes conducted	6	3	4	4
	improve the overall fitness and wellness of Department employees	fitness testing – number of employees tested	45	36	46	47

2023 Budget

Department: Police Department
Program: Administration

Police administration is responsible for carrying out the directives, policies and procedures established by the City Council for operations of the Police Department. Responsibilities of this program include development of programs and procedures for emergency response, procedures to control or reduce crime and traffic accidents, and the establishment of programs to increase the quality of life in the cities of Prairie Village and Mission Hills.

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Program Expenditures				
Personnel Services	\$ 316,323	\$ 310,864	\$ 318,729	\$ 337,422
Contract Services	165,088	186,960	195,945	226,100
Commodities	7,505	11,796	14,850	14,350
Capital Outlay	8,000	352	8,000	0
Total	\$ 496,916	\$ 509,972	\$ 537,524	\$ 577,872

Expenditures by Fund				
General Fund	\$ 496,916	\$ 509,972	\$ 537,524	\$ 577,872
Total	\$ 496,916	\$ 509,972	\$ 537,524	\$ 577,872

Full-time Equivalent Positions	2.00	2.00	2.00	2.00
Police Chief	1.00	1.00	1.00	1.00
Executive Assistant	1.00	1.00	1.00	1.00
Total	2.00	2.00	2.00	2.00

Notes

2023 Contractual Services Budget Includes the Following:

Utilities	\$ 2,300
Cleaning	400
Physicals & Psychological	11,000
Crime Stoppers Annual Contract	4,000
Applicant Testing	3,500
Insurance (Property & Workers Comp)	50,325
Training	3,300
Dues and Subscriptions	1,600
Machinery Maintenance & Repair	5,250
Miscellaneous	6,425
Police Pension (Investment, Admin & Actuary)	138,000
	\$ 226,100

2023 Budget

Department: Police Department
Program: Staff Services

The staff services division is responsible for the "911" emergency communication system and other calls for service within Prairie Village and Mission Hills. Additional responsibilities include the collection, dissemination, and the security of all police records, as well as monitoring building and court areas where security cameras are available.

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Program Expenditures				
Personnel Services	\$ 840,955	\$ 811,374	\$ 868,235	\$ 933,146
Contract Services	111,848	86,801	139,222	142,209
Commodities	12,223	14,334	17,500	18,000
Capital Outlay	550	0	-	-
Total	\$ 965,575	\$ 912,509	\$ 1,024,957	\$ 1,093,355

Expenditures by Fund				
General Fund	\$ 965,575	\$ 912,509	\$ 1,024,957	\$ 1,093,355
Total	\$ 965,575	\$ 912,509	\$ 1,024,957	\$ 1,093,355

Full-time Equivalent Positions	10.00	10.00	10.00	10.00
Police Captain	-	-	1.00	1.00
Communications Supervisor	1.00	1.00	-	-
Dispatcher	6.00	6.00	6.00	6.00
Records Clerk	2.00	2.00	2.00	2.00
Property Room Clerk	1.00	1.00	1.00	1.00
Total	10.00	10.00	10.00	10.00

2023 Contractual Services Budget Includes the Following:

Communications	\$ 4,000
Regional Justice Information System (REJIS)	18,500
Licenses	17,700
Insurance (Property & Workers Comp)	17,374
Printing (contract, toner, etc.)	5,000
Cleaning	600
Software Maintenance	52,625
Dues & Subscriptions	960
Postage Meter	700
Machinery Maintenance & Repair	1,500
Miscellaneous	550
Contracts	22,700
	\$ 142,209

2023 Budget

Department: Police Department
Program: Community Services

Community Services is responsible for the enforcement of the City's Animal Control Ordinances. Community Service Officers (CSOs) investigate animal complaints to include leash laws and neglect or animal abuse cases.

Community Services also supplements the Patrol Division by directing traffic at accident scenes, and providing extra personnel when needed for special events, vehicle maintenance, and other related duties.

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Program Expenditures				
Personnel Services	\$ 126,901	\$ 104,354	\$ 134,770	\$ 140,095
Contract Services	52,328	78,064	81,060	87,971
Commodities	978	3,932	4,425	4,925
Capital Outlay	-	26,349	-	-
Total	\$ 180,208	\$ 212,699	\$ 220,255	\$ 232,991

Expenditures by Fund				
General Fund	\$ 180,208	\$ 212,699	\$ 220,255	\$ 232,991
Total	\$ 180,208	\$ 212,699	\$ 220,255	\$ 232,991

Full-time Equivalent Positions	2.00	2.00	2.00	2.00
Community Service Officer	2.00	2.00	2.00	2.00
Total	2.00	2.00	2.00	2.00

Notes

2023 Contract Services Budget Includes the Following:

Johnson County Co-Responder	\$ 7,000
Crossing Guards & Animal Services	75,000
Insurance (Property & Workers Comp)	4,746
Vehicle Maintenance & Repair	1,000
Memberships	225
Total	\$ 87,971

2023 Budget

Department: Police Department
Program: Crime Prevention

Crime Prevention is responsible for speaking to various groups regarding crime prevention methods, distributing literature, alerting victims on how best to avoid future victimization, maintaining the Department's Face book account, and summarizes crime analysis patterns for the Patrol division to identify future enforcement priorities.

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Program Expenditures				
Personnel Services	\$ 75,399	\$ 15,738	\$ 83,615	\$ 90,650
Contract Services	7,093	3,333	5,073	4,885
Commodities	1,519	725	3,200	3,400
Capital Outlay	36,905	-	300	300
Total	\$ 120,916	\$ 19,796	\$ 92,188	\$ 99,235
Expenditures by Fund				
General Fund	\$ 120,916	\$ 19,796	\$ 92,188	\$ 99,235
Total	\$ 120,916	\$ 19,796	\$ 92,188	\$ 99,235
Full-time Equivalent Positions				
	1.00	1.00	1.00	1.00
Police Officer	1.00	1.00	1.00	1.00
Sergeant	-	-	-	-
Total	1.00	1.00	1.00	1.00

2023 Budget

Department: Police Department

Program: Patrol

The Patrol Division is responsible for initial response to calls for service and provide services through the district patrol concept. The basic emphasis of officers assigned to this Division is the protection of life and property, the detection and arrest of criminal violators of the law, recovery of stolen property and maintenance of a "police presence" throughout the cities of Prairie Village and Mission Hills.

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Program Expenditures				
Personnel Services	\$ 3,082,200	\$ 2,980,520	\$ 3,009,308	\$ 3,444,234
Contract Services	126,047	146,133	181,755	182,225
Commodities	105,756	105,194	133,700	146,750
Capital Outlay	118,393	208,678	176,500	195,000
Total	\$ 3,432,395	\$ 3,440,525	\$ 3,501,263	\$ 3,968,209

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Expenditures by Fund				
General Fund	\$ 3,432,395	\$ 3,440,525	\$ 3,501,263	\$ 3,968,209
Total	\$ 3,432,395	\$ 3,440,525	\$ 3,501,263	\$ 3,968,209

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Full-time Equivalent Positions				
Police Captain	1.00	1.00	-	1.00
Police Major	-	-	1.00	-
Police Sergeant	4.00	4.00	4.00	2.00
Police Corporal	3.00	2.00	2.00	3.00
Police Officer	22.00	22.00	22.00	23.00
Crime Analyst	-	-	-	0.50
Total	30.00	29.00	29.00	29.50

Notes

The 2022 budget includes the addition of a canine unit for the Department.

The 2023 budget includes the addition of a part-time Crime Analyst.

2023 Contractual Services Budget Includes the Following:

APS maintenance contract	\$ 8,000
Cleaning	10,000
Tow expenses	600
Dues & subscriptions	600
Patrol reference manuals	900
Machinery maintenance & repair	71,000
Insurance (Property & Workers Comp)	72,125
Graphics & application	5,500
In car video repairs	3,000
Mobile computer repair	3,500
School crossing beacon repairs	2,000
Department Cell Phones	5,000
Total	\$ 182,225

2023 Capital Outlay Budget Includes the Following:

Miscellaneous field equipment	\$ 45,000
Police Vehicles (3)	125,000
Computer equipment	23,000
Office and field equipment	2,000
Total	\$ 195,000

2023 Budget

Department: Police Department

Program: Investigations

Investigators conduct criminal investigations into all Part I (felony) and Part II (misdemeanor) crimes within the community. Personnel in this program also conduct juvenile investigations through School Resources Officers (SROs) at Shawnee Mission East High School and Indian Hills Middle School.

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Program Expenditures				
Personnel Services	\$ 669,033	\$ 603,328	\$ 669,902	\$ 744,595
Contract Services	34,051	35,223	52,938	60,701
Commodities	15,654	14,602	22,975	23,975
Capital Outlay	640	822	31,000	42,000
Total	\$ 719,378	\$ 653,975	\$ 776,815	\$ 871,271

Expenditures by Fund

General Fund	\$ 719,378	\$ 653,975	\$ 776,815	\$ 871,271
Total	\$ 719,378	\$ 653,975	\$ 776,815	\$ 871,271

Full-time Equivalent Positions

	6.00	6.00	6.00	6.00
Police Captain	1.00	1.00	1.00	1.00
Police Sergeant	1.00	1.00	1.00	1.00
Police Corporal	-	-	-	-
Police Officer	4.00	4.00	4.00	4.00
Total	6.00	6.00	6.00	6.00

Notes

2023 Capital Outlay Budget Includes the Following:

Office Equipment	\$ 1,000
Police Vehicles	41,000
Total	\$ 42,000

2023 Budget

Department: Police Department

Program: Special Investigations Unit

The Special Investigations Unit (SIU) conducts investigations of individuals suspected of selling, distributing or possessing controlled substances. SIU not only focuses on drugs, but also other crimes such as prostitution, theft, liquor sales, and any other suspicious activity that may require undercover and/or surveillance work.

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Program Expenditures				
Personnel Services	\$ 232,097	\$ 183,232	\$ 287,683	\$ 217,541
Contract Services	6,762	7,534	9,492	9,689
Commodities	4,010	1,398	4,750	5,050
Capital Outlay	-	33,995	100	100
Total	\$ 242,870	\$ 226,159	\$ 302,025	\$ 232,380
Expenditures by Fund				
General Fund	\$ 242,870	\$ 226,159	\$ 302,025	\$ 232,380
Total	\$ 242,870	\$ 226,159	\$ 302,025	\$ 232,380
Full-time Equivalent Positions				
	2.00	2.00	2.00	3.00
Police Corporal	1.00	1.00	1.00	1.00
Police Officer	1.00	1.00	1.00	2.00
Total	2.00	2.00	2.00	3.00

2023 Budget

Department: Police Department
Program: D.A.R.E.

The D.A.R.E. officer's primary responsibility is teaching the D.A.R.E. curriculum in our City's elementary schools. The D.A.R.E. officer is also the liaison between the Department and elementary school administration, participates in community events and works with staff on school safety.

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Program Expenditures				
Personnel Services	\$ 96,721	\$ 60,202	\$ 81,026	\$ 108,754
Contract Services	5,963	5,036	5,971	5,814
Commodities	13,870	15,208	-	-
Capital Outlay	-	-	-	-
Total	\$ 116,554	\$ 80,446	\$ 86,997	\$ 114,568
Expenditures by Fund				
General Fund		\$ -	\$ -	\$ -
Special Alcohol Fund	116,554	\$ 80,446	86,997	114,568
Total	\$ 116,554	\$ 80,446	\$ 86,997	\$ 114,568
Full-time Equivalent Positions				
	1.00	1.00	1.00	1.00
Police Officer	1.00	1.00	1.00	1.00
Total	1.00	1.00	1.00	1.00
Notes				

D.A.R.E. is funded from the Special Alcohol Fund as funding allows.

2023 Budget

Department: Police Department
Program: Professional Standards

Professional Standards develops and implements training programs for all personnel and is responsible for hiring and recruitment. The training not only includes developing the existing staff, but also maintaining the Field Training Program for new employees.

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Program Expenditures				
Personnel Services	\$ 129,260	\$ 158,187	\$ 137,117	\$ 143,395
Contract Services	69,313	79,790	100,662	116,422
Commodities	548	1,702	5,700	5,850
Total	\$ 199,121	\$ 239,679	\$ 243,479	\$ 265,667
Expenditures by Fund				
General Fund	\$ 199,121	\$ 239,679	\$ 243,479	\$ 265,667
Total	\$ 199,121	\$ 239,679	\$ 243,479	\$ 265,667
Full-time Equivalent Positions				
	1.00	1.00	1.00	1.00
Police Sergeant	1.00	1.00	1.00	1.00
Total	1.00	1.00	1.00	1.00

2023 Budget

Department: Police Department
Program: Off-Duty Contractual

City organizations and private individuals often desire a police presence at private events. The City Council has stated that an increased police presence within the community by off-duty officers may further reduce crime. This program provides for those off-duty officers at events under conditions administered and controlled by the Department. This program includes security at Council meetings and Court sessions for both Prairie Village and Mission Hills.

	2020 Actual	2021 Actual*	2022 Budget	2023 Budget
Program Expenditures				
Personnel Services	\$ 6,882	\$ 5,246	\$ 37,713	\$ 37,713
Contract Services	676	188	-	-
Total	\$ 7,558	\$ 5,434	\$ 37,713	\$ 37,713
Expenditures by Fund				
General Fund	\$ 7,558	\$ 5,434	\$ 37,713	\$ 37,713
Total	\$ 7,558	\$ 5,434	\$ 37,713	\$ 37,713

Notes

Revenues offset the anticipated expenses for off-duty contractual work.

2023 Budget

Department: Police Department
Program: Traffic Unit

The Traffic Unit is responsible for providing police services geared toward public safety on roadways, reduction in traffic accidents, and handling special projects. These responsibilities are accomplished through selective enforcement in high accident areas, citizen complaints, school zones, and areas where speeding vehicles are problematic. In addition, the Traffic Unit handles special projects such as parades, street races, DUI saturation patrol, "Click It or Ticket," educational efforts, and other prevention programs sponsored by the Kansas Department of Transportation (KDOT).

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Program Expenditures				
Personnel Services	\$ 325,696	\$ 314,196	\$ 432,267	\$ 429,242
Contract Services	12,638	12,298	18,575	26,585
Commodities	4,665	4,084	11,850	12,250
Capital Outlay	-	-	-	13,800
Total	\$ 342,999	\$ 330,578	\$ 462,692	\$ 481,877
Expenditures by Fund				
General Fund	\$ 342,999	\$ 330,578	\$ 462,692	\$ 481,877
Total	\$ 342,999	\$ 330,578	\$ 462,692	\$ 481,877
Full-time Equivalent Positions				
	5.00	5.00	5.00	4.00
Police Officer	4.00	4.00	4.00	3.00
Police Sergeant	1.00	1.00	1.00	1.00
Total	5.00	5.00	5.00	4.00

2023 Budget

Department: Municipal Court

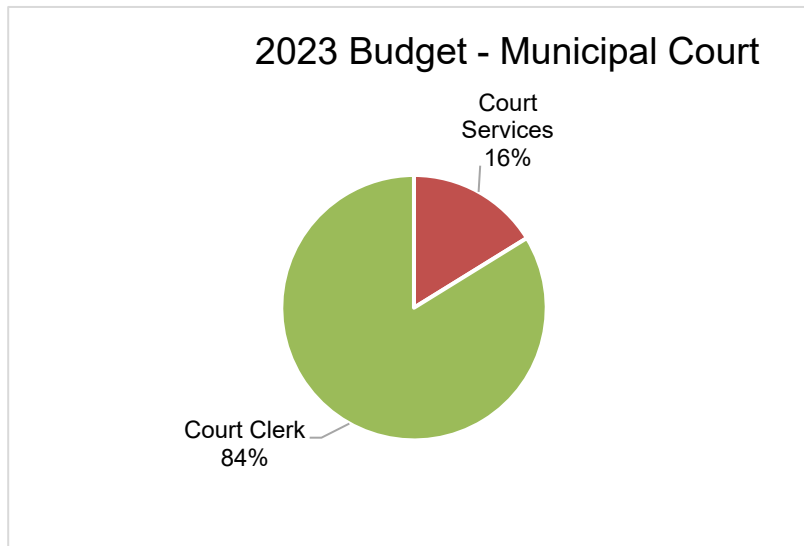
	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Expenditures by Program				
Court Services	78,562	78,195	95,940	95,609
Court Clerk	377,451	422,356	480,037	494,111
Total	\$ 456,013	\$ 500,551	\$ 575,977	\$ 589,720

Expenditures by Character				
Personnel Services	\$ 329,058	\$ 356,658	\$ 399,119	\$ 404,952
Contract Services	123,889	141,974	171,427	178,518
Commodities	3,066	1,919	4,000	4,250
Capital Outlay	-	-	1,431	2,000
Total	\$ 456,013	\$ 500,551	\$ 575,977	\$ 589,720

Expenditures by Fund				
General Fund	\$ 456,013	\$ 500,551	\$ 575,977	\$ 589,720
Total	\$ 456,013	\$ 500,551	\$ 575,977	\$ 589,720

Full-time Equivalent Positions	5.25	5.25	5.25	5.25
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Appointed/Contracted Officials	1.25	1.25	1.25	1.25
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Municipal Court Department Goals and Objectives

OUR MISSION

The Prairie Village Municipal Court Department's mission is to ensure justice with equality, consistent with constitutional and statutory standards.

PROGRAMS

The Municipal Court Department is responsible for the judgment and prosecution of cases, and the duties of the Court Clerk Office.

PERFORMANCE MEASURES

PERSPECTIVE: SERVE THE COMMUNITY

Council Goals	Department Objective	Performance Measure	2020 Actual*	2021 Actual	2022 Budget	2023 Target
Provide a Safe Community	be proactive in dealing with Driving Under the Influence (DUI) cases	DUI diversions completed	71	60	70	60
		DUI probations completed	19	14	20	20
		total cases processed (Prairie Village and Mission Hills)	7,118	8,052	9,000	8,500

PERSPECTIVE: RUN THE ORGANIZATION

Council Goals	Department Objective	Performance Measure	2020 Actual*	2021 Actual	2022 Budget	2023 Target
Maximize Partnership Opportunities	provide Court services for Mission Hills	Mission Hills cases heard	987	1,260	1,000	1,000
Deliver Efficient Services	maintain a fair and efficient court process	number of cases per line employee	1,780	2,013	2,250	2,250
		# of appeals to District Court	1	3	3	3
		reports submitted by due dates	100%	100%	100%	100%

*2020 Actuals were impacted by the COVID-19 pandemic.

2023 Budget

Department: Municipal Court
Program: Court Services

The Prosecutor is responsible for representing law enforcement and code enforcement interests during trials and in processing the City's Diversion Program for DUI's and other misdemeanor Criminal Offenses.

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Program Expenditures				
Personnel Services	\$ 662	\$ -	\$ 4,998	\$ 3,233
Contract Services	77,900	78,195	90,942	92,376
Total	\$ 78,562	\$ 78,195	\$ 95,940	\$ 95,609
Expenditures by Fund				
General Fund	\$ 78,562	\$ 78,195	\$ 95,940	\$ 95,609
Total	\$ 78,562	\$ 78,195	\$ 95,940	\$ 95,609
Full-time Equivalent Positions				
	0.25	0.25	0.25	0.25
Court Baliff	0.25	0.25	0.25	0.25
Total	0.25	0.25	0.25	0.25
Appointed/Contracted Officials				
	1.25	1.25	1.25	1.25
City Prosecutor	0.50	0.50	0.50	0.50
Municipal Judge	0.50	0.50	0.50	0.50
Public Defender	0.25	0.25	0.25	0.25
Total	1.25	1.25	1.25	1.25

2023 Budget

Department: Municipal Court
Program: Court Clerk

The City of Prairie Village provides Municipal Court services for the City of Prairie Village and the City of Mission Hills. The Court Clerk office prepares and maintains records, collects fines, schedules Court dockets, and prepares required reports of Court activities.

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Program Expenditures				
Personnel Services	\$ 328,396	\$ 356,658	\$ 394,121	\$ 401,719
Contract Services	45,989	63,779	80,485	86,142
Commodities	3,066	1,919	4,000	4,250
Capital Outlay	0	-	1,431	2,000
Total	\$ 377,451	\$ 422,356	\$ 480,037	\$ 494,111
Expenditures by Fund				
General Fund	\$ 377,451	\$ 422,356	\$ 480,037	\$ 494,111
Total	\$ 377,451	\$ 422,356	\$ 480,037	\$ 494,111
Full-time Equivalent Positions				
	5.00	5.00	5.00	5.00
Court Administrator	1.00	1.00	1.00	1.00
Court Clerk	4.00	4.00	4.00	4.00
Total	5.00	5.00	5.00	5.00

2023 Budget

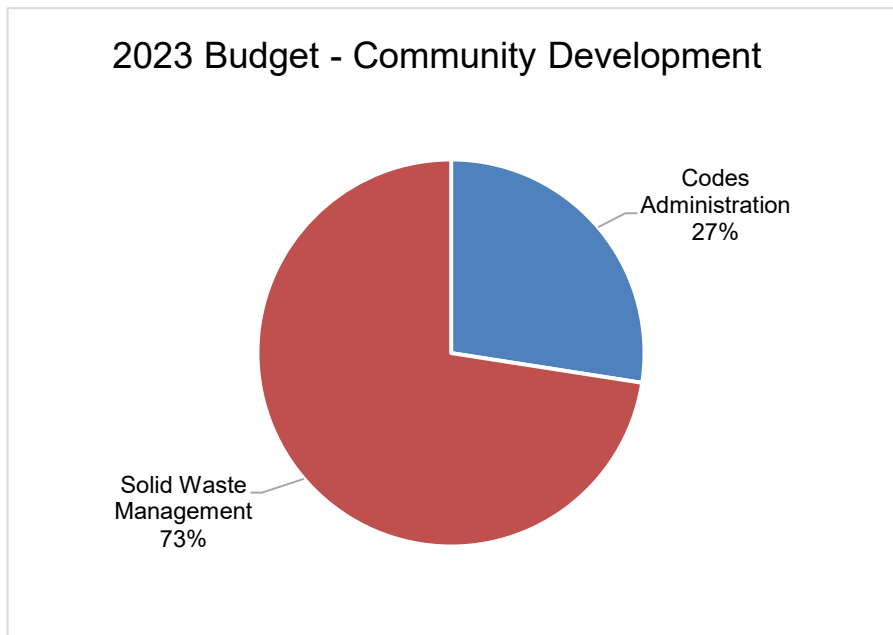
Department: Community Development

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Expenditures by Program				
Codes Administration	640,085	678,635	799,597	878,572
Solid Waste Management	1,852,064	1,907,863	2,233,862	2,318,802
Total	\$2,492,149	\$ 2,586,498	\$ 3,033,459	\$ 3,197,374

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Expenditures by Character				
Personnel Services	\$ 646,204	\$ 671,569	\$ 702,431	\$ 763,637
Contract Services	1,838,757	1,900,097	2,051,283	2,154,843
Commodities	7,188	14,670	16,750	18,650
Capital Outlay	0	162	2,600	2,600
Debt Service	-	-	-	-
Contingency	-	-	260,395	257,644
Total	\$ 2,492,149	\$ 2,586,498	\$ 3,033,459	\$ 3,197,374

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Expenditures by Fund				
General Fund	640,085	678,635	799,597	878,572
Solid Waste Management Fund	1,852,064	1,907,863	2,233,862	2,318,802
Total	\$ 2,492,149	\$ 2,586,498	\$ 3,033,459	\$ 3,197,374

Full-time Equivalent Positions	2020	2021	2022	2023
	6.20	8.32	7.82	7.45



Community Development Department Goals and Objectives

OUR MISSION

The Prairie Village Community Development Department's mission is to promote life safety, health, and welfare of the general public by the administration and enforcement of building codes and property maintenance codes.

PROGRAMS

The Community Development Department is responsible for codes administration and enforcement including planning and zoning matters and the management of solid waste services.

PERFORMANCE MEASURES

PERSPECTIVE: SERVE THE COMMUNITY

Council Goals	Department Objective	Performance Measure	2020 Actual	2021 Actual	2022 Budget	2023 Target
Provide a Safe Community	aggressively enforce the City's Property Maintenance Code	number of code enforcement cases	911	1,550	1,500	1,500
Deliver Quality Services	provide accurate and timely information to elected officials and residents	building permits processed	1,702	1,833	1,700	1,800
		building inspections	3,705	3,868	3,500	3,700
		plan reviews performed	957	1,030	750	900
		code enforcement cases referred to Court	5	5	5	5
Maximize Partnership Opportunities	Exterior Grant Program	# of homes renovated	30	37	35	35
		total \$ invested in home improvements	\$319,703	\$435,097	\$350,000	\$350,000
Provide Courteous & Responsive Customer Service	review construction plans in a timely manner	# of days to review plans from receipt	2.37 days	6.8 days	3 days	4 days
	reduce wait time for building inspections	average wait time	2 days	2 days	2 days	2 days

Community Development Department Goals and Objectives

Maximize Partnership Opportunities	Sustainability Grant Program	# of homes renovated	N/A	10	10	15
		total \$ invested in home improvements	N/A	\$181,419	\$350,000	\$400,000

2023 Budget

Department: Community Development
Program: Codes Administration

Codes Administration Program is charges with enforcing building codes, zoning codes, rental licensing and property maintenance codes to ensure the health, safety and welfare of the community. The Codes Administration Program is also responsible for administering the Exterior Grant Program.

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Program Expenditures				
Personnel Services	\$ 611,386	\$ 634,673	\$ 660,490	\$ 717,924
Contract Services	21,511	29,130	121,257	140,398
Commodities	7,188	14,670	15,250	17,650
Capital Outlay	0	162	2,600	2,600
Total	\$ 640,085	\$ 678,635	\$ 799,597	\$ 878,572

Expenditures by Fund

General Fund	\$ 640,085	\$ 678,635	\$ 799,597	\$ 878,572
Total	\$ 640,085	\$ 678,635	\$ 799,597	\$ 878,572

Full-time Equivalent Positions

	5.90	7.87	7.37	7.00
Deputy City Administrator	0.40	0.37	0.37	-
Building Official	1.00	1.00	1.00	1.00
Code Enforcement Officer	2.00	2.00	2.00	2.00
Building Inspector	1.00	2.00	2.00	2.00
Codes Support Specialist	1.00	2.00	2.00	2.00
Management Intern	0.50	0.50	-	-
Total	5.90	7.87	7.37	7.00

Notes

Beginning in 2022 the full Deputy City Administrator FTE is showing in Administration but was previously split with Community Development.

2023 Contract Services Budget Includes the Following:

Insurance (P&C and WC)	\$ 12,318
Contract plan review	40,000
Training	12,000
Vehicle gas and maintenance	2,000
Dues for professional organizations	7,980
Contract for mowing	3,500
Contract for scanning	7,200
Copier	6,000
Total	\$ 90,998

2023 Budget

Department: Community Development
Program: Solid Waste Management

Solid waste, composting and recyclables collection services are provided weekly for residents. These services are financed by special assessments to residents who subscribe to the service. Ninety-five percent of the single-family homes in the city use the service. Other are provided service through their homes association.

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Program Expenditures				
Personnel Services	\$ 34,818	\$ 36,896	\$ 41,941	\$ 45,713
Contract Services	1,817,246	1,870,967	1,930,026	2,014,445
Commodities	-	-	1,500	1,000
Contingency	-	-	260,395	257,644
Total	\$ 1,852,064	\$ 1,907,863	\$ 2,233,862	\$ 2,318,802

Expenditures by Fund				
Solid Waste Management Fund	1,852,064	1,907,863	2,233,862	2,318,802
Total	\$ 1,852,064	\$ 1,907,863	\$ 2,233,862	\$ 2,318,802

Full-time Equivalent Positions				
	0.30	0.45	0.45	0.45
Deputy City Administrator	0.30	0.15	0.15	0.15
Receptionist	-	0.30	0.30	0.30
Total	0.30	0.45	0.45	0.45

Notes

- Contract services budget includes the cost for the annual large item pickup.

Funding Sources: Special assessments on property tax bills.

Expenditures: In 2017 the City contracted with Republic Trash Services for solid waste collection, recycling, composting services and large item pick up. The fee also includes a portion of the City's administrative costs including personal services and supplies. The 2023 budget includes a 3.25% contractual increase and the inclusion of \$2 per month to fund annual mattress recycling.

2019 Assessment: \$207.00

2020 Assessment: \$228.00

2021 Assessment: \$218.00

2022 Assessment: \$227.00

2023 Budget

Department: Community Programs

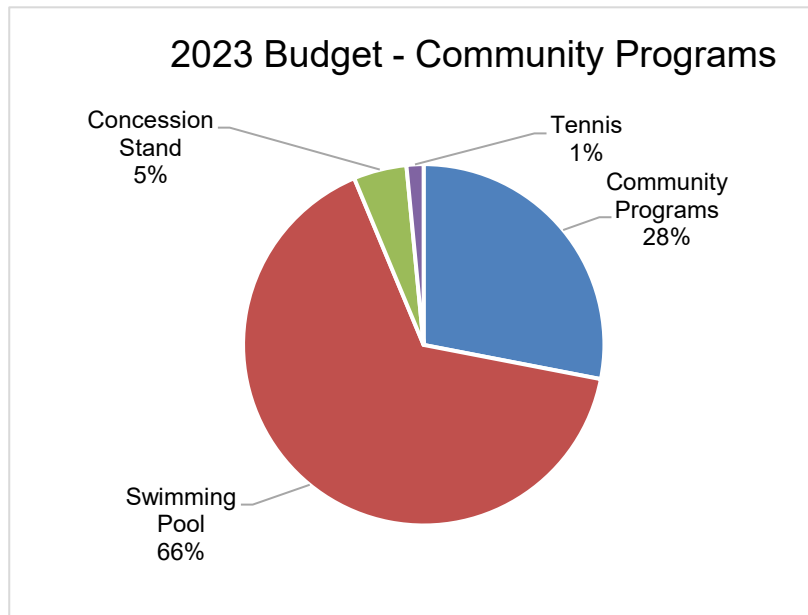
	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Expenditures by Program				
Community Programs	\$ 185,410	\$ 207,897	\$ 265,670	\$ 218,836
Swimming Pool	91,753	354,189	426,497	512,250
Concession Stand	260	30,353	33,720	37,000
Tennis	9,954	10,473	11,294	12,063
Total	\$ 287,377	\$ 602,912	\$ 737,181	\$ 780,149

Expenditures by Character				
Personnel Services	\$ 189,993	\$ 455,785	\$ 535,008	\$ 623,375
Contract Services	71,720	97,123	140,373	84,474
Commodities	21,413	49,318	50,800	61,300
Capital Outlay	4,251	686	11,000	11,000
Total	\$ 287,377	\$ 602,912	\$ 737,181	\$ 780,149

Expenditures by Fund				
General Fund	\$ 287,377	\$ 602,912	\$ 737,181	\$ 780,149
Special Alcohol Fund	65,000	65,000	69,000	69,000
Total	\$ 352,377	\$ 667,912	\$ 806,181	\$ 849,149

Full-time Equivalent Positions	20.80	20.80	21.30	21.30
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In 2020, personnel services reflects budget for a Special Events Coordinator.
 Many 2020 and 2021 Community Programs were impacted by the COVID-19 pandemic.



Community Programs Goals and Objectives

OUR MISSION

The Prairie Village Community Programs' mission is to provide a program of park development, recreational opportunities and community programs to accomplish the long term goal to maintain the highest quality of life in the City.

PROGRAMS

Community Programs include the swimming pool, recreational programming, tennis programming and community programs and events.

PERFORMANCE MEASURES

PERSPECTIVE: RUN THE ORGANIZATION

Council Goals	Department Objective	Performance Measure	2020 Actual*	2021 Actual*	2022 Budget	2023 Target
Cultivate community involvement and access	annual events	arts community events and activities	2	4	20	20
		recycling events and activities	0	0	2	2
	City recreation programs	Swim Team membership	0	149	100	125
		Dive Team membership	0	44	25	25
		Tennis Program	104	86	75	65

PERSPECTIVE: MANAGE THE RESOURCES

Council Goals	Department Objective	Performance Measure	2020 Actual	2021 Actual	2022 Budget	2023 Target
Maintain Fiscal Strength	recover 60% of costs through program fees	% of costs recovered	N/A	65%	60%	60%
Maximize Utilization of Resources	pool memberships	number of pool memberships	0	3,609	3,800	3,800
Invest in Infrastructure	maintain adequate funding to enhance parks for active and passive recreation through capital improvements	funding in Capital Infrastructure	\$789K	\$789K	\$1.1 million	\$1.1 million

**In 2020 and 2021, many Community programs were reduced or canceled due to the COVID-19 Pandemic.*

2023 Budget

Department: Community Programs
Program: Community Programs

This program provides funding for special city events and activities such as the annual 4th of July Celebration (Village Fest). It provides cultural programming sponsored by the Prairie Village Arts Council, JazzFest, Diversity Committee, and Environmental Committee initiatives.

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Program Expenditures				
Personnel Services	\$ 136,213	\$ 158,128	\$ 178,953	\$ 187,585
Contract Services	48,894	48,969	85,917	30,451
Commodities	304	800	800	800
Capital Outlay	-	-	-	-
Total	\$ 185,410	\$ 207,897	\$ 265,670	\$ 218,836

Expenditures by Fund				
General Fund	\$ 185,410	\$ 207,897	\$ 265,670	\$ 218,836
Special Alcohol Fund	65,000	65,000	69,000	69,000
Total	\$ 250,410	\$ 272,897	\$ 334,670	\$ 287,836

Full-time Equivalent Positions	0.78	1.00	1.50	1.50
Assistant City Administrator	0.78	1.00	1.00	1.00
Special Events Coordinator	-	-	0.50	0.50
Total	0.78	1.00	1.50	1.50

Notes

- Programs include Arts Council, Environmental Committee, Jazz Fest and Village Fest.
- In 2020, personnel services reflects budget for a Special Events Coordinator.
- The 2022 budget includes the addition of Diversity Committee expenses.
- Certain Committee budgets were moved under the Transient Guest Tax Fund for 2023.

2023 Contract Services Includes the Following:

Insurance (P&C and WC)	\$ 3,451
Software maintenance	9,000
Environmental Committee	8,000
United Community Services	10,000
Total	\$ 30,451

2023 Budget

Department: Community Programs
Program: Swimming Pool

The City provides a swimming pool complex for use during the summer months. The City also sponsors swim and dive teams for youth.

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Program Expenditures				
Personnel Services	\$ 45,421	\$ 297,657	\$ 356,055	\$ 435,790
Contract Services	22,014	37,107	41,442	39,960
Commodities	20,068	18,739	21,000	28,500
Capital Outlay	4,251	686	8,000	8,000
Total	\$ 91,753	\$ 354,189	\$ 426,497	\$ 512,250

Expenditures by Fund				
General Fund	\$ 91,753	\$ 354,189	\$ 426,497	\$ 512,250
Total	\$ 91,753	\$ 354,189	\$ 426,497	\$ 512,250

Full-time Equivalent Positions	16.82	16.60	16.60	16.60
Assistant City Administrator	0.22	-	-	-
Pool Manager	0.35	0.35	0.35	0.35
Assistant Pool Manager	0.50	0.50	0.50	0.50
Guards	14.75	14.75	14.75	14.75
Coaches	1.00	1.00	1.00	1.00
Total	16.82	16.60	16.60	16.60

Notes

- in 2020, Concession seasonal salaries were moved to Swimming Pools.
- The swimming pool did not open in 2020 due to COVID-19 precautions.

2023 Budget

Department: Community Programs
Program: Concession Stand

The concession stand serves the patrons of both the swimming pool complex and Harmon Park.

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Program Expenditures				
Personnel Services	\$ -	\$ -	\$ -	\$ -
Contract Services	660	2,442	3,220	4,000
Commodities	(400)	27,911	27,500	30,000
Capital Outlay	-	-	3,000	3,000
Total	\$ 260	\$ 30,353	\$ 33,720	\$ 37,000
Expenditures by Fund				
General Fund	\$ 260	\$ 30,353	\$ 33,720	\$ 37,000
Total	\$ 260	\$ 30,353	\$ 33,720	\$ 37,000
Full-time Equivalent Positions				
	3.00	3.00	3.00	3.00
Concession Worker	3.00	3.00	3.00	3.00
Total	3.00	3.00	3.00	3.00

Notes

- in 2020, Concession seasonal salaries were moved to Swimming Pools.
- The swimming pool did not open in 2020 due to COVID-19 precautions.

2023 Budget

Department: Community Programs
Program: Tennis

The City provides tennis courts in several City parks. The City also sponsors tennis lessons and a Kansas City Junior Tennis League (JTL) team.

	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Program Expenditures				
Personnel Services	\$ 8,360	\$ -	\$ -	\$ -
Contract Services	152	8,605	9,794	10,063
Commodities	1,442	1,868	1,500	2,000
Total	\$ 9,954	\$ 10,473	\$ 11,294	\$ 12,063
Expenditures by Fund				
General Fund	\$ 9,954	\$ 10,473	\$ 11,294	\$ 12,063
Total	\$ 9,954	\$ 10,473	\$ 11,294	\$ 12,063
Full-time Equivalent Positions				
	0.20	0.20	0.20	0.20
Tennis Instructor	0.20	0.20	0.20	0.20
Total	0.20	0.20	0.20	0.20





Capital Infrastructure Program

Capital Infrastructure Program

PROGRAMS

This program provides for the construction, replacement and major repair of Parks, Drainage, Streets, Buildings and other projects.

GOALS

- To maintain an average infrastructure condition rating of at least 85.0.
- Ensure that projects are designed to accepted standards.
- Ensure that projects are constructed to accepted standards.
- Obtain grant funding for projects whenever possible.

ACCOMPLISHMENTS

- Drainage Projects
 - Mission Road and 68th Street Stormwater Improvement Design
 - Windsor Street 73rd Terrace to 75th Street Storm Sewer Replacement
 - Inlet Replacements - Multiple locations
 - Raingarden rehabilitation - Taliaferro Park
- Street Projects (includes Mill/Overlay and UBAS)

69TH TERRACE	from FONTICELLO STREET to NALL AVENUE
70TH TERRACE	from 71ST STREET to ROE AVENUE
71ST STREET	from STATELINE ROAD to BELINDER AVENUE
71ST STREET	from MISSION to ROE AVENUE
71ST TERRACE	from STATELINE ROAD to EATON STREET
74TH STREET	from WINDSOR STREET to MISSION ROAD
76TH STREET	from PAWNEE STREET to MISSION DRIVE
79TH STREET	from ROE AVENUE to LAMAR AVENUE
82ND STREET	from SOMERSET DRIVE to ROE AVENUE
86TH STREET	from SOMERSET DRIVE to NALL AVENUE
87TH STREET	from SOMERSET DRIVE to NALL AVENUE
ELMONTE STREET	from 91ST STREET to 92ND TERRACE
FAIRWAY STREET CDS	off of FAIRWAY STREET
GRANADA STREET	from HOMESTEAD DRIVE to 66TH STREET
STATE LINE ROAD	from 71ST STREET to 75TH STREET
TOMAHAWK ROAD	from 79TH STREET to 81ST STREET
TOMAHAWK ROAD	from ROE AVENUE to NALL AVENUE
- Other Projects
 - 2022 Concrete Repair
 - 2022 Asphalt Repairs
 - 2022 Crack Seal and Micro Surface

Capital Infrastructure Program

INVENTORY

The Prairie Village Public Works Department conducts inventory ratings on all the major assets. Each inventory area is scheduled to be rated every five years.

Category		2018	2019	2020	2021
ADA Ramps	Each	1,655	1,629	1,627	1,633
	Rating	89.6	89.9	90.8	91.5
C1urbs/Gutters	Feet	1,148,852	1,128,298	1,134,518	1,170,012
	Rating	87.9	88.5	89.1	89.1
Drain Channels	Feet	53,709	47,418	47,187	47,013
	Rating	88.2	87.7	87.7	87.7
Drain Pipes	Feet	235,157	235,365	242,272	235,164
	Rating	90.6	90.6	90.4	89.6
Drain Structures	Each	2,804	2,807	2,807	2,829
	Rating	92.4	89.7	88.7	88.7
Pavements	Feet	607,122	610,259	610,259	600,748
	Rating	79.1	80.0	82.4	82.6
Sidewalks	Feet	456,805	444,120	445,382	447,141
	Rating	92.6	92.1	91.6	92.5
Signs	Each	3,744	3,803	3,823	3,992
	Rating	96.7	89.1	94.3	94.8
Traffic Markings	Length	140,703	198,227	198,227	198,227
	Rating	89.7	90.1	90.1	92.3
Trees	Each	8,505	9,385	9,406	9,440
	Rating	89.9	90.3	90.4	90.5
Total of segments		2,659,056	2,681,311	2,695,508	2,716,199
Average		91.2	89.8	90.6	90.9

City of Prairie Village Capital Infrastructure Program - Highlights

The following sections contain highlights related to each category of Public Works projects in the Capital Infrastructure Program (CIP):

Parks Projects

- The 2023 CIP finalizes marks the beginning of a new 5 year priority list developed with the Parks and Recreation Committee and approved by the Governing Body.
 - Taliaferro will receive new individual play features which will complete an overall park renovation.
 - Lighting will be installed at the Skate Park and the Weltner Basketball Court.
 - Park signage will be updated a part of the overall signage and branding project.

Drainage Projects

- A Private Water Discharge Program was added to the CIP in 2007. Through the program, the City and residents share the cost of diverting storm water runoff from private property, i.e., sump pumps, into the City's storm drainage system. There is a funding request for this in the 2023 CIP. This program has been monitored annually and funding is requested only when needed.
- The annual Drainage Repair Program continues through 2026 and includes dollars for the construction of improvements at Mission Road and 68th Street.

Street Projects

- The Traffic Calming Program was not included for funding in 2023. We anticipate funding the program bi-annually in future years and it will receive funding next in 2024.
- The 2023 Paving Program is funded at \$3,166,000.
- The 2023 Johnson County CARS project will be to rehabilitate Nall Avenue from 67th Street to 75th Street. This project is done in partnership with the City of Overland Park.
- The 2023 CIP includes design dollars for the 2024 CARS project Nall Avenue from 75th Street to 79th Street and Mission Road from 63rd Street to 67th Terrace. The Mission Road project is done in partnership with the City of Mission Hills.

City of Prairie Village Capital Infrastructure Program - Highlights

Building Projects

- The 2023 CIP includes \$300,000 designated for the design of the City Hall Remodel, a continuation of the \$130,000 previously assigned to this project.

Sidewalk & Curb Projects

- The 2023 CIP continues to provide funding for ADA compliance projects. Several years ago the City Council began approving a specific appropriation to be used for improvements which will assist people with disabilities.
- The 2023 CIP includes the repair/replacement of sidewalks and curbs throughout the City funded at \$600,000.

**2023 Capital Infrastructure Project
Summary**

PROJECT #	PROJECT DESCRIPTION	PREVIOUS BUDGET	2023 BUDGET	2024 BUDGET	2025 BUDGET	2026 BUDGET	PROJECT TOTAL
PARK							
POOLRESV	Park Infrastructure Reserve	\$ 153,136.69	\$ 105,000.00	\$ 105,000.00	\$ 105,000.00	\$ 105,000.00	\$ 573,136.69
	Taliaferro Play Elements	\$ 20,000.00	\$ 165,000.00				\$ 185,000.00
	Lighting at Skate Park and Weltner Basketball Court	\$ 10,000.00	\$ 105,000.00				\$ 115,000.00
	Park Signage	\$ 15,000.00	\$ 90,000.00				\$ 105,000.00
	Lighting at Community Center Basketball Court	\$ 5,000.00		\$ 35,000.00			\$ 40,000.00
	Bennett Park Shelter & Play Area			\$ 170,000.00			\$ 170,000.00
	Harmon Park Pavilion & Restroom		\$ 845,000.00	\$ 280,000.00			\$ 1,125,000.00
	Franklin Park Historical Marker & Surfacing			\$ 10,000.00	\$ 330,000.00		\$ 340,000.00
	Windsor Trail & Playset				\$ 15,000.00	\$ 280,000.00	\$ 295,000.00
	Porter Shelter & Playset					\$ 20,000.00	\$ 20,000.00
	Pool Painting					\$ 80,000.00	\$ 80,000.00
PARK TOTAL PER YEAR		\$ 203,136.69	\$ 1,310,000.00	\$ 600,000.00	\$ 450,000.00	\$ 485,000.00	\$ 3,048,136.69
			\$ -	\$ -	\$ -	\$ -	
DRAINAGE							
WDPRRESV	Water Discharge Program Reserve	\$ 30,874.13	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 110,874.13
DRAIN23x	Drainage Repair Program		\$ 900,000.00	\$ 900,000.00	\$ 900,000.00	\$ 900,000.00	\$ 3,600,000.00
DRAINAGE TOTAL PER YEAR		\$ 30,874.13	\$ 920,000.00	\$ 920,000.00	\$ 920,000.00	\$ 920,000.00	\$ 3,710,874.13
			\$ -	\$ -	\$ -	\$ -	
STREETS							
TRAFRESV	Traffic Calming Program Reserve	\$ 22,372.92		\$ 20,000.00			\$ 42,372.92
PAVP2023	Residential Street Rehabilitation Program		\$ 3,166,000.00	\$ 3,166,000.00	\$ 3,166,000.00	\$ 3,166,000.00	\$ 12,664,000.00
UBAS2022	UBAS Overlay Program		\$ 400,000.00	\$ 400,000.00	\$ 400,000.00	\$ 400,000.00	\$ 1,600,000.00
NAAV0005	Nall Ave - 67th St to 75th St (CARS & OP)	\$ 250,000.00	\$ 2,584,000.00				\$ 2,834,000.00
MIRD0009	Mission Rd - 63rd St to 67th Ter (CARS)		\$ 85,000.00	\$ 720,000.00			\$ 805,000.00
NAAV0007	Nall Ave - 75th St to 79th St (CARS)		\$ 110,000.00	\$ 760,000.00			\$ 870,000.00
ROAV0007	Roe Ave - N City Limit to 63rd St		\$ 5,000.00	\$ 11,000.00			\$ 16,000.00
SODR0005	Somerset Dr - State Line to Reinhardt UBAS (CARS)			\$ 20,000.00	\$ 688,000.00		\$ 708,000.00
	63rd St - Roe Ave to Nall Ave (Mission Admin)			\$ 30,000.00	\$ 213,800.00		\$ 243,800.00
75ST0002	75th St - State Line to Mission Rd (CARS)			\$ 20,000.00	\$ 762,000.00		\$ 782,000.00
	Roe Ave - 63rd St to 83rd St (CARS)				\$ 50,000.00	\$ 1,208,000.00	\$ 1,258,000.00
83ST0003	83rd St - E City Limit to Nall Ave (CARS)					\$ 160,000.00	\$ 160,000.00
NAAV0006	Nall Ave - 63rd St to 67th St UBAS (CARS)					\$ 20,000.00	\$ 20,000.00
STREET TOTAL PER YEAR		\$ 272,372.92	\$ 6,350,000.00	\$ 5,147,000.00	\$ 5,279,800.00	\$ 4,954,000.00	\$ 22,003,172.92
			\$ -	\$ -	\$ -	\$ -	
BUILDING							
BLDGResv	Building Reserve	\$ 165,431.24	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 365,431.24
BG510003	City Hall Remodel	\$ 130,000.00	\$ 300,000.00				\$ 430,000.00
BUILDING TOTAL PER YEAR		\$ 295,431.24	\$ 350,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 795,431.24
			\$ -	\$ -	\$ -	\$ -	
OTHER							
ADARESVx	ADA Compliance Program Reserve	\$ 66,275.91	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 25,000.00	\$ 166,275.91
CONC2023	Concrete Repair Program		\$ 600,000.00	\$ 600,000.00	\$ 600,000.00	\$ 600,000.00	\$ 2,400,000.00
SIDEWALK & CURB TOTAL PER YEAR		\$ 66,275.91	\$ 625,000.00	\$ 625,000.00	\$ 625,000.00	\$ 625,000.00	\$ 2,566,275.91
			\$ -	\$ -	\$ -	\$ -	
CIP TOTAL		\$ 868,090.89	\$ 9,555,000.00	\$ 7,342,000.00	\$ 7,324,800.00	\$ 7,034,000.00	\$ 32,123,890.89

2022 Capital Infrastructure Funding Source Summary

FUNDING DESCRIPTION		2023 FUNDING	2024 FUNDING	2025 FUNDING	2026 FUNDING	FUNDING TOTAL
CASH	CAPITAL RESERVE	\$ -	\$ -	\$ -	\$ -	\$ -
CASH	GENERAL FUND	\$ 5,284,229.00	\$ 4,715,000.00	\$ 4,753,800.00	\$ 4,670,000.00	\$ 19,423,029.00
BUILD	BUILDING BOND	\$ -	\$ -	\$ -	\$ -	\$ -
DRAIN	STORMWATER FUND	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 4,000,000.00
DRAIN	SMAC GRANT	\$ -	\$ -	\$ -	\$ -	\$ -
DRAIN	DRAIN BOND	\$ -	\$ -	\$ -	\$ -	\$ -
PARK	SPECIAL PARK	\$ 157,091.00	\$ 150,000.00	\$ 150,000.00	\$ 150,000.00	\$ 607,091.00
PARK	PARK SALES TAX	\$ -	\$ -	\$ -	\$ -	\$ -
STREET	CARS GRANT	\$ 1,292,000.00	\$ 740,000.00	\$ 725,000.00	\$ 604,000.00	\$ 3,361,000.00
STREET	SPECIAL HIGHWAY	\$ 619,880.00	\$ 600,000.00	\$ 600,000.00	\$ 600,000.00	\$ 2,419,880.00
STREET	STREET BOND	\$ -	\$ -	\$ -	\$ -	\$ -
MISC	FUNDING FROM OTHERS	\$ 586,800.00	\$ 137,000.00	\$ 96,000.00	\$ 10,000.00	\$ 829,800.00
ECODEVO	ECONOMIC DEVELOPMENT	\$ 250,000.00	\$ -	\$ -	\$ -	\$ 250,000.00
TGT	TRANSIENT GUEST TAX	\$ 365,000.00	\$ -	\$ -	\$ -	\$ 365,000.00
TOTAL FUNDING BY YEAR		\$ 9,555,000.00	\$ 7,342,000.00	\$ 7,324,800.00	\$ 7,034,000.00	\$ 31,255,800.00

Capital Infrastructure Program

The City maintains a four-year Capital Infrastructure Program (CIP) to aid the City Council and staff in planning and budgeting for the City’s infrastructure needs. The CIP is reviewed and updated each year during the budget process.

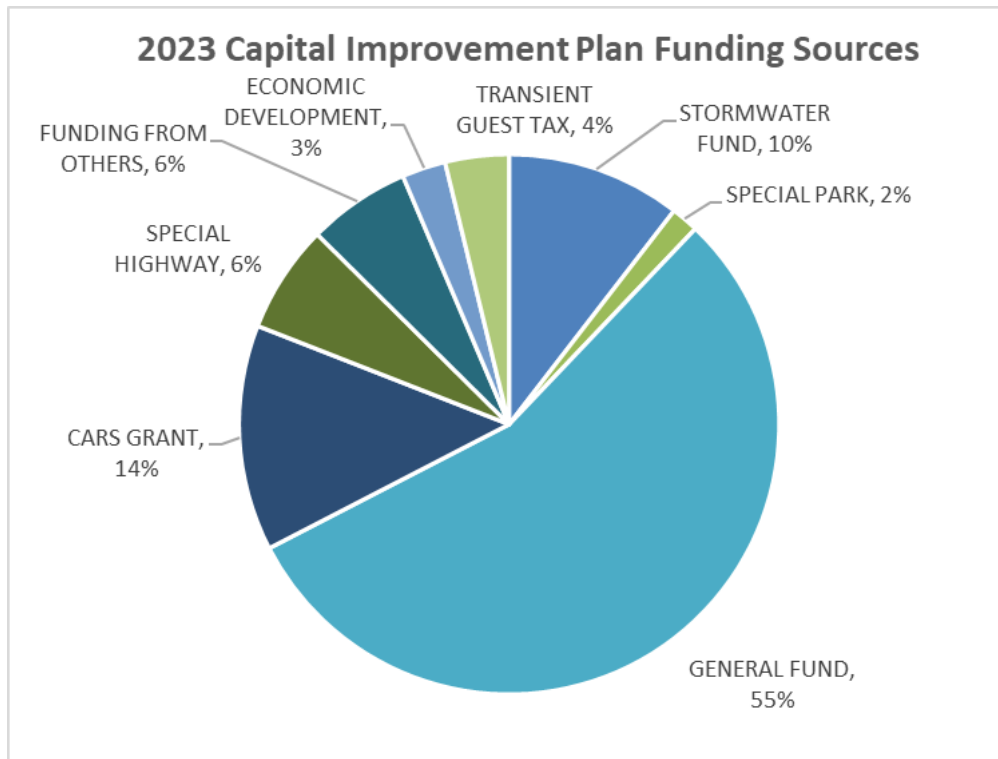
In 2021 the City Council adopted “The Village Vision 2.0”, the City’s comprehensive plan which provided a policy framework to guide the City Council as it made decisions for the City’s future. All of the projects in the CIP were contemplated with The Village Vision in mind.

Funding for the CIP

The majority of the 2023 CIP is funded from the General Fund. The City issued debt in 2011 to accelerate projects and take advantage of low construction interest rates and again in 2016 to purchase City street lights. In 2019 additional debt was issued for the construction of a new Public Works facility.

Other funding sources include the gas tax, the stormwater utility fee, grants/participation by neighboring cities and 1/3 of the liquor tax which is required to be spent on parks and recreation programs.

The Stormwater Utility was established by the City Council during the 2009 budget process to provide a dedicated funding source for the City’s stormwater management program. A large portion of the revenue from this fee will fund the drainage projects included in the CIP. The remaining portion of the revenue will fund maintenance activities, such as street sweeping.



Capital Infrastructure Program

The CIP is divided into five sections. Each section is listed below along with information about how that part of the CIP is developed.

Parks Projects

- Includes plans for redevelopment and replacement of existing park structures and materials.
- In June 2009, the City Council adopted the Parks Master Plan. This plan was developed over several months with much input from the public. The plan guides the development/redevelopment of the City's parks for the next 10 – 15 years.
- The CIP includes funding for Parks Master Plan projects. The specific projects were determined by the Parks & Recreation Committee and approved by the Council.
- The 2023 Budget includes funding the Taliaferro Play Elements, Harmon Restroom and Shelter, Installation of lighting at Harmon Skate Park and Weltner Basketball Court, and Park Signage throughout the Park system.

Drainage Projects

- Includes plans for replacement of components of the City's storm drainage system.
- Public Works staff members perform inspections of the City's storm drainage system components throughout the year and assign condition ratings. The ratings are based on a scale of 0 – 100, with 100 being new condition. The City's goal is to maintain the drainage infrastructure at an average condition rating of 85.
- Projects are included in the CIP based on condition rating, possible outside funding, other projects in the area and any other information coming to the attention of Public Works staff.
- The 2023 Budget includes funding for the overall Drainage Repair Program as well as funding for the Water Discharge Program.

Street Projects

- Includes plans for replacement or major improvements that extend the life of the City's street system.
- Public Works staff members perform inspections of the City's streets throughout the year and assign condition ratings. The ratings are based on a scale of 0 – 100, with 100 being new condition. The City's goal is to maintain the street infrastructure at an average condition rating of 85.

Capital Infrastructure Program

- The City prepares a traffic study which is updated every five years and is one of the information sources used when determining which projects are included in the CIP.
- Other considerations when determining which projects are incorporated in the CIP include condition rating, possible outside funding, other projects in the area and any other information coming to the attention of Public Works staff.

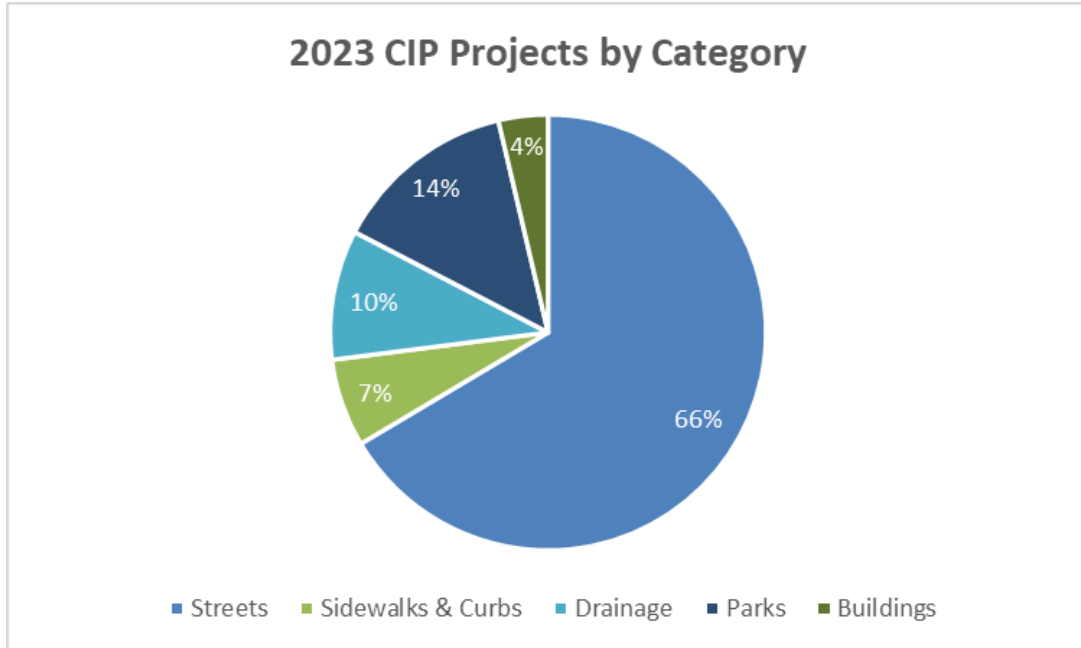
Building Projects

- Includes plans for replacement or major improvements that extend the life of the City's buildings.
- Building projects are included in the CIP based on issues found during routine maintenance work and inspections as well as when problems arise.
- The 2023 Budget includes funding for a City Hall Preliminary Design.

Sidewalk & Curb Projects

- Includes plans for replacement or major improvements that extend the life of the City's sidewalk and curb system. Also includes plans for additions to the system to comply with the City's sidewalk policy or ADA regulations.
- Public Works staff members perform inspections of the City's sidewalks/curbs throughout the year and assign condition ratings. The ratings are based on a scale of 0 – 100, with 100 being new condition. The City's goal is to maintain the sidewalk/curb infrastructure at an average condition rating of 85.
- A few years ago, the City Council adopted a Sidewalk Policy to formalize their desire to enhance the walk ability of Prairie Village and to improve the safety of pedestrians. The policy provides for the placement of sidewalks where none currently exist and consequently is one factor in determining which sidewalk/curb projects are included in the CIP. If the project is undertaken as part of a street or drainage project, the cost is included in one of those project categories.

Capital Infrastructure Program



Impact on Operating Budget

Because Prairie Village is a landlocked community, all projects undertaken by the City are for improvements to existing infrastructure rather than new construction or addition; therefore, they will not have a major impact on future operating costs. Each individual project sheet that follows summarizes the anticipated impact of that project on the operating budget.

Capital Infrastructure Program Park Projects

Capital Infrastructure Program

Project Title: Parks & Infrastructure Reserve #POOLRESV

Project Description: These funds will accrue to cover any major repairs or future projects for any of the City's parks including the swimming pools.

Operations Comments: Typical repair or replacement projects would have minor impacts on the short range operational budgets. There may be more significant savings in the long term.

Project Cost	2022 Budget	2023 Request	2024 Estimates	2025 Estimates	2026 Estimates
Professional Service Design					
Construction	105,000	105,000	105,000	105,000	105,000
Const Administration					
Total Cost	105,000	105,000	105,000	105,000	105,000
Financing					
City General Fund					
Special Park	105,000	105,000	105,000	105,000	105,000
Capital Reserve					
ECO DEVO Funds					
TGT Funds					
Total Funds	105,000	105,000	105,000	105,000	105,000

Project Location:



Capital Infrastructure Program

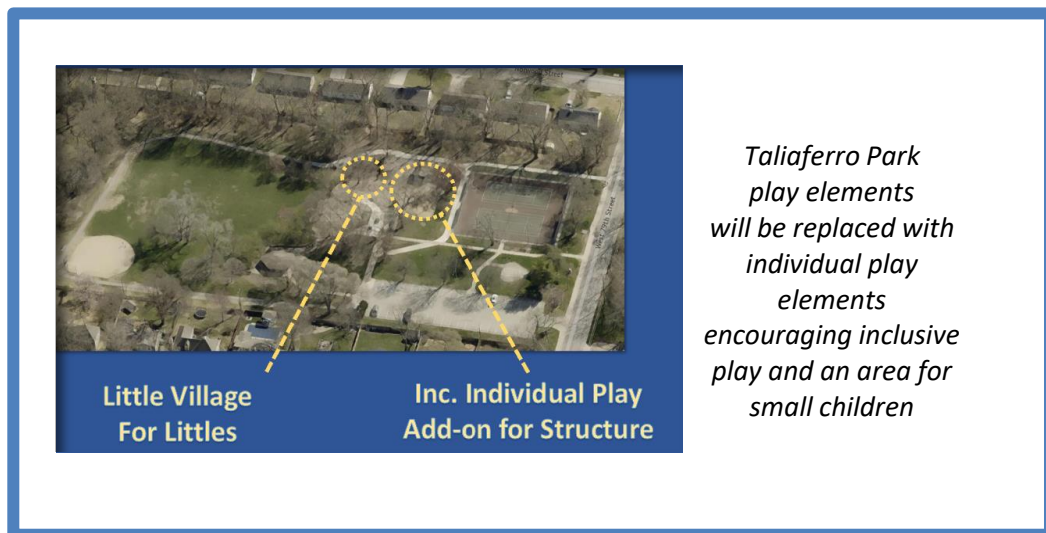
Project Title: Taliaferro Park Elements #BG450004

Project Description: Replace the individual play elements in Taliaferro Park with new individual play and an area of imagination play for 2-5 year old group.

Operations Comments: A decrease in the costs of maintaining old infrastructure.

Project Cost	2022 Budget	2023 Budget	2024 Estimates	2025 Estimates	2026 Estimates
Professional Service					-
Design	20,000				-
Construction		165,000			-
Const Administration					-
Total Cost	20,000	165,000	-	-	-
Financing					
City General Fund	20,000	112,909			-
Special Park		52,091			-
Capital Reserve					
ECO DEVO Funds					
TGT Funds					
Total Funds	20,000	165,000	-	-	-

Project Location:



Capital Infrastructure Program

Project Title: Lighting at Harmon Skate Park and Weltner Basketball Court #BG390002

Project Description: This project will install lighting at the new Harmon Skate Park and at Weltner Basketball Court to allow residents to use these facilities during the hours when the parks are open.

Operations Comments: Choosing lights that are energy efficient and long lasting will decrease the average maintenance on these new facilities.

	2022 Budget	2023 Request	2024 Estimates	2025 Estimates	2026 Estimates
Project Cost					
Professional Service		-			-
Design	10,000	-			-
Construction		105,000			-
Const Administration		-			-
Total Cost	10,000	105,000	-	-	-
Financing					
City General Fund	10,000	105,000			-
Special Park					-
Capital Reserve					
ECO DEVO Funds					
TGT Funds					
Total Funds	10,000	105,000	-	-	-

Project Location:



Lighting to be installed at these facilities.



Capital Infrastructure Program

Project Title: Park Signage and Universal Branding #BG040002

Project Description: Park signage is outdated throughout the Prairie Village Park system. This project will address this issue along with bringing forward a universal branding theme to incorporate in future projects.

Operations Comments: Repair or replacement of old infrastructure results in a decrease in the costs of maintenance.

	2022	2023	2024	2025	2026
Project Cost	Budget	Request	Estimates	Estimates	Estimates
Professional Service		-			
Design	15,000	90,000			
Construction					
Const Administration		-			
Total Cost	15,000	90,000	-	-	-
Financing					
City General Fund	15,000	90,000			
Special Park					
Capital Reserve					
ECO DEVO Funds					
TGT Funds					
Total Funds	15,000	90,000	-	-	-

Project Location:



Park Signage will be updated throughout the City.

Capital Infrastructure Program

Project Title: Harmon Park Pavilion and Restrooms #BG300005

Project Description: Design and construct new restrooms and new pavilion for Harmon Park.

Operations Comments: A decrease in the costs of maintaining features that are replaced may be offset by any additional features.

	2022	2023	2024	2025	2026
Project Cost	Budget	Request	Estimates	Estimates	Estimates
Professional Service		-	-		
Design		70,000	-		
Construction		775,000	280,000		
Const Administration		-	-		
Total Cost	-	845,000	280,000	-	-
Financing					
City General Fund		230,000	280,000		
Special Park					
Capital Reserve					
ECO DEVO Funds		250,000			
TGT Funds		365,000			
Total Funds	-	845,000	280,000	-	-

Project Location:



*New restrooms and shelter will replace the existing structure.
New structures will accommodate a variety of uses.*

Capital Infrastructure Program Drainage Projects

Capital Infrastructure Program

Project Title: Drainage Repair Program #DRAIN23x

Project Description: This program replaces pipes, structures and channels within the City storm drainage system. It also includes the construction of new drainage components as they are identified. The selected replacement items are based on the condition ratings of the system components. Approximately 20% of the storm drain system is inspected and evaluated each year.

Operation Comments: There will be only minor reduction in drainage system maintenance cost, but delayed replacements will increase maintenance costs as the deterioration extends beyond the useful life.

	2022	2023	2024	2025	2026
Project Cost	Budget	Request	Estimates	Estimates	Estimates
Professional Service	-	-	-	-	-
Design	100,000	100,000	100,000	100,000	100,000
Construction	750,000	750,000	750,000	750,000	750,000
Const Administration	50,000	50,000	50,000	50,000	50,000
Total Cost	900,000	900,000	900,000	900,000	900,000
Financing					
City General Fund	-	-	-	-	-
Stormwater Fund	900,000	900,000	900,000	900,000	900,000
SMAC Grant					
Funding from Others					
Capital Reserve					
Total Funds	900,000	900,000	900,000	900,000	900,000

Projection Location:



Capital Infrastructure Program

Project Title: Water Discharge Program #WDPRESV

Project Description: This program connects existing sump pumps, based on City Ordinance 16-535, which outlet directly on to the City right-of-way to existing City storm drainage structures. This is accomplished through the use of 4" or smaller pvc pipe and is often bored underground to minimize any disturbance to driveways, etc. The residents are required to pay a portion of the cost based on the front footage of their property.

Operation Comments: The design, inspection, and construction bidding services will be provided by Public Works staff. Correction of these issues will decrease staff time and resources to maintain hazardous areas and will minimize pavement repair. This project funding is monitored and requested annually as needed.

	2022 Budget	2023 Request	2024 Estimates	2025 Estimates	2026 Estimates
Project Cost					
Professional Service					
Design					
Construction	30,000	20,000	20,000	20,000	20,000
Const Administration					
Total Cost	30,000	20,000	20,000	20,000	20,000
Financing					
Total Funds	30,000	20,000	20,000	20,000	20,000

Project Location:



Eliminating nuisance sump pump discharge can minimize infrastructure repairs.

Capital Infrastructure Program Street Projects

Capital Infrastructure Program

Project Title: Residential Street Rehabilitation Program #PAVP2023

Project Description: This program is designed to resurface streets with new bituminous concrete or to reconstruct streets with appropriate subgrade and pavement. Spot reconstruction is provided where there is evidence of subgrade failure. Curbs, sidewalks, and ADA ramps are replaced or added as necessary. The streets are selected based on the pavement condition ratings, which are updated on a three-year rolling basis.

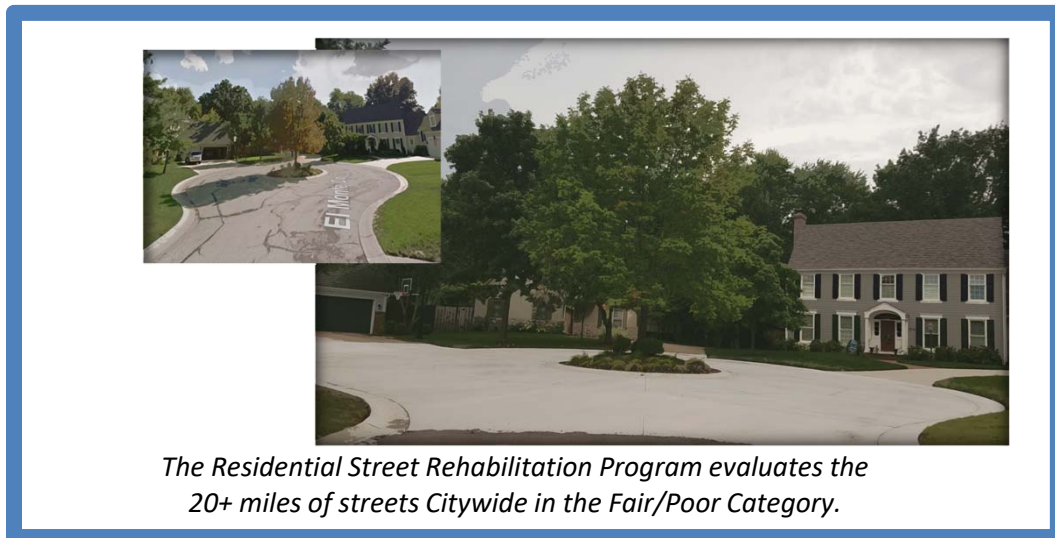
Operation Information: There will be only minor reduction in street maintenance cost.

	2022	2023	2024	2025	2026
Project Cost	Budget	Request	Estimates	Estimates	Estimates
Professional Service	10,000	10,000	10,000	10,000	10,000
Design	100,000	140,000	140,000	140,000	140,000
Construction	2,981,000	2,941,000	2,941,000	2,941,000	2,941,000
Const Administration	75,000	75,000	75,000	75,000	75,000
Total Cost	3,166,000	3,166,000	3,166,000	3,166,000	3,166,000

Financing

City General Fund	2,276,000	2,801,120	2,716,000	2,716,000	2,706,000
Stormwater Fund	60,000	45,000	50,000	50,000	60,000
CARS Grant					
Special Highway	400,000	319,880	400,000	400,000	400,000
Street Bond					
Funding from Others					
Capital Reserve	430,000				
Total Funds	3,166,000	3,166,000	3,166,000	3,166,000	3,166,000

Project Location:



Capital Infrastructure Program

Project Title: UBAS Overlay Program #UBAS2023

Project Description: This program is designed to surface collector and arterial streets with a thin lift overlay. Spot repairs are provided where there is evidence of potholing.

Operation Information: There will be only minor reduction in street maintenance cost.

	2022	2023	2024	2025	2026
Project Cost	Budget	Budget	Estimates	Estimates	Estimates
Professional Service	5,000	5,000	5,000	5,000	5,000
Design					
Construction	395,000	395,000	395,000	395,000	395,000
Const Administration					
Total Cost	400,000	400,000	400,000	400,000	400,000
Financing					
City General Fund	300,000	400,000	400,000	400,000	400,000
Stormwater Fund					
CARS Grant					
Special Highway	100,000				
Street Bond					
Funding from Others					
Capital Reserve					
Total Funds	400,000	400,000	400,000	400,000	400,000

Project Location:



The UBAS program provides a maintenance solution for streets rated "good" between overlay treatments.

Capital Infrastructure Program

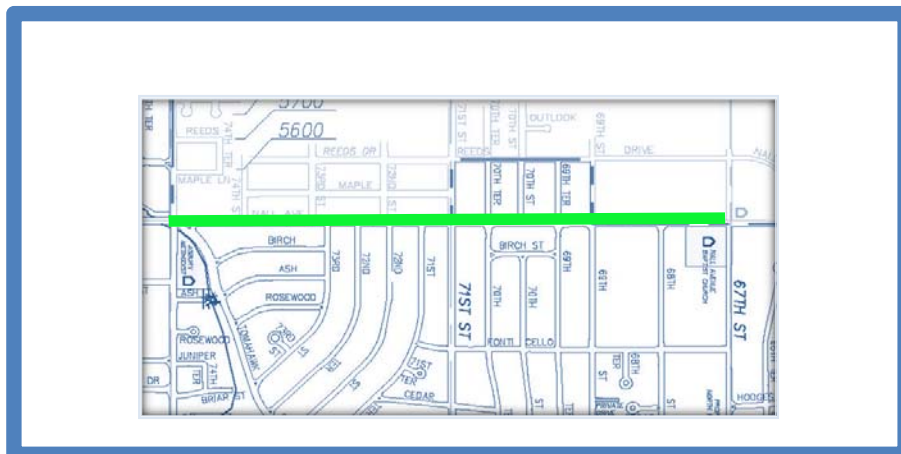
Project Title: Nall Avenue - 67th St to 75th St (2023 CARS) #NAAV0005

Project Description: The existing roadway surface will be milled and resurfaced with asphalt. Full depth asphalt patches will be constructed in selected locations as required. The four lane section will be studied to determine if a three section is appropriate for this corridor. This project is a jointing Prairie Village/Overland Park project at a 60/40 split. This project was originally a 2022 CARS project but is now scheduled for 2023 due to funding constraints. There was previous funding for initial design of this project of an additional \$50,000.

Operation Information: Nall Avenue is a north/south, four lane arterial and is considered a Major Route by CARS criteria. The east and west sides have continuous sidewalk. Nall Avenue is three lanes north of the project and two lanes south of the project limits.

Project Cost	2022 Budget	2023 Request	2024 Estimates	2025 Estimates	2026 Estimates
Professional Service		10,000			
Design	200,000	-			
Construction		2,524,000			
Const Administration		50,000			
Total Cost	200,000	2,584,000	-	-	-
Financing					
City General Fund	100,000	370,200			
Stormwater Fund		35,000			
CARS Grant		1,292,000			
Special Highway Street Bond		300,000			
Funding from Others	100,000	586,800			
Capital Reserve					
Total Funds	200,000	2,584,000	-	-	-

Project Location:



Capital Infrastructure Program

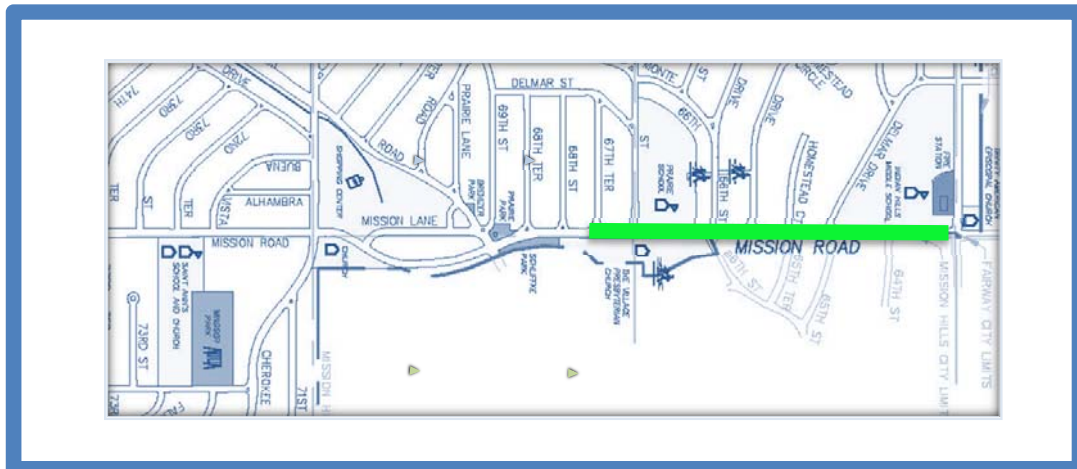
Project Title: Mission Road - 63rd St to 67th Terr (2024 CARS) #MIRD0009

Project Description: This mill and overlay will tie into the 68th and Mission flood control project. This project will be a partnership with the County, through the CARS program, and the City of Mission Hills (67% PV/33% MH)

Operation Information: Mission Road is a north/south, four lane arterial and is considered a Major Route by CARS criteria. There will be a reduction in maintenance costs for this street.

	2022	2023	2024	2025	2026
Project Cost	Budget	Request	Estimates	Estimates	Estimates
Professional Service		-	-		
Design		85,000	-		
Construction		-	720,000		
Const Administration		-	-		
Total Cost	-	85,000	720,000	-	-
Financing					
City General Fund		85,000	108,000		
Stormwater Fund			15,000		
CARS Grant			360,000		
Special Highway			100,000		
Street Bond					
Funding from Others			137,000		
Capital Reserve					
Total Funds	-	85,000	720,000	-	-

Project Location:



Capital Infrastructure Program

Project Title: Nall Avenue - 75th St to 79th St (2024 CARS) #NAAV0007

Project Description: Pavement repairs will be made as required during the overlay. Existing deteriorated sidewalk, ramps, and curb/gutter will be replaced as necessary.

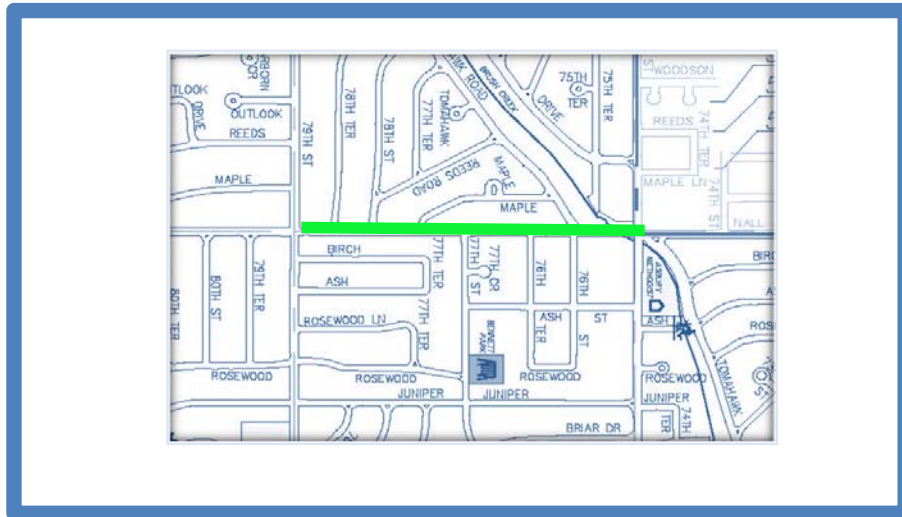
Operation Information: Nall Avenue is a north/south, two lane collector and is considered a Major Route by CARS criteria. There will be a reduction in maintenance costs for this street.

	2022 Budget	2023 Request	2024 Estimates	2025 Estimates	2026 Estimates
Project Cost					
Professional Service		-	10,000		
Design		110,000			
Construction		-	720,000		
Const Administration		-	30,000		
Total Cost	-	110,000	760,000	-	-

Financing

City General Fund		110,000	265,000		
Stormwater Fund			15,000		
CARS Grant			380,000		
Special Highway			100,000		
Street Bond					
Funding from Others					
Capital Reserve					
Total Funds	-	110,000	760,000	-	-

Project Location:



Capital Infrastructure Program

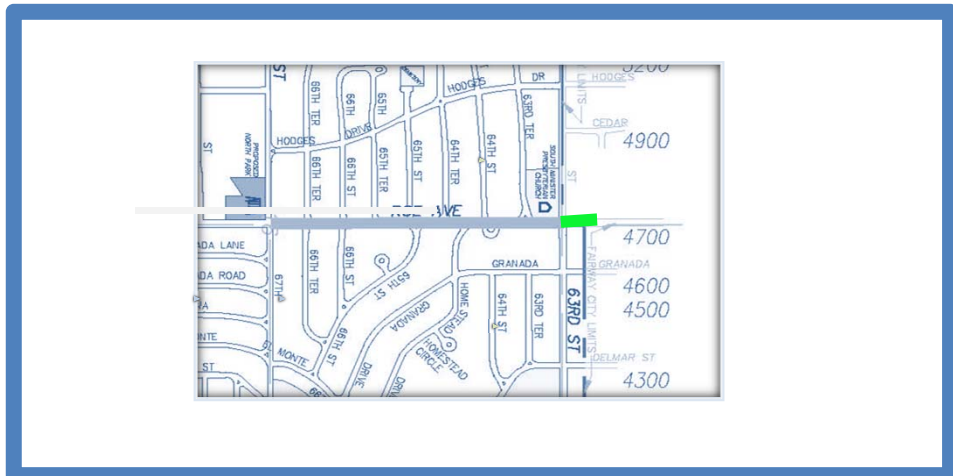
Project Title: Roe Avenue - North City Limit to 63rd St #ROAV0007

Project Description: The existing roadway surface will be milled and resurfaced with asphalt. This project is a joint Fairway/Mission/Prairie Village. Fairway will lead the project as the administrator.

Operation Information: Roe Avenue is a north/south, two lane arterial and is considered a Major Route by CARS criteria. This work ties into the completed Roe Avenue from 63rd to 67th project.

	2022	2023	2024	2025	2026
Project Cost	Budget	Request	Estimates	Estimates	Estimates
Professional Service					
Design		5,000			
Construction			11,000		
Const Administration					
Total Cost	-	5,000	11,000	-	-
Financing					
City General Fund		5,000	11,000		
Stormwater Fund					
CARS Grant					
Special Highway					
Street Bond					
Funding from Others					
Capital Reserve					
Total Funds	-	5,000	11,000	-	-

Project Location:



Capital Infrastructure Program Buildings

Capital Infrastructure Program


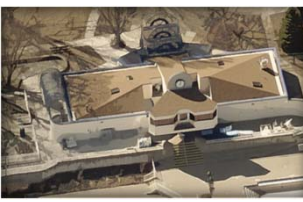

Project Title: Building Reserve #BLDGResv

Project Description: These funds will accrue to cover any major repairs or future projects for any of the City's buildings.

Operations Comments: Typical repair or replacement projects would have minor impacts on the short range operational budgets. There may be more significant savings in the long term.

Project Cost	2022 Budget	2023 Request	2024 Estimates	2025 Estimates	2026 Estimates
Professional Service		-			
Design		-			
Construction	50,000	50,000	50,000	50,000	50,000
Const Administration		-			
Total Cost	50,000	50,000	50,000	50,000	50,000
Financing					
City General Fund	30,000	50,000	50,000	50,000	50,000
Funding from Others					
Capital Reserve	20,000				
Total Funds	50,000	50,000	50,000	50,000	50,000

Project Location:

The Building Reserve is set aside to help fund major repairs or future project for any of the City's buildings.

Capital Infrastructure Program

Project Title: City Hall Remodel Preliminary Design #BG510003

Project Description: This project will start the process of design for remodeling City Hall to accommodate staffing and adjacencies.

Operations Comments: Implemented improvements can have long term benefits for operations.

Project Cost	2022 Budget	2023 Request	2024 Estimates	2025 Estimates	2026 Estimates
Professional Service		-			
Design	100,000	300,000			
Construction		-			
Const Administration		-			
Total Cost	100,000	300,000	-	-	-
Financing					
City General Fund	100,000	300,000			
Funding from Others					
Capital Reserve					
Total Funds	100,000	300,000	-	-	-

Project Location:

Design to remodel to accomodate staff and residents for the many functions performed at Prairie Village City Hall.



Capital Infrastructure Program Concrete & Miscellaneous Projects

Capital Infrastructure Program

Project Title: Sidewalk/Curb Repair Annual Program #CONC2023

Project Description: This program replaces deteriorated concrete sidewalks and curb/gutters. The criteria for inclusion in the program is a failing condition rating in the Asset Inventory Program.

Operation Comments: There will be only minor reduction in street maintenance cost, but future maintenance costs would increase as the sidewalk and curb/gutter life extends beyond the useful life. Public Works staff provides design and construction administration.

Project Cost	2022 Budget	2023 Request	2024 Estimates	2025 Estimates	2026 Estimates
Professional Service		-			
Design		-			
Construction	600,000	600,000	600,000	600,000	600,000
Const Administration		-			
Total Cost	600,000	600,000	600,000	600,000	600,000
Financing					
City General Fund	525,000	600,000	600,000	600,000	600,000
Capital Reserve	75,000				
Total Funds	600,000	600,000	600,000	600,000	600,000

Project Location:



The Concrete Repair program focuses on a work area annually to repair curb/gutter and sidewalks.

Capital Infrastructure Program

Project Title: Americans with Disabilities Act Compliance #ADARESVx

Project Description: This program provides funds for Americans with Disabilities Act (ADA) improvements. The improvements occur from either citizen requests, street repair projects, park projects or newly found violations of the ADA regulations.

Operation Comments: There are no known operation savings or costs except for potential penalties for not meeting compliance.

	2022	2023	2024	2025	2026
Project Cost	Budget	Request	Estimates	Estimates	Estimates
Professional Service		-			
Design		-			
Construction	25,000	25,000	25,000	25,000	25,000
Const Administration		-			
Total Cost	25,000	25,000	25,000	25,000	25,000
Financing					
City General Fund		25,000	25,000	25,000	25,000
Capital Reserve	25,000				
Total Funds	25,000	25,000	25,000	25,000	25,000

Project Location:





Appendix

GENERAL INFORMATION ABOUT PRAIRIE VILLAGE

The City of Prairie Village was originally the vision of the late J.C. Nichols. After the successful development of the Country Club Plaza area in Kansas City, Missouri, Mr. Nichols turned his company's direction and development toward his native Johnson County just a few miles from the Plaza. He had visions of transforming the rolling hills into a well-planned community of beautiful homes and neighborhood shopping centers. Construction in Prairie Village started in 1941 and by 1949, Mr. Nichols' dream became reality when the City was named the best planned community in America by the National Association of Home Builders. The City was most likely named for the Prairie School, which was within the limits of the development, and began as a frame one-room, one teacher school.

Prairie Village was officially recognized as a City by the State of Kansas in 1951. By 1957 it had become a first class city. It is one of 20 cities in Johnson County and is the sixth largest in population. Prairie Village is completely surrounded by other cities, sharing its eastern border, State Line Road, with Kansas City, Missouri. The City has a residential population of approximately 22,957 within its 6.7 square mile City limits.

In 2022 Prairie Village was named by Niche.com as best suburb to live in in Kansas. Nationally, Prairie Village has consistently ranked in the top 2% of best suburbs to live and buy a house in and was ranked in the top 3% of best places to raise a family.

Government and Organization of the City

Prairie Village operates under the Mayor-Council form of government with an appointed City Administrator. The City is divided into six wards; two council members elected from each ward serve staggered four-year terms. The Mayor is elected from the City at large for a four-year term. The City Administrator has responsibility for management of all City programs and departments in accordance with policies and annual budgets adopted by the Council.

The City provides service in the areas of Management, Planning and Administrative Services, Public Works, Public Safety, Municipal Justice, and Community Programs, Parks and Recreation. Fire protection is provided by Johnson County Consolidated Fire District No. 2. Water is provided by Water District No. 1 of Johnson County and sewer service is provided by Johnson County Wastewater. All other utilities are provided by the private sector.

Medical and Health Facilities

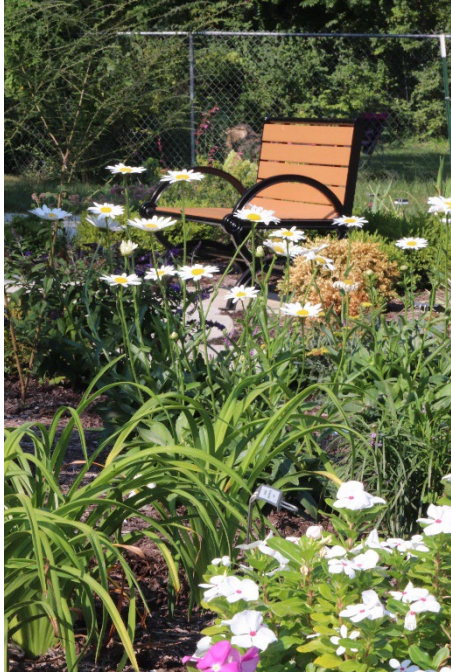
Residents of the City have easy access to all medical facilities within the metropolitan Kansas City area. There are six major medical centers within a 30 minute drive. This includes the University of Kansas Medical Center, which is a major educational and regional health center for Kansas and the Midwest. In 2022, The University of Kansas Hospital once again was named the best hospital in Kansas City and in Kansas. No other hospital has ever held these honors. They also ranked among the nation's best in 6 specialties, the most of any hospital in the region. In addition, a large number of physicians maintain offices within the City limits of Prairie Village and neighboring cities.

Educational and Cultural Activities

Prairie Village is located completely within the Shawnee Mission School District, which has maintained a national reputation for excellence in public education and celebrated its 50 year anniversary in 2019. Within the City, the District maintains seven grade schools (grades K through 6), one middle school (grades 7 and 8) and one high school (grades 9 through 12). Five private schools are also located within the City.

In addition, the City is a part of Johnson County Community College District (JCCC), which was formed in 1967 and began offering classes in 1969. It maintains a sprawling campus in Overland Park, Kansas, just a 15 minute drive from Prairie Village. JCCC offers a broad-based curriculum that gives students an opportunity to earn an Associate's degree. These courses also fulfill

GENERAL INFORMATION ABOUT PRAIRIE VILLAGE



requirements for credit at four-year state universities. JCCC offers a wide variety of courses for continuing education to all adult residents of the county.

Also located in Overland Park is the University of Kansas Edwards Campus. This facility is an extension of the University's main campus located approximately 45 minutes west of Prairie Village in Lawrence. The University, long recognized as one of America's top state universities, provides a wide variety of graduate courses at this facility. The Edwards Campus is a 15 minute drive from Prairie Village.

Located nearby is the University of Missouri – Kansas City (UMKC). This four-year campus offers a wide variety of undergraduate and graduate programs, including law and medical schools. Other private colleges are easily accessible, including Rockhurst University and Avila University in Kansas City; William Jewell College in Liberty, Missouri; Park University in Parkville, Missouri and Mid-American Nazarene University in Olathe, Kansas.

Cultural opportunities abound in the metropolitan Kansas City area. These include the Kauffman Center for the Performing Arts, the Nelson Atkins Museum of Art, Science City at Union Station, the Kansas City Museum (which maintains exhibits of regional history), Johnson County Museum, the Kansas City Repertory Theatre, the Harry S. Truman home and Presidential Library in nearby Independence, Missouri, the Helen Spencer Museum of Art in Lawrence and a variety of other cultural activities.

Recreational Facilities

Within the City there are 14 well-maintained parks covering more than 64 acres. In addition, the Johnson County Parks and Recreation Department maintains 22,000 acres of park land and operates hundreds of different recreational and sports programs throughout the area. Additional regional opportunities include professional sports such as the Kansas City Royals (baseball), Kansas City Chiefs (2020 Super Bowl winners), Sporting Kansas City (outdoor soccer), Kansas City Comets (indoor soccer), Kansas City Monarchs (baseball), Kansas City NWSL Women's Soccer (outdoor soccer) and college athletics events at regional facilities. Worlds of Fun and Oceans of Fun are two of the largest amusement parks in the Midwest. The Kansas City Zoo has animal exhibits from around the world. There are dozens of lakes for fishing, camping and outdoor recreation nearby. The Ozark recreational area is within a three hour drive from any point in the Kansas City area. A major race track, the Kansas Speedway, opened in 2003 and features NASCAR and Indy Car racing.

Economy

The COVID-19 pandemic has had a significant impact on the region's economy, but within Prairie Village the outlook is still good. The metropolitan area continues to have one of the lowest unemployment rates in the country, and continues to attract major development.

Johnson County, Kansas, is one of the fastest growing counties in the nation. It has the largest tax base in the state of Kansas. This high assessed valuation allows county government to maintain the lowest property tax rate in the state. Home sales within Prairie Village are strong and property values continue to increase.

Prairie Village is a land-locked, fully developed suburban city in Johnson County. The City benefits from the growth and development of the county and the region. Commercial properties in Prairie Village consist of five neighborhood shopping centers and several small office buildings. The

GENERAL INFORMATION ABOUT PRAIRIE VILLAGE

shopping centers provide the City with a stable retail base that includes grocery stores and hardware stores as well as niche boutique shops that draw shoppers into the City.

Property values remain strong in this City each year because of its central location and “small community” ambiance. During the past couple of years, major remodeling projects have increased annually as property owners reinvest in their homes and businesses. In recent years, the City has experienced numerous residential redevelopment projects in which existing homes are razed and replaced with larger, modern structures, with significantly higher property values.

Prairie Village People

Data about the people who live in Prairie Village comes from the U.S. Census Bureau State and County Quick Facts, the 2010 Census, and 2020 Census:

- 6.7% of residents are under 5 years of age;
- 18.6% of Prairie Village residents are 65 years of age and older;
- Average household size in the City is 2.25 persons;
- Median household income in the City is \$92,753;
- Per capita disposable income of Prairie Village residents is \$56,881;
- 98.5% of adults in the City have a high school diploma;
- 71.8% of adults in the City have a college degree;
- The City’s residents work primarily in the service sector;
- 73.6% of the housing units in Prairie Village are owner-occupied.
- Median value of owner-occupied housing units is \$333,300
- Number of households, 2017-2021 is 10,079
- Mean travel time to work (minutes) is 20.4



GENERAL INFORMATION ABOUT PRAIRIE VILLAGE

Property Tax Rates - Direct and Overlapping Governments Per \$1,000 of Assessed Valuation Last 10 Years

Year Ended December 31,	State	City	County	School District	Johnson County Community College	Consolidated Fire District No. 2	Johnson County Library	Johnson County Parks & Recreation
2012	1.5	19.478	17.717	55.766	8.785	10.187	3.149	2.344
2013	1.5	19.490	17.745	55.611	9.551	11.004	3.155	2.347
2014	1.5	19.493	17.764	55.911	9.461	11.003	3.157	2.349
2015	1.5	19.500	19.582	54.059	9.469	11.757	3.912	3.101
2016	1.5	19.471	19.590	54.940	9.473	11.769	3.915	3.102
2017	1.5	19.311	19.318	53.663	9.503	11.760	3.921	3.112
2018	1.5	19.314	19.024	52.427	9.266	11.750	3.901	3.088
2019	1.5	19.320	19.036	52.121	9.121	11.753	3.904	3.090
2020	1.5	19.321	18.799	52.351	9.191	11.201	3.905	3.093
2021	1.5	19.322	18.564	51.667	9.110	10.775	3.908	3.096

Information provided by the Johnson County, Kansas County Clerk's Annual Abstract of Taxes

Note: Overlapping rates are those of local and county government that apply to property owners within the City of Prairie Village. Not all overlapping rates apply to all Prairie Village property.



GENERAL INFORMATION ABOUT PRAIRIE VILLAGE

Principal Property Taxpayers December 31, 2021

Taxpayer	Type of Business	2020 Assessed Valuation (\$)	% of Total Assessed Valuation	Rank
GRI Prairie Village LLC	Real Estate	9,464,365	1.92%	1
KC-MF-282- Meadowbrook Inc	Real Estate	7,042,255	1.43%	2
GRI Corinth North LLC	Real Estate	6,973,000	1.41%	3
Tower Properties Company	Real Estate	4,151,722	0.84%	4
Avenue Living US Operating LP No 2	Real Estate	3,986,142	0.81%	5
Avanti Residential - Kenilworth Apartment	Real Estate	3,966,580	0.80%	6
State Line OPCO LLC	Retail	3,880,750	0.79%	7
Everg (Fmr. Kansas City Power & Light)	Utility	3,761,228	0.76%	8
Mission Chateau Property Inc	Adult Living Facility	3,328,190	0.68%	9
Silvercrest at Meadowbrook LLC	Real Estate	2,475,117	0.50%	10

Source: December 31, 2021 Annual Comprehensive Financial Report

Principal Employers December 31, 2021

Employer	Employees	Rank	Percentage of Total Employment
USD #512	631	1	2.83%
Hy-Vee	196	2	0.88%
Hen House (2 locations)	178	3	0.80%
Claridge Court	150	4	0.67%
City of Prairie Village	135	5	0.61%
Mission Chateau	127	6	0.57%
Brighton Gardens	110	7	0.49%
Better Homes & Garden Real Estate	100	8	0.45%
Bijin Salon & Day Spa	98	9	0.44%
WireCo WorldGroup Inc	91	10	0.41%
Total	<u>1,816</u>		<u>8.15%</u>

Source: December 31, 2021 Comprehensive Annual Financial Report

Value of Your Prairie Village Tax Dollars (average Prairie Village home)

To Determine Assessed Valuation:

Average market value of a Prairie Village home	\$	426,865
Assessed valuation percentage	x	11.5%
Assessed valuation	\$	49,089

To Determine City Tax Liability:

Assessed valuation	\$	49,089
Mill rate (18.322 per \$1,000 of assessed valuation)	x	0.018322
Annual City tax liability	\$	899.41
Monthly City tax liability	\$	74.95

City Services Provided for \$74.95 per Month

City Parks and Municipal Swimming Pool
Police Protection
Snow Removal
Traffic Control
Road Maintenance
Sidewalk Repair
Community Activities
Code Enforcement
Animal Control
Municipal Court



2023 Budget

FTE Summary by Department

Department	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Administration	9.48	9.48	10.55	10.55
Information Technology	-	-	2.00	3.00
Public Works	30.00	30.00	31.00	31.00
Police Department	61.00	61.00	59.00	59.50
Municipal Court	5.25	5.25	5.25	5.25
Community Development	8.32	8.32	7.45	7.45
Community Programs <i>(Inc. Seasonal)</i>	20.80	20.80	21.30	21.30
Total FTE	134.85	134.85	136.55	138.05
City Governance <i>(unpaid positions)</i>	13.00	13.00	13.00	13.00

FTE Summary by Program

Program	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Management & Planning	2.48	2.48	3.85	3.85
Information Technology	-	-	2.00	3.00
Public Works Mgmt., Engineering & Admin	8.00	8.00	8.00	8.00
Drainage Operation & Maintenance	6.00	6.00	6.00	6.00
Vehicle Maintenance	3.00	3.00	3.00	3.00
Street Operation & Maintenance	5.00	5.00	5.00	5.00
Parks and Grounds Maintenance	8.00	8.00	9.00	9.00
Police Department Administration	2.00	2.00	2.00	2.00
Staff Services	10.00	10.00	10.00	10.00
Community Services	2.00	2.00	2.00	2.00
Crime Prevention	1.00	1.00	1.00	1.00
Patrol	29.00	29.00	29.00	29.50
Investigations	6.00	6.00	6.00	6.00
Special Investigations	2.00	2.00	3.00	3.00
D.A.R.E.	1.00	1.00	1.00	1.00
Professional Standards	1.00	1.00	1.00	1.00
Traffic	5.00	5.00	4.00	4.00
Information Technology	2.00	2.00	-	-
Bailiff	0.25	0.25	0.25	0.25
Court Clerk	5.00	5.00	5.00	5.00
Human Resources	1.00	1.00	1.00	1.00
Finance	2.00	2.00	2.00	2.00
Codes Administration	7.87	7.87	7.00	7.00
Solid Waste Management	0.45	0.45	0.45	0.45
City Clerk	4.00	4.00	3.70	3.70
Community Programs	1.00	1.00	1.50	1.50
Swimming Pool	16.60	16.60	16.60	16.60
Concession Stand	3.00	3.00	3.00	3.00
Tennis	0.20	0.20	0.20	0.20
Total FTE	134.85	134.85	136.55	138.05
Mayor & Council <i>(unpaid positions)</i>	13.00	13.00	13.00	13.00

2023 Budget

FTE Summary by Department

Department	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Administration	9.48	9.48	10.55	10.55
Information Technology	-	-	2.00	3.00
Public Works	30.00	30.00	31.00	31.00
Police Department	61.00	61.00	59.00	59.50
Municipal Court	5.25	5.25	5.25	5.25
Community Development	8.32	8.32	7.45	7.45
Community Programs <i>(Inc. Seasonal)</i>	20.80	20.80	21.30	21.30
Total FTE	134.85	134.85	136.55	138.05
City Governance <i>(unpaid positions)</i>	13.00	13.00	13.00	13.00

FTE Summary by Position

Department/Position	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Administration				
City Administrator	1.00	1.00	1.00	1.00
Deputy City Administrator	0.48	0.48	0.85	0.85
Assistant City Administrator	-	-	1.00	1.00
Public Information Officer	1.00	1.00	1.00	1.00
Human Resources Manager	1.00	1.00	1.00	1.00
Finance Director	1.00	1.00	1.00	1.00
Accounting Clerk	1.00	1.00	1.00	1.00
Receptionist	1.00	1.00	0.70	0.70
Administrative Support Specialist	2.00	2.00	2.00	2.00
City Clerk	1.00	1.00	1.00	1.00
Information Technology	-	-	2.00	3.00
Total	9.48	9.48	12.55	13.55
Public Works				
Public Works Director	1.00	1.00	1.00	1.00
Senior Project Manager	-	-	1.00	1.00
Project Inspector	1.00	1.00	1.00	1.00
Manager of Engineering Services	1.00	1.00	-	-
Office Manager	1.00	1.00	1.00	1.00
Field Superintendent	1.00	1.00	1.00	1.00
Construction Inspector	2.00	2.00	2.00	2.00
Administrative Support Specialist	1.00	1.00	1.00	1.00
Stormwater Engineer	1.00	1.00	1.00	1.00
Forestry Specialist	1.00	1.00	1.00	1.00
Crew Leader	5.00	5.00	5.00	5.00
Maintenance Workers	14.00	14.00	15.00	15.00
Mechanic	1.00	1.00	1.00	1.00
Total	30.00	30.00	31.00	31.00
Police Department				
Police Chief	1.00	1.00	1.00	1.00
Police Captain	2.00	2.00	3.00	3.00
Police Sergeant	7.00	7.00	5.00	5.00
Police Corporal	3.00	3.00	4.00	4.00
Police Officer	33.00	33.00	34.00	34.00
Executive Assistant	1.00	1.00	1.00	1.00
Communications Supervisor	1.00	1.00	-	-
Dispatcher	6.00	6.00	6.00	6.00
Records Clerk	2.00	2.00	2.00	2.00
Property Room Clerk	1.00	1.00	1.00	1.00
Crime Analyst	-	-	-	0.50
Community Service Officer	2.00	2.00	2.00	2.00
Information Technology	2.00	2.00	-	-
Total	61.00	61.00	59.00	59.50

2023 Budget

FTE Summary by Position

Department/Position	2020 Actual	2021 Actual	2022 Budget	2023 Budget
Municipal Justice				
Court Bailiff	0.25	0.25	0.25	0.25
Court Administrator	1.00	1.00	1.00	1.00
Court Clerk	4.00	4.00	4.00	4.00
Total	5.25	5.25	5.25	5.25
Community Development				
Deputy City Administrator	0.52	0.52	0.15	0.15
Receptionist	0.30	0.30	0.30	0.30
Codes Support Specialist	2.00	2.00	2.00	2.00
Building Official	1.00	1.00	1.00	1.00
Code Enforcement Officer	2.00	2.00	2.00	2.00
Building Inspector	2.00	2.00	2.00	2.00
Management Intern	0.50	0.50	-	-
Total	8.32	8.32	7.45	7.45
Community Programs				
Assistant City Administrator	1.00	1.00	1.00	1.00
Special Events Coordinator	-	-	0.50	0.50
Pool Manager	0.35	0.35	0.35	0.35
Assistant Pool Manager	0.50	0.50	0.50	0.50
Guards	14.75	14.75	14.75	14.75
Coaches	1.00	1.00	1.00	1.00
Concession Worker	3.00	3.00	3.00	3.00
Tennis Instructor	0.20	0.20	0.20	0.20
Total	20.80	20.80	21.30	21.30
Grand Total	134.85	134.85	136.55	138.05
Unpaid Positions				
Mayor	1.00	1.00	1.00	1.00
Council Member	12.00	12.00	12.00	12.00
Total	13.00	13.00	13.00	13.00
Appointed/Contracted Officials				
City Attorney/Assistant City Attorney	0.05	0.05	0.05	0.05
City Planner	0.05	0.05	0.05	0.05
City Treasurer	0.05	0.05	0.05	0.05
City Prosecutor	0.50	0.50	0.50	0.50
Municipal Judge	0.50	0.50	0.50	0.50
Public Defender	0.25	0.25	0.25	0.25
Total	1.40	1.40	1.40	1.40



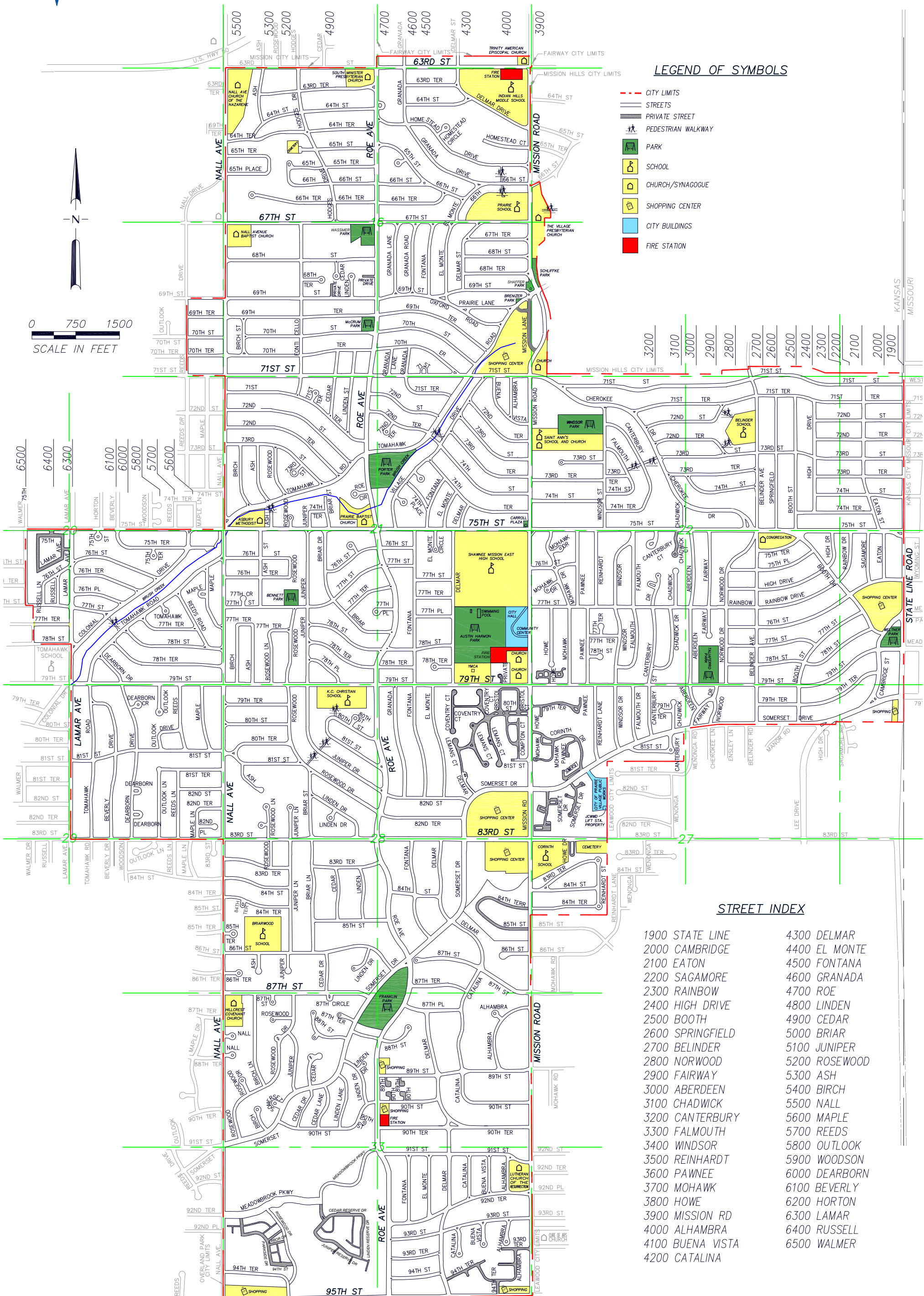
CITY OF PRAIRIE VILLAGE

Star of Kansas

LEGEND OF SYMBOLS

- CITY LIMITS
- STREETS
- PRIVATE STREET
- PEDESTRIAN WALKWAY
- PARK
- SCHOOL
- CHURCH/SYNAGOGUE
- SHOPPING CENTER
- CITY BUILDINGS
- FIRE STATION

0 750 1500
SCALE IN FEET



STREET INDEX

- | | |
|------------------|---------------|
| 1900 STATE LINE | 4300 DELMAR |
| 2000 CAMBRIDGE | 4400 EL MONTE |
| 2100 EATON | 4500 FONTANA |
| 2200 SAGAMORE | 4600 GRANADA |
| 2300 RAINBOW | 4700 ROE |
| 2400 HIGH DRIVE | 4800 LINDEN |
| 2500 BOOTH | 4900 CEDAR |
| 2600 SPRINGFIELD | 5000 BRIAR |
| 2700 BELINDER | 5100 JUNIPER |
| 2800 NORWOOD | 5200 ROSEWOOD |
| 2900 FAIRWAY | 5300 ASH |
| 3000 ABERDEEN | 5400 BIRCH |
| 3100 CHADWICK | 5500 NALL |
| 3200 CANTERBURY | 5600 MAPLE |
| 3300 FALMOUTH | 5700 REEDS |
| 3400 WINDSOR | 5800 OUTLOOK |
| 3500 REINHARDT | 5900 WOODSON |
| 3600 PAWNEE | 6000 DEARBORN |
| 3700 MOHAWK | 6100 BEVERLY |
| 3800 HOWE | 6200 HORTON |
| 3900 MISSION RD | 6300 LAMAR |
| 4000 ALHAMBRA | 6400 RUSSELL |
| 4100 BUENA VISTA | 6500 WALMER |
| 4200 CATALINA | |



Glossary

Budget Glossary

The Annual Budget for the City of Prairie Village contains specialized and technical terminology, which is unique to public finance and budgeting. This glossary is provided to assist those unfamiliar with municipal budgeting terms to ensure this annual budget is understandable and meaningful to both the general public and the organization.

Accrual Accounting: A basis of accounting in which debits and credits are recorded at the time they are incurred, as opposed to when cash is actually received or spent. For example, in accrual accounting, revenue which was earned on September 30, but for which payment was not received until October 10, is recorded as being received on September 30 rather than October 10.

Actual: When used on schedules in this document, total amount spent as recorded and audited.

ADA (Americans with Disabilities Act): Federal act which requires all City facilities be constructed and remodeled to accommodate persons with disabilities.

Ad Valorem: According to value.

Ad Valorem Tax: A tax computed from assessed valuation of land and improvements.

Adoption: Formal action by the City Council, which permits the City to incur obligations and to make expenditures of resources.

American Rescue Plan Act (ARPA) of 2021: Passed in 2021, the American Rescue Plan Act was a \$1.9 trillion coronavirus rescue package designed to facilitate the United States' recovery from the economic and health effects of the COVID-19 pandemic.

Appropriation: An authorization made by the Governing Body to incur obligations and to make expenditures of resources.

Assess: To value property for the purpose of taxation. The County assesses property every year; that assessment must be used by the City.

Assessed Valuation: A value established for real or personal property by the County Assessor and the State for use as a basis for levying property taxes. In Prairie Village the Assessed Valuation is 25% of appraised value for commercial property and 11.5% of appraised value for residential property.

Balanced Budget: is defined as one of the following:

1. An annual budget in which revenue anticipated is equal to budgeted expenditures. or
2. An annual budget in which a portion of Fund Balance is approved for use to finance a specific capital project or program.

Bond: A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and repayments of principal are detailed in a bond ordinance. The most common types of bonds are general obligation and revenue bonds. These are most frequently used for construction of large capital projects such as buildings, streets and bridges. All bonds outstanding at this time in the City of Prairie Village are General Obligation bonds, which are a debt of the City.

Budget: A financial plan for a specified period of time that matches all planned revenues and expenditures with various municipal service levels approved by the Governing Body.

Budget Adjustments: A procedure utilized by the City staff and Mayor to revise a line item budget appropriation without changing the program total.

Budget Amendment: A formal procedure for increasing budget appropriations. This procedure, which is established by State statute, requires publication and public hearing before approval by the City Council.

Budget Basis: Modified accrual basis. Expenditures are recognized when commitment is made; revenue is recognized when received.

Budget Glossary

Budget Calendar: The schedule of key dates or milestones, which the City departments follow in preparation, adoption, and administration of the budget.

Budget Control: The control or management of a governmental unit or enterprise in accordance with an approved budget for the purpose of keeping expenditures within the limitations of available appropriations and available revenues.

Budget Document: The instrument used by the budget-making authority to present a comprehensive financial program to the City Council and the public.

CAD: Computer aided dispatch system in the police department.

Capital Infrastructure Program: A plan for capital expenditures over a fixed period of years to meet capital needs of the City. It sets forth each project, or other contemplated expenditures, in which the City is to have a part and specifies the full resources estimated to be available to finance projected expenditures.

Capital Outlay/Capital Project: An expenditure which results in the acquisition of, or addition to, fixed assets and meets these criteria: has an anticipated useful life of more than one year; can be permanently identified as an individual unit of property; belongs to one of the following categories: Land, Buildings, Structures and Improvements, Equipment; constitutes a tangible, permanent addition to the value of City assets; cost generally exceeds at least \$2,000; does not constitute repair or maintenance; and, is not readily susceptible to loss.

CARS (County Assisted Road System): The County appropriates money for projects on arterial and corridor streets throughout the County. Maintenance projects on those streets are financed with a combination of County CARS funds and City funds.

Cash Basis: State Statute requires budget to be submitted on a cash basis defined as cash on hand on January 1 of the budget year less accounts payable and encumbrances, plus receipts anticipated less expenditures anticipated for the budget year.

Cash Management: The management of cash necessary to pay for government services with investment of temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds in order to achieve the highest return available for temporary cash balances.

CID (Community Improvement District): A defined area within which there is an additional tax or fee to fund improvements within the district's boundaries.

CIP: Capital Infrastructure Program includes replacement and new equipment, as well as infrastructure maintenance and redevelopment.

CDBG (Community Development Block Grant): Federal grant program used from time to time in Prairie Village for ADA compliance projects.

City Council: Two residents elected from each of the City's six wards to make policy decisions for the City.

COVID-19: The Coronavirus disease (COVID-19) is an infectious disease caused by a newly discovered coronavirus. The COVID-19 pandemic is an ongoing global pandemic of COVID-19 which began in 2019.

CPI: Consumer Price Index prepared by the U.S. Department of Labor. It's the federal government's broadcast gauge of costs for goods and services and has far-reaching implications for all sectors of the economy.

Communicator: Telephone system that calls residents in a specific area to alert them to an emergency or crime in the area.

Budget Glossary

Contingency Reserve: The City follows a concept of budgeting for contingencies in several different manners. Each budget includes appropriations for events that are highly likely to occur every year in general, but which may vary in specific location. For example, each year it is reasonable to expect a basic level of building mechanical systems will require repair.

For contingencies which are less likely to occur in a given year, but which are likely to occur over a period of several years, contingent amounts are included in each major fund at a reasonable level. These funds cover revenue shortfall and unplanned expenditures.

For catastrophic emergencies, the State Code allows the City to incur necessary expenditures to respond to the need and to add the amount of emergency costs to the next property tax levy.

D.A.R.E. (Drug and Alcohol Resistance Education): A program designed to educate youths to say “No!” to drugs and alcohol.

Debt Limit: Maximum debt permitted by state statute.

Debt Service: The City’s obligation to pay the principal and interest of all bonds and other debt instruments according to a predetermined payment schedule.

Deficit: Amount by which expenditure exceeds revenue.

Department: A major administrative division of the City, which includes overall management responsibility for program services or a group of related operations within a functional area.

Disbursement: Payment for goods and services in cash or by check.

Elastic Revenue: Revenue source which automatically responds to inflation. Sales tax is an elastic revenue source.

Elected Officials: Mayor and members of the Prairie Village City Council.

Encumbrance: The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for future expenditures.

Enterprise Fund: Funds a governmental operation which receives revenue through service on a business basis.

Expenditure: This term refers to the outflow of funds paid or to be paid for an asset obtained, or goods and services obtained regardless of when the expense is actually paid. This term applies to all funds. Note: An encumbrance is not an expenditure. An encumbrance reserves funds to be expended.

FEMA: Federal Emergency Management Association – Agency of the federal government responsible for responding to and assisting local governments to deal with catastrophic events.

First Class City: In the state of Kansas, a city is designated as a city of the first class when it reaches a population of 25,000; the classification remains even if the city’s population declines to a level below 25,000.

Five Year Forecast: The City has developed and uses a five-year forecast to evaluate the effect of budgetary and other financial decisions on the City’s overall financial position. The projection model includes major revenue sources, expenditure categories and the effect of annual operations on the fund balance.

Fixed Asset: Assets of long-term character which are intended to continue to be held or used, such as land, buildings, machinery, furniture and other equipment. (See “Capital Outlay/Capital Project” for additional information).

Franchise Fees: Changes to utility operators for use of City right-of-way.

Budget Glossary

Full Time Equivalent Position (FTE): A part-time position converted to the decimal equivalent of a full-time position based on 2080 hours per year. For example, a part-time typist working 20 hours per week would be equivalent to .5 of a full-time position.

Fund: An accounting entity, which has a set of self-balancing accounts and that records all financial transactions for specific activities or government functions. Eight commonly used funds in public accounting are: general fund, special revenue funds, debt service funds, capital project funds, enterprise funds, trust and agency funds, internal service funds, and special assessment funds.

Fund Balance: Fund balance is the excess of assets over liabilities and is therefore also known as surplus funds.

Designated Fund Balance is appropriated for encumbrances and/or use in the future.

Undesignated Fund Balance is the amount which has no claims against it and is available for use.

Gateway Inspection: Routine patrol to record code violations as viewed from the sidewalk.

General Fund: The largest fund within the City, the General Fund accounts for most of the financial resources of the government. General Fund revenues include property taxes, licenses and permits, local taxes, service charges, and other types of revenue. This fund finances most of the basic operating services.

General Obligation Bonds: Bonds that finance a variety of public projects such as street, buildings, and improvements. These bonds are backed by the full faith and credit of the issuing government.

Generally Accepted Accounting Principles (G.A.A.P.): Detailed accounting standards and practices for the state and local governments as prescribed by the Governmental Accounting Standards Board (GASB).

GFOA (Government Finance Officers Association): The GFOA represents public finance officials through the United States and Canada and provides best practices and guidance regarding public finance.

Goal: A statement of broad direction, purpose or intent based on the needs of the community. A goal is general and timeless; that is, it is not concerned with a specific achievement in a given time period.

Governing Body: Mayor and members of the City Council.

Grant: A contribution by government or other organization to support a particular function. Grants may be classified as either categorical or block depending upon the amount of discretion allowed the grantee.

Inelastic Revenue: Revenue source that does not automatically respond to inflation. User fees are inelastic revenue sources.

Infrastructure: Streets, curbs, storm drainage system, traffic system, sidewalks, and City owned buildings, parks and park structures.

Intergovernmental Revenue: Revenue received from another government for a specified purpose. In Prairie Village, these are funds from Johnson County or the State of Kansas.

JTL: Junior Tennis League for youth sponsored by the City.

JIAC – Juvenile Intake and Assessment Center: County—run facility to provide specialized services for juveniles.

K.B.I.: Kansas Bureau of Investigation, a State agency that investigates major crimes.

Budget Glossary

K.I.B.E.R.S.: Kansas Incident Based Reporting Systems – a computer-based system through which cities report crime statistics to the State.

K.S.A.: Kansas Statutes Annotated. Laws of the State of Kansas.

Levy: (verb) To impose taxes, special assessments, or service charges for the support of City activities. (noun) Total amount of taxes, special assessments or service charges imposed by a government.

Line Item Budget: A budget that lists each expending category (salary, materials, telephone service, travel, etc.) separately, along with the dollar amount budgeted for each specified category.

Long Term Debt: Debt with a maturity of more than one year after the date of issuance.

MARC: Mid-America Regional Council -- serves as the Council of Governments and the Metropolitan Planning Organization for the bistate Kansas City region.

Metro Squad: Consortium of police departments in the metropolitan area directing efforts for major crime events.

Modified Accrual: Basis of accounting in which expenditures are recognized when commitment is made and revenue is recognized when received or measurable.

N/A: This is an abbreviation for “information not available” and/or “information not applicable.”

NPDES (National Pollutant Discharge Elimination System): Federal program developed to provide accountability for pollution in streams, and storm drainage system.

NIMS (National Incident Management System): NIMS is required training for all City officials and employees as preparation for emergency situations.

Notify JoCo: A Mass notification system designed to keep Johnson County residents, businesses, and others informed of emergencies, including weather warnings, water main breaks, public safety alerts, and natural disasters.

Objective: Desired output-oriented accomplishments, which can be measured and achieved within a given time frame. Achievement of the objective advances the activity and organization toward a corresponding goal.

Operating Budget: The portion of the budget pertaining to daily operations that provide basic governmental services. The operating budget contains appropriations for such expenditures as personnel, supplies, utilities, materials, travel and fuel.

PM: Preventive maintenance for vehicles and equipment.

Part I and Part II Crimes: Established by the FBI’s Uniform Crime Reporting System. Part I crimes are major crimes, which consist of homicide, rape, robbery and aggravated assault. Part II crimes are property crimes, which consist of burglary, auto theft, arson, etc.

Performance Indicators: Specific quantitative and qualitative measures of work performed as an objective of a program.

Policy Statement: Policies adopted by the Governing Body, which become the operating plan for a program.

Program: A group of related activities performed by an organizational unit for the purpose of accomplishing a service for which the City is responsible.

Property Tax: Property taxes levied on both real and personal property according to the property’s valuation and the tax rate.

Budget Glossary

Reappraisal: The County Assessor reviews values of property in the County every year, changing those that have increased or decreased in value.

Revenue: Funds the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income.

Revenue Neutral Rate: The revenue neutral rate is the tax rate in mills that will generate the same property tax in dollars as the previous tax year using the current tax year's total assessed valuation.

Reserve: An account used to indicate a portion of a fund's balance is legally restricted for a specific purpose and is, therefore, not available for general appropriation.

Risk Management: An organized attempt to protect a government's assets against accidental loss.

Roundabout: A type of intersection designed in the round to slow traffic and traffic movements.

School Resource Officer (SRO): An officer assigned to high school and junior high schools in Prairie Village to interact with students and to prevent problems in and around the school. The position is partially supported by a grant from the school district.

Service Requests: Requests from citizens for maintenance/repair of City infrastructure. Each request is recorded, evaluated and appropriate action taken. A survey is sent to resident after work is completed to determine satisfaction level.

SIU (Special Investigations Unit): A program of undercover police officers who investigate drug violations.

SMAC (Storm Water Management Advisory Committee): A group that allocates revenue to City projects from a county 1/10 cent sales tax. The grants are referred to as SMAC grants.

Source of Revenue: Revenues are classified according to their sources or point of origin.

Surplus: Amount of revenue which exceeds expenditure.

Tax Rate: A percentage applied to all taxable property to raise general revenues. It is derived by dividing the total tax levy by the taxable net property valuation.

Taxes: Compulsory charges levied by a government for the purpose of financing services performed for the common benefit.

TIF (Tax Increment Financing): A method of financing established in accordance with K.S.A 12-1770 et seq. This method allows cities to help redevelop property through private investment. Revenues for this method are derived from the increased property tax payments (increment) caused by the higher assessments on the redeveloped property.

Transient Guest Tax Fund: A fund established in accordance with K.S.A 12-1698 to account for revenue derived from transient guest tax levied upon the gross rental receipts paid by guests for lodging in the city. Expenditures are limited to be used for promotion of tourism, conventions and economic development.

User Fees: The payment of a fee for direct receipt of a public service by the party benefiting from the service.