

**City of
Prairie Village, Kansas**

2018 Budget



The Star of Kansas



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Prairie Village
Kansas**

For the Fiscal Year Beginning

January 1, 2017

A handwritten signature in black ink, appearing to read 'Jeffrey R. Eimer'.

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Prairie Village, Kansas for its annual budget for the fiscal year beginning January 1, 2017. In order to receive this award, a government unit must publish a budget that meets program criteria as a policy document, as an operational guide, as a financial plan, and as a communication device. This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements and we are submitting it to the GFOA to determine its eligibility for another award.

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

PRAIRIE VILLAGE GOVERNING BODY 2017 - 2018



First row (left to right): Jori Nelson, Ashley Weaver, Terrence Gallagher, Courtney McFadden, Mayor Laura Wassmer, Brooke Morehead, Sheila Myers

Back row (left to right): Andrew Wang, Serena Schermoly, Eric Mikkelson, Steve Noll and Dan Runion

Not pictured: Ted Odell, Chad Herring (filled Ashley Weaver's seat)

Laura Wassmer	Mayor	mayor@pvkansas.com
Ashley Weaver	Ward 1	aweaver@pvkansas.com
Jori Nelson	Ward 1	joriforpv@gmail.com
Steve Noll	Ward 2	snoll@pvkansas.com
Serena Schermoly	Ward 2	sschermoly@pvkansas.com
Eric Mikkelson	Ward 3	mikkelson@kc.rr.com
Andrew Wang	Ward 3	awang@pvkansas.com
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Brooke Morehead	Ward 4	bmorehead@pvkansas.com
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Dan Runion	Ward 5	danforpv@gmail.com
Terrence Gallagher	Ward 6	tgallagherpv@gmail.com
Ted Odell	Ward 6	todell@pvkansas.com

Department Heads and Appointed Officials

Department Heads

City Administrator	Wes Jordan	wjordan@pvkansas.com	913/385-4621
Assistant City Administrator			
Assistant to the City Administrator	Alley Williams	awilliams@pvkansas.com	913/385-4635
City Clerk	Joyce Hagen Mundy	jhmundy@pvkansas.com	913/385-4616
Finance Director	Lisa Santa Maria	lsantamaria@pvkansas.com	913/385-4661
Police Chief	Tim Schwartzkopf	tschwartzkopf@pvkansas.com	913/385-4609
Public Works Director	Keith Bredehoeft	kbredehoeft@pvkansas.com	913/385-4642

Appointed Officials

City Attorney	Katie Logan, Lathrop & Gage
City Treasurer	Fielding Norton, Jr.
Municipal Judge	Karen Torline
Municipal Judge	Michelle A. DeCicco
City Prosecutor	



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This section contains a list of terms used throughout the budget document.



**TRAFFIC ISLAND SCULPTURE
FONTANA STREET and 67TH STREET**



Executive Summary





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

The City of Prairie Village staff is pleased to present the 2018 Budget. The Governing Body and City staff conducted budget work sessions during the spring of 2017 and had a public hearing in August. The City's finances are healthy and stable, thanks to decisions made and past actions of City Council and Department Directors.

The total 2018 Budget equals \$35,988,981, a 25.6% increase over the 2017 adopted Budget. The increase is in large part attributable to a 86% increase in Infrastructure spending. Funding from others and grants cover 98% of the \$6,555,818 increase in Infrastructure expenditures. The total 2018 General Fund expenditure budget was 0.6% less than the 2017 General Fund expenditure budget. 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.

Development of the 2018 Budget has been a lengthy, challenging process requiring careful study, asking tough questions, and making difficult decisions about both current and future issues facing the community. The current state of the local economy has resulted in an 8% increase in the 2018 revenue forecast over the 2017 budget. Overall, property values rose by 12% due to reappraisal growth and new construction. City sales tax collection for Prairie Village remain strong. With no significant new retail openings, sales tax collections reflect more modest increases than other revenue sources. While continuing to address the core needs of the community, the 2018 Budget remains basically the same, but includes the addition of a full-time Information Technology (IT) manager position and an increase of \$70,000 to the Police Pension Plan funding. The 2018 Budget has been designed to be consistent with the long-term vision of the City and the overriding goals and objectives of the City.

Personal service costs account for 63% of the City's General Fund total expenditures. A city-wide compensation / benefits study was conducted by Gail Meriweather with Arthur Gallagher. As a result of the study, salary ranges, compensation in general and a few of the benefits offered have been adjusted so that the City can remain competitive with area salaries and to better recruit and retain quality employees.

The 2018 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 2021. The Village Vision was adopted by the Governing Body in June 2007 and is both a comprehensive plan and a strategic investment plan. In June 2009, the Council adopted the Parks Master Plan. This plan is used to guide the development and improvement of parks, trails and recreation programs and is the culmination of a public input process that lasted several months. All three of these plans played a significant role in developing the 2018 Budget. In addition to these strategic plans, there were many factors influencing the development of the 2018 Budget. Each of these factors is discussed on the following pages.

Goals and Objectives – 2018 Budget Process

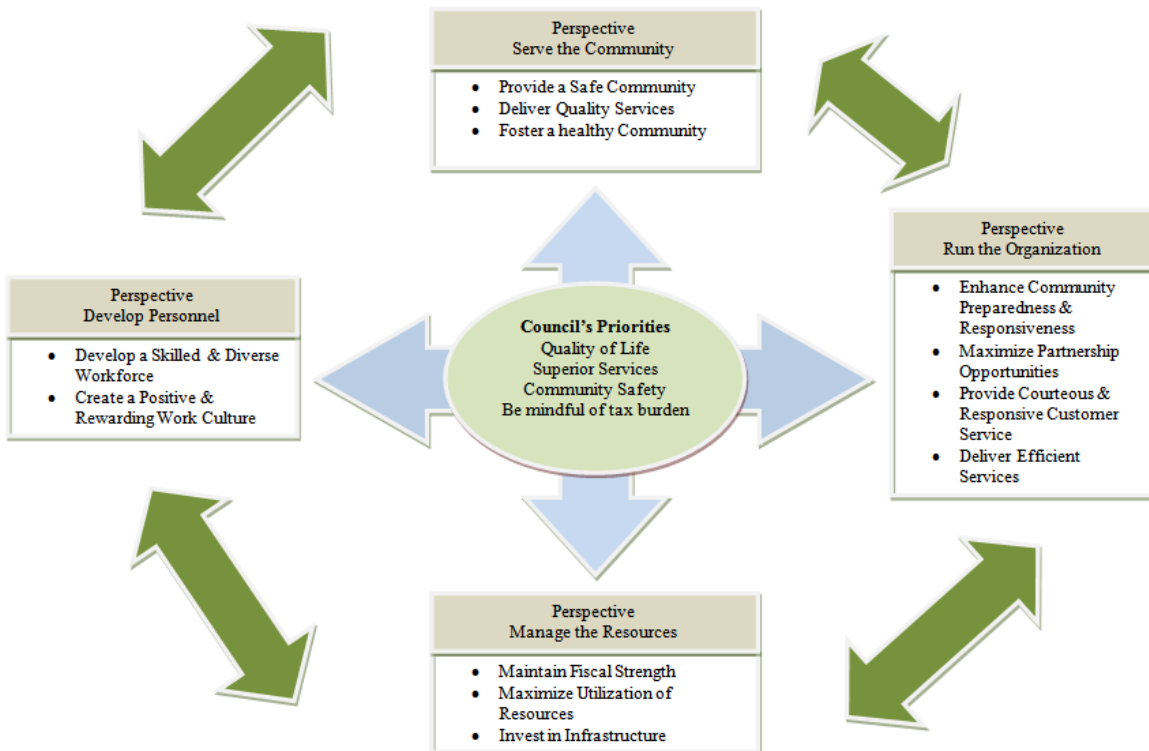
The Governing Body established the following goals and objectives to guide the preparation of the 2018 Budget:

- Maintain high quality services and programs;
- Maintain quality streets, parks and infrastructure;
- Continue strong financial condition;
- Maintain AAA bond rating;
- Increase financial transparency;
- Increase citizen participation in budget issues, and
- Be mindful of the tax burden.

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 - 2018 Budget Process



Village Vision

The Village Vision provides the framework for the City to move forward and continue to be a highly desired community. As part of the budget process, department heads linked their programs to the goals of The Village Vision.

Budget Challenges

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

- Current economic conditions – The 2018 Budget was developed during a slow, but steady upward economic trend. The local housing market is very strong and unemployment rates are low. These indicators are a positive for the local economy and resulted in an adoption of a prudent budget with no additional tax burden passed onto residents.
- Infrastructure – The adopted 2018 – 2021 Capital Improvement Program allocates the equivalent of 23% of current General Fund resources to capital infrastructure construction in 2018 to help with infrastructure demands. The Capital Infrastructure budget accounts for 39% of the 2018 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, 2018 fund balance is projected to be \$4,782,949, which is thought to be sufficient to maintain fiscal flexibility.
- Costs of employee benefits – benefit costs continue to rise. The contribution requirements for pension plans increased significantly in the last couple of years and the 2018 Budget reflects a continuation of this trend due to the condition of the financial markets.
- Technology – The City continues to maintain its technology infrastructure with funding provided in the 2018 budget.

Responses to Budget Challenges

At the beginning of the 2018 Budget development, the City's projected expenditures exceeded projected revenues. To address the gap and balance the budget, savings from the 2016 budget will be used to offset the difference. The Governing Body and staff looked closely at ongoing expenditures versus one-time expenditures as a way to address current budget needs. The Governing Body also examined other budget reduction strategies presented to them by City staff. In order to maintain reductions while preserving city services, expenditure cuts and reallocation of resources continue. In addition, employee compensation and benefits were examined. Maintenance of quality infrastructure continues to be a challenge. Maintenance costs continue to grow and deferment would result in increased future replacement costs. Therefore, the City anticipates increasing general funding to infrastructure maintenance in order to maintain a level that adequately addresses the City's infrastructure maintenance needs.

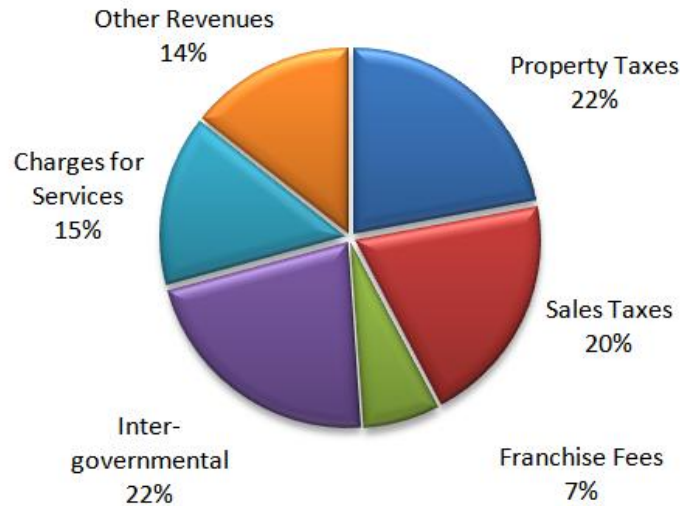
Revenues

Total revenues for all funds increased 27% from the 2017 Budget. The bulk of the increase is due to an increase in Intergovernmental funds which accounts for 76%, and consists of grants and other funding sources.

General fund revenues are projected to increase 8% from the 2017 Budget. The increase is due to a continued upward trend in property values and license and permit activity.

The following chart shows the composition of the City's revenues for 2018.

2018 Revenue Sources - All Funds



Property Taxes – Property tax receipts are budgeted at \$7,055,343, an increase of 11.4%. The increase is largely due to increased assessed property values. The final mill levy rate is set at 14.971, the same as the 2017 level. The City's assessed valuation for 2017 increased 19% over the assessed valuation for 2016. The average home sales price increased 8.6% from 2015 to 2016, while the mean appraised value rose 11.9% during the same time period.

Sales & Use Taxes – The City's sales and use tax revenues are budgeted to be \$7,510,000, an 8.5% increase over the 2017 budgeted revenues. The City began receiving a new County sales tax in April of 2017 that accounts for 68% of the projected increase in 2018 revenues. Sales and Use tax accounts for 20% of the total revenues collected and is based on 2016 actual, estimated 2017 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 2018 Budget includes \$6,988,006 or 22% of Citywide revenue.

Highway Tax	\$ 582,720
SMAC Grant	4,686,688
CARS Grant	1,176,000
Funding from Others	<u>542,598</u>
 Total	 \$6,988,006

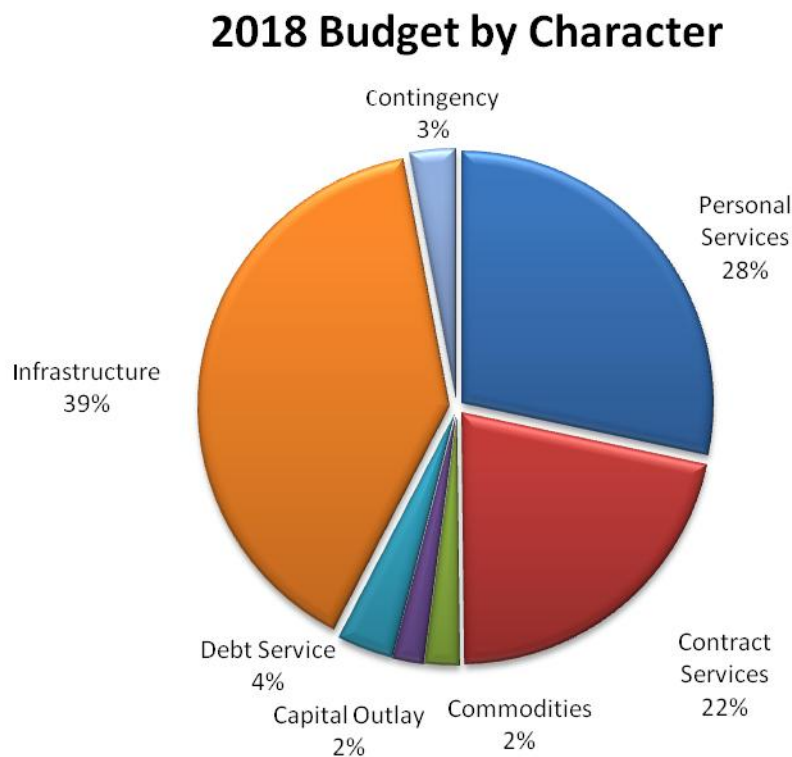
Franchise Fees – The 2018 Budget is set at \$2,101,700, a 6.5% increase from the 2017 Budget reflecting an increase in Kansas City Power and Light franchise fees, and Google services which were new to Prairie Village in the fall of 2016. Franchise fees are collected on electricity, natural gas, cable 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 2018 remains at 4.0¢ per square foot. This fee accounts for 1/3 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 2018 expenditures for all funds by character.



Personal Services – Increased 6% over the 2017 Budget. This increase is due to increase in employee benefit costs, the annual employee merit pool and the addition of a full-time Information Technology (IT) manager position. 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. Personal service costs account for 28% of the City’s budget for all funds.

Contract Services – Decreased 4% over the 2017 Budget. Included in this category are software maintenance licenses, consultant and legal fees, janitorial services and numerous other business areas the City contracts out assistance for. Expenditures for contracted services are based on flat fee based contracts and hourly use. The full-time Information Technology (IT) manager position was converted from a contract services position.

Commodities – Increased 0.6% from the 2017 Budget. There was essentially no change from the 2017 to 2018 Commodities budget.

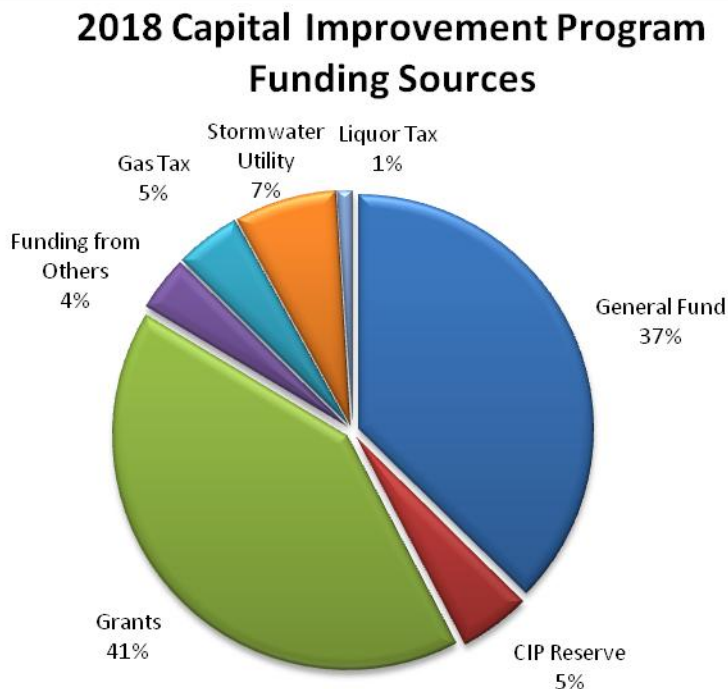
Capital Outlay – Increased 14.5% over the 2017 Budget. This category fluctuates from year to year depending on what equipment is scheduled for replacement. The 2018 Budget includes funding for the replacement of police radios, laptops and a Public Works mower.

Debt Service – Principal and interest payments are budgeted at \$1,308,038, or 6.6% of operating expenditures. As of December 31, 2017, outstanding general obligation debt is \$20,393,145. The debt will be paid off in 2036, provided that the City does not issue any new debt or restructure current debt.

Infrastructure – Increased 86% from the 2017 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.

Capital Infrastructure Program

The chart below shows the composition of the City’s Capital Infrastructure program revenues for 2018.



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

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

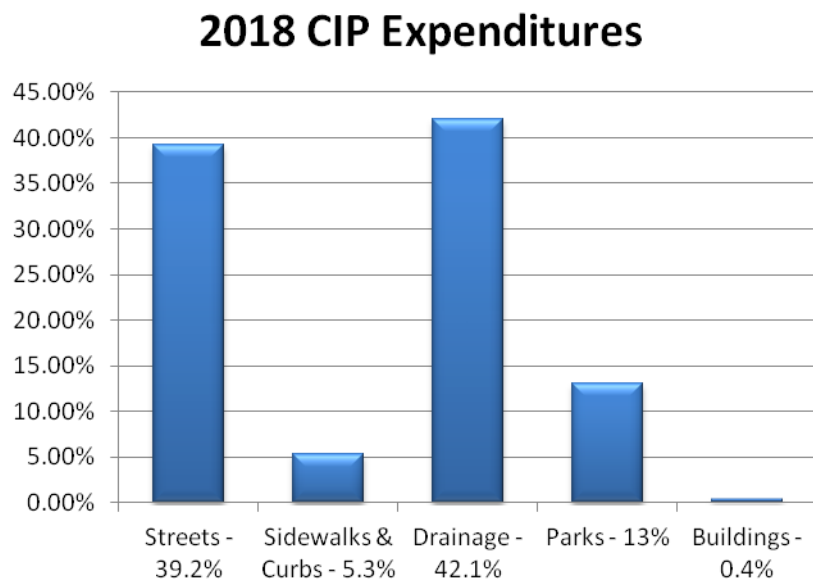
Drainage– Includes plans for the replacement of components of the City’s storm drainage system.

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 following chart shows the composition of the City’s Capital Infrastructure program expenditures for 2018.



Reserves

The 2018 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 2018 is projected to be 25% of 2018 revenues.

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 2018 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. In the CIP process, the City uses both physical and financial planning elements in order to utilize resources to the greatest benefit. The impact of the capital improvements on operating was considered in the development of the 2018 operating budget and the 2018 – 2021 CIP budgets.

Risk Management Reserve Fund – The balance in this fund is used to cover uninsured losses such as insurance deductibles. Staff reviews the fund balance each year to determine if it is adequate, and makes funding recommendations to the Governing Body.

Economic Development Fund – The balance in this fund has been allocated to purchase park land, fund the Village Square Design (Harmon Park) study, and funding for the Exterior Grant Program. The County School Sales Tax, that sunset on December 31, 2008, was the primary funding source for these activities. The funds were designated to be used economic development activities.

Equipment Reserve Fund – The balance in this fund reflects amounts set aside for major equipment purchases.

Conclusion

This spending plan seeks to maintain our 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 Citizens. We are committed to careful and thoughtful fiscal management, a conservative spending philosophy, efficient service delivery under the best possible terms, and providing our Citizens with the highest quality of life possible.

This budget builds on our priorities and community values.

The first step for 2018 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 citizens of Prairie Village, as well as a tool for monitoring revenues and expenditures in 2018.

We would like to thank the department directors and their staff for their efforts in developing the 2018 Budget. Their efforts will ensure that Prairie Village remains a premier community in the metropolitan area.

Respectfully submitted,



Wes Jordan
City Administrator



Lisa Santa Maria
Finance Director

Budget Overview

The schedule on the next page gives an overview of the City's results for the last two years, the current year budget and the 2018 budget.

Revenues

The City's main revenue sources are gradually increasing as can be seen in the fluctuations between the four years presented. The most significant changes have been in the positive Sales Tax, Property Tax, and Intergovernmental 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 2018 budget is balanced without a mill levy increase. The City increased the mill levy in 2012 by 0.614 mills. The last increase before that was in 2008. Total 2018 budgeted revenue increased 13% over 2016 actuals.

Expenditures

Expenditures increased 26% over the 2016 budget and is mainly due to an 86% increase in infrastructure spending. Debt service expenditures also increased as a result of general obligation bonds issued in the fall of 2016. Total 2018 budgeted expenditures increased 29% over 2016 actuals. Infrastructure spending accounts for 61% of that increase.

Fund Balance

The fund balance shown on this schedule includes the fund balance for all of the funds, except the pension funds and the grant 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. 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 2018 Budget complies with this directive.

In 2018, the Governing Body determined that infrastructure needs were a priority and funded the CIP at the higher amount using reserves in excess of the 25% minimum General Fund balance. Changes in fund balance reflect a tighter actual budget ratio (96% estimated) that is used during the budget review process and contingency reserves.

2018 Budget Overview - All Funds Combined

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Fund Balance 1/1	14,160,843	13,274,609	12,030,007	11,188,081
Revenues:				
Property Taxes	5,669,245	6,018,578	6,331,169	7,055,343
Sales Taxes	5,882,776	5,930,788	5,939,400	6,450,000
Use Tax	994,647	1,112,114	985,000	1,060,000
Motor Vehicle Tax	681,530	685,804	711,999	727,688
Liquor Tax	385,059	386,802	390,000	415,941
Franchise Fees	1,979,976	1,991,903	1,972,750	2,101,700
Licenses & Permits	680,469	831,578	603,080	730,900
Intergovernmental	714,715	1,748,208	1,861,810	6,988,006
Charges for Services	4,570,600	4,603,404	4,549,545	4,744,506
Fines & Fees	905,453	911,058	1,010,900	907,400
Recreational Fees	426,651	433,456	377,825	408,700
Bond Proceeds	-	3,267,475	-	-
Interest on Investments	195,267	121,629	217,219	146,565
Miscellaneous	281,097	170,145	182,600	181,500
Net Inc/Decr in Fair Value	(99,877)	(55,484)		
Total Revenue	23,267,608	28,157,458	25,133,297	31,918,249
Transfers from Other funds:				
Transfer from General Fund	3,779,425	4,126,021	4,815,696	6,821,598
Transfer from Solid Waste Management	-	-	-	-
Transfer from Stormwater Utility Fund	1,642,108	1,637,608	1,642,608	1,691,833
Transfer from Special Highway Fund	555,000	544,322	610,100	643,000
Transfer from Special Parks & Rec Fund	180,000	160,000	190,000	139,072
Transfer from Special Alcohol Fund	-	-	-	-
Transfer from Economic Development Fund	-	-	-	-
Total	6,156,533	6,467,951	7,258,404	9,295,503
Total Sources	29,424,141	34,625,409	32,391,701	41,213,751
Expenditures:				
Personal Services	8,662,375	8,873,409	9,611,157	10,191,204
Contract Services	7,394,865	7,714,026	8,064,289	7,739,627
Commodities	637,377	633,133	782,780	787,480
Capital Outlay	645,696	650,190	618,800	708,700
Debt Service	817,751	814,050	818,750	1,308,038
Infrastructure	5,995,778	9,314,321	7,635,100	14,190,918
Equipment Reserve	-	-	-	-
Risk Management Reserve	-	-	-	-
Capital Project Reserve	-	-	-	-
Contingency	-	-	1,128,925	1,063,014
Total Expenditures	24,153,842	27,999,129	28,659,801	35,988,981
Transfers to Other Funds:				
Transfer to General Fund	400,000	400,000	400,000	450,000
Transfer to Bond & Interest Fund	242,108	237,608	723,304	1,274,871
Transfer to Capital Projects Fund	4,828,494	5,795,343	5,900,100	7,085,632
Transfer to Risk Management Fund	35,000	35,000	35,000	35,000
Transfer to Economic Development Fund	-	-	-	-
Transfer to Equipment Reserve Fund	600,000	-	200,000	450,000
Total	6,105,602	6,467,951	7,258,404	9,295,503
Total Uses	30,259,444	34,467,081	35,918,205	45,284,484
Sources Over(Under) Uses	(835,303)	158,328	(3,526,504)	(4,070,733)
Fund Balance @ 12/31	<u>13,325,540</u>	<u>13,432,937</u>	<u>8,503,503</u>	<u>7,117,349</u>

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



**City of Prairie Village
2018 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	7,028,981	396,664	126,026	192,852	(0)	171,992	75,511	7,992,025
Revenues:								
Property Taxes	7,055,343	-	-	-	-	-	-	7,055,343
Sales Taxes	5,300,000	-	-	-	-	-	-	5,300,000
Use Tax	1,060,000	-	-	-	-	-	-	1,060,000
Motor Vehicle Tax	727,688	-	-	-	-	-	-	727,688
Liquor Tax	138,647	-	-	-	138,647	138,647	-	415,941
Franchise Fees	2,101,700	-	-	-	-	-	-	2,101,700
Licenses & Permits	723,250	1,650	-	6,000	-	-	-	730,900
Intergovernmental	-	-	582,720	-	-	-	-	582,720
Charges for Services	1,554,302	1,608,768	-	1,581,436	-	-	-	4,744,506
Fines & Fees	907,400	-	-	-	-	-	-	907,400
Recreational Fees	408,700	-	-	-	-	-	-	408,700
Bond Proceeds	-	-	-	-	-	-	-	-
Interest on Investments	55,000	5,000	1,800	4,800	425	1,300	1,500	69,825
Miscellaneous	162,500	9,000	-	-	-	-	-	171,500
Total Revenue	20,194,530	1,624,418	584,520	1,592,236	139,072	139,947	1,500	24,276,223
Transfers from Other funds:								
Transfer from General Fund	-	-	-	-	-	-	1,033,038	1,033,038
Transfer from Solid Waste Management	-	-	-	-	-	-	-	-
Transfer from Stormwater Utility Fund	450,000	-	-	-	-	-	241,833	691,833
Transfer from Special Highway Fund	-	-	-	-	-	-	-	-
Transfer from Special Parks & Rec Fund	-	-	-	-	-	-	-	-
Transfer from Special Alcohol Fund	-	-	-	-	-	-	-	-
Total	450,000	-	-	-	-	-	1,274,871	1,724,871
Total Sources	20,644,530	1,624,418	584,520	1,592,236	139,072	139,947	1,276,371	26,001,094
Expenditures:								
Personal Services	10,068,038	27,137	-	-	-	96,029	-	10,191,204
Contract Services	4,519,301	1,683,015	-	-	-	67,072	-	6,269,388
Commodities	769,925	1,000	-	-	-	16,555	-	787,480
Capital Outlay	211,700	-	-	-	-	40,000	-	251,700
Debt Service	-	-	-	-	-	-	1,308,038	1,308,038
Infrastructure	-	-	-	-	-	-	-	-
Equipment Reserve	-	-	-	-	-	-	-	-
Risk Management Reserve	-	-	-	-	-	-	-	-
Capital Infrastructure Reserve	-	-	-	-	-	-	-	-
Contingency	500,000	309,930	67,546	93,255	-	92,283	-	1,063,014
Total Expenditures	16,068,964	2,021,082	67,546	93,255	-	311,939	1,308,038	19,870,824
Transfers to Other Funds:								
Transfer to General Fund	-	-	-	450,000	-	-	-	450,000
Transfer to Bond & Interest Fund	1,033,038	-	-	241,833	-	-	-	1,274,871
Transfer to Capital Infrastructure Fund	5,303,560	-	643,000	1,000,000	139,072	-	-	7,085,632
Transfer to Risk Management Fund	35,000	-	-	-	-	-	-	35,000
Transfer to Economic Development Fund	-	-	-	-	-	-	-	-
Transfer to Equipment Reserve Fund	450,000	-	-	-	-	-	-	450,000
Total	6,821,598	-	643,000	1,691,833	139,072	-	-	9,295,503
Total Uses	22,890,562	2,021,082	710,546	1,785,088	139,072	311,939	1,308,038	29,166,327
Sources Over(Under) Uses	(2,246,032)	(396,664)	(126,026)	(192,852)	-	(171,992)	(31,667)	(3,165,233)
Fund Balance @ 12/31	4,782,949	0	(0)	(0)	(0)	(0)	43,844	4,826,792

**City of Prairie Village
2018 Budget
Budget Summary - All Funds**

	Capital Infrastructure	Risk Management	Economic Development	Equipment Reserve	CID Corinth	CID PV Shops	All Funds Total
Fund Balance 1/1	2,772,228	89,853	94,000	40,935	106,742	92,297	11,188,081
Revenues:							
Property Taxes	-	-	-	-	-	-	7,055,343
Sales Taxes	-	-	-	-	600,000	550,000	6,450,000
Use Tax	-	-	-	-	-	-	1,060,000
Motor Vehicle Tax	-	-	-	-	-	-	727,688
Liquor Tax	-	-	-	-	-	-	415,941
Franchise Fees	-	-	-	-	-	-	2,101,700
Licenses & Permits	-	-	-	-	-	-	730,900
Intergovernmental	6,405,286	-	-	-	-	-	6,988,006
Charges for Services	-	-	-	-	-	-	4,744,506
Fines & Fees	-	-	-	-	-	-	907,400
Recreational Fees	-	-	-	-	-	-	408,700
Bond Proceeds	-	-	-	-	-	-	-
Interest on Investments	65,000	540	6,000	4,000	600	600	146,565
Miscellaneous	10,000	-	-	-	-	-	181,500
Total Revenue	6,480,286	540	6,000	4,000	600,600	550,600	31,918,249
Transfers from Other funds:							
Transfer from General Fund	5,303,560	35,000	-	450,000	-	-	6,821,598
Transfer from Solid Waste Management	-	-	-	-	-	-	-
Transfer from Stormwater Utility Fund	1,000,000	-	-	-	-	-	1,691,833
Transfer from Special Highway Fund	643,000	-	-	-	-	-	643,000
Transfer from Special Parks & Rec Fund	139,072	-	-	-	-	-	139,072
Transfer from Special Alcohol Fund	-	-	-	-	-	-	-
Total	7,085,632	35,000	-	450,000	-	-	9,295,503
Total Sources	13,565,918	35,540	6,000	454,000	600,600	550,600	41,213,751
Expenditures:							
Personal Services	-	-	-	-	-	-	10,191,204
Contract Services	-	70,000	50,000	-	707,342	642,897	7,739,627
Commodities	-	-	-	-	-	-	787,480
Capital Outlay	-	-	-	457,000	-	-	708,700
Debt Service	-	-	-	-	-	-	1,308,038
Infrastructure	14,190,918	-	-	-	-	-	14,190,918
Equipment Reserve	-	-	-	-	-	-	-
Risk Management Reserve	-	-	-	-	-	-	-
Capital Infrastructure Reserve	-	-	-	-	-	-	-
Contingency	-	-	-	-	-	-	1,063,014
Total Expenditures	14,190,918	70,000	50,000	457,000	707,342	642,897	35,988,981
Transfers to Other Funds:							
Transfer to General Fund	-	-	-	-	-	-	450,000
Transfer to Bond & Interest Fund	-	-	-	-	-	-	1,274,871
Transfer to Capital Infrastructure Fund	-	-	-	-	-	-	7,085,632
Transfer to Risk Management Fund	-	-	-	-	-	-	35,000
Transfer to Economic Development Fund	-	-	-	-	-	-	-
Transfer to Equipment Reserve Fund	-	-	-	-	-	-	450,000
Total	-	-	-	-	-	-	9,295,503
Total Uses	14,190,918	70,000	50,000	457,000	707,342	642,897	45,284,484
Sources Over(Under) Uses	(625,001)	(34,460)	(44,000)	(3,000)	(106,742)	(92,297)	(4,070,733)
Fund Balance @ 12/31	2,147,227	55,393	50,000	37,935	0	0	7,117,349

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-rang 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 March through June each year to discuss the operating budget and the CIP Five-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 Villages' 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:

- The economic condition of the City and surrounding area;
- Types and amounts of revenues and whether they are sufficient and the right mix to support City services;
- Expenditure levels and whether these expenditures are sufficient to provide the desired level of services currently and in the future;
- Fund balances and debt levels and their impact on current City financial resources.

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 gave 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 operating was considered in the development of the 2018 operating budget and the 2018 – 2021 CIP budgets. The General Fund has allocated 23% of its resources to Capital Infrastructure construction to help with infrastructure needs.

Long Range Financial Planning

Capital Improvement Projects in the 2018 Budget include:

Parks	\$ 1,850,000
Drainage	\$ 5,972,536
Streets	\$ 5,563,382
Building	\$ 50,000
Sidewalk / Curb	<u>\$ 755,000</u>
	\$ 14,190,918

Five-Year Fund Balance Projections

Five-Year General Fund Balance Projections					
	2018	2019	2020	2021	2022
Beginning Fund Balance	7,028,981	4,782,949	4,155,146	4,487,636	5,014,974
Revenues	20,194,530	20,598,421	21,010,389	21,010,389	21,430,597
Interfund Transfers	450,000	454,500	459,045	459,045	463,635
TIF	-	37,314	744,565	939,414	949,227
Subtotal Revenues	20,644,530	21,090,234	22,213,999	22,408,848	22,843,459
Operating Expenditures	16,068,964	15,888,992	15,711,035	15,711,035	15,535,071
Interfund Transfers	6,821,598	5,829,045	6,170,475	6,170,475	5,804,775
Subtotal Expenditures	22,890,562	21,718,037	21,881,510	21,881,510	21,339,846
Projected Fund Balance	4,782,949	4,155,146	4,487,636	5,014,974	6,518,587

Five-Year Bond & Interest Fund Balance Projections					
	2018	2019	2020	2021	2022
Beginning Fund Balance	75,511	43,844	290,742	292,272	293,802
Property Tax	-	-	-	-	-
Motor Vehicle Tax	-	-	-	-	-
Interest	1,500	1,515	1,530	1,530	1,545
Transfer from General Fund	1,033,038	1,369,045	1,710,475	1,878,250	1,344,775
Transfer from Stormwater	241,833	245,383	-	-	-
Subtotal Revenues	1,276,371	1,615,943	1,712,005	1,879,780	1,346,320
Expenditures					
Debt Service	1,308,038	1,369,045	1,710,475	1,878,250	1,344,775
Projected Fund Balance	43,844	290,742	292,272	293,802	295,348

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.

Long Range Financial Planning

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 2018 Budget at a Glance

Property Tax Mill Levy Rate	19.471
Total Assessed Valuation	\$365,455,775
Stormwater Utility Fee per Square Foot of Impervious Area	4.0¢
Number of Residential Properties	9,754
Population (2014 estimate)	21,877
Total General Fund Budget	\$22,890,562
Number of Full-time Equivalent Positions Added - IT Manager	1
Annual City Tax Liability - Avg. Home	\$614
Monthly City Tax Liability - Avg. Home	\$51
Outstanding Debt at Dec. 31, 2018	\$19,085,108



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 (personal 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 Comprehensive Annual Financial Report (CAFR) is filed with the Division of Accounts and Reports each year. A portion of the City's CAFR contains schedules comparing actual revenues and expenditures with the budget adopted for that year. A copy of the City's CAFR is available on the City website, or by contacting the City's Finance Director.

List of Funds

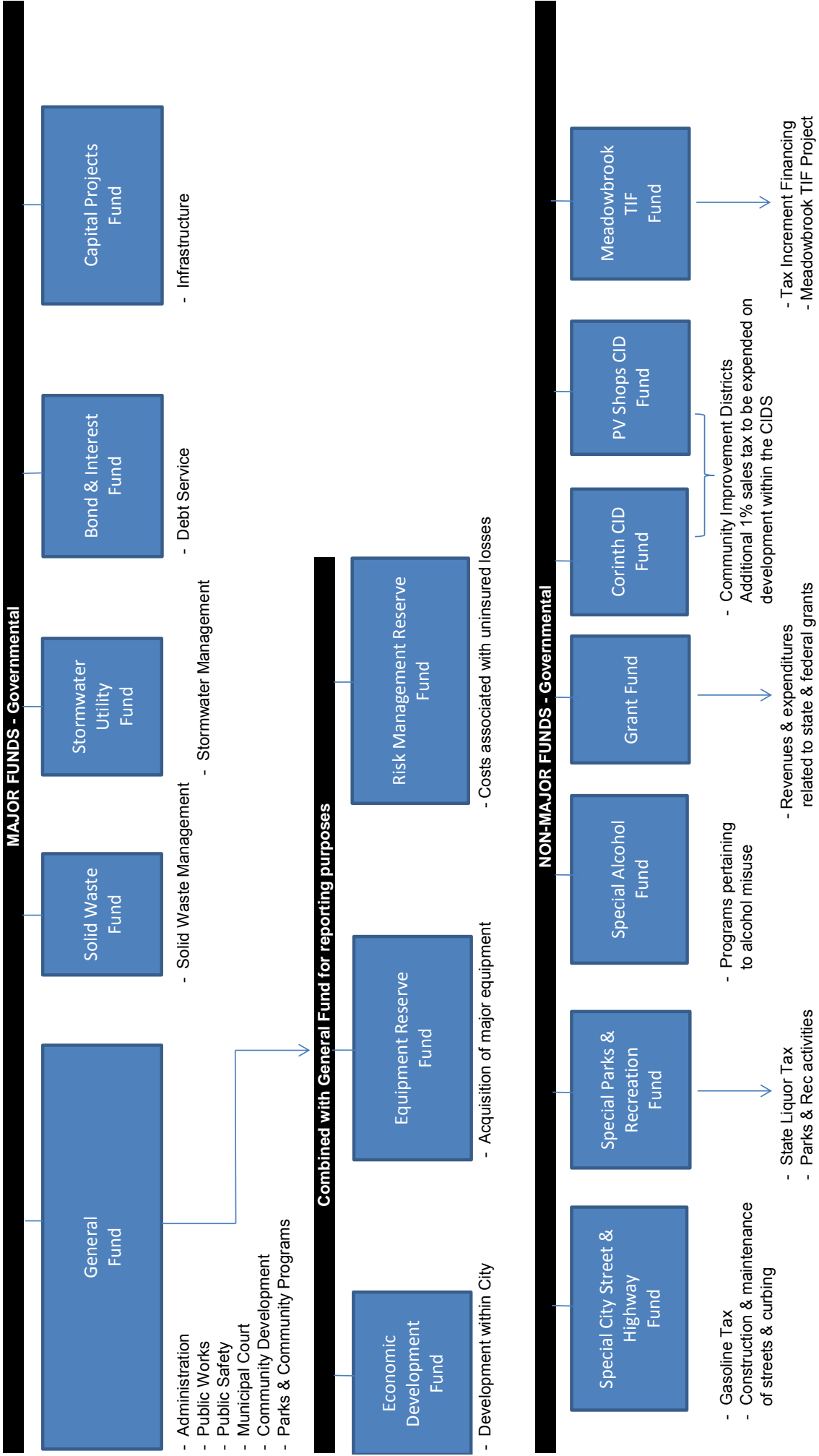
Fund	Fund Type	Description	Appropriated	Included in Budget	Included in CAFR
General	General	Accounts for activities related to the general operations of the City.	Yes	Yes	Yes*
Economic Development	General	Accounts for activities that foster and promote economic development within the City and is funded 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
Grants	Special Revenue	Accounts for revenues and expenditures related to Federal and State grants received by the City.	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 Policies

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. Council approval shall be required for 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 Accounting 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

Financial Policies

of funds 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 Accounting 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 Accounting 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.

Measure	Result
Outstanding Debt as a % of Assessed Value	5.6%
Debt Service Expenditures as a % of Operating Expenditures	6.6%
% of Debt Scheduled for Retirement in the Next 10 Years	65%

State statutes limit the City's outstanding debt to 30% of assessed valuation. The City will be in compliance with this statute in 2018.

Debt Obligations

		Date of Indebtedness	Amount of Issue	Principal Outstanding 12/31/2017	Projected FY 2018 Debt Payment	Final Maturity
General Obligation Bonds						
2009A	Refunding & Improvement Bonds	11/19/2009	\$10,085,000	\$440,000	\$228,200	9/1/2019
2011A	Refunding & Improvement Bonds	10/19/2011	4,555,000	2,710,000	588,088	9/1/2021
2016A	Meadowbrook TIF Project	5/17/2016	11,300,000	11,300,000	-	3/1/2036
2016C	Street Light	10/31/2016	3,101,000	2,675,000	491,750	9/1/2023
Total Indebtedness			29,041,000	17,125,000	1,308,038	
Revenue Obligations						
2016B (TIF) ¹	Meadowbrook TIF Project	5/17/2016	8,135,000	8,135,000	-	3/1/2036

¹ The Series 2016B Bonds are special, limited obligations of the City payable solely out of incremental tax revenues pursuant to the Bond Trust Indenture dated as of March 1, 2016, relating to the Series 2016B Bonds. The City is under no obligation to levy any form of taxation or make any appropriation for the payment of Series 2016B Bonds.

Annual Budget Adoption

Policy

According to Kansas statutes, the City must adopt the budget by August 25 of the year preceding the budgeted year. The 2018 Budget was adopted on August 7, 2017, 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.

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 Specialist develop the personal 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.
- June – Recommended Operating and CIP Budgets presented to the Governing Body.

Third Quarter

- July – City Administrator requests the Budget Public Hearing date and permission to publish the budget in accordance with Kansas statutes.
- August – Budget Public Hearing held and budget adopted by August 25.

Budget Amendments

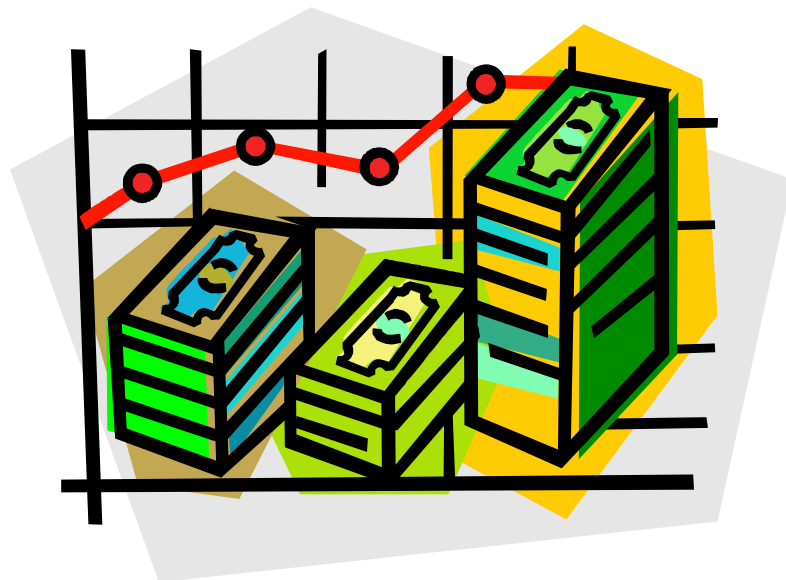
Kansas statutes allow the City to amend its budget after adoption. The process for notification and public hearings is the same as for adoption of the budget. Budget reductions do not require a formal budget amendment.

City of Prairie Village 2018 Budget Calendar

Month	Date	Action Item
March	3/1	Finalize 2016 Actuals (auditors onsite 3/27 - 3/31)
	3/6	Committee 2018 Budget and Funding requests (Village Fest, Arts Council, Environmental and Jazz Fest)
April	4/3	2018 CIP Budget Discussion
	4/6	Finance Committee Meeting
	4/7	Department budget requests due
	4/10-4/14	Budget review process with individual departments
	4/17	Significant Budget Considerations and trends and forecast
May	5/1	(1) Proposed Budget to Council for 1st time - Overview only (2) Budget documents available on the City website (3) Police Department recommended budget presentation only
	5/15	Public Works and Administration recommended budget presentations
	5/29	HOLIDAY
June	6/5	Present the final recommended budget for the Capital Infrastructure Program (CIP) and Economic Development Fund
	6/12	**Special** Council Committee Meeting - if needed to wrap up budget
	6/19	Permission to Publish 2018 Budget
	6/20	Budget Published in the Legal Record
July	7/1	Deadline for county to notify the county clerk and election office if an election is necessary to approve a budget resolution (Property Tax Lid)
	7/4	HOLIDAY
August	8/7	Budget Hearing/Adopt Budget
	8/25	Submit budget forms to County Clerk (due August 25th)
September	9/1-9/30	Prepare 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 2007, the City Council adopted The Village Vision, the City's comprehensive plan. One of the goals of The Village Vision is 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 will transform the former 82 acre golf course and country club into a park and mixed-use development. The project will blend residential, commercial, and cultural uses, whose functions are physically and functionally integrated, and provide pedestrian connections.

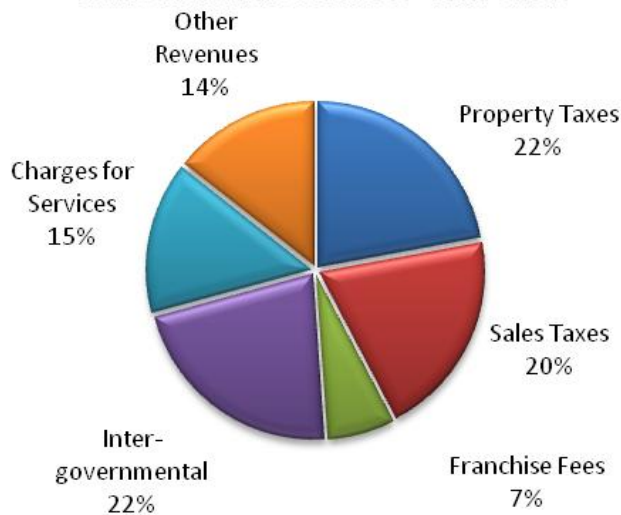
In 2009 the City established a stormwater utility and a fee to fund the City's stormwater management program. This remains a key component of the 2018 budget. For the 2018 Budget, the City continued its practice of reviewing its user fees.

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	2018 Budget All Funds	% of 2018 Budget
Property Taxes	\$ 7,055,343	22%
Sales Taxes:		
Local	2,500,000	8%
County	1,600,000	5%
County Public Safety 1	400,000	1%
County Public Safety 2	400,000	1%
County Public Safety 3	400,000	1%
CID - Corinth	600,000	2%
CID - PV Shops	550,000	2%
Total Sales Tax	6,450,000	20%
Charges for Services	4,744,506	15%
Intergovernmental	6,988,006	22%
Franchise Fees	2,101,700	7%
Subtotal - Major Revenue Sources	\$27,339,555	
Other Revenues:		
Use Tax	1,060,000	3%
Motor Vehicle Tax	727,688	2%
Liquor Tax	415,941	1%
Licenses & Permits	730,900	2%
Fines & Fees	907,400	3%
Recreational Fees	408,700	1%
Interest on Investments	146,565	0%
Miscellaneous	181,500	1%
Total Other Revenues	4,578,694	14%
Grand Total Revenues	\$31,918,249	

2018 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 = 13%
- Residential Tax Base = 87%

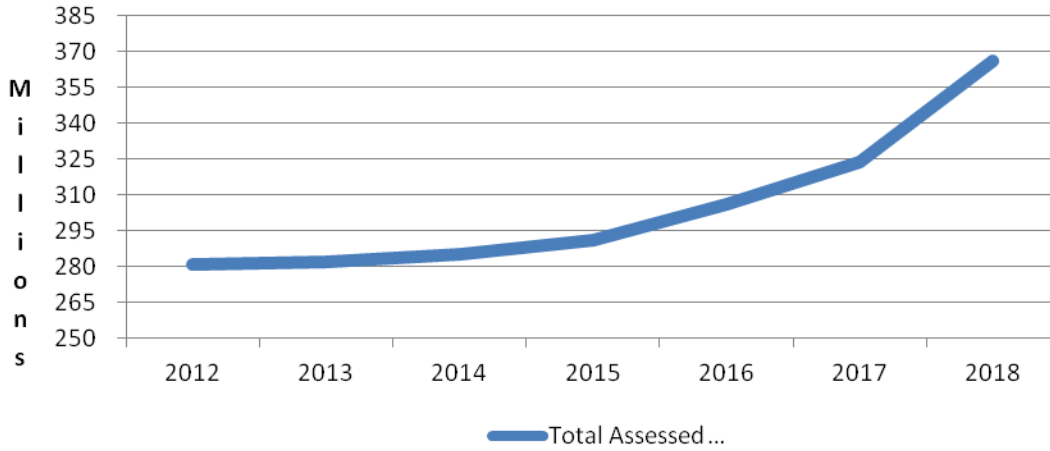
Below is a history of the City's assessed valuation. The City's assessed valuation for 2018 increased 13% over the assessed valuation for 2017. The average home sales price increased 8.6% from 2015 to 2016, while the mean appraised value rose 11.9% during the same time period. Growth in assessed valuation primarily comes from reappraisal increases.

	Assessed Value (in millions)						
	2012	2013	2014	2015	2016	2017	2018
Real Estate	\$275	\$276	\$279	\$286	\$301	\$319	\$360
Personal Property	2	2	2	1	1	1	1
State Assessed Utilities	4	4	4	4	4	4	5
Total	\$281	\$282	\$285	\$291	\$306	\$324	\$366
Percent Change	0.4%	0.4%	1.1%	2.1%	5.2%	5.9%	13.0%

The increase after 2012 reflects positive growth in assessed valuation.

Revenue Sources

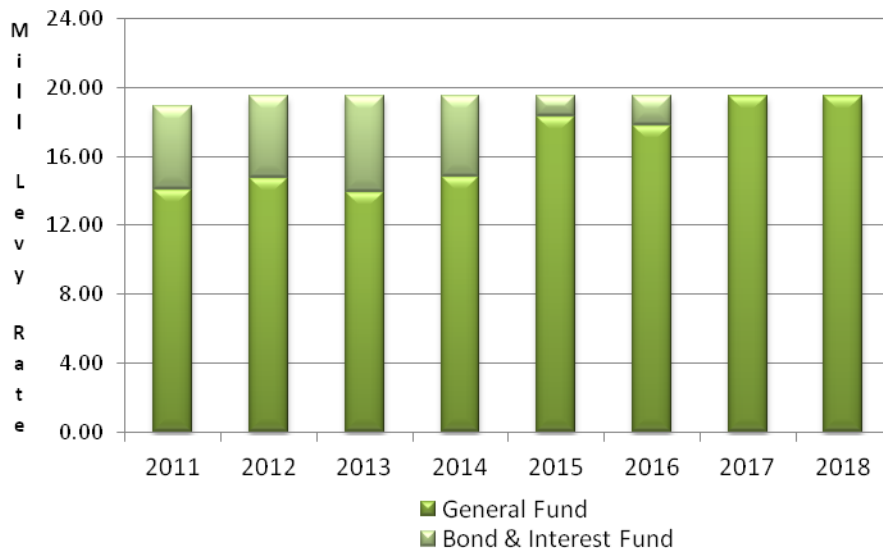
Total Assessed Valuation 2012 - 2018



Below is a history of the City's mill levy rate. The 2018 budget does not include a mill levy rate increase. The last mill levy rate increase was in 2012 and was increased by 0.614 mills for the purpose of hiring two police officers.

Mill Levy Rate							
	2012	2013	2014	2015	2016	2017	2018
General Fund	14.763	13.898	14.790	18.300	17.796	19.471	19.471
Bond & Interest Fund	4.728	5.580	4.700	1.193	1.704	0.000	0.000
Total	19.491	19.478	19.490	19.493	19.500	19.471	19.471
	0.614	-0.013	0.012	0.003	0.007	-0.029	0.000

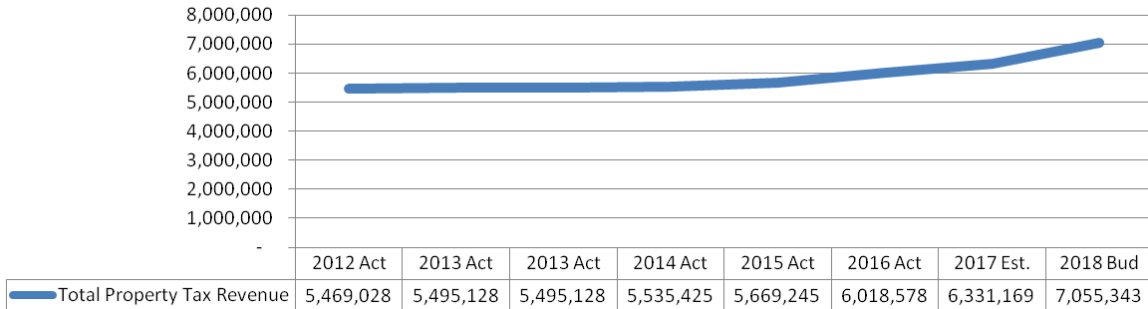
Mill Levy Rate 2011-2018



Revenue Sources

Below is a history of the City’s total property tax revenue. In 2012 there was a 0.614 mill increase. The increase after 2012 reflects positive growth in assessed valuation.

Total Property Tax Revenue 2012-2018



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 2011 – 2016: +3.2%

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%

Revenue Sources

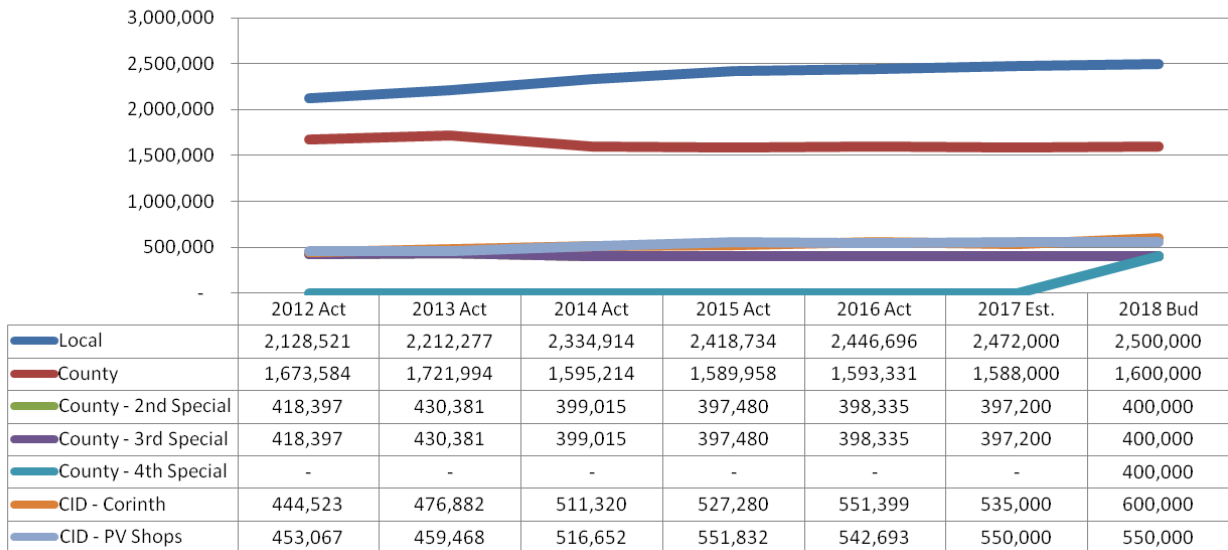
- Cities within the County share 36% of the total revenue based on a formula established by State statute. The formula uses population and property tax dollars levied to distribute the tax revenue. The City's share of this revenue changes from year to year depending on how its population and property 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

As evidenced by the following chart, the City's sales tax revenues have been gradually increasing or essentially staying the same for 2018, reflecting the state of the economy.

Sales Tax 2012 - 2018



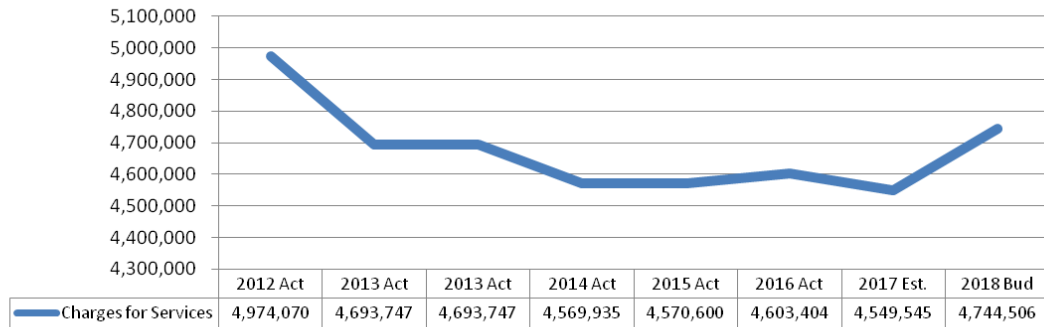
Charges for Services

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 this revenue source.

The chart on the next page shows a history of this revenue source. The increase in 2012 reflects a change in the Solid Waste Management contract which contained higher costs than the previous contract. The contract was renegotiated for a lower rate in 2013. A new contract was in place for 2017, and the 2017 homeowner annual assessment went from \$174.00 to \$192.00. The assessment for 2018 stayed at \$192.00. Costs fluctuations are caused by solid waste regulation and rate changes at the County level.

Revenue Sources

Charges for Services 2012-2018



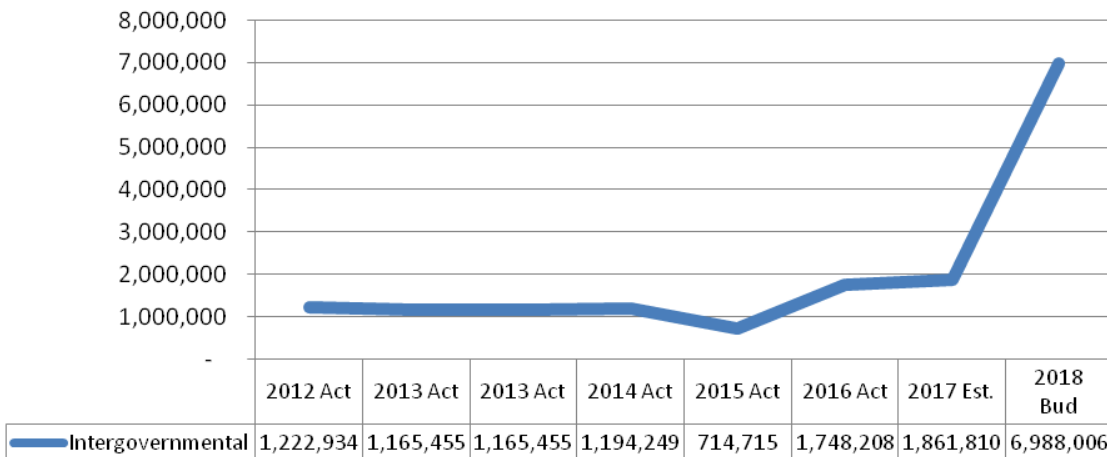
Intergovernmental

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 2018 Intergovernmental budget includes:

- Special Highway Fund = \$582,720
- County Assistance Road System (CARS) = 1,176,000
- Stormwater Management Advisory Committee (SMAC) = 4,686,688
- Funding From Others = 542,598

Intergovernmental 2012-2018

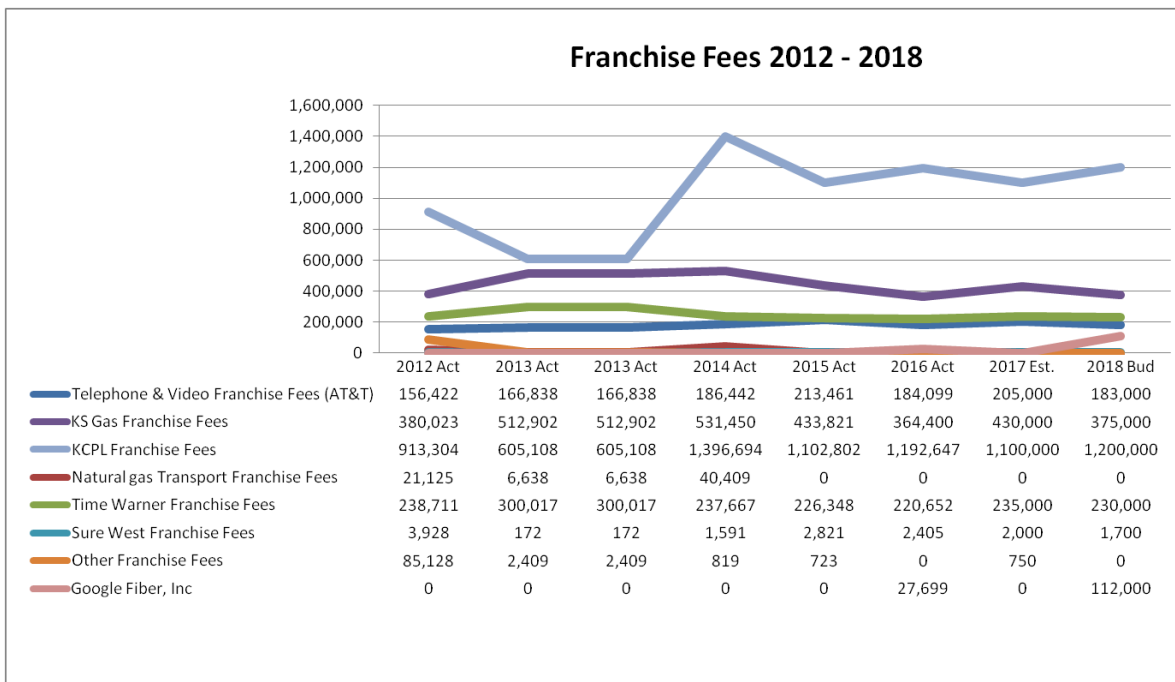
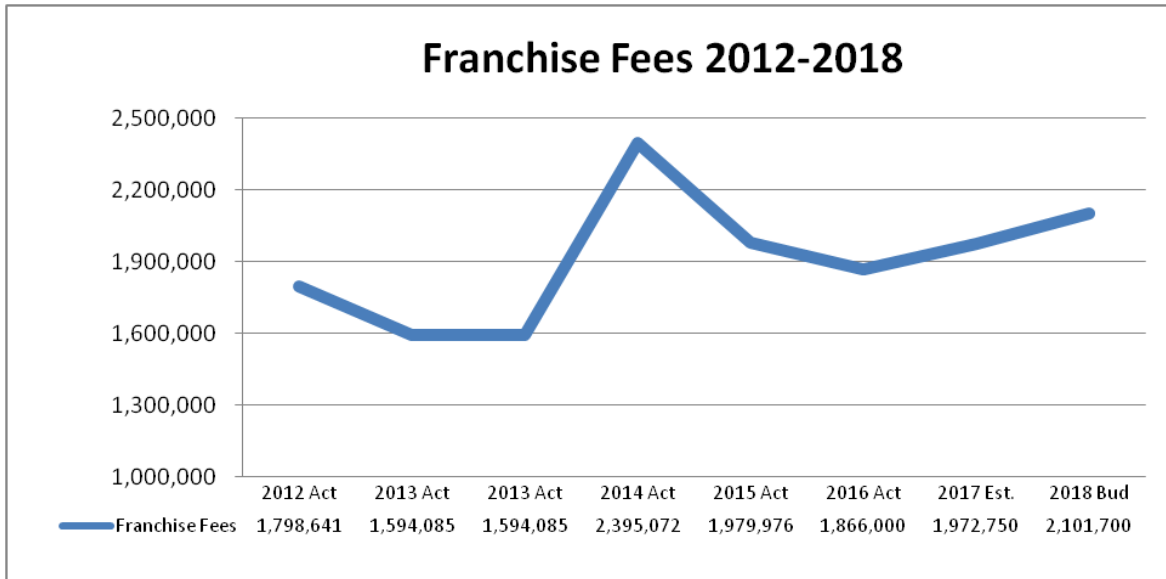


Revenue Sources

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 2012 – 2018. The spike in 2014 reflects a change in the distribution of the electric franchise fees from semi annually to monthly. In the fall of 2016 Google Fiber started remitting franchise fees to the City.



Revenue Sources

Other Revenues

This revenue source includes 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.

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 2012 to 2016, the City had a 27% increase in use tax.

Fines and fee revenue are most affected by the enforcement efforts of the Police Department Traffic Unit. In 2009, the Court increased the fine amounts and removed the administration fee as well as charging the defendant the cost of any time spent in jail. From 2012 to 2016 this overall revenue source has decreased 18%. The 2018 projection reflects a decrease of 10% over the 2017 budgeted revenues, reflecting the police department not being fully staffed and therefore decreased traffic enforcement and traffic tickets being handed out.

Liquor tax has increased 3.5% from 2012 to 2016. This revenue source is projected to continue to increase in 2018 with the increased liquor sales at restaurants in the two community improvement districts.

Other Revenues	2018 Budget All Funds
Use Tax	\$ 1,060,000
Motor Vehicle Tax	727,688
Liquor Tax	415,941
Licenses & Permits	730,900
Fines & Fees	907,400
Recreational Fees	408,700
Interest on Investments	146,565
Miscellaneous	181,500
Total Other Revenues	<u>\$ 4,578,694</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 2018 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 \$365,455,775 and a mill levy rate of 19.471 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 .6% 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 an increase anticipated from increased electric rates.	The City levies a franchise tax of 5% of gross receipts from the electric utilities operating within the City limits.

GENERAL FUND (continued)		
DESCRIPTION	KEY 2018 PROJECTION FACTORS	APPLICABLE LAWS
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 2018 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 construct this 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 2018 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 2018 PROJECTION FACTORS	APPLICABLE LAWS
Stormwater Utility Fee	Based on the estimated cost of stormwater management operations, capital projects and stormwater related debt service for 2018.	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 2018 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 2018 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 2018 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 \$365,455,775 and a mill levy rate of zero 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.
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 2018 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 2018 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 2018 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 2018 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 2018 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

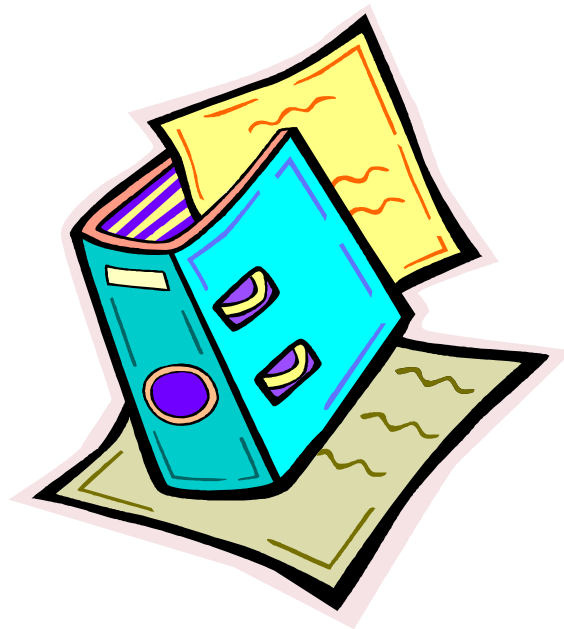
DESCRIPTION	KEY 2018 PROJECTION FACTORS	APPLICABLE LAWS
City Sales Tax	Based on trend of the past 5 years of actual data plus a review of the current year's collections to date.	The City levies an additional 1% tax on purchases made at Corinth and PV Shops.

MEADOWBROOK TAX INCREMENT FINANCING (TIF) FUND

DESCRIPTION	KEY 2018 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.



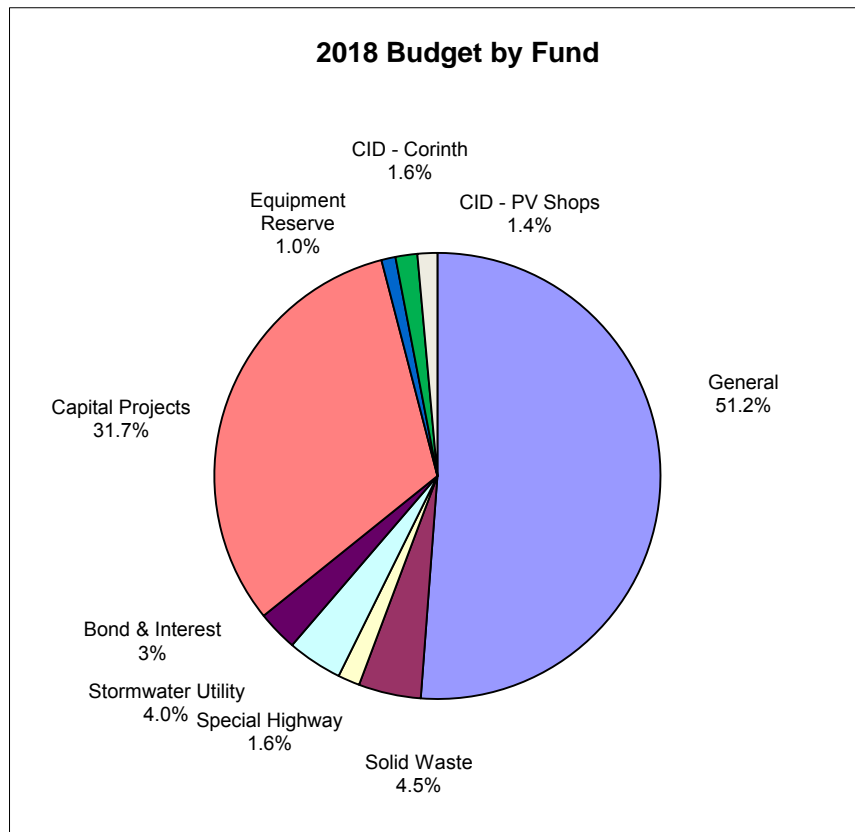
Expenditures by Fund





2018 Budget by Fund

Fund	2015 Actual	2016 Actual	2017 Budget	2018 Budget
General	\$ 18,032,321	\$ 18,530,157	\$ 20,988,549	\$ 22,890,562
Solid Waste	1,403,839	1,391,311	1,855,104	2,021,082
Special Highway	555,000	544,322	677,409	710,546
Stormwater Utility	1,642,108	1,637,608	1,802,095	1,785,088
Special Parks & Rec	180,000	160,000	208,551	139,072
Special Alcohol	116,658	117,799	314,912	311,939
Bond & Interest	817,751	814,050	818,750	1,308,038
Capital Projects	5,995,778	9,314,322	7,635,100	14,190,918
Risk Management Reserve	3,001	39,748	70,000	70,000
Economic Development	67,833	293,302	70,000	50,000
Equipment Reserve	379,696	400,445	372,000	457,000
CID - Corinth	550,021	608,785	536,585	707,342
CID - PV Shops	566,369	615,231	569,150	642,897
Total	\$ 30,310,375	\$ 34,467,081	\$ 35,918,205	\$ 45,284,484



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

General Fund

	2015 Actual	2016 Actual	2017 Budget	2017 Estimate	2018 Budget
Fund Balance 1/1	\$ 7,059,237	\$ 6,931,243	\$ 6,604,051	\$ 6,834,040	\$ 7,028,981
Revenues:					
Property Taxes	5,314,495	5,484,905	6,331,169	6,331,169	7,055,343
Sales Taxes	4,803,664	4,836,697	4,854,400	5,054,400	5,300,000
Use Tax	994,647	1,112,114	985,000	985,000	1,060,000
Motor Vehicle Tax	511,134	620,575	649,770	649,770	727,688
Liquor Tax	128,353	128,934	130,000	130,000	138,647
Franchise Fees	1,979,976	1,991,903	1,972,750	1,972,750	2,101,700
Licenses & Permits	672,724	819,498	597,080	597,080	723,250
Intergovernmental				-	
Charges for Services	1,531,907	1,516,070	1,523,076	1,523,076	1,554,302
Fines & Fees	905,453	911,058	1,010,900	1,010,900	907,400
Recreational Fees	426,651	433,456	377,825	377,825	408,700
Interest on Investments	80,876	40,315	80,000	80,000	55,000
Miscellaneous	212,325	153,338	165,600	165,600	162,500
Net Inc/Decr in Fair Value	(57,878)	(15,908)			
Total Revenue	17,504,327	18,032,954	18,677,570	18,877,570	20,194,530
Transfers from Other funds:					
Transfer from Stormwater Utility Fund	400,000	400,000	400,000	400,000	450,000
Total	400,000	400,000	400,000	400,000	450,000
Total Sources	17,904,327	18,432,954	19,077,570	19,277,570	20,644,530
Expenditures:					
Personal Services	8,563,935	8,779,090	9,504,543	9,171,884	10,068,038
Contract Services	4,801,397	4,754,921	5,156,285	4,575,815	4,519,301
Commodities	621,564	620,381	765,225	738,442	769,925
Capital Outlay	266,000	249,745	246,800	238,162	211,700
Contingency	-	-	500,000	(457,370)	500,000
Total Expenditures	14,252,896	14,404,136	16,172,853	14,266,933	16,068,964
Transfers to Other Funds:					
Transfer to Capital Infrastructure Fund	3,144,425	4,091,021	4,100,000	4,100,000	5,303,560
Transfer to Bond & Interest Fund			480,696	480,696	1,033,038
Transfer to Risk Management Fund	35,000	35,000	35,000	35,000	35,000
Transfer to Economic Development Fund	-	-	-	-	-
Transfer to Equipment Reserve Fund	600,000	-	200,000	200,000	450,000
Total	3,779,425	4,126,021	4,815,696	4,815,696	6,821,598
Total Uses	18,032,321	18,530,157	20,988,549	19,082,629	22,890,562
Sources Over(Under) Uses	(127,994)	(97,203)	(1,910,979)	194,941	(2,246,032)
Fund Balance @ 12/31	\$ 6,931,243	\$ 6,834,040	\$ 4,693,072	\$ 7,028,981	\$ 4,782,949

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

	2015 Actual	2016 Actual	2017 Budget	2017 Estimate	2018 Budget
Fund Balance 1/1	\$ 303,546	\$ 373,792	\$ 388,599	\$ 483,473	\$ 396,664
Revenues:					
Licenses & Permits	1,515	1,720	1,500	1,500	1,650
Charges for Services	1,459,277	1,484,647	1,451,205	1,608,768	1,608,768
Interest on Investments	6,143	4,928	6,800	6,800	5,000
Miscellaneous	7,150	9,698	7,000	7,000	9,000
Total Revenue	1,474,085	1,500,993	1,466,505	1,624,068	1,624,418
 Total Sources	 1,474,085	 1,500,993	 1,466,505	 1,624,068	 1,624,418
Expenditures:					
Personal Services	25,372	26,862	26,841	26,862	27,137
Contract Services	1,378,467	1,364,449	1,660,797	1,683,015	1,683,015
Commodities	-	-	1,000	1,000	1,000
Contingency	-	-	166,466	-	309,930
Total Expenditures	1,403,839	1,391,311	1,855,104	1,710,877	2,021,082
 Total Uses	 1,403,839	 1,391,311	 1,855,104	 1,710,877	 2,021,082
Sources Over(Under) Uses	70,246	109,681	(388,599)	(86,809)	(396,664)
Fund Balance @ 12/31	\$ 373,792	\$ 483,473	\$ -	\$ 396,664	\$ 0

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.

2010 Assessment: \$177.62
 2011 Assessment: \$200.74
 2012 Assessment: \$200.74
 2013 Assessment: \$158.52
 2014 Assessment: \$174.00
 2015 Assessment: \$174.00
 2016 Assessment: \$174.00
 2017 Assessment: \$192.00
 2018 Assessment: \$192.00

Special Highway Fund

	2015 Actual	2016 Actual	2017 Budget	2017 Estimate	2018 Budget
Fund Balance 1/1	\$ 79,777	\$ 105,449	\$ 106,399	\$ 147,676	\$ 126,026
Revenues:					
Intergovernmental	576,553	584,317	567,810	585,250	582,720
Interest on Investments	4,119	2,232	3,200	3,200	1,800
Total Revenue	580,672	586,549	571,010	588,450	584,520
Total Sources	580,672	586,549	571,010	588,450	584,520
Expenditures:					
Contingency	-	-	67,309	-	67,546
Total Expenditures	-	-	67,309	-	67,546
Transfers to Other Funds:					
Transfer to Capital Infrastructure Fund	555,000	544,322	610,100	610,100	643,000
Total	555,000	544,322	610,100	610,100	643,000
Total Uses	555,000	544,322	677,409	610,100	710,546
Sources Over(Under) Uses	25,672	42,227	(106,399)	(21,650)	(126,026)
Fund Balance @ 12/31	\$ 105,449	\$ 147,676	\$ -	\$ 126,026	\$ (0)

Funding Sources: State gasoline tax (per gallon)

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

Stormwater Utility Fund

	2015 Actual	2016 Actual	2017 Budget	2017 Estimate	2018 Budget
Fund Balance 1/1	\$ 320,111	\$ 269,356	\$ 216,012	\$ 249,377	\$ 192,852
Revenues:					
Licenses & Permits	6,230	10,360	4,500	4,500	6,000
Charges for Services	1,579,416	1,602,687	1,575,264	1,575,264	1,581,436
Interest on Investments	5,707	4,582	6,319	6,319	4,800
Total Revenue	1,591,353	1,617,629	1,586,083	1,586,083	1,592,236
Total Sources	1,591,353	1,617,629	1,586,083	1,586,083	1,592,236
Expenditures:					
Contingency	-		159,487		93,255
Total Expenditures	-	-	159,487	-	93,255
Transfers to Other Funds:					
Transfer to General Fund	400,000	400,000	400,000	400,000	450,000
Transfer to Bond & Interest Fund	242,108	237,608	242,608	242,608	241,833
Transfer to Capital Infrastructure Fund	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Total	1,642,108	1,637,608	1,642,608	1,642,608	1,691,833
Total Uses	1,642,108	1,637,608	1,802,095	1,642,608	1,785,088
Sources Over(Under) Uses	(50,755)	(19,979)	(216,012)	(56,525)	(192,852)
Fund Balance @ 12/31	\$ 269,356	\$ 249,377	\$ -	\$ 192,852	\$ (0)

Funding Sources: Special assessments on the property tax bills - fee per square foot of impervious area (\$0.040/sq. ft.) (2015 rate was \$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

	2015 Actual	2016 Actual	2017 Budget	2017 Estimate	2018 Budget
Fund Balance 1/1	\$ 97,301	\$ 46,370	\$ 77,801	\$ 15,516	\$ (0)
Revenues:					
Liquor Tax	128,353	128,934	130,000	130,000	138,647
Interest on Investments	716	212	750	750	425
Total Revenue	129,069	129,146	130,750	130,750	139,072
Total Sources	129,069	129,146	130,750	130,750	139,072
Expenditures:					
Contingency	-	-	18,551	-	-
Total Expenditures	-	-	18,551	-	-
Transfers to Other Funds:					
Transfer to Capital Infrastructure Fund	180,000	160,000	190,000	146,266	139,072
Total	180,000	160,000	190,000	146,266	139,072
Total Uses	180,000	160,000	208,551	146,266	139,072
Sources Over(Under) Uses	(50,931)	(30,854)	(77,801)	(15,516)	-
Fund Balance @ 12/31	\$ 46,370	\$ 15,516	\$ -	\$ (0)	\$ (0)

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

	2015 Actual	2016 Actual	2017 Budget	2017 Estimate	2018 Budget
Fund Balance 1/1	\$ 150,919	\$ 165,832	\$ 182,912	\$ 177,792	\$ 171,992
Revenues:					
Liquor Tax	128,353	128,934	130,000	130,000	138,647
Interest on Investments	3,218	824	2,000	2,000	1,300
Total Revenue	131,571	129,758	132,000	132,000	139,947
Total Sources	131,571	129,758	132,000	132,000	139,947
Expenditures:					
Personal Services	73,068	67,457	79,773	79,773	96,029
Contract Services	27,777	37,589	41,472	41,472	67,072
Commodities	15,813	12,752	16,555	16,555	16,555
Capital Outlay	-	-	-	-	40,000
Contingency	-	-	177,112	-	92,283
Total Expenditures	116,658	117,799	314,912	137,800	311,939
Total Uses	116,658	117,799	314,912	137,800	311,939
Sources Over(Under) Uses	14,913	11,960	(182,912)	(5,800)	(171,992)
Fund Balance @ 12/31	\$ 165,832	\$ 177,792	\$ -	\$ 171,992	\$ (0)

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.

Bond & Interest Fund

	2015 Actual	2016 Actual	2017 Budget	2017 Estimate	2018 Budget
Fund Balance 1/1	\$ 128,885	\$ 81,628	\$ 71,155	\$ 105,728	\$ 75,511
Revenues:					
Property Taxes	354,750	533,673	-	-	-
Motor Vehicle Tax	170,396	65,228	62,229	62,229	-
Interest on Investments	3,240	1,640	3,000	3,000	1,500
Total Revenue	528,386	600,542	65,229	65,229	1,500
Transfers from Other funds:					
Transfer from General Fund			480,696	480,696	1,033,038
Transfer from Stormwater Fund	242,108	237,608	242,608	242,608	241,833
Total	242,108	237,608	723,304	723,304	1,274,871
Total Sources	770,494	838,150	788,533	788,533	1,276,371
Expenditures:					
Debt Service	817,751	814,050	818,750	818,750	1,308,038
Total Expenditures	817,751	814,050	818,750	818,750	1,308,038
Total Uses	817,751	814,050	818,750	818,750	1,308,038
Sources Over(Under) Uses	(47,257)	24,100	(30,217)	(30,217)	(31,667)
Fund Balance @ 12/31	\$ 81,628	\$ 105,728	\$ 40,938	\$ 75,511	\$ 43,844

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

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

Notes: The City's outstanding bonds will be paid off in 2036.

Capital Infrastructure Fund

	2015 Actual	2016 Actual	2017 Budget	2017 Estimate	2018 Budget
Fund Balance 1/1	\$ 3,176,319	\$ 2,224,267	\$ 1,812,767	\$ 3,156,962	\$ 2,772,228
Revenues:					
Intergovernmental	138,162	1,163,891	1,294,000	1,294,000	6,405,286
Bond Proceeds	-	3,267,475	-	-	-
Interest on Investments	68,138	52,774	90,000	90,000	65,000
Miscellaneous	-	7,110	10,000	10,000	10,000
Net Inc/Decr in Fair Value	(41,999)	(39,576)			-
Total Revenue	164,301	4,451,674	1,394,000	1,394,000	6,480,286
Transfers from Other funds:					
Transfer from General Fund	3,144,425	4,091,021	4,100,000	4,100,000	5,303,560
Transfer from Special Highway Fund	555,000	544,322	610,100	610,100	643,000
Transfer from Stormwater Utility Fund	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Transfer from Grant Fund	-	-	-	-	-
Transfer from Special Parks & Rec Fund	180,000	160,000	190,000	146,266	139,072
Transfer from Economic Development Fund					
Total	4,879,425	5,795,343	5,900,100	5,856,366	7,085,632
Total Sources	5,043,726	10,247,017	7,294,100	7,250,366	13,565,918
Expenditures:					
Debt Service	-	58,276			
Infrastructure	5,995,778	9,256,045	7,635,100	7,635,100	14,190,918
Total Expenditures	5,995,778	9,314,322	7,635,100	7,635,100	14,190,918
Transfers to Other Funds:					
Transfer to General Fund					
Transfer to Capital Infrastructure Fund					
Transfer to Risk Management Fund					
Transfer to Economic Development Fund					
Transfer to Equipment Reserve Fund					
Total	-	-	-	-	-
Total Uses	5,995,778	9,314,322	7,635,100	7,635,100	14,190,918
Sources Over(Under) Uses	(952,052)	932,695	(341,000)	(384,734)	(625,001)
Fund Balance @ 12/31	\$ 2,224,267	\$ 3,156,962	\$ 1,471,767	\$ 2,772,228	\$ 2,147,227

Funding Sources: Transfers from the General Fund, Stormwater Utility Fund, Special Parks & Recreation Fund, Economic Development Fund, 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 = \$14,127,918

2018 PROJECT DESCRIPTION	2018 EXPENDITURES
Park Infrastructure Reserve	\$120,000
Harmon Park Skate Park	\$320,000
Franklin Park	\$120,000
Porter Park Restrooms	\$240,000
Pool Bathhouse Repairs	\$50,000
Proposed North Park	\$1,000,000
PARK TOTAL PER YEAR	\$1,850,000
Delmar & Fontana Drainage	\$3,468,236
Reinhardt Drainage Project	\$2,504,300
DRAINAGE TOTAL PER YEAR	\$5,972,536
Traffic Calming Program	\$25,000
Paving Program	\$3,061,382
Roe Ave - 67th St to 75st St (CARS)	\$1,775,000
Mission Road - 84th Terr to 95th St (Leawood)	\$627,000
Roe Ave - 63rd St to 67th St (CARS)	\$75,000
STREET TOTAL PER YEAR	\$5,563,382
Building Reserve	\$50,000
BUILDINGS TOTAL PER YEAR	\$50,000
ADA Compliance Program	\$25,000
Concrete Repair Program	\$700,000
Landscape Node & Public Art	\$30,000
OTHER TOTAL PER YEAR	\$755,000
CIP TOTAL	\$14,190,918

Risk Management Reserve Fund

	2015 Actual	2016 Actual	2017 Budget	2017 Estimate	2018 Budget
Fund Balance 1/1	\$ 2,361	\$ 96,469	\$ 94,108	\$ 92,264	\$ 89,853
Revenues:					
Interest on Investments	487	544	450	450	540
Total Revenue	62,109	544	450	450	540
Transfers from Other funds:					
Transfer from General Fund	35,000	35,000	35,000	35,000	35,000
Total	35,000	35,000	35,000	35,000	35,000
Total Sources	97,109	35,544	35,450	35,450	35,540
Expenditures:					
Personal Services					
Contract Services	3,001	39,748	70,000	37,861	70,000
Total Expenditures	3,001	39,748	70,000	37,861	70,000
Total Uses	3,001	39,748	70,000	37,861	70,000
Sources Over(Under) Uses	94,108	(4,205)	(34,550)	(2,411)	(34,460)
Fund Balance @ 12/31	\$ 96,469	\$ 92,264	\$ 59,558	\$ 89,853	\$ 55,393

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

	2015 Actual	2016 Actual	2017 Budget	2017 Estimate	2018 Budget
Fund Balance 1/1	\$ 1,942,029	\$ 1,887,943	\$ 1,826,943	\$ 1,603,200	\$ 94,000
Revenues:					
Interest on Investments	13,747	8,559	16,000	16,000	6,000
Total Revenue	13,747	8,559	16,000	16,000	6,000
Total Sources	13,747	8,559	16,000	16,000	6,000
Expenditures:					
Contract Services	67,833	293,302	70,000	1,354,465	50,000
Total Expenditures	67,833	293,302	70,000	1,525,200	50,000
Total Uses	67,833	293,302	70,000	1,525,200	50,000
Sources Over(Under) Uses	(54,086)	(284,743)	(54,000)	(1,509,200)	(44,000)
Fund Balance @ 12/31	\$ 1,887,943	\$ 1,603,200	\$ 1,772,943	\$ 94,000	\$ 50,000

	2015 2015	2016 2016	2017 Plan	2017 Estimate	2018 Plan
Projects					
Projects					
Exterior Grant Program	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
Website renovation & upgrades	-	-	-	-	-
Johnson County Home Repair Program	20,000	20,000	20,000	20,000	-
KCADC Joint Membership w/Chamber	3,000	3,000	-	-	-
	\$ 73,000	\$ 73,000	\$ 70,000	\$ 70,000	\$ 50,000

Economic Development Fund Allocation	2017	2017 Est	2018
Park Land Acquisition & Improvements (\$257,353 paid in 2016 for North Park)	\$1,200,000		
Contingency Fund	\$272,943		
Exterior Grant Program (3 years - 2017 - 2019)	\$150,000	\$94,000	\$50,000
Mission Road 75th to 83rd Street - aesthetics	\$100,000		
Village Square Design (Harmon)	\$50,000		
Total	\$1,772,943	\$94,000	\$50,000

Equipment Reserve Fund

	2015 Actual	2016 Actual	2017 Budget	2017 Estimate	2018 Budget
Fund Balance 1/1	\$ 560,882	\$ 787,225	\$ 631,725	\$ 390,335	\$ 40,935
Revenues:					
Interest on Investments	6,039	3,556	5,500	5,500	4,000
Total Revenue	6,039	3,556	5,500	5,500	4,000
Transfers from Other funds:					
Transfer from General Fund	600,000	-	200,000	200,000	450,000
Total	600,000	-	200,000	200,000	450,000
Total Sources	606,039	3,556	205,500	205,500	454,000
Expenditures:					
Capital Outlay	379,696	400,445	372,000	554,900	457,000
Total Expenditures	379,696	400,445	372,000	554,900	457,000
Total Uses	379,696	400,445	372,000	554,900	457,000
Sources Over(Under) Uses	226,343	(396,890)	(166,500)	(349,400)	(3,000)
Fund Balance @ 12/31	\$ 787,225	\$ 390,335	\$ 465,225	\$ 40,935	\$ 37,935

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

Expenditures: Acquisition of equipment, vehicles and technology projects.

Equipment Reserve Plan

Equipment Reserve Expenditure Total = \$457,000

2018 PROJECT DESCRIPTION	2018 EXPENDITURES
Police Department Radio Replacement	\$375,000
Police Department Laptop Replacement	\$42,000
IT PROJECTS TOTAL	\$417,000
Public Works Mower	\$40,000
EQUIPMENT/VEHICLE TOTAL	\$40,000
EQUIPMENT RESERVE TOTAL	\$457,000

CID - Corinth Fund

	2015 Actual	2016 Actual	2017 Budget	2017 Estimate	2018 Budget
Fund Balance 1/1	\$ 164,637	\$ 143,585	\$ 85	\$ 86,827	\$ 106,742
Revenues:					
Sales Taxes	527,280	551,399	535,000	535,500	600,000
Interest on Investments	1,689	629	1,500	1,000	600
Total Revenue	528,969	552,027	536,500	536,500	600,600
Total Sources	528,969	552,027	536,500	536,500	600,600
Expenditures:					
Contract Services	550,021	608,785	516,585	516,585	707,342
Total Expenditures	550,021	608,785	536,585	516,585	707,342
Total Uses	550,021	608,785	536,585	516,585	707,342
Sources Over(Under) Uses	(21,052)	(56,758)	(85)	19,915	(106,742)
Fund Balance @ 12/31	\$ 143,585	\$ 86,827	\$ -	\$ 106,742	\$ 0

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

	2015 Actual	2016 Actual	2017 Budget	2017 Estimate	2018 Budget
Fund Balance 1/1	\$ 174,839	\$ 161,450	\$ 17,450	\$ 89,747	\$ 92,297
Revenues:					
Sales Taxes	551,832	542,693	550,000	550,000	550,000
Interest on Investments	1,148	835	1,700	1,700	600
Total Revenue	552,980	543,528	551,700	551,700	550,600
Total Sources	552,980	543,528	551,700	551,700	550,600
Expenditures:					
Contract Services	566,369	615,231	549,150	549,150	642,897
Total Expenditures	566,369	615,231	569,150	549,150	642,897
Total Uses	566,369	615,231	569,150	549,150	642,897
Sources Over(Under) Uses	(13,389)	(71,703)	(17,450)	2,550	(92,297)
Fund Balance @ 12/31	\$ 161,450	\$ 89,747	\$ -	\$ 92,297	\$ 0

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

Expenditures: Development within PV Shops per Developer Agreement

**2018 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	-	-	-	-	-	-	1,033,038	5,303,560	35,000	-	450,000	6,821,598
Solid Waste Management	-	-	-	-	-	-	-	-	-	-	-	-
Special Highway	-	-	-	-	-	-	-	643,000	-	-	-	643,000
Stormwater Utility	450,000	-	-	-	-	241,833	1,000,000	-	-	-	-	1,691,833
Special Parks & Recreation	-	-	-	-	-	-	139,072	-	-	-	-	139,072
Special Alcohol	-	-	-	-	-	-	-	-	-	-	-	-
Bond & Interest	-	-	-	-	-	-	-	-	-	-	-	-
Capital Projects	-	-	-	-	-	-	-	-	-	-	-	-
Risk Management Reserve	-	-	-	-	-	-	-	-	-	-	-	-
Economic Development	-	-	-	-	-	-	-	-	-	-	-	-
Equipment Reserve	-	-	-	-	-	-	-	-	-	-	-	-
Total	450,000	-	-	-	-	1,274,871	7,085,632	35,000	-	450,000	-	9,295,503

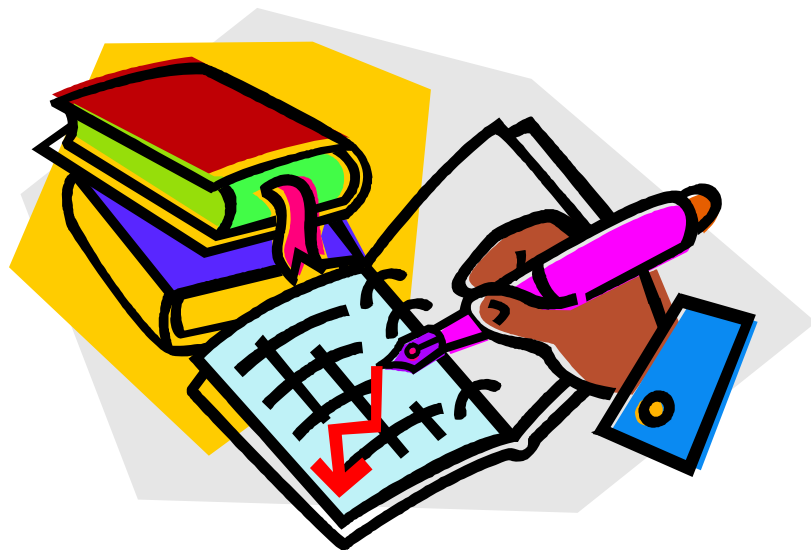
Transfer From



HARMON PARK SKATEPARK



Expenditures by Line Item





**Expenditures by Character & Line Item
Combines All Funds For 2015 - 2018**

	<u>2015 Actual</u>	<u>2016 Actual</u>	<u>2017 Budget</u>	<u>2018 Budget</u>
Personal Services				
Wages/Salaries/Overtime	\$ 6,342,232	\$ 6,500,224	\$ 6,780,725	\$ 7,111,825
Health Care/Other Insurance Coverage	898,144	954,242	1,226,412	1,369,711
Social Security/Pension	1,422,000	1,423,943	1,604,020	1,709,668
Total Personal Services	\$ 8,662,376	\$ 8,878,409	\$ 9,611,157	\$ 10,191,204
Contract Services				
Utilities/Communications	\$ 1,905,870	\$ 1,892,224	\$ 1,927,320	\$ 1,379,150
Insurance	340,789	357,080	393,398	393,398
Special Assessments	36,170	36,587	37,300	37,500
Printing	5,567	5,336	7,800	7,100
Fees for Contract Services	3,654,591	4,066,814	4,206,512	4,400,744
Training, Dues, Publications	183,196	163,085	222,610	233,360
Vehicular & Equipment Maint.	192,170	168,564	230,399	227,775
Building & Grounds Maint.	1,076,512	1,019,334	1,038,950	1,060,600
Total Contract Services	\$ 7,394,865	\$ 7,709,026	\$ 8,064,289	\$ 7,739,627
Commodities				
Postage, Office Supplies	\$ 46,929	\$ 37,060	\$ 55,325	\$ 53,375
Clothing	74,887	81,204	77,000	78,975
Vehicular & Equip. Supplies	234,824	188,538	299,955	297,030
Building & Grounds Supplies	189,671	231,963	232,900	237,900
Other Commodities	91,067	94,368	117,600	120,200
Total Commodities	\$ 637,378	\$ 633,133	\$ 782,780	\$ 787,480
Capital Outlay				
Equipment & Vehicles	\$ 645,696	\$ 650,190	\$ 618,800	\$ 708,700
Total Capital Outlay	\$ 645,696	\$ 650,190	\$ 618,800	\$ 708,700
Total Operating Costs	\$ 17,340,315	\$ 17,870,758	\$ 19,077,026	\$ 19,427,011
Transfers				
Transfers to/from Other Funds	\$ 6,105,602	\$ 6,467,951	\$ 7,258,404	\$ 9,295,503
Total Transfers	\$ 6,105,602	\$ 6,467,951	\$ 7,258,404	\$ 9,295,503
Debt Service				
Principal	\$ 725,000	\$ 730,000	\$ 745,000	\$ 1,175,000
Interest	92,750	84,050	73,750	133,038
Total Debt Service	\$ 817,750	\$ 814,050	\$ 818,750	\$ 1,308,038
Infrastructure				
Park Projects	\$ 262,702	\$ 420,392	\$ 277,000	\$ 1,850,000
Drainage Projects	173,373	443,031	900,000	5,972,536
Street Projects	4,849,451	7,258,005	5,513,100	5,563,382
Building Projects	75	452,342	50,000	50,000
Sidewalk & Curb Projects	710,177	740,552	895,000	755,000
Total Infrastructure	\$ 5,995,778	\$ 9,314,321	\$ 7,635,100	\$ 14,190,918
Reserves & Contingency				
Contingency	\$ -	\$ -	\$ 1,128,925	\$ 1,063,014
Total Reserves	\$ -	\$ -	\$ 1,128,925	\$ 1,063,014
Total Non-Operating Costs	\$ 12,919,130	\$ 16,596,322	\$ 16,841,179	\$ 25,857,473
Grand Total	\$ 30,259,445	\$ 34,467,080	\$ 35,918,205	\$ 45,284,484

Expenditures by Character and Line Item

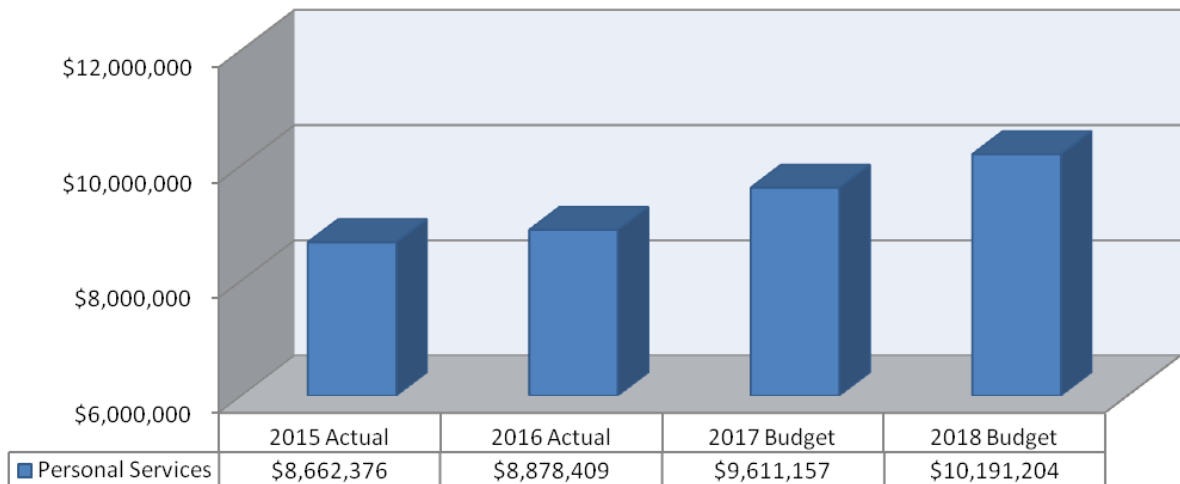
Personal Services

- Expenditures for base salaries and wages, overtime and employee benefits.
- 3.25% merit increases for employees are included in the 2018 budget.
- 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 2017 and is projected to do the same in 2018.

FAST FACTS

- 28.3% of City expenditures
- 6% increase over 2017 Budget
- Added a full time Information Technology (IT) staff member in the 2018 Budget

Personal Services



Expenditures by Character and Line Item

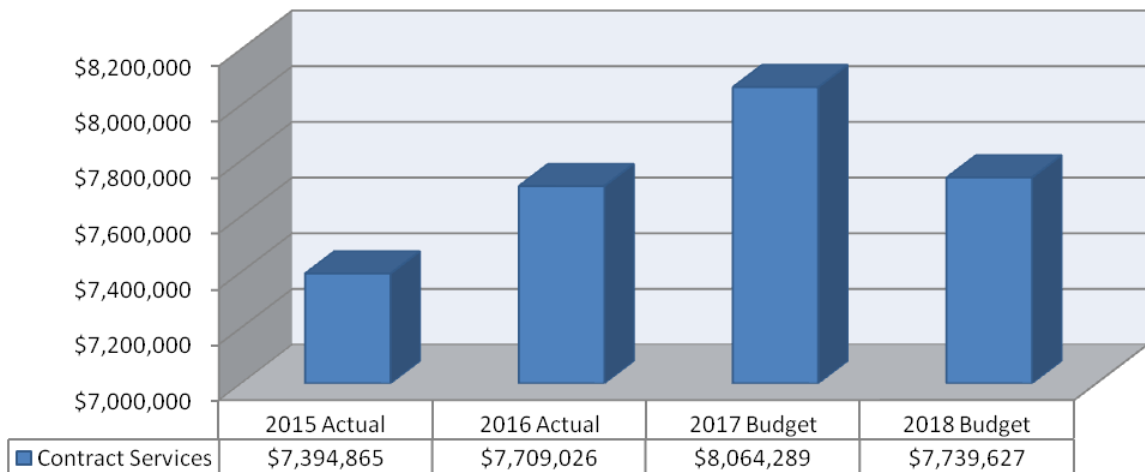
Contract Services

- 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 4% decrease over the 2017 Budget is attributable to the purchase of all City street lights from Kansas City Power & Light (KCP&L) in the fall of 2016. Expenditures for utilities, which are also included in contract services, can fluctuate with the seasons and be hard to forecast.

FAST FACTS

- 21.5% of City expenditures
- 4% decrease over 2017 Budget
- Purchased City street lights in the fall of 2016

Contract Services



Expenditures by Character and Line Item

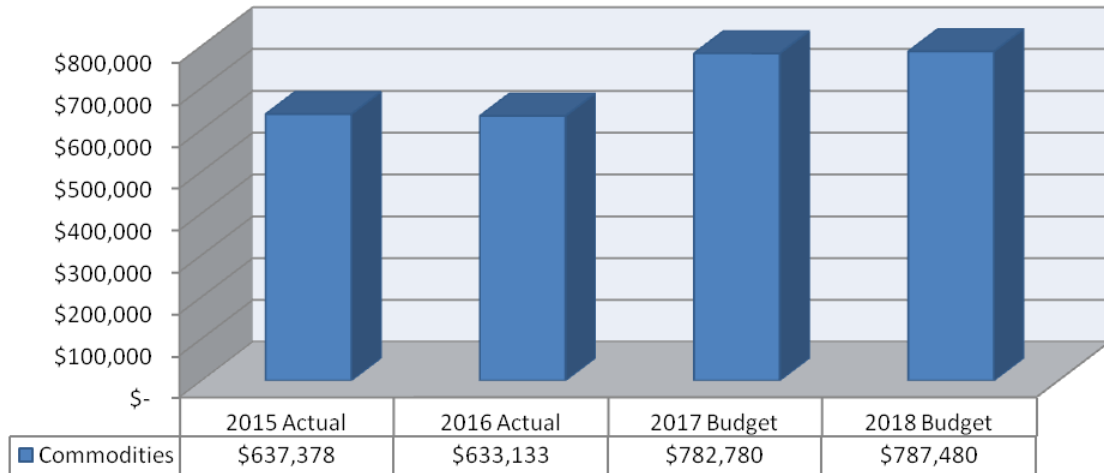
Commodities

- 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 per gallon price included in the 2018 budget is 23% lower than the price included in the 2017 budget.

FAST FACTS

- 2.2% of City expenditures
- 0.6% increase over 2017 Budget

Commodities



Expenditures by Character and Line Item

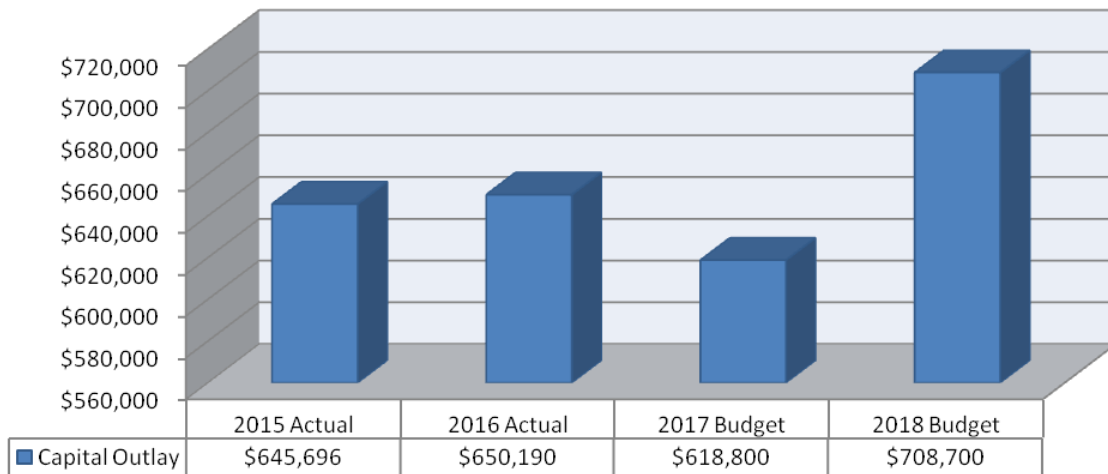
Capital Outlay

- 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 increased in 2018 due to a planned replacement of Police Department radio equipment. Also included is the repair and replacement of Public Work's equipment in their fleet, as well as the City's continued efforts to upgrade the technology infrastructure and other technology related projects.

FAST FACTS

- 2% of City expenditures
- 14.5% increase from 2017 Budget
- Replacing Police Department radio equipment and the glass window in the Police Department Records.

Capital Outlay



Expenditures by Character and Line Item

Departments maintain equipment replacement plans and review them each year as part of the budget process to determine which items need to be replaced.

Items to be replaced in 2018 are shown in the table below.

Capital Outlay - 2018 Budget		
Item to be Replaced/Major Repair	Department	2018 Budget
Police - Radio Replacement	IT	\$375,000
Police - Laptop Replacement	IT	\$42,000
Public Works Mower	Public Works	40,000
D.A.R.E. Vehicle (1)	Special Alcohol Fund	40,000
Office Equipment & Furniture	Administration	\$1,000
Computer Equipment	Codes	600
Field Equipment	Codes	600
Office Equipment & Furniture	Codes	2,000
Office Equipment & Furniture	Court	3,000
Miscellaneous Equipment	HR	300
Communications Equipment	IT	4,200
Miscellaneous Equipment	IT	3,000
PC's - city-wide	IT	24,000
Software Upgrades	IT	5,000
Miscellaneous Equipment	Parks	7,000
Office Equipment	Parks	800
Concession Equipment	Parks	3,000
Field Equipment	Police	17,500
Office Equipment	Police	14,200
Patrol Vehicles (3)	Police	85,000
Police Department Records Remodel	Public Works	30,000
Park Play Items	Public Works	4,500
Office Equipment & Furniture	Public Works	6,000
		\$ 708,700

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.

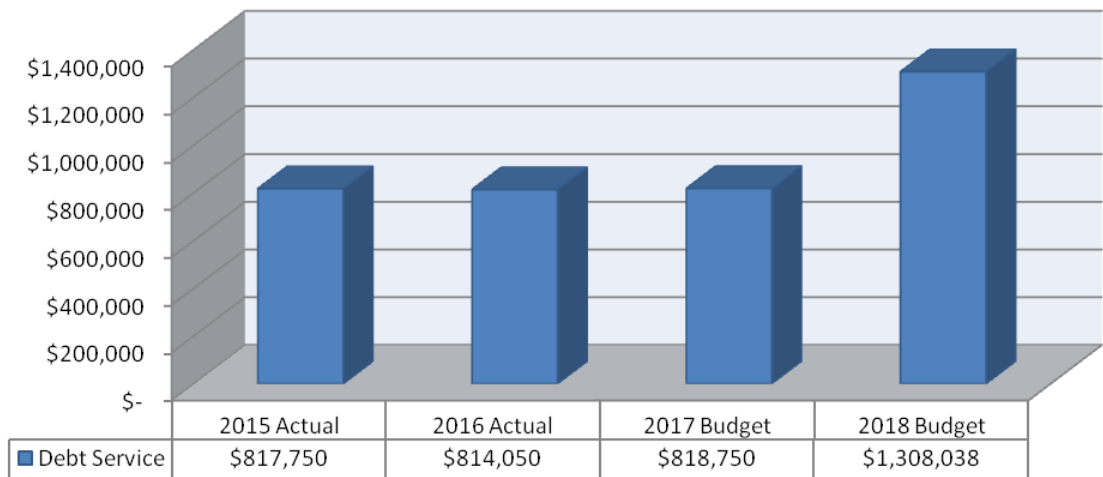
Debt Service

- Expenditures for principal and interest payments on the City's outstanding debt.
- In 2016 the City had two bond issues. The first issue was in May of 2016 for \$11,300,000 in new debt for a Tax Increment Financing (TIF) project. The second issue was in October of 2016 for \$3,100,000 for the purchase of City street lights. The City will be debt free in 2036, provided the City does not issue any new debt or restructure current debt.

FAST FACTS

- 3.6% of City expenditures
- 59.8% increase from 2017 Budget
- The City had two bond issues in 2016:
 - 2016A for \$11,300,000
 - 2016C for \$3,100,000
- The City will pay off the bond issues:
 - 2009A in 2019
 - 2011A in 2021
 - 2016A in 2036
 - 2016C in 2023

Debt Service



Expenditures by Character and Line Item

Reserves

- The 2018 Budget contains a \$500,000 appropriation for contingencies, which equates to 3% of City expenditures.
- The 2018 Budget was adopted with a fund balance guideline from the Council. The guideline requires the City to maintain 25% of revenues as an emergency reserve in the General Fund.

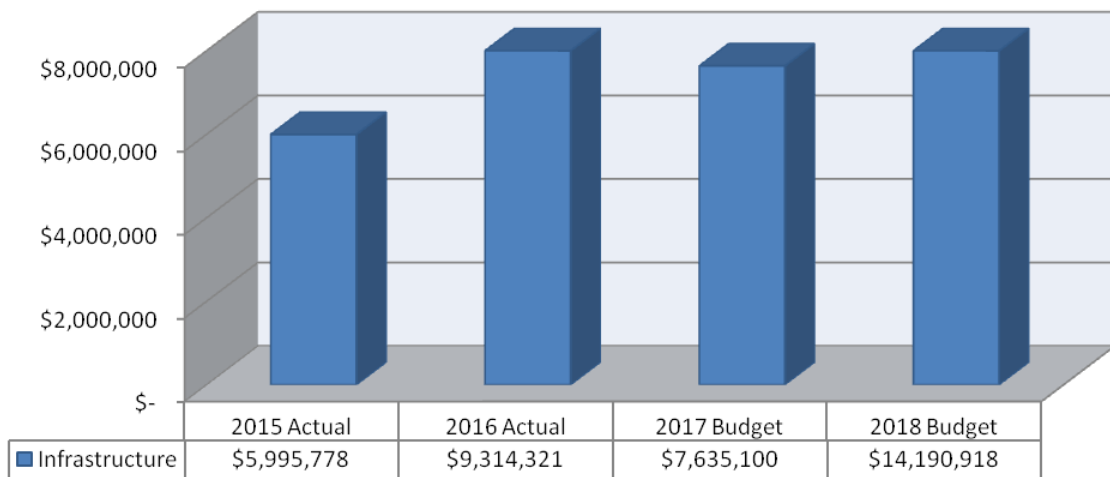
Infrastructure

- 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.

FAST FACTS

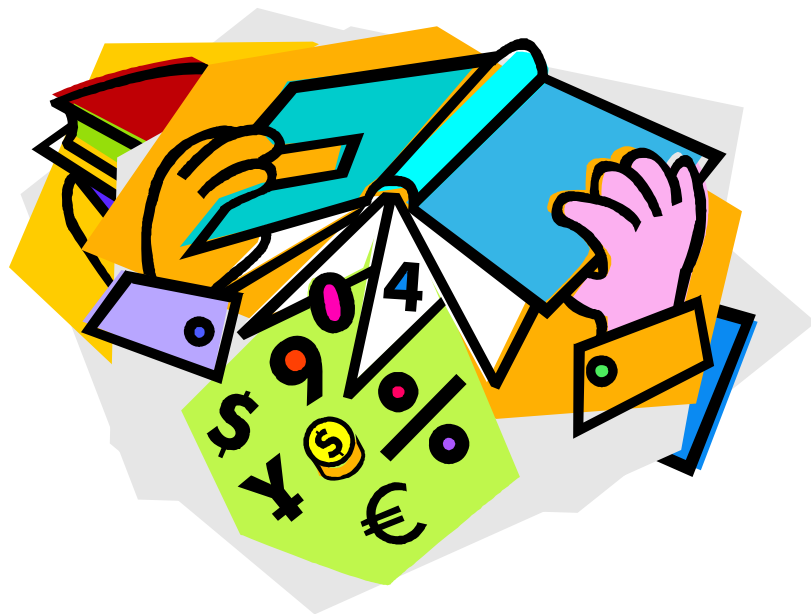
- 39.4% of City expenditures
- 86% increase over 2017 Budget
- Public Works staff performs inspections of the City's infrastructure throughout the year and provides condition ratings which are monitored and used to determine when projects appear in the CIP.

Infrastructure



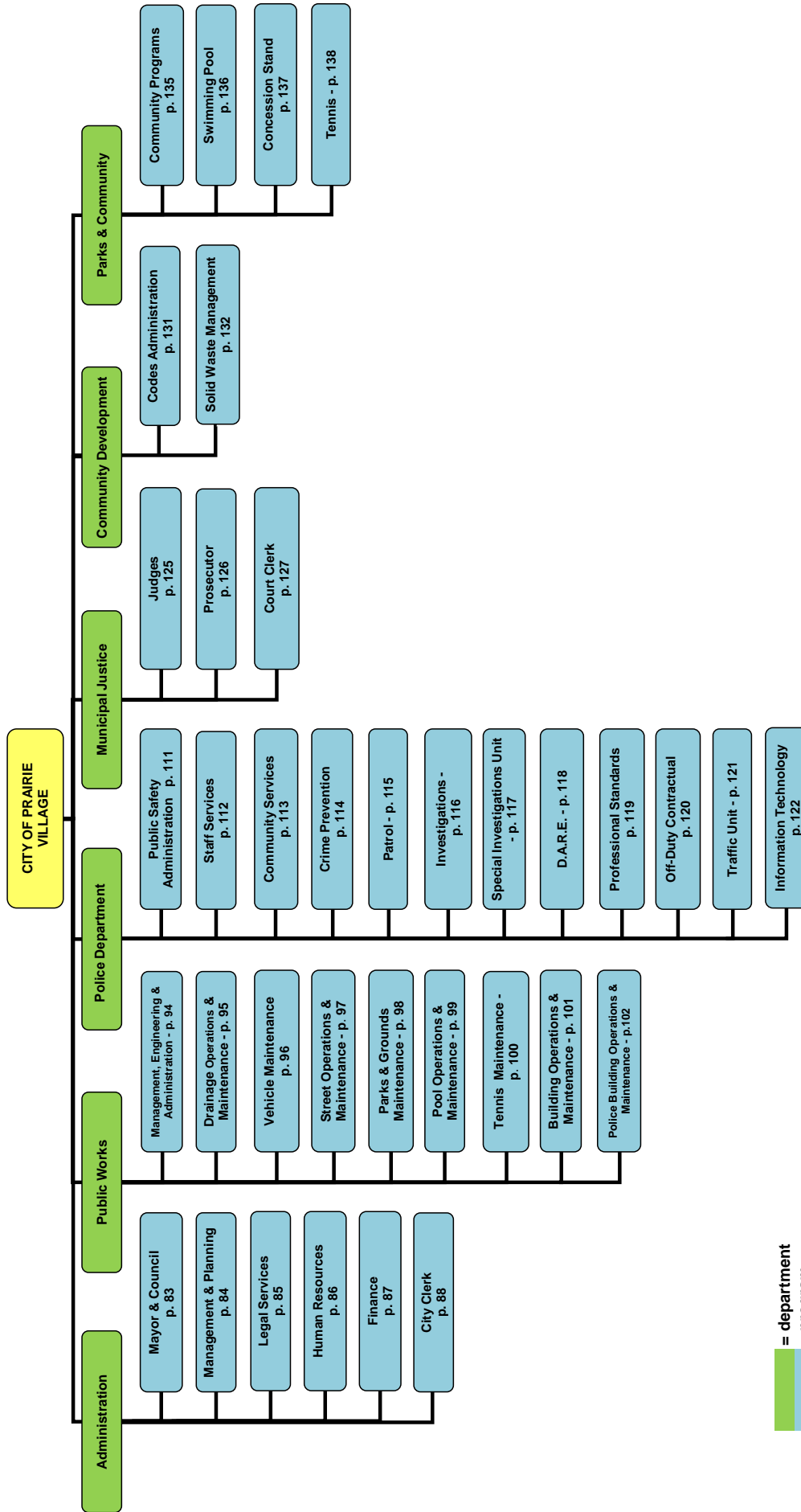


Expenditures by Program





Department/Program Locator



= department
 = program

2018 Budget

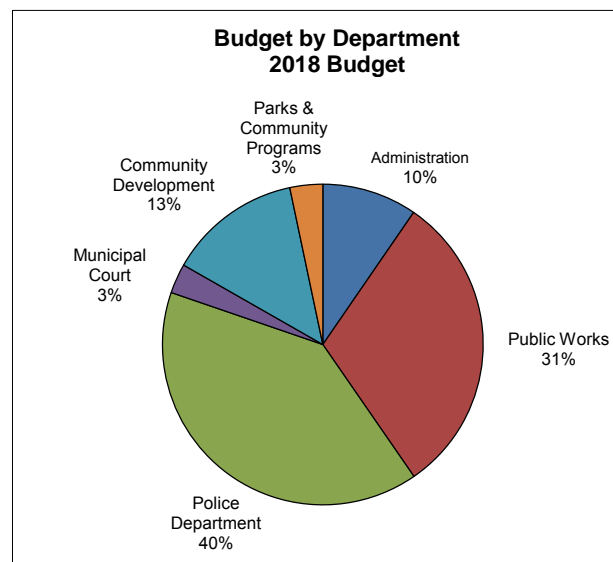
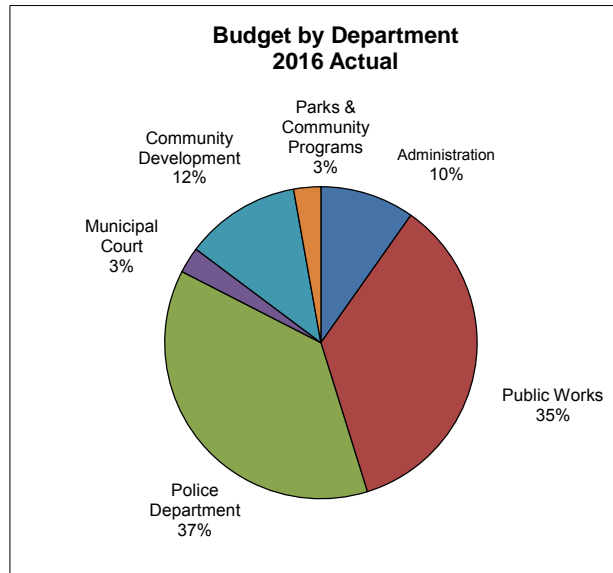
Summary by Department

Department	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Administration	\$ 1,484,580	\$ 1,552,511	\$ 1,720,915	\$ 1,672,296
Public Works	5,681,085	5,622,665	5,824,530	5,371,607
Police Department	5,833,101	5,930,636	6,578,725	6,956,991
Municipal Court	403,523	428,879	484,964	522,484
Community Development	1,820,377	1,898,895	2,268,455	2,344,204
Parks & Community Programs	533,887	446,297	591,662	577,190
Total	\$ 15,756,552	\$ 15,879,883	\$ 17,469,251	\$ 17,444,772

Expenditures by Fund

General Fund	\$ 14,260,055	\$ 14,400,773	\$ 15,672,853	\$ 15,568,964
Solid Waste Management Fund	1,403,839	1,391,311	1,688,638	1,711,152
Special Alcohol Fund	92,658	87,799	107,760	164,656
Total	\$ 15,756,552	\$ 15,879,883	\$ 17,469,251	\$ 17,444,772

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.





Expenditures – Administration





2018 Budget

Department: Administration

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Expenditures by Program				
Mayor & Council	\$ 87,396	\$ 80,419	\$ 175,410	\$ 112,510
Management & Planning	472,677	522,988	528,935	547,934
Legal Services	188,412	187,668	200,000	175,000
Human Resources	168,456	178,654	189,736	210,646
Finance	278,682	290,734	298,061	307,412
City Clerk	288,956	292,049	328,773	318,794
Total	\$1,484,580	\$ 1,552,511	\$ 1,720,915	\$ 1,672,296

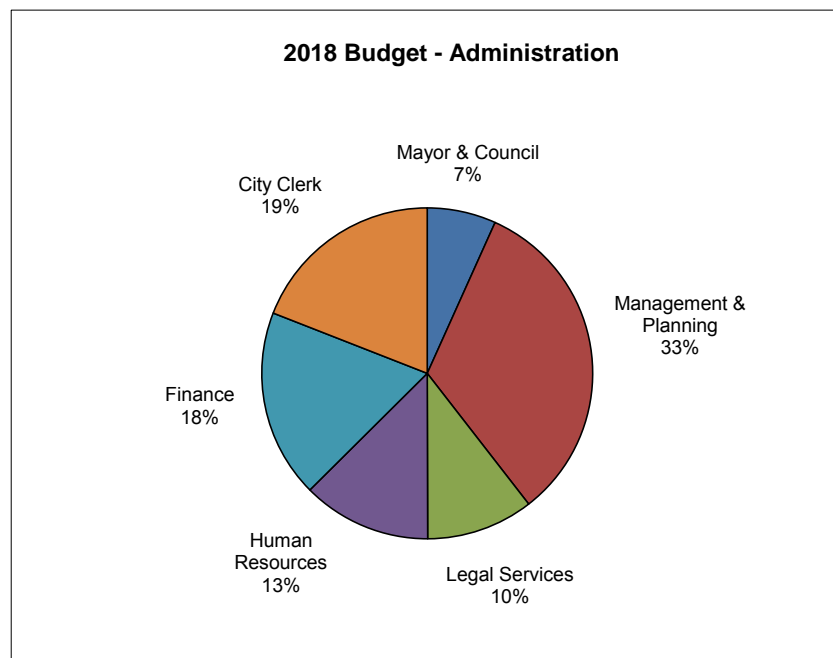
Expenditures by Character				
Personal Services	\$ 892,493	\$ 943,132	\$ 968,536	\$ 1,009,181
Contract Services	527,112	544,709	671,979	587,265
Commodities	58,664	58,540	74,100	74,550
Capital Outlay	6,310	6,130	6,300	1,300
Total	\$ 1,484,580	\$ 1,552,511	\$ 1,720,915	\$ 1,672,296

Expenditures by Fund				
General Fund	\$ 1,484,580	\$ 1,552,511	\$ 1,720,915	\$ 1,672,296
Total	\$ 1,484,580	\$ 1,552,511	\$ 1,720,915	\$ 1,672,296

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

Notes

- In 2018, Information Technology was moved from the Administration budget to the Police Department budget.



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, legal services, human resources, finance, and city clerk.

PERFORMANCE MEASURES

PERSPECTIVE: SERVE THE COMMUNITY

Council Goals	Department Objective	Performance Measure	2015 Actual	2016 Actual	2017 Budget	2018 Target
Deliver Quality Services	provide accurate and timely information to elected officials and residents	published notices of public hearings	15	16	16	16
		published notice to bidders	13	16	15	15
		published ordinances	26	15	21	21
Foster a Healthy Community	provide solid waste collection, recycling, and composting at a reasonable cost	annual assessment to citizens	\$174.00	\$174.00	\$192.00	\$192.00
	provide guidelines and programs to educate the public on methods to protect the environment	number of programs provided	5	3	4	4

Administration Department Goals and Objectives

PERSPECTIVE: RUN THE ORGANIZATION

Council Goals	Department Objective	Performance Measure	2015 Actual	2016 Actual	2017 Budget	2018 Target
Enhance Community Preparedness and Responsiveness	adopt budget for City operations	adopt budget by August 25	August 18	August 3	August 1	August 7
Maximize Partnership Opportunities	assist department with their ongoing IT projects	total number of project hours	N/A	N/A	N/A	1,250
	continue participation in Northeast Johnson County Chamber	active membership	yes	yes	yes	yes

Administration Department Goals and Objectives

Council Goals	Department Objective	Performance Measure	2015 Actual	2016 Actual	2017 Budget	2018 Target
Provide Courteous and Responsive Customer Service	perform legal work on a variety of complex projects	number of ordinances drafted/ reviewed	20	26	20	22
		number of contracts reviewed	150	96	125	123
	documents executed and recorded	executed agreements/ contracts	100	96	100	99
		executed interlocal agreements	17	26	12	18
		executed change orders	5	3	4	4
		executed resolutions	5	7	5	5
		published quarterly treasurer's reports	4	4	4	4
		recorded fee schedule changes	30	17	33	27
		filled records requests	10	8	15	11
		recorded Committee/ Council meeting minutes	130	115	125	123

Administration Department Goals and Objectives

Council Goals	Department Objective	Performance Measure	2015 Actual	2016 Actual	2017 Budget	2018 Target
Deliver Efficient Services	process accounts payable invoices within two weeks of receipt	percentage of invoices processed within two weeks of receipt	98%	98%	100%	100%
	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	98%	98%	100%	100%
		percent of Council/ Committee packets prepared and delivered within 48 hours of meeting	100%	100%	100%	100%

Administration Department Goals and Objectives

Council Goals	Department Objective	Performance Measure	2015 Actual	2016 Actual	2017 Budget	2018 Target
Cultivate Community Involvement and Access	enhance the City's transparency	Prairie Village checkbook data loaded monthly to City website	yes	yes	yes	yes
		Budget Simulator available on City website	yes	N/A	N/A	yes
		provide access to City Records, information and services on City website	90%	95%	100%	100%
	Annual Jazz Fest	support and staff annual Jazz Fest	yes	yes	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	2015 Actual	2016 Actual	2017 Budget	2018 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	\$3.1 million	\$4.1 million	\$4.1 million	\$5.3 million

Administration Department Goals and Objectives

PERSPECTIVE: DEVELOP PERSONNEL

Council Goals	Department Objective	Performance Measure	2015 Actual	2016 Actual	2017 Budget	2018 Target
Develop a Skilled and Diverse Workforce	employee education	City-sponsored training sessions	0	1	2	2
		benefit/open enrollment meetings	6	6	6	6
		employees receiving educational assistance	2	1	0	1
Create a Positive and Rewarding Work Culture	recognize employees	number of employee appreciation events held annually	4	3	4	4
	wellness incentives	provide wellness incentives to encourage healthy and safe lifestyles in employees	yes	yes	yes	yes

2018 Budget

Department: Administration
Program: Mayor & Council

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

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Program Expenditures				
Personal Services	\$ 2,344	\$ 2,774	\$ 5,606	\$ 5,606
Contract Services	60,415	56,541	138,004	75,004
Commodities	24,637	21,104	31,800	31,900
Capital Outlay	0	0	0	0
Total	\$ 87,396	\$ 80,419	\$ 175,410	\$ 112,510

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Expenditures by Fund				
General Fund	\$ 87,396	\$ 80,419	\$ 175,410	\$ 112,510
Total	\$ 87,396	\$ 80,419	\$ 175,410	\$ 112,510

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.

2018 Contractual Services Budget also Includes the Following:

Consulting fees, council retreat, photo	\$15,000
Worker's Compensation	104
Training and conferences	35,700
Dues & Subscriptions:	
MARC, NLC & LKM	24,200
	\$ 75,004

2018 Commodities Budget Includes the Following:

Office supplies and postage	\$3,000
Other (Misc. expenses, rentals, etc)	7,000
Volunteer Appreciation Dinner	13,000
Council meals	7,100
Volunteer gift	1,800
	\$ 31,900

2018 Budget

Department: Administration

Program: Management & Planning

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

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Program Expenditures				
Personal Services	\$ 344,988	\$ 379,389	\$ 360,997	\$ 376,496
Contract Services	112,518	124,638	147,438	149,938
Commodities	15,171	18,960	20,500	21,500
Total	\$ 472,677	\$ 522,988	\$ 528,935	\$ 547,934

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Expenditures by Fund				
General Fund	\$ 472,677	\$ 522,988	\$ 528,935	\$ 547,934
Total	\$ 472,677	\$ 522,988	\$ 528,935	\$ 547,934

	2.30	2.30	2.30	2.30
Full-time Equivalent Positions				
City Administrator	1.00	1.00	1.00	1.00
Assistant City Administrator	0.30	0.30	0.30	0.30
Deputy City Clerk / PIO	1.00	1.00	1.00	1.00
Total	2.30	2.30	2.30	2.30

	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

2018 Contractual Services Budget Includes the Following:

Residential Survey	\$ 15,000
Miscellaneous contracts	\$ 8,000
Planning	45,000
Newsletter	30,000
Training & Conferences:	
NE Chamber lunch, MARC, LKM, ICMA, NLC, ASPA, KACM & NE KS Managers	13,220
Dues & Subscriptions:	
ICMA, KACM & ASPA	2,050
Insurance (Property & Workers Comp)	36,668
Total	\$ 149,938

2018 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.

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Program Expenditures				
Contract Services	\$ 188,412	\$ 187,668	\$ 200,000	\$ 175,000
Total	\$ 188,412	\$ 187,668	\$ 200,000	\$ 175,000
Expenditures by Fund				
General Fund	\$ 188,412	\$ 187,668	\$ 200,000	\$ 175,000
Total	\$ 188,412	\$ 187,668	\$ 200,000	\$ 175,000

Notes

- Services are provided at an hourly rate.

2018 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.

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Program Expenditures				
Personal Services	\$ 98,881	\$ 101,220	\$ 111,285	\$ 132,155
Contract Services	69,012	77,125	77,151	77,691
Commodities	562	309	1,000	500
Capital Outlay	0	0	300	300
Total	\$ 168,456	\$ 178,654	\$ 189,736	\$ 210,646

Expenditures by Fund				
General Fund	\$ 168,456	\$ 178,654	\$ 189,736	\$ 210,646
Total	\$ 168,456	\$ 178,654	\$ 189,736	\$ 210,646

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

2018 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

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Program Expenditures				
Personal Services	\$ 204,180	\$ 211,053	\$ 214,680	\$ 224,031
Contract Services	70,917	75,782	79,381	82,381
Commodities	586	899	1,000	1,000
Capital Outlay	3,000	3,000	3,000	0
Total	\$ 278,682	\$ 290,734	\$ 298,061	\$ 307,412

Expenditures by Fund				
General Fund	\$ 278,682	\$ 290,734	\$ 298,061	\$ 307,412
Total	\$ 278,682	\$ 290,734	\$ 298,061	\$ 307,412

Full-time Equivalent Positions	2.00	2.00	2.00	2.00
Finance Director	1.00	1.00	1.00	1.00
Accounting Clerk	-	1.00	1.00	1.00
Administrative Support Specialist	1.00	-	-	-
Total	2.00	2.00	2.00	2.00

Notes

2018 Contractual Services Budget Includes the Following:

Audit Services	\$ 24,480
Investment Services	25,520
Bank Fees	7,800
Credit Card Fees	13,000
Printing	3,000
Insurance (Property & Workers Comp)	3,981
Training	4,000
Dues & Subscriptions	600
	\$ 82,381

2018 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.

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Program Expenditures				
Personal Services	\$ 242,099	\$ 248,695	\$ 275,968	\$ 270,893
Contract Services	25,839	22,956	30,005	27,251
Commodities	17,708	17,268	19,800	19,650
Capital Outlay	3,310	3,130	3,000	1,000
Total	\$ 288,956	\$ 292,049	\$ 328,773	\$ 318,794

Expenditures by Fund				
General Fund	\$ 288,956	\$ 292,049	\$ 328,773	\$ 318,794
Total	\$ 288,956	\$ 292,049	\$ 328,773	\$ 318,794

Full-time Equivalent Positions				
	4.00	4.00	4.00	4.00
City Clerk	1.00	1.00	1.00	1.00
Administrative Support Specialist	3.00	3.00	3.00	3.00
Total	4.00	4.00	4.00	4.00

Notes

2018 Capital Outlay Budget Includes the Following:

Office equipment and furniture	\$ 1,000
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Expenditures – Public Works





2018 Budget

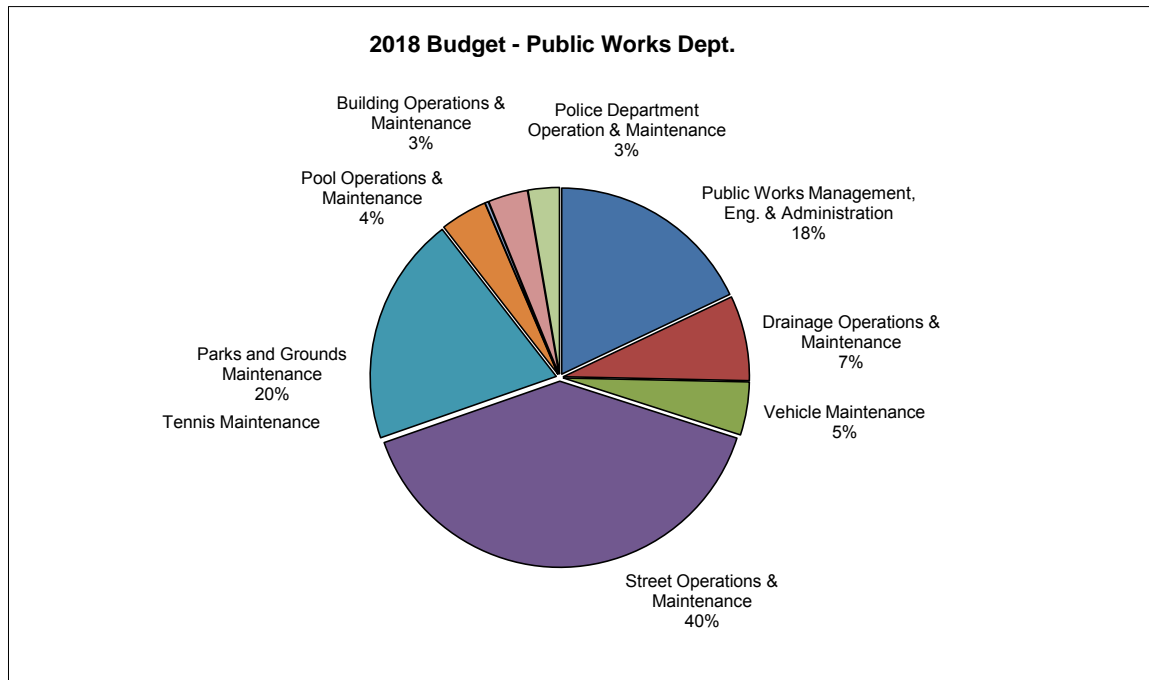
Department: Public Works

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Expenditures by Program				
Public Works Management, Engineering & Administration	\$ 910,107	\$ 923,226	\$ 932,323	\$ 964,124
Drainage Operations & Maintenance	390,105	366,480	360,925	396,889
Vehicle Maintenance	211,735	220,106	232,684	247,745
Street Operations & Maintenance	2,580,422	2,527,572	2,664,375	2,132,470
Parks and Grounds Maintenance	1,004,021	1,061,953	1,057,660	1,066,206
Pool Operations & Maintenance	208,371	205,501	215,150	218,960
Tennis Maintenance	16,827	7,732	13,050	15,050
Building Operations & Maintenance	209,840	173,060	197,350	184,850
Police Department Operation & Maintenance	149,657	137,035	151,013	145,313
Total	\$ 5,681,085	\$ 5,622,665	\$ 5,824,530	\$ 5,371,607

Expenditures by Character				
Personal Services	\$ 1,912,504	\$ 1,950,008	\$ 2,092,239	\$ 2,164,106
Contract Services	3,339,478	3,251,657	3,274,891	2,746,951
Commodities	347,886	360,423	421,400	420,050
Capital Outlay	81,217	60,577	36,000	40,500
Total	\$ 5,681,085	\$ 5,622,665	\$ 5,824,530	\$ 5,371,607

Expenditures by Fund				
General Fund	\$ 5,681,085	\$ 5,622,665	\$ 5,824,530	\$ 5,371,607
Total	\$ 5,681,085	\$ 5,622,665	\$ 5,824,530	\$ 5,371,607

Full-time Equivalent Positions	28.00	28.00	28.00	29.00
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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	2015 Actual	2016 Actual	2017 Budget	2018 Target
Provide a Safe Community	Ensure compliance with the American with Disabilities Act (ADA) Title II	ADA Issues Received	1	1	1	1
	Provide quality maintenance services for Parks, Pools and grounds	# of playground inspections	86	47	75	50
		Acres of lawn mowed	1,145	1,112	1,200	1,130
		Comply with Johnson County Swimming Pool water quality standards	Yes	Yes	Yes	Yes
	Provide conditions for safe travel on city streets	Number of potholes filled	2,154	1,621	2,000	1,890
		Streets Repaved (in miles)	3.5	3.5	3.5	3.5

Council Goals	Department Objective	Performance Measure	2015 Actual	2016 Actual	2017 Budget	2018 Target
Deliver Quality Services	Responding to Customer Request	# of Citizen Requests received	292	304	275	298

Public Works Goals and Objectives

Council Goals	Department Objective	Performance Measure	2015 Actual	2016 Actual	2017 Budget	2018 Target
Foster a healthy community	Complete Annual Requirements of NPDES permit	# of Drainage Pipes Cleaned (feet)	651	64	500	500
		# of Catch Basins Cleaned	2,126	1,209	2,000	1,750
		# of Curb Miles Swept	2,272	1,609	3,200	2,000
		# of Drainage Channels Cleaned (feet)	20,764	17,216	11,000	15,000

PERSPECTIVE: RUN THE ORGANIZATION

Council Goals	Department Objective	Performance Measure	2015 Actual	2016 Actual	2017 Budget	2018 Target
Enhance Community Preparedness and Responsiveness	Maintain Facilities	# of work orders completed	529	438	550	485
	Maintain fleet	# of work orders completed	621	495	700	600
Provide Courteous and Responsive Customer Service	Complete service requests in a timely manner	% of service requests completed within 30 days	89%	82%	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	N/A	89%	90%	90%

Council Goals	Department Objective	Performance Measure	2015 Actual	2016 Actual	2017 Budget	2018 Target
Cultivate community involvement and access	Provide public communication on scheduled activities	# of public information meetings	5	6	3	3
		% of project pages updated monthly on website	N/A	50%	90%	90%

Public Works Goals and Objectives

PERSPECTIVE: MANAGE THE RESOURCES

Council Goals	Department Objective	Performance Measure	2015 Actual	2016 Actual	2017 Budget	2018 Target
Maintain Fiscal Strength	Maximize external funding opportunities	Percent of grant funds received	10.0%	18.0%	16.0%	14.0%
	Maintain spending of operating budget between 95% and 100%	% of spending Pubic Works Operating Budget	100.7%	96.5%	96%	96%
Maximize Utilization of Resources	Maintain vehicles and equipment to maximize useful life at lowest cost	Preventive Maintenance Tasks Completed	147	138	400	145
		Direct Mechanic labor hours as a % of total hours	69%	40%	75%	55%
	Training and education of employees	# of educational hours	1,641	1,294	1,500	1,500

Council Goals	Department Objective	Performance Measure	2015 Actual	2016 Actual	2017 Budget	2018 Target
Invest in Infrastructure	Manage the Stormwater Utility Program	Determine Stormwater Utility Fee per square foot	.040	0.040	.040	.040
		Total billable impervious are per square foot	39,462,055	39,467,400	39,450,000	39,464,000
	Ensure streets and sidewalks are in good condition by conducting maintenance and repairs as needed	# of Sidewalk areas repaired (each)	108	26	100	100
		Streets Micro-Surfaced (square yards)	83,193	84,800	90,000	84,000
		Streets Crack-filled (square yards)	206,846	56,600	130,000	131,000
	Maintain urban forest	Trees removed	94	283	200	190
		Trees Planted	343	302	180	322

Public Works Goals and Objectives

PERSPECTIVE: DEVELOP PERSONNEL

Council Goals	Department Objective	Performance Measure	2015 Actual	2016 Actual	2017 Budget	2018 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

2018 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.

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Program Expenditures				
Personal Services	\$ 703,214	\$ 737,821	\$ 789,314	\$ 815,665
Contract Services	182,793	162,620	113,609	118,759
Commodities	17,537	16,785	23,400	23,700
Capital Outlay	6,563	6,000	6,000	6,000
Total	\$ 910,107	\$ 923,226	\$ 932,323	\$ 964,124
Expenditures by Fund				
General Fund	\$ 910,107	\$ 923,226	\$ 932,323	\$ 964,124
Total	\$ 910,107	\$ 923,226	\$ 932,323	\$ 964,124
Full-time Equivalent Positions				
	7.00	7.00	7.00	8.00
Public Works Director	1.00	1.00	1.00	1.00
Senior Project Manager	-	-	-	1.00
Project Inspector	-	-	-	1.00
Manager of Engineering Services	1.00	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	7.00	7.00	7.00	8.00

2018 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.

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Program Expenditures				
Personal Services	\$ 335,737	\$ 327,617	\$ 307,904	\$ 341,818
Contract Services	17,650	11,775	16,671	17,671
Commodities	36,717	27,088	36,350	37,400
Capital Outlay	0	0	0	0
Total	\$ 390,105	\$ 366,480	\$ 360,925	\$ 396,889
Expenditures by Fund				
General Fund	\$ 390,105	\$ 366,480	\$ 360,925	\$ 396,889
Stormwater Utility Fund	\$0	\$0	\$0	\$0
Total	\$ 390,105	\$ 366,480	\$ 360,925	\$ 396,889
Full-time Equivalent Positions				
	5.00	5.00	5.00	5.00
Crew Leader	1.00	1.00	1.00	1.00
Maintenance Workers	4.00	4.00	4.00	4.00
Total	5.00	5.00	5.00	5.00

2018 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.

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Program Expenditures				
Personal Services	\$ 188,549	\$ 191,859	\$ 202,414	\$ 215,875
Contract Services	11,730	16,160	16,470	17,970
Commodities	11,456	12,087	13,800	13,900
Capital Outlay	0	0	0	0
Total	\$ 211,735	\$ 220,106	\$ 232,684	\$ 247,745
Expenditures by Fund				
General Fund	\$ 211,735	\$ 220,106	\$ 232,684	\$ 247,745
Total	\$ 211,735	\$ 220,106	\$ 232,684	\$ 247,745
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
Senior Maintenance Worker	1.00	1.00	1.00	1.00
Total	3.00	3.00	3.00	3.00

2018 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.

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Program Expenditures				
Personal Services	\$ 257,955	\$ 238,726	\$ 306,510	\$ 325,455
Contract Services	2,183,367	2,134,547	2,201,365	1,648,615
Commodities	131,214	154,298	156,500	158,400
Capital Outlay	7,886	0	0	0
Total	\$ 2,580,422	\$ 2,527,572	\$ 2,664,375	\$ 2,132,470

Expenditures by Fund				
General Fund	\$ 2,580,422	\$ 2,527,572	\$ 2,664,375	\$ 2,132,470
Total	\$ 2,580,422	\$ 2,527,572	\$ 2,664,375	\$ 2,132,470

Full-time Equivalent Positions	5.00	5.00	5.00	5.00
Laborer	2.00	2.00	2.00	2.00
Maintenance Worker	1.00	1.00	1.00	1.00
Senior Maintenance Worker	1.00	1.00	1.00	1.00
Crew Leader	1.00	1.00	1.00	1.00
Total	5.00	5.00	5.00	5.00

Notes

2018 Contractual Services Budget Includes the Following:

OP Green Light	\$ 5,400	
Street Lights	\$ 258,250	Note: \$491,750 transferred to Bond & Interest Fund
Traffic Signals	800,000	
Water	4,000	
Equipment Maintenance & Repair	5,800	
Equipment Rental	5,000	
Insurance (Property & Workers Comp)	24,665	
Training	3,500	
Street Maintenance & Repair	542,000	
	\$ 1,648,615	

2018 Budget

Department: Public Works

Program: Parks and Grounds Maintenance

This program provides for operation, maintenance and repair of 12 parks, 6 fountains, 187 city islands, 9 pavilions, 68 acres of turf, 11 playscapes, 31 flower gardens, and 9,950 public trees.

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Program Expenditures				
Personal Services	\$ 427,049	\$ 453,985	\$ 486,097	\$ 465,293
Contract Services	473,341	501,628	453,863	485,013
Commodities	91,384	81,763	117,700	111,400
Capital Outlay	12,247	24,577	0	4,500
Total	\$ 1,004,021	\$ 1,061,953	\$ 1,057,660	\$ 1,066,206

Expenditures by Fund				
General Fund	\$ 1,004,021	\$ 1,061,953	\$ 1,057,660	\$ 1,066,206
Total	\$ 1,004,021	\$ 1,061,953	\$ 1,057,660	\$ 1,066,206

Full-time Equivalent Positions	8.00	8.00	8.00	8.00
Crew Leader	1.00	1.00	1.00	1.00
Laborer	3.00	3.00	3.00	3.00
Maintenance Worker	2.00	2.00	2.00	2.00
Senior Maintenance Worker	1.00	1.00	1.00	2.00
Seasonal Laborers	1.00	1.00	1.00	-
Total	8.00	8.00	8.00	8.00

Notes

- In 2018, contract services budget includes \$100,000 for Emerald Ash Borer and \$100,000 for tree trimming.

2018 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.

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Program Expenditures				
Contract Services	168,456	160,058	167,550	170,860
Commodities	39,915	45,443	47,600	48,100
Total	\$ 208,371	\$ 205,501	\$ 215,150	\$ 218,960

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Expenditures by Fund				
General Fund	\$ 208,371	\$ 205,501	\$ 215,150	\$ 218,960
Total	\$ 208,371	\$ 205,501	\$ 215,150	\$ 218,960

Notes

Pool Complex Features:

- Leisure Pool
- Wading Pool
- Adult Pool
- Lap Lanes
- Diving Well, Meter Pool
- Water Slides
- Concession Stand



2018 Budget

Department: Public Works
Program: Tennis Maintenance

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

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Program Expenditures				
Contract Services	14,621	7,454	12,050	12,050
Commodities	2,206	277	1,000	3,000
Total	\$ 16,827	\$ 7,732	\$ 13,050	\$ 15,050
Expenditures by Fund				
General Fund	\$ 16,827	\$ 7,732	\$ 13,050	\$ 15,050
Total	\$ 16,827	\$ 7,732	\$ 13,050	\$ 15,050



2018 Budget

Department: Public Works

Program: Building Operations & Maintenance

This program provides for the maintenance and operation of seven public buildings - Municipal Offices, Community Center and Public Works Facility (5)

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Program Expenditures				
Contract Services	166,031	154,641	178,800	166,200
Commodities	13,782	18,420	18,550	18,650
Capital Outlay	30,027	0	0	0
Total	\$ 209,840	\$ 173,060	\$ 197,350	\$ 184,850
Expenditures by Fund				
General Fund	\$ 209,840	\$ 173,060	\$ 197,350	\$ 184,850
Total	\$ 209,840	\$ 173,060	\$ 197,350	\$ 184,850

2018 Budget

Department: Public Works

Program: Police Building Operations & Maintenance

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

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Program Expenditures				
Contract Services	121,488	102,774	114,513	109,813
Commodities	3,675	4,261	6,500	5,500
Capital Outlay	24,494	30,000	30,000	30,000
Total	\$ 149,657	\$ 137,035	\$ 151,013	\$ 145,313
Expenditures by Fund				
General Fund	\$ 149,657	\$ 137,035	\$ 151,013	\$ 145,313
Total	\$ 149,657	\$ 137,035	\$ 151,013	\$ 145,313

Notes

2018 Capital Outlay Budget Includes the Following:

Records remodel project	\$30,000
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Expenditures – Police Department





2018 Budget

Department: Police Department

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Expenditures by Program				
Administration	\$ 416,689	\$ 449,187	\$ 445,605	\$ 470,552
Staff Services	839,302	884,591	852,447	897,407
Community Services	149,789	160,835	194,856	203,713
Crime Prevention	11,311	10,933	89,262	82,081
Patrol	2,933,661	2,951,738	3,122,228	3,148,981
Investigations	576,445	625,957	663,046	695,305
Special Investigations Unit	171,342	120,866	209,459	221,607
D.A.R.E.	92,658	87,799	107,760	164,656
Professional Standards	168,936	106,130	180,435	186,488
Off-Duty Contractual	42,316	33,856	48,707	48,707
Traffic Unit	275,554	303,932	409,670	430,000
Information Technology	155,096	194,812	255,250	407,494
Total	\$5,833,101	\$ 5,930,636	\$ 6,578,725	\$ 6,956,991

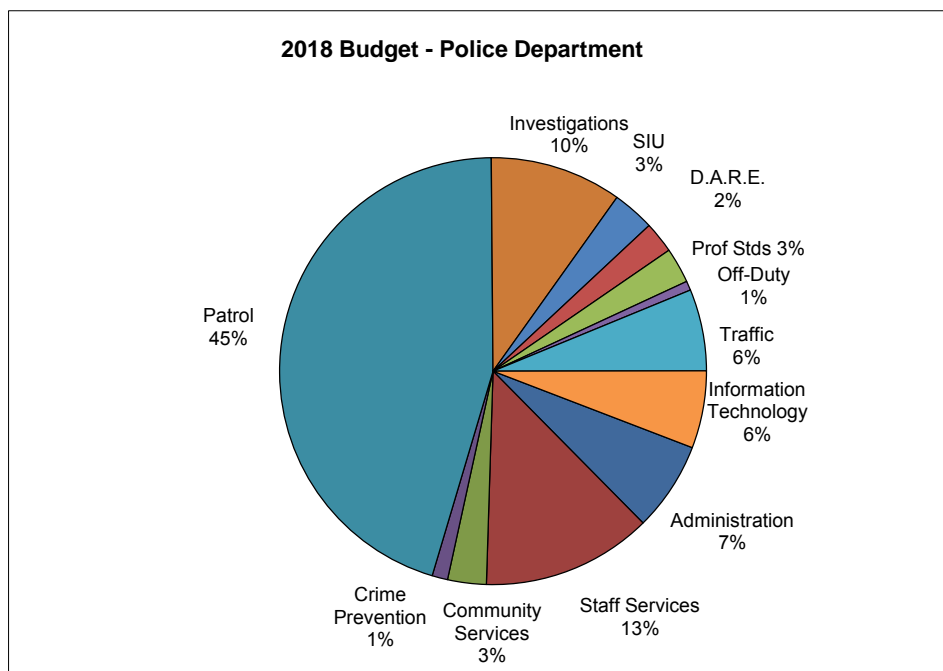
Expenditures by Character				
Personal Services	\$4,820,025	\$ 4,868,596	\$ 5,278,327	\$ 5,676,088
Contract Services	689,891	743,438	913,493	874,973
Commodities	173,873	154,690	210,405	213,030
Capital Outlay	149,312	163,912	176,500	152,900
Total	\$5,833,101	\$ 5,930,636	\$ 6,578,725	\$ 6,916,991

Expenditures by Fund				
General Fund	\$5,740,442	\$ 5,842,837	\$ 6,470,965	\$ 6,792,335
Special Alcohol Fund	92,658	87,799	107,760	164,656
Debt Service Fund	-	-	-	-
Total	\$5,833,101	\$ 5,930,636	\$ 6,578,725	\$ 6,956,991

Full-time Equivalent Positions	63.00	60.00	60.00	61.00
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Notes

- in 2018, Information Technology was moved from the Administration budget to the Police Department budget



Police Department Goals and Objectives

OUR MISSION

The Police Department is comprised of 45 sworn officers and 13 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	2015 Actual	2016 Actual	2017 Budget	2018 Target
Provide a Safe Community	reduce the number of accidents through traffic enforcement	number of accidents reported	496	549	500	500
	reduce the annual number of crimes	crime analysis	510	604	550	550
	enforce DUI laws through patrol and targeting specific holidays and/or events	number of DUIs	221	201	250	250
	conduct criminal investigations	adult cases	362	321	300	300
		juvenile cases	33	35	35	35
		clearance rate	22.5	32.2	37	37

Police Department Goals and Objectives

Council Goals	Department Objective	Performance Measure	2015 Actual	2016 Actual	2017 Budget	2018 Target
Deliver Quality Services	respond effectively to all calls for service	non-emergency responses	8,935	7,462	8,000	8,000
		emergency responses	1,266	1,125	1,250	1,250
	respond to citizen traffic complaints	number of selective enforcement requests	31	23	30	30
	assist residents with domestic and wild animal issues and supplement calls for service	number of animals returned to owner	101	168	150	150
		number of animal impound violations	84	101	100	100
		number of animal abuse or neglect investigations	27	28	30	30
	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	876	925	1,000	1,000

Police Department Goals and Objectives

Council Goals	Department Objective	Performance Measure	2015 Actual	2016 Actual	2017 Budget	2018 Target
Foster a Healthy Community	prepare articles to enhance public awareness	number of articles published	23	12	12	12
	perform child seat installations and booster seat checks	number of child seats installed	59	61	90	90
		number of booster seat checks (on site at elementary schools)	1,023	967	1,100	1,100
	investigate drug complaints	cases/SIU arrests	25	21	40	40

PERSPECTIVE: RUN THE ORGANIZATION

Council Goals	Department Objective	Performance Measure	2015 Actual	2016 Actual	2017 Budget	2018 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	14	13	15	15
	provide important information to the community through NotifyJoCo	number of messages sent	5	5	5	5

Police Department Goals and Objectives

Council Goals	Department Objective	Performance Measure	2015 Actual	2016 Actual	2017 Budget	2018 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)	3	3	3	3
		High School Seatbelt Enforcement Campaign	1	1	1	1
		Holiday DUI Enforcement Campaigns	1	1	1	1
		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	45	52	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	80	64	90	90
	conduct joint investigations to minimize man power needs	number of joint investigations	29	14	40	40

Police Department Goals and Objectives

Council Goals	Department Objective	Performance Measure	2015 Actual	2016 Actual	2017 Budget	2018 Target
Provide Courteous and Responsive Customer Service	respond to calls above and beyond basic services	animal complaints	608	807	700	700
		civil matters	116	72	95	95
		motorist assists	219	227	100	100
		residential lockouts	0	1	5	5
		utility problems	92	91	75	75
		vehicle lockouts	105	95	90	90
		alarm – outside audible	33	20	20	20
		alarm – bank	15	16	25	25
		alarm – commercial	312	269	225	225
		alarm – residential	785	654	750	750
		alarm – school/church	19	17	20	20
		alarm - vehicle	6	3	3	3
	provide 24-hour communications to handle citizen inquiries, while determining applicable police response	number of 911 calls received	7,698	7,610	7,800	7,800
		number of non-priority calls received	34,521	34,888	35,000	35,000

Police Department Goals and Objectives

Council Goals	Department Objective	Performance Measure	2015 Actual	2016 Actual	2017 Budget	2018 Target
Cultivate Community Involvement and Access	educate residents about the operations of the Police Department	number of Citizen Police Academy participants	15	0	12	12
	work closely with junior and senior high school officials and students through the SRO (school resource officer) program	number of hours in school	1,887.5	1,801	2,050	2,050
	utilize a civilian advisory board to assist Police Department	track times convened	4	7	4	4
	teach elementary school students the D.A.R.E. curriculum	kindergarten through 5 th grade presentations	418	469	400	400
		6 th grade core presentations	149	126	100	100
		total students taught D.A.R.E.	2,165	2,121	2,000	2,000

PERSPECTIVE: MANAGE THE RESOURCES

Council Goals	Department Objective	Performance Measure	2015 Actual	2016 Actual	2017 Budget	2018 Target
Maintain Fiscal Strength	use asset forfeiture to fund drug investigations and purchase equipment	seizures filed	26	31	20	20
Maximize Utilization of Resources	minimize employee workload by utilizing on-line accident report purchasing	number of reports sold on line	165	142	150	150

Police Department Goals and Objectives

PERSPECTIVE: DEVELOP PERSONNEL

Council Goals	Department Objective	Performance Measure	2015 Actual	2016 Actual	2017 Budget	2018 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	80.91	72.13	75	75
		number of Department-certified trainers	19	20	20	20
		average hours of Patrol officer training	141	138.65	120	120
		average hours of Supervisory training	85	97.71	100	100
		average hours of Investigator training	168	167	100	100
		average hours of Command Staff training	40	45.87	40	40
		average hours of civilian training	25	13	20	20
Create a Positive and Rewarding Work Culture	hire quality employees	number of hiring processes conducted	4	5	4	4
	improve the overall fitness and wellness of Department employees	fitness testing – number of employees tested	47	43	47	47

2018 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.

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Program Expenditures				
Personal Services	\$ 255,373	\$ 259,381	\$ 262,128	\$ 274,025
Contract Services	144,476	179,681	171,227	183,527
Commodities	15,531	9,823	11,750	12,500
Capital Outlay	1,308	302	500	500
Total	\$ 416,689	\$ 449,187	\$ 445,605	\$ 470,552
Expenditures by Fund				
General Fund	\$ 416,689	\$ 449,187	\$ 445,605	\$ 470,552
Total	\$ 416,689	\$ 449,187	\$ 445,605	\$ 470,552
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

2018 Capital Outlay Budget Includes the Following:

Office Equipment	\$500
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2018 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.

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Program Expenditures				
Personal Services	\$ 727,579	\$ 761,943	\$ 707,364	\$ 759,339
Contract Services	96,838	110,741	127,233	120,268
Commodities	13,008	9,755	15,350	15,300
Capital Outlay	1,877	2,152	2,500	2,500
Total	\$ 839,302	\$ 884,591	\$ 852,447	\$ 897,407

Expenditures by Fund				
General Fund	\$ 839,302	\$ 884,591	\$ 852,447	\$ 897,407
Total	\$ 839,302	\$ 884,591	\$ 852,447	\$ 897,407

Full-time Equivalent Positions	10.00	10.00	10.00	10.00
Police Captain	-	-	-	1.00
Communications Supervisor	1.00	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

Notes

2018 Capital Outlay Budget Includes the following:

Replace Office Chairs	\$ 1,000
Computer Equipment	\$ 1,500
	\$ 2,500

2018 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.

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Program Expenditures				
Personal Services	\$ 95,603	\$ 108,815	\$ 116,626	\$ 124,983
Contract Services	49,305	50,036	70,805	70,805
Commodities	4,881	1,983	7,425	7,925
Capital Outlay	0	0	0	0
Total	\$ 149,789	\$ 160,835	\$ 194,856	\$ 203,713

Expenditures by Fund				
General Fund	\$ 149,789	\$ 160,835	\$ 194,856	\$ 203,713
Total	\$ 149,789	\$ 160,835	\$ 194,856	\$ 203,713

Full-time Equivalent Positions				
	4.00	2.00	2.00	2.00
Community Service Officer	2.00	2.00	2.00	2.00
Crossing Guard	2.00	-	-	-
Total	4.00	2.00	2.00	2.00

Notes

2018 Contract Services Budget Includes the Following:

Johnson County Co-Responder	\$6,000
Crossing Guards & Animal Services	59,000
Insurance (Property & Workers Comp)	4,205
Vehicle Maintenance & Repair	1,500
Memberships	100
Total	\$ 70,805

2018 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.

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Program Expenditures				
Personal Services	\$ 8,271	\$ 8,205	\$ 81,918	\$ 74,737
Contract Services	2,886	2,728	4,494	4,494
Commodities	154	0	2,550	2,550
Capital Outlay	0	0	300	300
Total	\$ 11,311	\$ 10,933	\$ 89,262	\$ 82,081
Expenditures by Fund				
General Fund	\$ 11,311	\$ 10,933	\$ 89,262	\$ 82,081
Total	\$ 11,311	\$ 10,933	\$ 89,262	\$ 82,081
Full-time Equivalent Positions				
	1.00	1.00	1.00	1.00
Police Officer	-	-	1.00	1.00
Sergeant	1.00	1.00	-	-
Total	1.00	1.00	1.00	1.00

2018 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.

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Program Expenditures				
Personal Services	\$ 2,559,930	\$ 2,622,173	\$ 2,723,756	\$ 2,744,059
Contract Services	143,051	130,418	172,997	174,697
Commodities	99,985	99,024	121,475	122,725
Capital Outlay	130,695	100,122	104,000	107,500
Total	\$ 2,933,661	\$ 2,951,738	\$ 3,122,228	\$ 3,148,981

Expenditures by Fund				
General Fund	\$ 2,933,661	\$ 2,951,738	\$ 3,122,228	\$ 3,148,981
Total	\$ 2,933,661	\$ 2,951,738	\$ 3,122,228	\$ 3,148,981

Full-time Equivalent Positions	31.00	30.00	30.00	29.00
Police Captain	1.00	1.00	1.00	1.00
Police Sergeant	4.00	4.00	4.00	4.00
Police Corporal	3.00	3.00	3.00	3.00
Police Officer	23.00	22.00	22.00	21.00
Total	31.00	30.00	30.00	29.00

Notes

2018 Contractual Services Budget Includes the Following:

APS maintenance contract	\$ 8,000
Cleaning	10,000
Tow expenses	600
Dues & subscriptions	500
Patrol reference manuals	900
Machinery maintenance & repair	59,000
Insurance (Property & Workers Comp)	79,297
Graphics & application	3,800
In car video repairs	3,000
Mobile computer repair	3,500
School crossing beacon repairs	2,000
Department Cell Phones	4,100
	\$ 174,697

2018 Capital Outlay Budget Includes the Following:

Miscellaneous field equipment	\$ 17,500
Police Vehicles (3)	85,000
Office and computer equipment	5,000
Total	\$ 107,500

2018 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.

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Program Expenditures				
Personal Services	\$ 537,598	\$ 561,322	\$ 580,530	\$ 631,239
Contract Services	25,039	25,088	40,041	40,191
Commodities	13,807	16,547	17,975	17,975
Capital Outlay	0	23,000	24,500	5,900
Total	\$ 576,445	\$ 625,957	\$ 663,046	\$ 695,305

Expenditures by Fund				
General Fund	\$ 576,445	\$ 625,957	\$ 663,046	\$ 695,305
Total	\$ 576,445	\$ 625,957	\$ 663,046	\$ 695,305

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 Officer	4.00	4.00	4.00	4.00
Total	6.00	6.00	6.00	6.00

Notes

2018 Capital Outlay Budget Includes the Following:

Office and computer equipment \$5,900

Total \$ 5,900

2018 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.

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Program Expenditures				
Personal Services	\$ 162,566	\$ 113,360	\$ 196,856	\$ 209,029
Contract Services	5,741	6,569	8,228	8,228
Commodities	3,035	937	4,375	4,350
Capital Outlay	0	0	0	0
Total	\$ 171,342	\$ 120,866	\$ 209,459	\$ 221,607
Expenditures by Fund				
General Fund	\$ 171,342	\$ 120,866	\$ 209,459	\$ 221,607
Total	\$ 171,342	\$ 120,866	\$ 209,459	\$ 221,607
Full-time Equivalent Positions				
	2.00	2.00	2.00	2.00
Police Corporal	1.00	1.00	1.00	1.00
Police Officer	1.00	1.00	1.00	1.00
Total	2.00	2.00	2.00	2.00

2018 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 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 and works with staff on school safety.

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Program Expenditures				
Personal Services	\$ 73,069	\$ 67,457	\$ 79,733	\$ 96,029
Contract Services	3,777	7,589	11,472	12,072
Commodities	15,813	12,752	16,555	16,555
Capital Outlay	0	0	0	40,000
Total	\$ 92,658	\$ 87,799	\$ 107,760	\$ 164,656
Expenditures by Fund				
General Fund	\$ -	\$ -	\$ -	\$ -
Special Alcohol Fund	92,658	87,799	107,760	164,656
Total	\$ 92,658	\$ 87,799	\$ 107,760	\$ 164,656
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

- In 2018, Capital Outlay budget includes D.A.R.E. vehicle for \$40,000
D.A.R.E. is funded by a transfer from the Special Alcohol Fund

2018 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.

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Program Expenditures				
Personal Services	\$ 101,162	\$ 42,678	\$ 110,719	\$ 111,672
Contract Services	67,179	63,289	69,016	74,116
Commodities	595	163	700	700
Total	\$ 168,936	\$ 106,130	\$ 180,435	\$ 186,488
Expenditures by Fund				
General Fund	\$ 168,936	\$ 106,130	\$ 180,435	\$ 186,488
Total	\$ 168,936	\$ 106,130	\$ 180,435	\$ 186,488
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

2018 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.

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Program Expenditures				
Personal Services	\$ 41,240	\$ 32,752	\$ 47,502	\$ 47,502
Contract Services	1,076	1,104	1,205	1,205
Total	\$ 42,316	\$ 33,856	\$ 48,707	\$ 48,707
Expenditures by Fund				
General Fund	\$ 42,316	\$ 33,856	\$ 48,707	\$ 48,707
Total	\$ 42,316	\$ 33,856	\$ 48,707	\$ 48,707

Notes

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

2018 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).

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Program Expenditures				
Personal Services	\$ 257,633	\$ 290,508	\$ 371,195	\$ 401,525
Contract Services	10,858	9,736	16,225	16,225
Commodities	7,063	3,687	12,250	12,250
Capital Outlay	-	-	10,000	-
Total	\$ 275,554	\$ 303,932	\$ 409,670	\$ 430,000
Expenditures by Fund				
General Fund	\$ 275,554	\$ 303,932	\$ 409,670	\$ 430,000
Total	\$ 275,554	\$ 303,932	\$ 409,670	\$ 430,000
Full-time Equivalent Positions				
	5.00	5.00	5.00	5.00
Police Officer	4.00	4.00	4.00	4.00
Police Sergeant	1.00	1.00	1.00	1.00
Total	5.00	5.00	5.00	5.00

2018 Budget

Department: Police Department

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.

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Program Expenditures				
Personal Services	\$ -	\$ -	\$ -	\$ 201,949
Contract Services	139,664	156,458	220,550	169,145
Commodities	0	18	0	200
Capital Outlay	15,432	38,336	34,700	36,200
Total	\$ 155,096	\$ 194,812	\$ 255,250	\$ 407,494

Expenditures by Fund				
General Fund	\$ 155,096	\$ 194,812	\$ 255,250	\$ 407,494
Total	\$ 155,096	\$ 194,812	\$ 255,250	\$ 407,494

Full-time Equivalent Positions				
	-	-	-	2.00
IT Specialist	-	-	-	1.00
IT Manager	-	-	-	1.00
Total	-	-	-	2.00

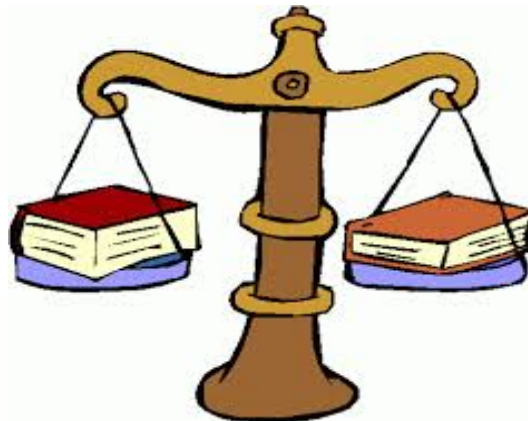
Notes

2018 Capital Outlay Budget Includes the Following:

Replace PC's - city-wide	\$ 24,000
Software Upgrades	5,000
Miscellaneous & Field Equipment	3,000
Communications Equipment	4,200
	\$ 36,200



Expenditures – Municipal Justice





2018 Budget

Department: Municipal Justice

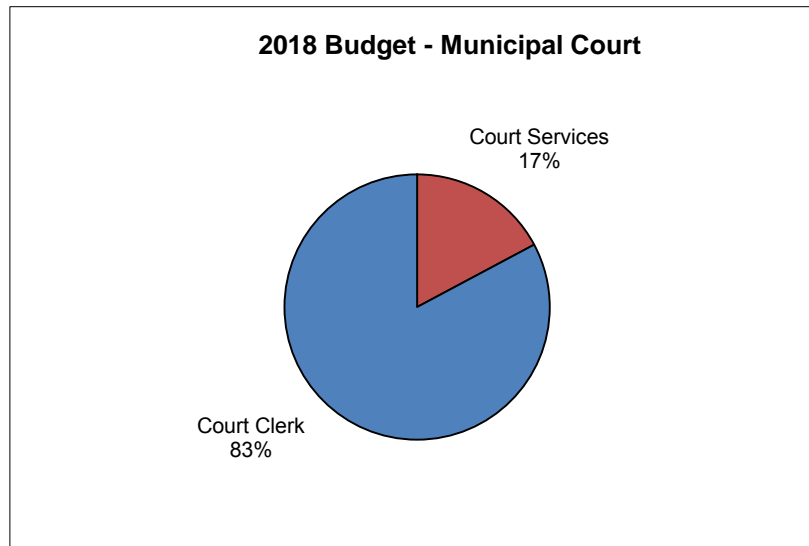
	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Expenditures by Program				
Judges	\$ 30,924	\$ -	\$ -	\$ -
Court Services	43,093	78,767	89,535	89,896
Court Clerk	329,507	350,113	395,429	432,588
Total	\$ 403,523	\$ 428,879	\$ 484,964	\$ 522,484

Expenditures by Character				
Personal Services	\$ 283,587	\$ 288,894	\$ 308,759	\$ 349,389
Contract Services	111,924	134,465	168,005	164,895
Commodities	7,930	3,200	5,200	5,200
Capital Outlay	83	2,321	3,000	3,000
Total	\$ 403,523	\$ 428,879	\$ 484,964	\$ 522,484

Expenditures by Fund				
General Fund	\$ 403,523	\$ 428,879	\$ 484,964	\$ 522,484
Total	\$ 403,523	\$ 428,879	\$ 484,964	\$ 522,484

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 Justice Department Goals and Objectives

OUR MISSION

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

PROGRAMS

The Municipal Justice 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	2015 Actual	2016 Actual	2017 Est.	2018 Target
Provide a Safe Community	be proactive in dealing with Driving Under the Influence (DUI) cases	DUI diversions completed	182	90	136	136
		DUI probations completed	36	34	35	35
Deliver Quality Services	conduct an efficient arraignment process	trial conducted	37	N/A	N/A	N/A
		total cases processed (Prairie Village and Mission Hills)	11,014	9,347	10,181	10,181

PERSPECTIVE: RUN THE ORGANIZATION

Council Goals	Department Objective	Performance Measure	2015 Actual	2016 Actual	2017 Est.	2018 Target
Maximize Partnership Opportunities	provide Court services for Mission Hills	Mission Hills cases heard	2,125	1,291	1,700	1,700
Deliver Efficient Services	maintain a fair and efficient court process	number of cases per line employee	3,671	2,337	3,000	3,000
		# of appeals to District Court	3	4	4	4
		reports submitted by due dates	100%	100%	100%	100%

2018 Budget

Department: Municipal Justice

Program: Judges

The Municipal Court Judges hear arraignments and conduct trials as part of the Municipal Court functions.

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Program Expenditures				
Personal Services	\$ 30,206	\$ -	\$ -	\$ -
Contract Services	718	-	-	-
Commodities	-	-	-	-
Total	\$ 30,924	\$ -	\$ -	\$ -
Expenditures by Fund				
General Fund	\$ 30,924	\$ -	\$ -	\$ -
Total	\$ 30,924	\$ -	\$ -	\$ -

Notes

- in 2016, Judges and Bailiff were moved to the contract services budget under Prosecutors.

2018 Budget

Department: Municipal Justice
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.

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Program Expenditures				
Personal Services	\$ -	\$ 8,759	\$ -	\$ 4,561
Contract Services	43,093	70,008	89,535	85,335
Total	\$ 43,093	\$ 78,767	\$ 89,535	\$ 89,896
Expenditures by Fund				
General Fund	\$ 43,093	\$ 78,767	\$ 89,535	\$ 89,896
Total	\$ 43,093	\$ 78,767	\$ 89,535	\$ 89,896
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
	1.25	1.25	1.25	1.25

Notes

- in 2016, Judges and Bailiff were moved from the personal services budget under Judges.

2018 Budget

Department: Municipal Justice

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.

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Program Expenditures				
Personal Services	\$ 253,381	\$ 280,135	\$ 308,759	\$ 344,828
Contract Services	68,114	64,457	78,470	79,560
Commodities	7,930	3,200	5,200	5,200
Capital Outlay	83	2,321	3,000	3,000
Total	\$ 329,507	\$ 350,113	\$ 395,429	\$ 432,588
Expenditures by Fund				
General Fund	\$ 329,507	\$ 350,113	\$ 395,429	\$ 432,588
Total	\$ 329,507	\$ 350,113	\$ 395,429	\$ 432,588
Full-time Equivalent Positions				
	5.00	5.00	5.00	5.00
Court Administrator	1.00	1.00	1.00	1.00
Court Clerk	3.00	3.00	3.00	4.00
Total	5.00	5.00	5.00	5.00



**TRAFFIC ISLAND SCULPTURE
63RD TERRACE and DELMAR DRIVE**



Expenditures – Community Development





2018 Budget

Department: Community Development

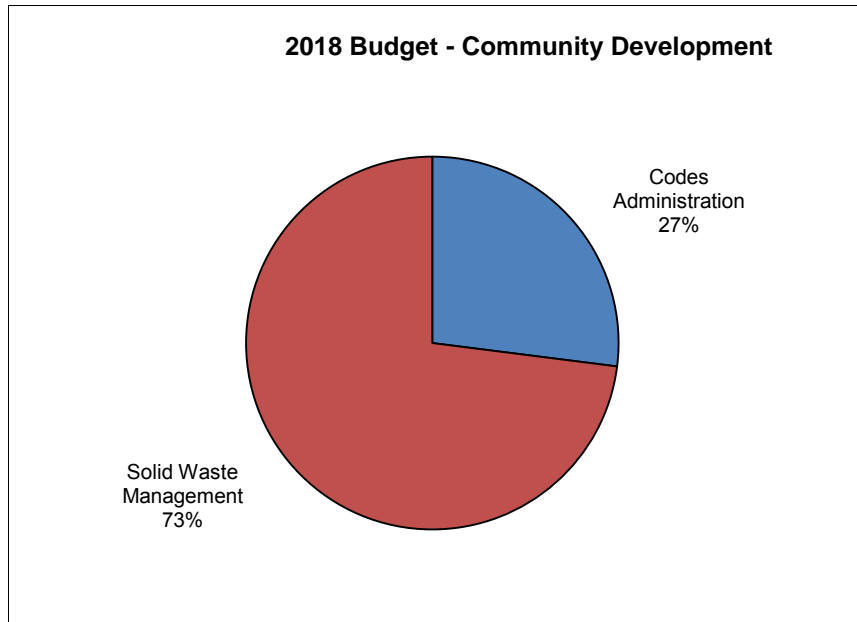
	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Expenditures by Program				
Codes Administration	416,538	507,584	579,817	633,052
Solid Waste Management	1,403,839	1,391,311	1,688,638	1,711,152
Total	\$1,820,377	\$1,898,895	\$ 2,268,455	\$ 2,344,204

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Expenditures by Character				
Personal Services	\$ 405,406	\$ 491,524	\$ 545,942	\$ 598,423
Contract Services	1,399,288	1,394,437	1,705,013	1,727,431
Commodities	11,636	10,415	13,300	15,150
Capital Outlay	4,047	2,519	4,200	3,200
Debt Service	-	-	-	-
Contingency	-	-	-	-
Total	\$1,820,377	\$1,898,895	\$ 2,268,455	\$ 2,344,204

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Expenditures by Fund				
General Fund	416,538	507,584	579,817	633,052
Solid Waste Management Fund	1,403,839	1,391,311	1,688,638	1,711,152
Total	\$1,820,377	\$1,898,895	\$ 2,268,455	\$ 2,344,204

Full-time Equivalent Positions	2015 Actual	2016 Actual	2017 Budget	2018 Budget
	4.70	5.20	6.20	7.20

- In 2016, personal services reflects budget for full time Code Enforcement Officer.
- In 2017, personal services reflects budget for full time Building Inspector.



Community Development Department Goals and Objectives

OUR MISSION

The Prairie Village Community Development Department's mission is to promote the safety of lives, 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	2015 Actual	2016 Actual	2017 Est.	2018 Target
Provide a Safe Community	aggressively enforce the City's Property Maintenance Code	number of code enforcement cases	573	1,352	900	900
Deliver Quality Services	provide accurate and timely information to elected officials and residents	building permits processed	1,613	1,635	1,700	1,700
		building inspections	3,234	3,706	3,200	3,200
		plan reviews performed	560	650	500	500
		code enforcement cases referred to Court	37	13	40	40
Maximize Partnership Opportunities	Exterior Grant Program	# of homes renovated/ \$ invested	25	22	25	25
Provide Courteous & Responsive Customer Service	conduct inspections in a timely manner	average wait time	1 day	1 day	1day	1 day
	review construction plans in a timely manner	# of days to review plans from receipt	3.98 days	2.58 days	5 days	5 days
Deliver Efficient Services	reduce wait time for building inspections	average wait time	1 day	1 day	1 day	1 day

2018 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.

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Program Expenditures				
Personal Services	\$ 380,034	\$ 464,662	\$ 519,101	\$ 571,286
Contract Services	20,821	29,988	44,216	44,416
Commodities	11,636	10,415	12,300	14,150
Capital Outlay	4,047	2,519	4,200	3,200
Total	\$ 416,538	\$ 507,584	\$ 579,817	\$ 633,052

Expenditures by Fund				
General Fund	\$ 416,538	\$ 507,584	\$ 579,817	\$ 633,052
Total	\$ 416,538	\$ 507,584	\$ 579,817	\$ 633,052

Full-time Equivalent Positions	4.40	4.90	5.90	6.90
Assistant City Administrator	0.40	0.40	0.40	0.40
Building Official	1.00	1.00	1.00	1.00
Code Enforcement Officer	1.00	1.00	2.00	2.00
Building Inspector	1.00	1.00	1.00	2.00
Codes Support Specialist	1.00	1.00	1.00	1.00
Management Intern	-	0.50	0.50	0.50
Total	4.40	4.90	5.90	6.90

Notes

- In 2016, personal services reflects budget for full time Code Enforcement Officer.
- In 2017, personal services reflects budget for full time Building Inspector.

2018 Contract Services Budget Includes the Following:

Insurance (P&C and WC)	\$ 9,686
Training	11,300
Vehicle gas and maintenance	2,000
Dues for professional organizations	5,730
Contract for mowing	7,000
Contract for scanning	5,200
Copier	3,500
	\$ 44,416

2018 Capital Outlay Budget Includes the Following:

Office equipment & furniture	\$ 2,000
Computer equipment	600
Field equipment	600
	\$ 3,200

2018 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.

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Program Expenditures				
Personal Services	\$ 25,372	\$ 26,862	\$ 26,841	\$ 27,137
Contract Services	1,378,467	1,364,449	1,660,797	1,683,015
Commodities	0	0	1,000	1,000
Contingency	0	0	0	0
Total	\$ 1,403,839	\$ 1,391,311	\$ 1,688,638	\$ 1,711,152
Expenditures by Fund				
Solid Waste Management Fund	1,403,839	1,391,311	1,688,638	1,711,152
Total	\$ 1,403,839	\$ 1,391,311	\$ 1,688,638	\$ 1,711,152
Full-time Equivalent Positions				
	0.30	0.30	0.30	0.30
Assistant City Administrator	0.30	0.30	0.30	0.30
Total	0.30	0.30	0.30	0.30

Notes

- Contract services budget includes the cost for the annual large item pickup. The cost is \$29,000.

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.

2010 Assessment: \$177.62
 2011 Assessment: \$200.74
 2012 Assessment: \$200.74
 2013 Assessment: \$158.52
 2014 Assessment: \$174.00
 2015 Assessment: \$174.00
 2016 Assessment: \$174.00
 2017 Assessment: \$192.00
 2018 Assessment: \$192.00



Expenditures – Parks & Community Programs





2018 Budget

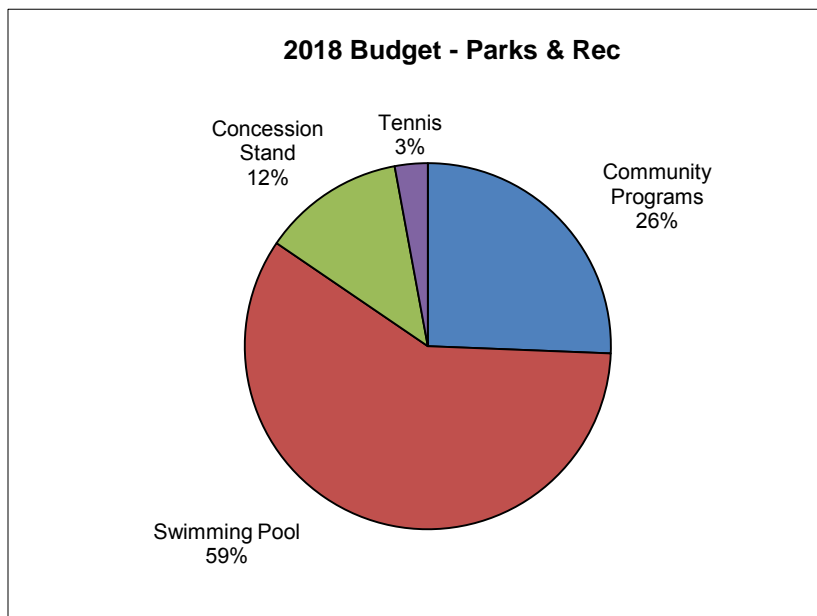
Department: Parks & Community Programs

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Expenditures by Program				
Community Programs	\$ 184,725	\$ 72,156	\$ 131,977	\$ 147,923
Swimming Pool	295,965	305,712	368,837	339,927
Concession Stand	39,730	53,957	73,648	72,577
Tennis	13,468	14,472	17,200	16,763
Total	\$ 533,887	\$ 446,297	\$ 591,662	\$ 577,190

Expenditures by Character				
Personal Services	\$ 355,520	\$ 327,893	\$ 417,314	\$ 394,017
Contract Services	115,948	58,253	95,173	112,873
Commodities	37,389	45,866	58,375	59,500
Capital Outlay	25,030	14,286	20,800	10,800
Total	\$ 533,887	\$ 446,297	\$ 591,662	\$ 577,190

Expenditures by Fund				
General Fund	\$ 533,887	\$ 446,297	\$ 591,662	\$ 577,190
Special Alcohol Fund	24,000	30,000	30,000	55,000
Debt Service Fund	0	0	0	0
Total	\$ 557,887	\$ 476,297	\$ 621,662	\$ 632,190

Full-time Equivalent Positions	20.80	20.80	20.80	20.80
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Parks and Community Programs Goals and Objectives

OUR MISSION

The Prairie Village Parks and 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

Parks and 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	2015 Actual	2016 Actual	2017 Est.	2018 Target
Cultivate community involvement and access	annual events	arts community events and activities	16	16	16	16
		recycling events and activities	3	3	3	3
	City recreation programs	Swim Team membership	162	157	170	170
		Dive Team membership	30	31	40	40
		Tennis Program	55	72	65	65

PERSPECTIVE: MANAGE THE RESOURCES

Council Goals	Department Objective	Performance Measure	2015 Actual	2016 Actual	2017 Est.	2018 Target
Maintain Fiscal Strength	recover 75% of costs through program fees	% of costs recovered	66%	71%	75%	75%
Maximize Utilization of Resources	pool memberships	number of pool memberships	3,956	3,836	3,990	3,896
Invest in Infrastructure	maintain adequate funding to enhance parks for active and passive recreation through capital improvements	funding in Capital Infrastructure	\$470K	\$1,003K	\$277K	\$1,850K

2018 Budget

Department: Parks & 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 and Environmental Committee initiatives.

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Program Expenditures				
Personal Services	\$ 85,694	\$ 47,931	\$ 73,767	\$ 81,263
Contract Services	82,892	23,104	51,960	65,660
Commodities	139	541	1,250	1,000
Capital Outlay	16,000	580	5,000	0
Total	\$ 184,725	\$ 72,156	\$ 131,977	\$ 147,923
Expenditures by Fund				
General Fund	\$ 184,725	\$ 72,156	\$ 131,977	\$ 147,923
Special Alcohol Fund	24,000	30,000	30,000	55,000
Total	\$ 208,725	\$ 102,156	\$ 161,977	\$ 202,923
Full-time Equivalent Positions				
	0.78	0.78	0.78	0.78
Management Assistant	0.78	0.78	0.78	0.78
Total	0.78	0.78	0.78	0.78

Notes

- Programs include Arts Council, Environmental Committee, Sister City and Village Fest. In 2017, Arts Council utilized funds in the PV Foundation to cover annual expenses

2018 Contract Services Includes the Following:

Insurance (P&C and WC)	\$ 2,560
VillageFest	18,000
Arts Council	13,500
Environmental Committee	8,000
Minor Home Repair	6,000
UCS	7,600
JazzFest	10,000
	\$ 65,660

2018 Budget

Department: Parks & 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.

	2015 Actual		2016 Actual		2017 Budget		2018 Budget
Program Expenditures							
Personal Services	\$ 241,742	\$	242,618	\$	299,647	\$	270,237
Contract Services	28,065		29,499		36,390		40,390
Commodities	17,128		21,820		20,000		21,500
Capital Outlay	9,030		11,776		12,800		7,800
Total	\$ 295,965	\$	305,712	\$	368,837	\$	339,927

Expenditures by Fund

General Fund	\$ 295,965	\$	305,712	\$	368,837	\$	339,927
Total	\$ 295,965	\$	305,712	\$	368,837	\$	339,927

Full-time Equivalent Positions

	16.82	16.82	16.82	16.82
Management Assistant	0.22	0.22	0.22	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	16.82	16.82	16.82

Notes

2018 Capital Outlay Budget Includes the Following:

Miscellaneous Pool Equipment	7,000
Office Equipment	800
	\$ 7,800

2018 Budget

Department: Parks & Community Programs

Program: Concession Stand

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

	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Program Expenditures				
Personal Services	\$ 16,873	\$ 26,778	\$ 31,611	\$ 30,615
Contract Services	3,167	2,873	3,962	3,962
Commodities	19,690	22,376	35,075	35,000
Capital Outlay	0	1,930	3,000	3,000
Total	\$ 39,730	\$ 53,957	\$ 73,648	\$ 72,577
Expenditures by Fund				
General Fund	\$ 39,730	\$ 53,957	\$ 73,648	\$ 72,577
Total	\$ 39,730	\$ 53,957	\$ 73,648	\$ 72,577
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

2018 Budget

Department: Parks & 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.

	2015 Actual		2016 Actual		2017 Budget		2018 Budget
Program Expenditures							
Personal Services	\$ 11,211	\$	10,566	\$	12,289	\$	11,902
Contract Services	1,824		2,777		2,861		2,861
Commodities	432		1,129		2,050		2,000
Total	\$ 13,468	\$	14,472	\$	17,200	\$	16,763
Expenditures by Fund							
General Fund	\$ 13,468	\$	14,472	\$	17,200	\$	16,763
Total	\$ 13,468	\$	14,472	\$	17,200	\$	16,763
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
 - Bank Stabilization near Brush Creek (east of Mission Road)
 - Canterbury Channel (Windsor near Cherokee)
 - 72nd Channel (Tomahawk and 72nd St)
 - Public Works Channel Repair
 - 83rd Street Channel (83rd and Mission)
 - Corinth Channel
 - Roe Channel Repair
- Street Projects
 - Fontana Street, 91st Street to 92nd Terrace
 - 87th Street, Mission Road to Delmar Road
 - Cedar Drive, Somerset Drive to 90th Street
 - Booth Street, 77th Street to Somerset Drive
 - 73rd Street, Booth Street to Springfield Street
 - 73rd Street, Springfield Street to Belinder Avenue
 - 94th Terrace, 95th Street to Nall
 - Tomahawk Road, 81st Street to 83rd Street
 - 72nd Terrace, 73rd Street to Cherokee Drive
 - 75th Street cul-de-sac
 - 83rd Terrace, Juniper Lane to Nall Avenue
 - Linden Drive cul-de-sac
 - El Monte Street, 67th Street to Oxford Road
 - 76th Street, Colonial Drive to Lamar Avenue
 - Rosewood Drive, 79th Street to Roe Avenue
 - City Hall Parking Lot
 - Oxford Road, Tomahawk Road to 69th Street
- Park Projects
 - Tomahawk Trail
 - Windsor Park Shelter and Swing Sets
- Other Projects
 - 2017 Concrete Repair
 - 2017 Asphalt Repairs
 - 2017 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		2013	2014	2015	2016
ADA Ramps	Each	1,661	1,661	1,658	1674
	Rating	88.7	88.7	89.2	88.8
Curbs/Gutters	Feet	1,064,423	1,064,775	1,067,470	1,067,470
	Rating	97.6	97.4	97.9	97.9
Drain Channels	Feet	52,983	50,061	54,236	54,235
	Rating	88.5	88.3	88.4	87.8
Drain Pipes	Feet	255,230	244,594	246,457	246,648
	Rating	90.3	90.7	90.9	90.8
Drain Structures	Each	2,782	2,743	2,750	3,304
	Rating	90.6	90.7	90.8	90.8
Pavements	Feet	604,237	604,237	604,237	604,466
	Rating	85.8	84.2	83.8	79.1
Sidewalks	Feet	497,874	497,799	501,165	475,020
	Rating	96.4	96.3	95.6	94.6
Signs	Each	4,389	4,467	4,516	3,740
	Rating	97.1	97.1	97.2	97.2
Traffic Markings	Length	197,397	197,397	197,397	197,397
	Rating	82.2	82.2	89.9	89.9
Trees	Each	9,731	9,425	9,317	9,063
	Rating	90.2	89.9	89.8	89.7
Total of segments		2,690,707	2,677,159	2,689,203	2,663,017
Average		90.7	90.6	92.1	91.7

City of Prairie Village Capital Infrastructure Program - Highlights

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

Parks Projects

- As part of the implementation of The Village Vision, the City initiated a parks master planning process and adopted the Parks Master Plan in June 2009 which concludes in 2017. Parks projects that have been constructed as part of the PMP include:
 - Franklin Park, Weltner Park, and the Trail from Porter Park to 71St Street.
 - 2014 Prairie Park, McCrum Park, and Santa Fe Park.
 - 2015 Taliaferro Park and Bennett Park. The parking lots at Harmon Park.
 - 2016 playset package for Taliaferro, Bennett and Windsor. Park Improvements for Porter and Windsor.
 - 2017 improvements included a new playset and nature play area at Harmon Park. In the middle of the planning process for the new amphitheatre for Harmon Park, the Governing Body opted instead to construct a shelter and new swings at Windsor. 2017 improvements include the design process for the reconstruction of the Harmon Park Skate Park.
- The 2018 CIP contains funding for the Park Infrastructure Reserve Account. In 2007, the City began setting aside funding for replacement/reconstruction of parts of the pool facility that were not a part of the reconstruction in 2000.
- The 2018 CIP implements the 5 year priority list developed with the Parks and Recreation Committee and approved by the Governing Body.
 - In 2018 the first projects from this priority list will be the construction of a permanent restroom at Porter Park, and the installation of new playsets at Franklin Park.
- The 2018 CIP also includes the design and construction of the proposed North Park at 67th and Roe.

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 stormwater runoff from private property, i.e., sump pumps, into the City's storm drainage system. There is no additional funding request for this in the 2018 CIP. This program will be monitored and future funding may be requested if there is a need.

City of Prairie Village Capital Infrastructure Program - Highlights

- The annual Drainage Repair Program continues for 2018. This program is reflected by two individual projects this year that have received Johnson County SMAC funding.

Street Projects

- \$25,000 in funding will be added to the Traffic Calming Program in 2018.
- The 2018 Paving Program is funded at \$3,061,382.00.
- The 2018 Johnson County CARS projects will be to rehabilitate Mission Road from 84th Terrace to 95th Street in partnership with the City of Leawood and to rehabilitate Roe Avenue from 67th Street to 75th Street.

Building Projects

- In 2018 money continues to be set aside in the Building Reserve Account for large repair/replacement of facilities.

Sidewalk & Curb Projects

- The 2018 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 2018 CIP includes funding for repair/replacement of sidewalks and curbs throughout the City.

CAPITAL INFRASTRUCTURE PROGRAM SUMMARY

PROJECT #	PROJECT DESCRIPTION	SPENT TO DATE	ADDITIONAL EXPECTED	TOTAL PROJECT ALLOCATED TO DATE	2017 EXPENDITURES	2018 EXPENDITURES	2019 EXPENDITURES	2020 EXPENDITURES	2021 EXPENDITURES	PROJECT TOTAL
	Unallocated			\$ 274,863.00						\$ 274,863.00
PARK										
POOLRESV	Park Infrastructure Reserve (from	\$ 237,254.34	\$ 40,800.51	\$ 278,054.85	\$ 120,000.00	\$ 120,000.00	\$ 120,000.00	\$ 120,000.00	\$ 120,000.00	\$ 878,054.85
BG850001	Pool Pipe Repair				\$ 100,000.00					\$ 100,000.00
BG420001	McCrum Tennis Court				\$ 100,000.00					\$ 100,000.00
TRAIL02x	Tomahawk Trail				\$ 350,000.00					\$ 350,000.00
BG900001	Windsor Park Shelter & Swing Sets				\$ 165,000.00					\$ 165,000.00
BG390001	Harmon Park Skate Park				\$ 30,000.00	\$ 320,000.00				\$ 350,000.00
BG250002	Franklin Park					\$ 120,000.00				\$ 120,000.00
BG600002	Porter Park Restrooms					\$ 240,000.00				\$ 240,000.00
BG860001	Pool Bathroom Repairs					\$ 50,000.00	\$ 250,000.00			\$ 300,000.00
BGNP0001	Proposed North Park					\$ 1,000,000.00				\$ 1,000,000.00
BG300003	Harmon Park Play Set						\$ 575,000.00			\$ 575,000.00
	Windsor Trail Expansion							\$ 15,000.00		\$ 15,000.00
	Windsor Tennis Court Resurface							\$ 60,000.00		\$ 60,000.00
	Taliaferro Park Shelter Reno							\$ 180,000.00		\$ 180,000.00
	Taliaferro Park Restrooms							\$ 230,000.00		\$ 230,000.00
	PARK TOTAL PER YEAR	\$ 237,254.34	\$ 40,800.51	\$ 552,917.85	\$ 865,000.00	\$ 1,850,000.00	\$ 945,000.00	\$ 375,000.00	\$ 350,000.00	\$ 4,937,917.85
DRAINAGE										
WDPRRESV	Water Discharge Program	\$ 89,585.51	\$ 22,934.87	\$ 112,520.38						\$ 156,223.00
DELIN0001	Delmar & Fontana Drainage (SM)	\$ 58,838.78		\$ 58,838.78	\$ 1,011,161.22	\$ 3,468,236.00				\$ 4,538,236.00
DELIN0002	Delmar & Fontana Warning Syste				\$ 150,000.00					\$ 150,000.00
REIST001	Reinhardt Drainage Project (SMA)					\$ 2,504,300.00				\$ 2,504,300.00
DRAIN17x	Drainage Repair Program	\$ 517,970.29		\$ 517,970.29	\$ 900,000.00			\$ 900,000.00		\$ 4,117,970.29
	DRAINAGE TOTAL PER YEAR	\$ 666,394.58	\$ 22,934.87	\$ 845,552.45	\$ 2,061,161.22	\$ 5,972,536.00	\$ 900,000.00	\$ 900,000.00	\$ 900,000.00	\$ 11,579,249.67
STREETS										
75ST0001	Unallocated									\$ 259,314.65
	75th St - Skate Line Rd to Mission	\$ 2,993,832.79	\$ 110,213.52	\$ 3,104,066.31						\$ 3,104,066.31
TRAFRESV	Traffic Calming Program	\$ 61,616.33	\$ 25,000.00	\$ 86,616.33		\$ 25,000.00				\$ 111,616.33
PAVP2017	Paving Program	\$ 3,178,667.84	\$ 114,507.88	\$ 3,293,175.72	\$ 2,345,000.00	\$ 3,061,382.00	\$ 2,243,000.00	\$ 3,430,000.00	\$ 2,505,000.00	\$ 16,877,557.72
UBAS2017	2017 UBAS Overlay				\$ 400,000.00			\$ 400,000.00		\$ 1,200,000.00
MIRD0005	Mission Rd - 75th St to 84th Ter (CARS)		\$ 75,000.00	\$ 75,000.00						\$ 2,593,000.00
ROAV0004	Roe Ave - 67th St to 75st St (CAR)				\$ 75,000.00					\$ 1,850,000.00
MIRD0006	Mission Rd-84th Ter to 95th St (L)					\$ 1,775,000.00				\$ 702,000.00
ROAV0005	Roe Ave - 63rd St to 67th St (CAR)				\$ 75,000.00	\$ 627,000.00				\$ 1,029,000.00
NAAV0003	Nall Ave - 83rd St to 95th St (OP)					\$ 75,000.00				\$ 340,000.00
NAAV0004	Nall Ave - 79th St to 83rd St						\$ 40,000.00			\$ 990,000.00
ROAV0006	Roe Ave - 83rd St to 95th St						\$ 75,000.00			\$ 1,065,000.00
NAAV0005	Nall Ave - 67th St to 75th St						\$ 150,000.00			\$ 465,000.00
SODR0005	Somersset Dr - State Line to Reint							\$ 10,000.00		\$ 10,000.00
	STREET TOTAL PER YEAR	\$ 6,234,136.96	\$ 324,721.40	\$ 6,818,173.01	\$ 5,413,000.00	\$ 5,563,382.00	\$ 3,637,000.00	\$ 3,880,000.00	\$ 4,445,000.00	\$ 29,756,555.01

CAPITAL INFRASTRUCTURE PROGRAM SUMMARY

FUNDING DESCRIPTION	PRIOR TO 2016 FUNDING	2016 FUNDING	TOTAL PREVIOUS	2017 FUNDING	2018 FUNDING	2019 FUNDING	2020 FUNDING	2021 FUNDING	FUNDING TOTAL
CASH	\$ 3,315,218.63	\$ -	\$ 3,315,218.63	\$ 1,990,086.22	\$ 700,000.50	\$ -	\$ -	\$ -	\$ 6,005,305.35
CASH CAPITAL RESERVE	\$ -	\$ -	\$ -	\$ 4,100,000.00	\$ 5,303,560.00	\$ 4,100,000.00	\$ 4,100,000.00	\$ 4,100,000.00	\$ 27,323,081.00
GENERAL FUND	\$ -	\$ 5,619,521.00	\$ 5,619,521.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
BUILD BUILDING BOND	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
DRAIN STORMWATER FUND	\$ -	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 1,000,000.00	\$ 6,000,000.00
DRAIN SMAC GRANT	\$ -	\$ -	\$ -	\$ -	\$ 4,686,688.00	\$ -	\$ -	\$ -	\$ 4,686,688.00
DRAIN DRAIN BOND	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
PARK SPECIAL PARK	\$ -	\$ 160,000.00	\$ 160,000.00	\$ 130,000.00	\$ 139,072.00	\$ 130,000.00	\$ 130,000.00	\$ 130,000.00	\$ 819,072.00
PARK PARK SALES TAX	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
STREET CARS GRANT	\$ -	\$ 500,000.00	\$ 500,000.00	\$ 1,259,000.00	\$ 1,176,000.00	\$ 477,000.00	\$ 150,000.00	\$ 690,000.00	\$ 4,252,000.00
STREET SPECIAL HIGHWAY	\$ -	\$ 570,000.00	\$ 570,000.00	\$ 570,000.00	\$ 643,000.00	\$ 550,000.00	\$ 550,000.00	\$ 550,000.00	\$ 3,433,000.00
STREET STREET BOND	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
MISC FUNDING FROM OTHERS	\$ -	\$ -	\$ -	\$ 385,000.00	\$ 542,597.50	\$ -	\$ -	\$ -	\$ 927,597.50
ED ECONOMIC DEVELOPMENT FUND	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL FUNDING BY YEAR	\$ 3,315,218.63	\$ 7,849,521.00	\$ 11,164,739.63	\$ 9,434,086.22	\$ 14,190,918.00	\$ 6,257,000.00	\$ 5,930,000.00	\$ 6,470,000.00	\$ 53,446,743.85



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.

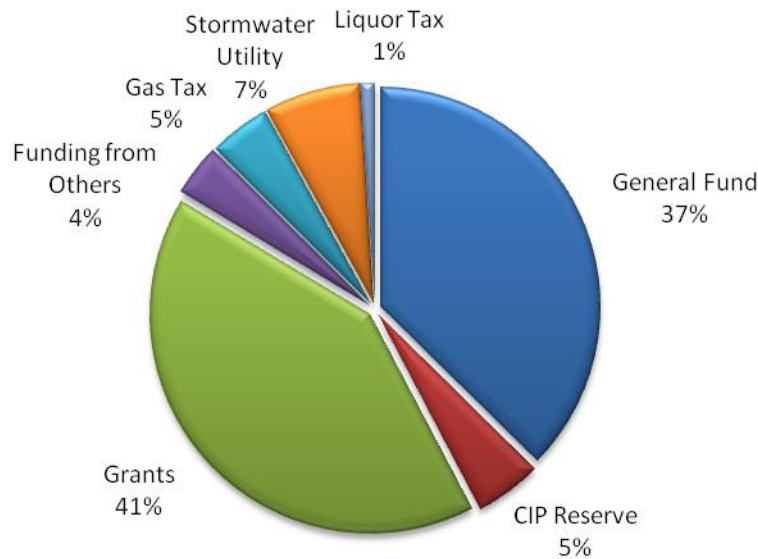
In 2007 the City Council adopted "The Village Vision", the City's new comprehensive plan which provides a policy framework to guide the City Council as it makes decisions for the City's future. All of the projects in the CIP were contemplated with The Village Vision in mind.

Funding for the CIP

The majority of the 2018 CIP is funded with Grants (SMAC and CARS). 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. The majority of the funding for the CIP comes from the General Fund. 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.

2018 Capital Improvement Program Funding Sources



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 will guide 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 2018 Budget includes funding for repair to the Harmon Park Skate park, Franklin Park, Porter Park restrooms, pool bathhouse repairs and the proposed North Park.

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 2018 Budget includes funding for the Delmar & Fontana drainage project and the Reinhardt drainage project.

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.
- 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.

Capital Infrastructure Program

- 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.

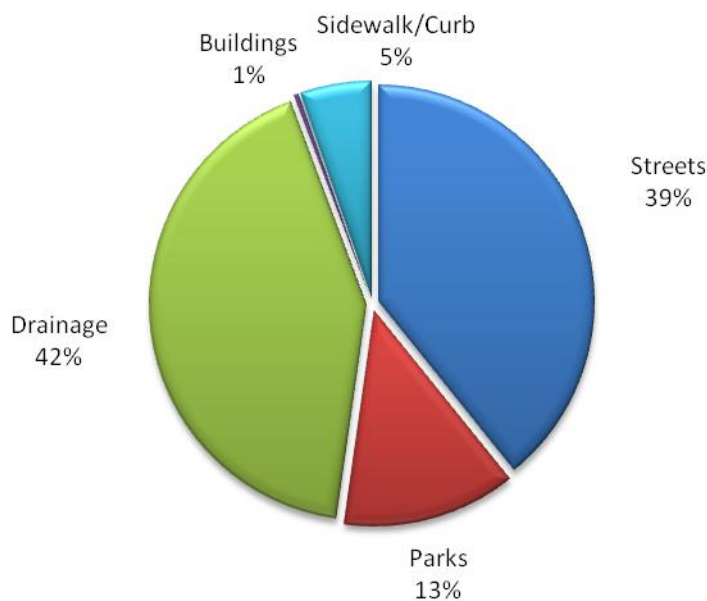
Building Projects

- 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.

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.

2018 CIP Expenditures



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

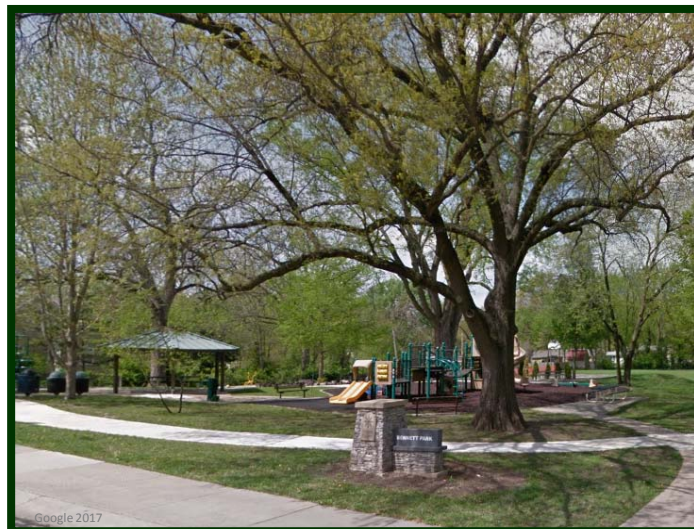
Project Title: Parks & Infrastructure Reserve

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	2017 Budget	2018 Budget	2019 Estimates	2020 Estimates	2021 Estimates
Professional Service	-	-	-	-	-
Design	-	-	-	-	-
Construction	120,000	120,000	120,000	120,000	120,000
Const Administration					
Total Cost	120,000	120,000	120,000	120,000	120,000
Financing					
City General Fund	-	20,000	-		
Special Park	120,000	100,000	120,000	120,000	120,000
Capital Reserve					
Total Funds	120,000	120,000	120,000	120,000	120,000

Project Location:



Capital Infrastructure Program

Project Title: Harmon Park Skate Park

Project Description: This project will replace the current skate park facility located at Harmon Park. Design in 2017 and Construction in 2018.

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

Project Cost	2017 Budget	2018 Budget	2019 Estimates	2020 Estimates	2021 Estimates
Professional Service					-
Design	30,000				-
Construction		320,000			-
Const Administration					-
Total Cost	30,000	320,000	-	-	-
Financing					
City General Fund	30,000	320,000			-
Special Park					-
Capital Reserve					-
Total Funds	30,000	320,000	-	-	-

Project Location:



Multiple cracks have developed in the existing surface on the skate park. A new facility will be designed in 2017 for construction in 2018.




Capital Infrastructure Program

Project Title: Franklin Park

Project Description: Replace both playsets at Franklin park leaving in place the recently intalled climber.

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

	2017 Budget	2018 Budget	2019 Estimates	2020 Estimates	2021 Estimates
Project Cost					
Professional Service					-
Design					-
Construction		120,000			-
Const Administration					-
Total Cost	-	120,000	-	-	-
Financing					
City General Fund		120,000			-
Special Park					-
Capital Reserve					-
Total Funds	-	120,000	-	-	-

Project Location:



The playsets at Franklin Park were installed in 1998.

They have surpassed their expected life span of 15 years.

Capital Infrastructure Program

Project Title: Porter Park Restrooms

Project Description: Design and construct permanent restroom facilities in Porter Park.

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

Project Cost	2017 Budget	2018 Budget	2019 Estimates	2020 Estimates	2021 Estimates
Professional Service					-
Design					-
Construction		240,000			-
Const Administration					-
Total Cost	-	240,000	-	-	-
Financing					
City General Fund		240,000			-
Special Park					-
Capital Reserve					-
Total Funds	-	240,000	-	-	-

Project Location:



Capital Infrastructure Program

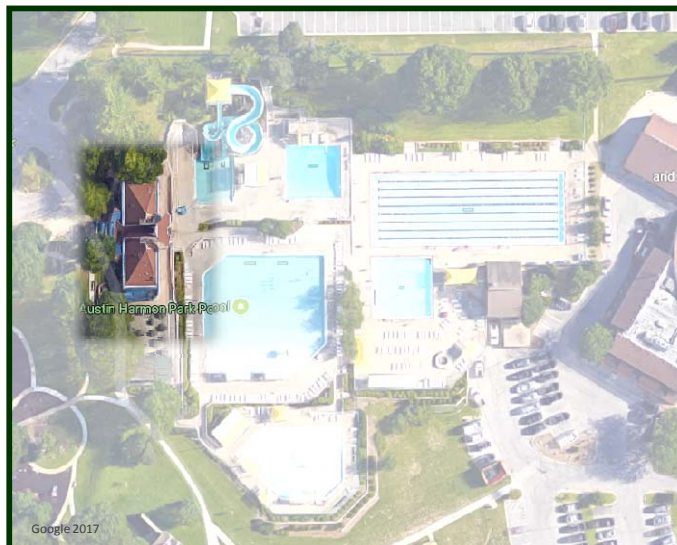
Project Title: Pool Bathhouse Repairs

Project Description: Design and implementation of pool bathhouse repairs or reconstruction. Design will consist of feasibility assesment for long term needs in consideration of implementation of Harmon Park Master Plan.

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

Project Cost	2017 Budget	2018 Budget	2019 Estimates	2020 Estimates	2021 Estimates
Professional Service					-
Design		50,000			-
Construction			250,000		-
Const Administration					-
Total Cost	-	50,000	250,000	-	-
Financing					
City General Fund		50,000	250,000		-
Special Park					-
Capital Reserve					-
Total Funds	-	50,000	250,000	-	-

Project Location:



Capital Infrastructure Program

Project Title: Proposed North Park

Project Description: Design and construct new park facilities at North Park located at 67th Street and Roe.

Operations Comments: New park facilities will increase operations cost to department.

	2017 Budget	2018 Budget	2019 Estimates	2020 Estimates	2021 Estimates
Project Cost					
Professional Service					-
Design		100,000			-
Construction		900,000			-
Const Administration					-
Total Cost	-	1,000,000	-	-	-
Financing					
City General Fund		1,000,000			-
Special Park					-
Capital Reserve					-
Total Funds	-	1,000,000	-	-	-

Project Location:





Capital Infrastructure Program Drainage Projects

Capital Infrastructure Program

Project Title: Delmar & Fontana Drainage (SMAC) - DELN0001

Project Description: During significant rainfalls the water back up at the culvert just south of 83rd and Roe causes significant roadway flooding as well as flooding of residential properties around the channel at Delmar. Significant construction funding provided from the County's SMAC program. The recommended improvements suggested in the PES remove the low water crossings and eliminate flooding for 7 homes.

Operation Comments: There will be minor reduction in drainage system maintenance cost of the low water crossings.

	2017	2018	2019	2020	2021
Project Cost	Budget	Budget	Estimates	Estimates	Estimates
Professional Service	79,440	-	-	-	-
Design	414,040	-	-	-	-
Construction	517,681	3,454,559	-	-	-
Const Administration		13,677	-	-	-
Total Cost	1,011,161	3,468,236	-	-	-
Financing					
City General Fund	-	-	-	-	-
Stormwater Fund		514,153	-	-	-
SMAC Grant		2,954,083	-	-	-
Funding from Others			-	-	-
Capital Reserve	1,011,161		-	-	-
Total Funds	1,011,161	3,468,236	-	-	-

Projection Location:



Capital Infrastructure Program

Project Title: Reinhardt Drainage Project (SMAC) - REIST001

Project Description: Rainfall runoff creates ponding in the streets and on properties in the Corinth Meadows neighborhood near 84th Terrace and Reinhardt Street. The area was surveyed and modeling hydraulically to confirm street flooding and the potential for homes to flood during significant rainfall events. This flooding potential allowed for the opportunity for receive Johnson County SMAC funding to improve the stormsewer system in partnership with the City of Leawood.

Operation Comments: There will be minor reduction in drainage system maintenance cost.

	2017	2018	2019	2020	2021
Project Cost	Budget	Budget	Estimates	Estimates	Estimates
Professional Service		194,160	-	-	-
Design		226,520			
Construction		2,038,620			
Const Administration		45,000			
Total Cost	-	2,504,300	-	-	-
Financing					
City General Fund	-	-	-	-	-
Stormwater Fund		385,847			
SMAC Grant		1,732,605			
Funding from Others		385,848			
Capital Reserve					
Total Funds	-	2,504,300	-	-	-

Projection Location:





Capital Infrastructure Program Street Projects

Capital Infrastructure Program

Project Title: Traffic Calming Projects

Project Description: The Traffic Calming Program has been funded semi-annually. Projects are approved for funding in accordance with Council Policy CP350.

Operation Information: This program is a neighborhood initiated program. Annual costs are minimal but will increase Operating Street Funds for maintenance of pavement marking and signage.

Project Cost	2017 Budget	2018 Request	2019 Estimates	2020 Estimates	2021 Estimates
Professional Service	-	-		-	-
Design	-	-		-	-
Construction		25,000		-	-
Const Administration	-	-		-	-
Total Cost	-	25,000	-	-	-
Financing					
City General Fund	-	25,000			
Stormwater Fund					
CARS Grant					
Special Highway					
Street Bond					
Funding from Others					
Capital Reserve	-	-			
Total Funds	-	25,000	-	-	-

Project Location:

Capital Infrastructure Program

Project Title: Street Paving Program - #PAVP2018

Project Description: This program is designed to resurface streets with new bituminous concrete or to reconstruct streets. Some spot reconstruction is provided where there is evidence of base 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.

Project Cost	2017 Budget	2018 Budget	2019 Estimates	2020 Estimates	2021 Estimates
Professional Service		10,000	10,000	10,000	10,000
Design	90,000	100,000	90,000	100,000	100,000
Construction	2,255,000	2,886,382	2,103,000	3,255,000	2,355,000
Const Administration		75,000	50,000	75,000	50,000
Total Cost	2,345,000	3,061,382	2,243,000	3,430,000	2,505,000
Financing					
City General Fund	1,754,000	1,968,382	1,763,000	2,850,000	2,155,000
Stormwater Fund	60,000	50,000	80,000	80,000	50,000
CARS Grant					
Special Highway	290,000	343,000	400,000	500,000	300,000
Street Bond					
Funding from Others					
Capital Reserve	241,000	700,000			
Total Funds	2,345,000	3,061,382	2,243,000	3,430,000	2,505,000

Project Location:



The Paving Program evaluates the 20+ miles of residential and collector streets in the Fair/Poor Category annually for improvements.

Capital Infrastructure Program

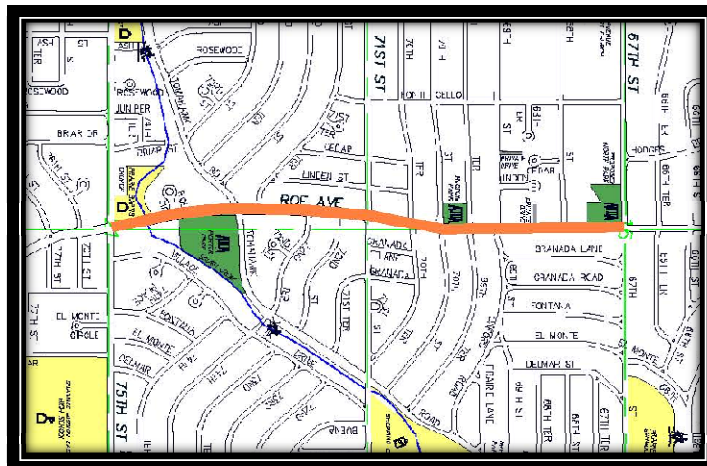
Project Title: Roe Avenue - 67th St to 75thSt (2018 CARS) - #ROAV0004

Project Description: The existing asphalt pavement will be re-constructed. Sidewalks will be constructed where none exist. Deteriorated curbs and sidewalks will be replaced. Design will be in 2017.

Operation Information: Roe 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.

Project Cost	2017 Budget	2018 Request	2019 Estimates	2020 Estimates	2021 Estimates
Professional Service	-				
Design	75,000				
Construction	-	1,775,000			
Const Administration	-				
Total Cost	75,000	1,775,000	-	-	-
Financing					
City General Fund	75,000	682,500			
Stormwater Fund		30,000			
CARS Grant		862,500			
Special Highway		200,000			
Street Bond					
Funding from Others					
Capital Reserve	-	-			
Total Funds	75,000	1,775,000	-	-	-

Project Location:



Capital Infrastructure Program

Project Title: Mission Road - 84th Terr to 95th St (2019 CARS) - #MIRD0006

Project Description: The roadway improvement is a proposed thin lift overlay. Pavement repairs will be made as required prior to the overlay. Existing deteriorated sidewalk, ramps and curb/gutter will be replaced as necessary. Pavement markings will be replaced throughout. This will be a shared project with the City of Leawood. Design for this project will start in 2017.

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.

Project Cost	2017 Budget	2018 Request	2019 Estimates	2020 Estimates	2021 Estimates
Professional Service	-	-	-	-	-
Design	75,000	-	-	-	-
Construction	-	627,000	-	-	-
Const Administration	-	-	-	-	-
Total Cost	75,000	627,000	-	-	-
Financing					
City General Fund	75,000	36,750	-	-	-
Stormwater Fund	-	20,000	-	-	-
CARS Grant	-	313,500	-	-	-
Special Highway	-	100,000	-	-	-
Street Bond	-	-	-	-	-
Funding from Others	-	156,750	-	-	-
Capital Reserve	-	-	-	-	-
Total Funds	75,000	627,000	-	-	-

Project Location:



Capital Infrastructure Program

Project Title: Roe Avenue - 63rd St to 67th St (2019 CARS) - #ROAV0005

Project Description: The existing asphalt pavement will be re-constructed. Sidewalks will be constructed where none exist. Deteriorated curbs and sidewalks will be replaced. Design will begin in 2018.

Operation Information: Roe Avenue is a north/south, two lane collector and is considered a Major Route by CARS criteria. The pavement condition index was 81 (2013). There will be a reduction in maintenance costs for this street.

Project Cost	2017 Budget	2018 Request	2019 Estimates	2020 Estimates	2021 Estimates
Professional Service	-	-			
Design	-	75,000			
Construction	-	-	954,000		
Const Administration	-	-			
Total Cost	-	75,000	954,000	-	-
Financing					
City General Fund	-	75,000	307,000		
Stormwater Fund			20,000		
CARS Grant			477,000		
Special Highway			150,000		
Street Bond					
Funding from Others					
Capital Reserve	-	-			
Total Funds	-	75,000	954,000	-	-

Project Location:



Capital Infrastructure Program Buildings

Capital Infrastructure Program

Project Title: Building Reserve

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	2017 Budget	2018 Budget	2019 Estimates	2020 Estimates	2021 Estimates
Professional Service	-	-	-	-	-
Design	-	-	-	-	-
Construction	23,000	50,000	50,000	50,000	50,000
Const Administration	-	-	-	-	-
Total Cost	23,000	50,000	50,000	50,000	50,000
Financing					
City General Fund	23,000	50,000	50,000	50,000	50,000
Funding from Others					
Capital Reserve					
Total Funds	23,000	50,000	50,000	50,000	50,000

Project Location:



The Building Reserve fund will cover major repairs or future project for any of the City's buildings.

Capital Infrastructure Program Concrete & Miscellaneous Projects

Capital Infrastructure Program

Project Title: Sidewalk/Curb Repair Annual Program- #CONC2018

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 will increase as the sidewalk and curb/gutter life extends beyond the useful life. Public Works staff provides design and construction administration.

	2017 Budget	2018 Request	2019 Estimates	2020 Estimates	2021 Estimates
Project Cost					
Professional Service	-	-	-	-	-
Design	-	-	-	-	-
Construction	700,000	700,000	700,000	700,000	700,000
Const Administration	-	-	-	-	-
Total Cost	700,000	700,000	700,000	700,000	700,000
Financing					
City General Fund	700,000	700,000	700,000	700,000	700,000
Capital Reserve	-	-	-	-	-
Total Funds	700,000	700,000	700,000	700,000	700,000

Project Location:



The Concrete Repair program sidewalk replacement focuses on a work area annually. CONC2018 will be in district 21.

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.

	2017	2018	2019	2020	2021
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	25,000
Capital Reserve	-	-	-	-	-
Total Funds	25,000	25,000	25,000	25,000	25,000

Project Location:



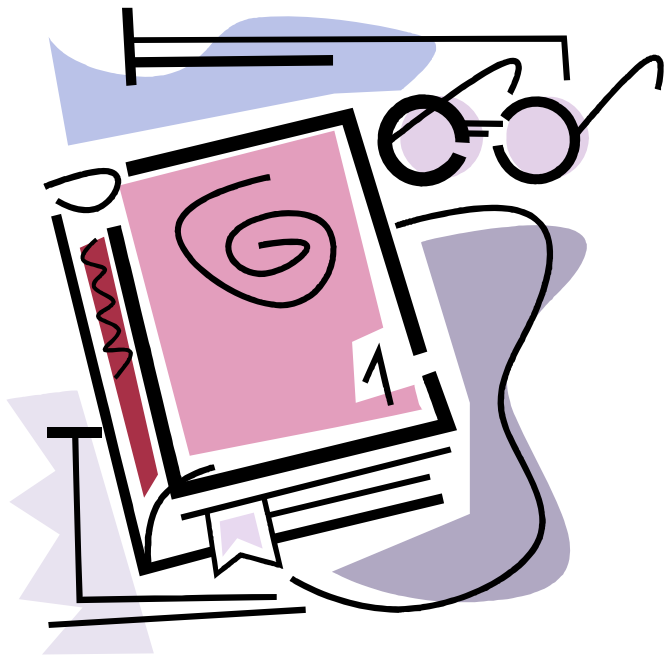
Accessibility examples on the roadside and in the parks.



**TRAFFIC ISLAND SCULPTURE
GRANADA LANE and 67TH STREET**



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 dream continues.

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 21,877 within its 6.7 square mile City limits.

In 2017 Prairie Village was named both the best city to start a small business and for building wealth. In 2016 Prairie Village was listed as the coolest suburb among America's biggest metro areas by *Thrillest*.

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. Programs of interest at the Medical Center include a nationally recognized burn treatment center, a Level 1 trauma center, an extensive heart transplant program and a new \$82 million Health Education Building. 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 for over 30 years. Within the City, the District maintains seven grade schools (grades K through 6), two middle school (grades 7 and 8) and one high school (grades 9 through 12). Four 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 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.

GENERAL INFORMATION ABOUT PRAIRIE VILLAGE



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 12 well-maintained parks covering more than 62 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 (football), Sporting Kansas City (outdoor soccer), Kansas City Comets (indoor soccer), Kansas City T-Bones (baseball), Kansas City Brigade (Arena Football) 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 region's economic condition and outlook are good. The metropolitan area has 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.

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 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 five 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.

GENERAL INFORMATION ABOUT PRAIRIE VILLAGE

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 the 2006 Strategic Investment Plan:

- 6.2% of residents are under 5 years of age;
- 17.9% of Prairie Village residents are 65 years of age and older;
- Average household size in the City is 2.22 persons;
- Median household income in the City is \$80,584;
- Per capita disposable income of Prairie Village residents is \$47,619;
- 98.6% of adults in the City have a high school diploma;
- 68% of adults in the City have a college degree;
- The City's residents work primarily in the service sector;
- More than 11,000 residents travel outside of the City to their jobs;
- 78.3% of the housing units in Prairie Village are owner-occupied.
- Median value of owner-occupied housing units is \$213,200
- Number of households is 9,754
- Mean travel time to work (minutes) is 20.1



GENERAL INFORMATION ABOUT PRAIRIE VILLAGE

PROPERTY TAX RATES - DIRECT and OVERLAPPING GOVERNMENTS Per \$1,000 of Assessed Valuation Last 10 Years

Year Ended Dec.31	State	City	County	School District	Johnson County Community College	Consolidated Fire District No. 2	Unified Wastewater	Johnson County Library	Johnson County Parks & Rec
2007	1.500	18.166	17.985	52.008	8.749	9.356	0.000	2.962	2.295
2008	1.500	18.182	17.767	52.094	8.768	8.992	0.000	3.057	2.341
2009	1.500	18.179	17.716	55.318	8.784	8.991	0.000	3.151	2.346
2010	1.500	18.877	17.748	57.192	8.799	10.074	0.000	3.158	2.350
2011	1.500	19.491	17.700	56.135	8.776	10.098	0.000	3.145	2.343
2012	1.500	19.478	17.717	55.766	8.785	10.187	0.000	3.149	2.344
2013	1.500	19.490	17.745	55.611	9.551	11.004	0.000	3.155	2.347
2014	1.500	19.493	17.764	55.911	9.461	11.003	0.000	3.157	2.349
2015	1.500	19.500	19.582	54.059	9.469	11.757	0.000	3.912	3.101
2016	1.500	19.471	19.590	54.940	9.473	11.769	0.000	3.915	3.102

Source: 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 owners.

GENERAL INFORMATION ABOUT PRAIRIE VILLAGE

PRINCIPAL PROPERTY TAXPAYERS

December 31, 2016

Taxpayer	Type of Business	2016 Assessed Valuation	% of Total Assessed Valuation	Rank
GRI Prairie Village, LLC	Real Estate	9,256,682	2.85%	1
GRI Corinth North, LLC	Real Estate	7,667,000	2.36%	2
Prairie Property LL, LLC	Real Estate	5,488,720	1.69%	3
State Line OPCO LLC	Real Estate	4,170,001	1.28%	4
Tower Properties Company	Real Estate	3,605,141	1.11%	5
GRI Corinth South, LLC	Real Estate	2,434,750	0.75%	6
HCP MA4 Kansas City, KS, LP	Real Estate	1,231,687	0.38%	7
PV Legacy Investors, LLC	Commercial	1,051,501	0.32%	8
Jo Co Parks & Recreation	Government	954,747	0.29%	9
Karbank Holdings, LLC	Real Estate	908,500	0.28%	10

Source: December 31, 2016 Comprehensive Annual Financial Report

PRINCIPAL EMPLOYERS

December 31, 2016

Employer	Employees	Rank	Percentage of Total Employment
USD #512	424	1	1.94%
Hy-Vee	196	2	0.90%
Claridge Court	141	3	0.64%
City of Prairie Village	131	4	0.60%
WireCo WorldGroup	120	5	0.55%
Brighton Gardens	110	6	0.50%
Hen House #22	102	7	0.47%
Macy's	100	8	0.46%
Bijin Salon	98	9	0.45%
Better Homes & Garden Real Estate	90	10	0.41%
	1,512		6.92%

Source: December 31, 2016 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	\$	274,082
Assessed valuation percentage	x	11.5%
Assessed valuation	\$	<u>31,519</u>

To Determine City Tax Liability:

Assessed valuation	\$	31,519
Mill rate (19.471 per \$1,000 of assessed valuation)	x	<u>0.019471</u>
Annual City tax liability	\$	613.71
Monthly City tax liability	\$	51.14

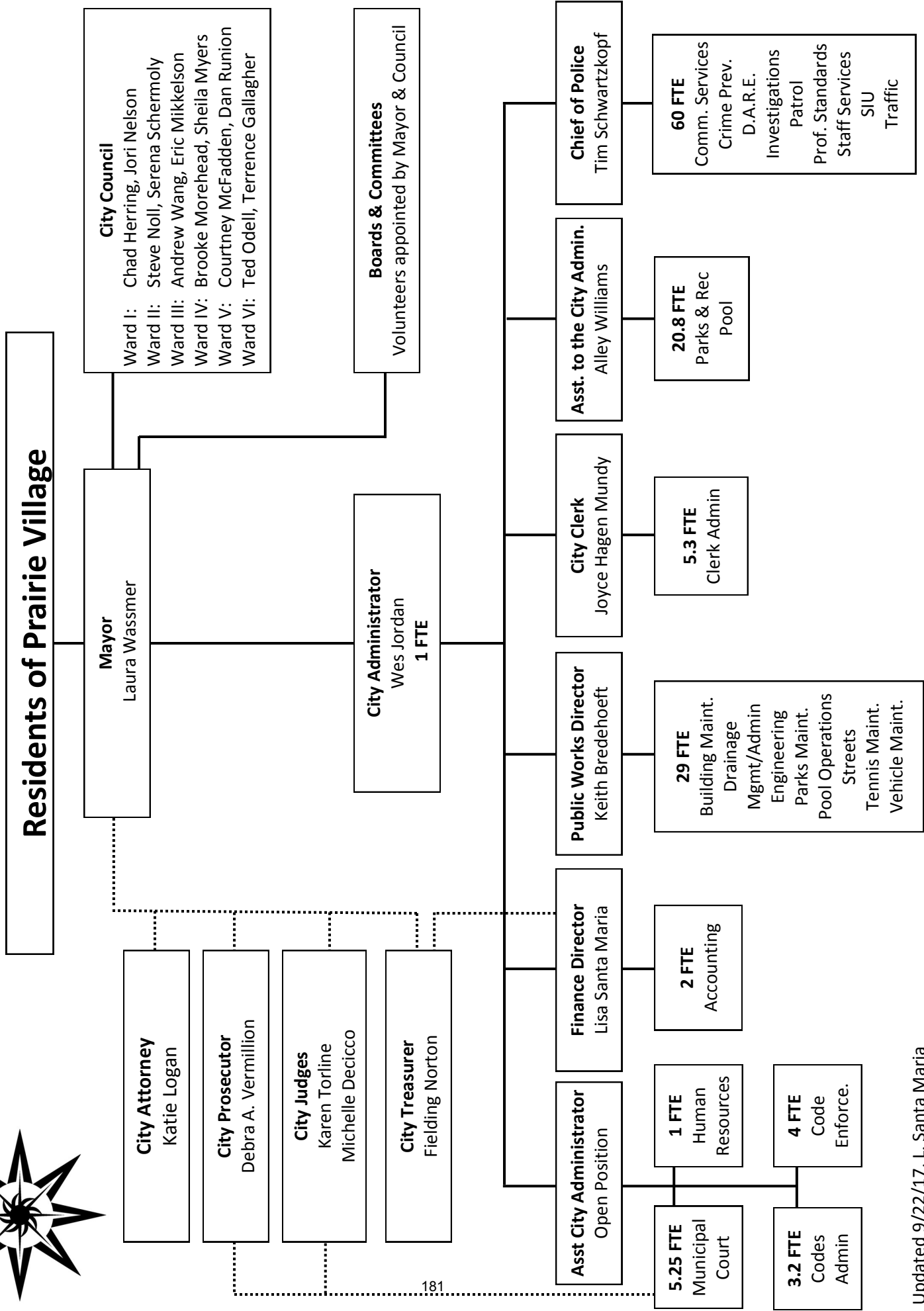
City Services Provided for \$51.14 per Month

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





City of Prairie Village – Organizational Overview



2018 Budget

FTE Summary by Department

Department	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Administration	9.30	9.30	9.30	9.30
Public Works	28.00	28.00	28.00	29.00
Police Department	63.00	60.00	60.00	61.00
Municipal Court	5.25	5.25	5.25	5.25
Community Development	4.70	5.20	6.20	7.20
Parks & Community Programs	20.80	20.80	20.80	20.80
Total FTE	131.05	128.55	129.55	132.55
City Governance (<i>unpaid positions</i>)	13.00	13.00	13.00	13.00

FTE Summary by Program

Program	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Management & Planning	2.30	2.30	2.30	2.30
Public Works Administration	7.00	7.00	7.00	8.00
Drainage Operation & Maintenance	5.00	5.00	5.00	5.00
Vehicle Maintenance	3.00	3.00	3.00	3.00
Street Operation & Maintenance	5.00	5.00	5.00	5.00
Buildings & Grounds	8.00	8.00	8.00	8.00
Swimming Pool Operation & Maintenance	-	-	-	-
Tennis Operation & Maintenance	-	-	-	-
Building Operation & Maintenance	-	-	-	-
Police Department Operation & Maint.	-	-	-	-
Police Department Administration	2.00	2.00	2.00	2.00
Staff Services	10.00	10.00	10.00	10.00
Community Services	4.00	2.00	2.00	2.00
Crime Prevention	1.00	1.00	1.00	1.00
Patrol	31.00	30.00	30.00	29.00
Investigations	6.00	6.00	6.00	6.00
Special Investigations	2.00	2.00	2.00	2.00
D.A.R.E.	1.00	1.00	1.00	1.00
Professional Standards	1.00	1.00	1.00	1.00
Off-Duty Contractual	-	-	-	-
Traffic	5.00	5.00	5.00	5.00
Information Technology	-	-	-	2.00
Judges	-	-	-	-
Prosecutor	0.25	0.25	0.25	0.25
Court Clerk	5.00	5.00	5.00	5.00
Legal Services	-	-	-	-
Human Resources	1.00	1.00	1.00	1.00
Administrative Services	-	-	-	-
Finance	2.00	2.00	2.00	2.00
Codes Administration	4.40	4.90	5.90	6.90
Solid Waste Management	0.30	0.30	0.30	0.30
City Clerk	4.00	4.00	4.00	4.00
Community Programs	0.78	0.78	0.78	0.78
Swimming Pool	16.82	16.82	16.82	16.82
Concession Stand	3.00	3.00	3.00	3.00
Tennis	0.20	0.20	0.20	0.20
Total FTE	131.05	128.55	129.55	132.55
Mayor & Council (<i>unpaid positions</i>)	13.00	13.00	13.00	13.00

2018 Budget

FTE Summary by Department

Department	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Administration	9.30	9.30	9.30	9.30
Public Works	28.00	28.00	28.00	29.00
Police Department	63.00	60.00	60.00	61.00
Municipal Court	5.25	5.25	5.25	5.25
Community Development	4.70	5.20	6.20	7.20
Parks & Community Programs	20.80	20.80	20.80	20.80
Total FTE	131.05	128.55	129.55	132.55
City Governance (<i>unpaid positions</i>)	13.00	13.00	13.00	13.00

FTE Summary by Position

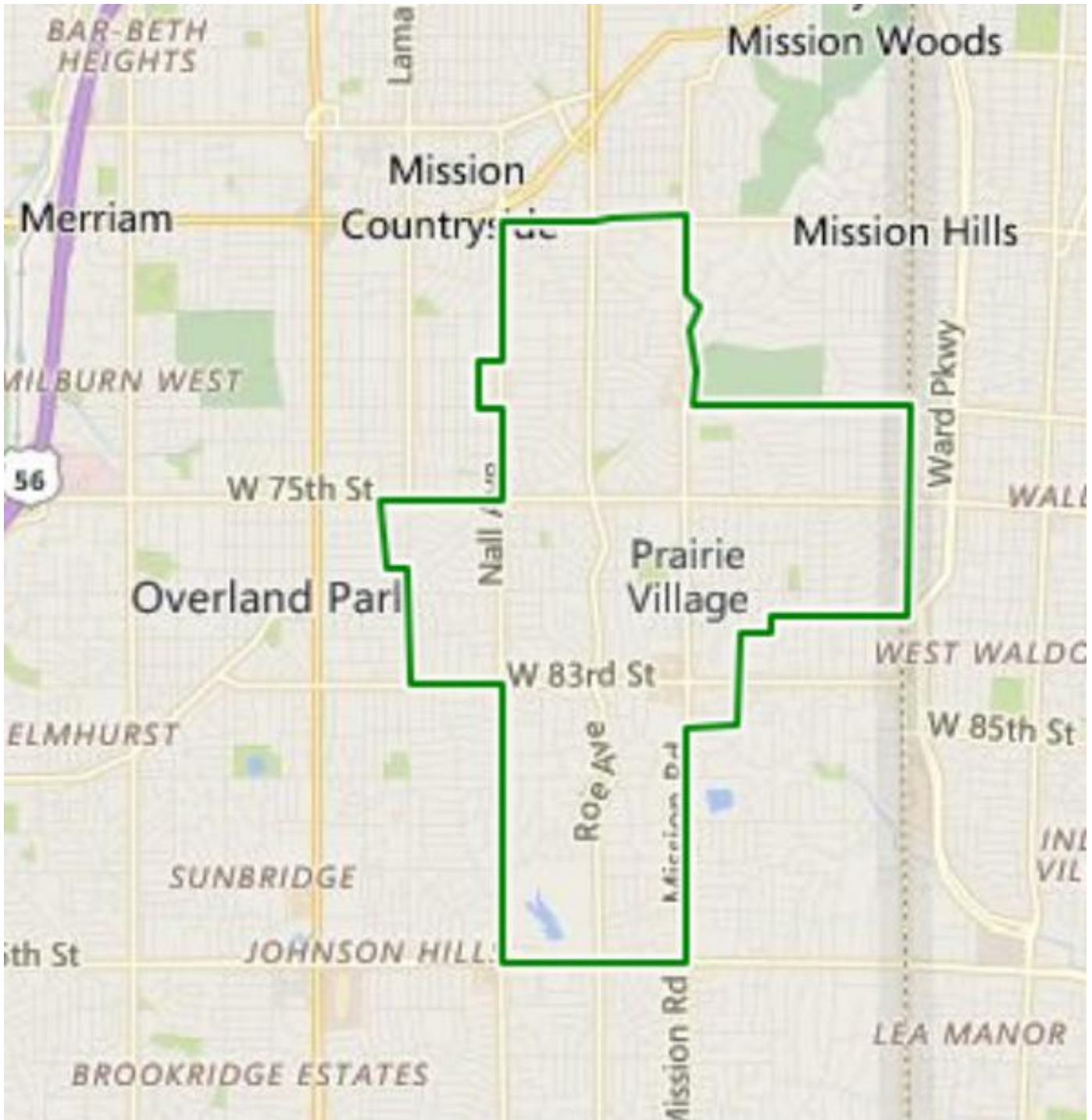
Department/Position	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Administration				
City Administrator	1.00	1.00	1.00	1.00
Assistant City Administrator	0.30	0.30	0.30	0.30
Deputy City Clerk / PIO	1.00	1.00	1.00	1.00
Human Resources Specialist	1.00	1.00	1.00	1.00
Finance Director	1.00	1.00	1.00	1.00
Accounting Clerk	-	1.00	1.00	1.00
Administrative Support Specialist	4.00	3.00	3.00	3.00
City Clerk	1.00	1.00	1.00	1.00
Total	9.30	9.30	9.30	9.30
Public Works				
Public Works Director	1.00	1.00	1.00	1.00
Senior Project Manager	-	-	-	1.00
Project Inspector	-	-	-	1.00
Manager of Engineering Services	1.00	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
Crew Leader	4.00	4.00	4.00	4.00
Maintenance Worker	7.00	7.00	7.00	7.00
Mechanic	1.00	1.00	1.00	1.00
Senior Maintenance Worker	3.00	3.00	3.00	4.00
Laborer	5.00	5.00	5.00	5.00
Seasonal Laborers	1.00	1.00	1.00	-
Total	28.00	28.00	28.00	29.00
Police Department				
Police Chief	1.00	1.00	1.00	1.00
Police Captain	2.00	2.00	2.00	3.00
Police Sergeant	8.00	8.00	7.00	7.00
Police Corporal	4.00	4.00	4.00	4.00
Police Officer	33.00	32.00	33.00	32.00
Executive Assistant	1.00	1.00	1.00	1.00
Communications Supervisor	1.00	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
Community Service Officer	2.00	2.00	2.00	2.00
Crossing Guard	2.00	-	-	-
Information Technology	-	-	-	2.00
Total	63.00	60.00	60.00	61.00

2018 Budget

FTE Summary by Position

Department/Position	2015 Actual	2016 Actual	2017 Budget	2018 Budget
Municipal Justice				
Court Baliff	0.25	0.25	0.25	0.25
Court Administrator	1.00	1.00	1.00	1.00
Court Clerk	3.00	3.00	3.00	4.00
Total	5.25	5.25	5.25	5.25
Community Development				
Assistant City Administrator	0.70	0.70	0.70	0.70
Codes Support Specialist	1.00	1.00	1.00	1.00
Building Official	1.00	1.00	1.00	1.00
Code Enforcement Officer	1.00	1.00	2.00	2.00
Building Inspector	1.00	1.00	1.00	2.00
Management Intern	-	0.50	0.50	0.50
Total	4.70	5.20	6.20	7.20
Parks & Community Programs				
Management Assistant	1.00	1.00	1.00	1.00
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	20.80	20.80
Grand Total	131.05	128.55	129.55	132.55
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, Kansas

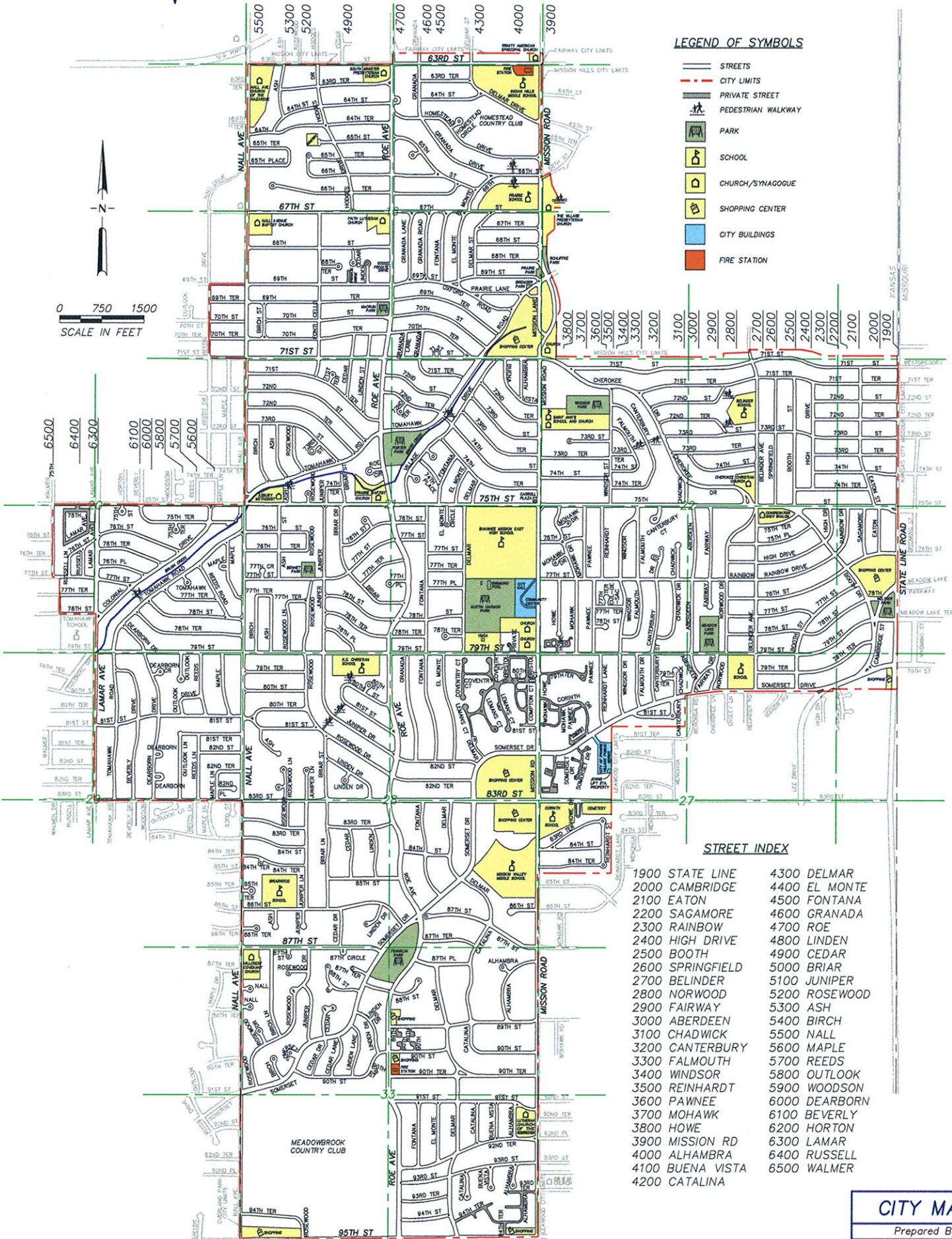
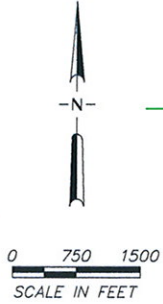




CITY OF PRAIRIE VILLAGE *Star of Kansas*

LEGEND OF SYMBOLS

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



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 | |

CITY MAP

Prepared By:





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.

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

Budget Glossary

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.

CAFR: Comprehensive Annual Financial Report.

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.

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).

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.

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.

Budget Glossary

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.

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

Budget Glossary

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.

Reverse 911: Telephone system which will call residents in a specific area to alert them to a crime event. (Also referred to as Communicator).

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.



