

2019

Adopted Budget



2019 Budget | 2020-21 Budget Projections

2018 - 2022
Capital Plan

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Roeland Park Governing Body



Mayor

Mike Kelly



Ward 1

Tom Madigan



Becky Fast



Ward 2

Jen Hill



Tim Janssen



Ward 3

Claudia McCormack



Erin Thompson



Ward 4

Michael Poppa



Jim Kelly



Roeland Park Department Heads and Appointed Officials



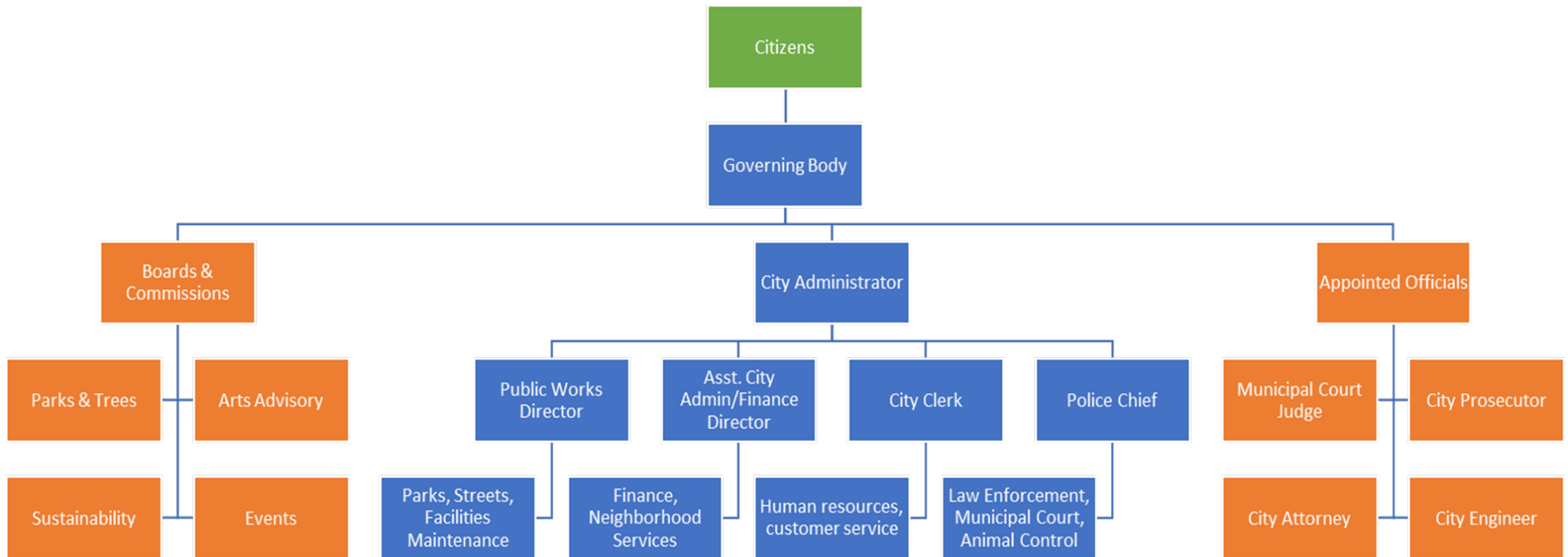
City Department Heads

City Administrator	Keith Moody
Assistant City Administrator/Finance Director	Jennifer Jones-Lacy
City Clerk	Kelley Bohon
Public Works Director	Jose Leon
Police Chief	John Morris

Appointed Officials

City Attorney	Steve Mauer, Zerger Mauer Law Firm
Municipal Judge	Karen Torline
City Prosecutor	Frank Gilman
City Engineer	Dan Miller, Larkin, Lamp, Rynerson

Organizational Chart



Executive Summary



Purpose and Approach

The primary purpose of the City's budget and budgeting process is to develop, adopt and implement a plan for accomplishing goals for the upcoming year within given resources. The 2019 Budget has been designed to look at a three-year forecast of the City while maintaining a responsive government, a stable financial position, and high-quality service levels. While the budget reflects 2019 – 2021, the Governing Body officially adopts only the 2019 Budget while the 2020 and 2021 budgets reflect projections and estimates. The total FY 2019 budget for all funds is **\$12,930,800**.

The 2019 Proposed Budget is being presented after four months of public meetings. This proposed budget includes allocation for operating, maintenance and capital expenditures and revenue projections for 2019-2021 as well as an updated 2018-2023 Capital Improvement Plan.

2019 Budget Considerations

The City of Roeland Park has a positive financial outlook due to increased property values, solid reserves in operational and capital funds, and the decision of the City's largest retailer to remain at their current location in Roeland Park rather than moving to a neighboring community. The following considerations helped develop the Budget, these items are explained in greater detail in other sections of the budget document.

- Kansas "tax lid" which restricts the City's ability to increase property taxes beyond the current year plus the CPI and certain exceptions, without a popular vote. This restricts the City's ability to capture increases in property taxes resulting from reassessment.
- The Governing Body continued to work toward lowering the property tax mill levy, which was reduced by 2.5 mills in 2019.
- A large retailer intends to close to demolish and rebuild its store in 2019. We anticipate the store will be at least six months out of service and those reductions are reflected in the City sales tax figures.
- The City continues to work toward selling or leasing two City owned properties to developers, The Rocks development and the Northeast RJ. The goal is to sell the properties to private developers to build a combination of retail, hotel, and multi-family developments. The City hired a consultant to assist in selling these properties. The Rocks site is also home to the Public Works shop and City staff continue investigate suitable relocation options for the Department. However, due to the size of the City (1.6 square miles) finding a location within the City limits is difficult which has forced staff to seek locations in neighboring communities as well.
- The agreement with Johnson County Parks and Recreation (JCPRD) for the management of the City's Aquatics Center (RPAC) ends May 31, 2019. The agreement marks the end of 20 years where JCPRD split the operation and capital expenses with the City 50/50. In addition, a storm in 2018 damaged the dome

beyond repair. Due to the exceptional cost associated with installing a new dome and complying with modern building standards, the Governing Body decided to make the operation a summer-only facility for 2019. Future budgets contemplate year-round operational costs. However, the City hired a consultant to make recommendations on the future of the facility which will help guide City Council on the best direction forward on this facility.

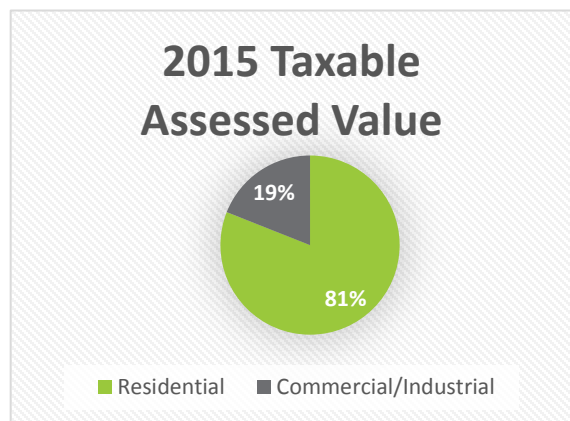
- To remain competitive with neighboring communities and to help meet one of the City's stated goals, the 2019 Budget includes a 4.5% salary increase pool for each department.

Mill Levy and Assessed Value

2019 budgeted revenues (excluding Cash Carry Forward, transfers and restricted resources) for all funds total \$10.669, expenditures total \$8.507 million, excluding transfers and non-expenditure appropriations. Ending fund balances are projected to total \$4.815 million. However, if you exclude Transportation Development District (TDD) funds that are in default, the total ending fund balance for all other funds is \$8.223 million¹.

For a second consecutive year the Council has worked to develop a budget that reduced the property tax mill levy, a 2.5 mill reduction for the FY 2019 Budget. The mill reduction is driven by the fact that the City has built a reserve of \$1.41 million in anticipation of the loss of a major retailer. However, the loss of a major retailer is no longer an immediate threat. In 2019 a decision concerning the continued year-round operation of the aquatic center will be made, this will impact the City's ability to further reduce the mill levy.

The county appraiser's office has provided the city's estimated assessed valuation at \$83,632,907. This is an 11% increase from the prior year, an indicator of property value strength in our community. For Roeland Park, growth in value depends upon redevelopment, renovations, and reassessment alone as the community is land locked and has no undeveloped area for future growth. The FY 2019 Budget, reflects 2018 assessments which include increases for residential properties averaging 16% while the average increase for commercial/industrial property is 6%. In 2017 residential property values increased 9% while commercial/industrial property increased less than 1%. In 2016 residential property values increased 6.3% while commercial/industrial property increased 26%, driven by a change in appraisal methodology for large and medium size retailers. 80% of the property taxes collected by the City come from residential properties and 20% are collected from commercial properties.



¹ The debt on both TDD funds is in default and the debt has been accelerated making the entire outstanding balance due upon receipt. As such, the City must reflect all outstanding principle as a current liability of the funds, which results in a negative fund balance. However, the City has no liability on this default outside of applying the TDD sales tax generated to satisfy the debt service.

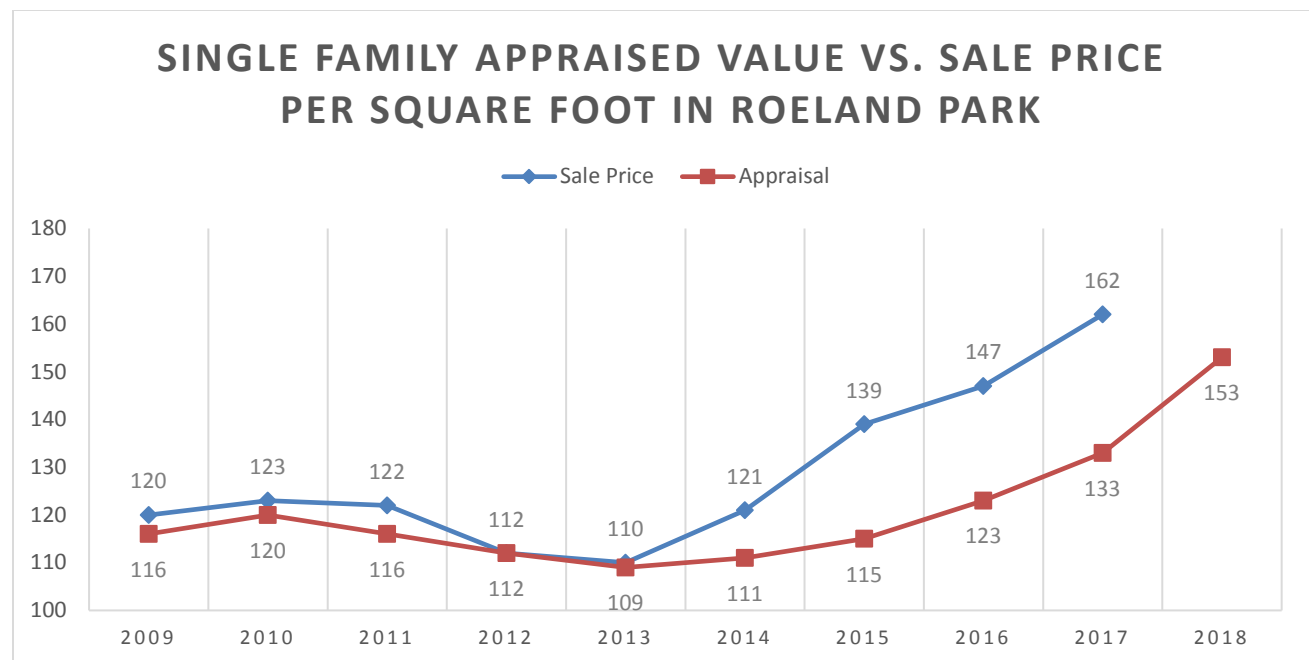
The 2019 Budget includes a mill levy of 28.522 (an 8% decrease from 2018). The operations portion of the budget funds the day-to-day operating costs of the City. Operations includes: public safety, road maintenance, solid waste, neighborhood services, administration, court, council and employee benefits.

	2018 Mill Levy	2018 Property Taxes	2019 Mill Levy	2019 Property Taxes	Change
Total Property Tax/ Mill Levy	30.963	\$2,327,984	28.522	\$2,385,411	\$57,427
General Fund	27.985	\$2,104,080	26.608	\$2,225,335	\$121,255
Bond & Interest	2.978	\$223,904	1.914	\$160,076	(\$63,828)

2018 Final Total Assessed Valuation (excluding Motor Vehicles) \$75,040,020

2019 Estimated Total Assessed Valuation (excluding Motor Vehicles) \$83,632,907, as of 6/2018

Roeland Park's growth in residential assessments is tied to actual home sales prices. In 2008 (pre-recession) the average sale price per square foot for a single-family home was \$125. 2015 saw the average sale price per square foot (of \$139) finally climbing above the 2008 average. This trend has continued through 2017 with the average rising to \$162 (a positive sign). This puts Roeland Park sale values per square foot slightly above those of Overland Park, Mission, Merriam, Lenexa, Olathe, and Shawnee. But remains well below neighboring communities (Prairie Village \$179, Westwood \$193, Fairway \$220, Mission Woods \$258, Mission Hills \$304) Roeland Park home owners will likely continue to see their home values appreciate at a greater rate than the average Johnson County resident due to our proximity to communities with higher per square foot values than Roeland Park.



Where Your Property Tax Dollars Go:



Public schools receive most of the property taxes collected from property owners at 40%, in addition the community college receives 7% for a total of 47% going toward education. Next is the City at 23% then the County at 17%, followed by the Fire District at 9%, the Library at 3%, and finally the State at 1%.

Property Tax Calculation Example:

Home Value (2018 Average Appraised Home Value):

\$192,796

Total City Mill Rate:

28.522

Assessed Valuation:

Determine by multiplying the appraised value by 11.5%. (\$192,796 x 11.5%)

\$22,171

Annual Tax Liability for City Services and Debt Service:

To calculate the annual tax bill, divide the assessed valuation by 1,000 and multiply by the mill rate. (\$22,171/1,000 x 28.522)

\$632.38

Monthly Expense for City Services:

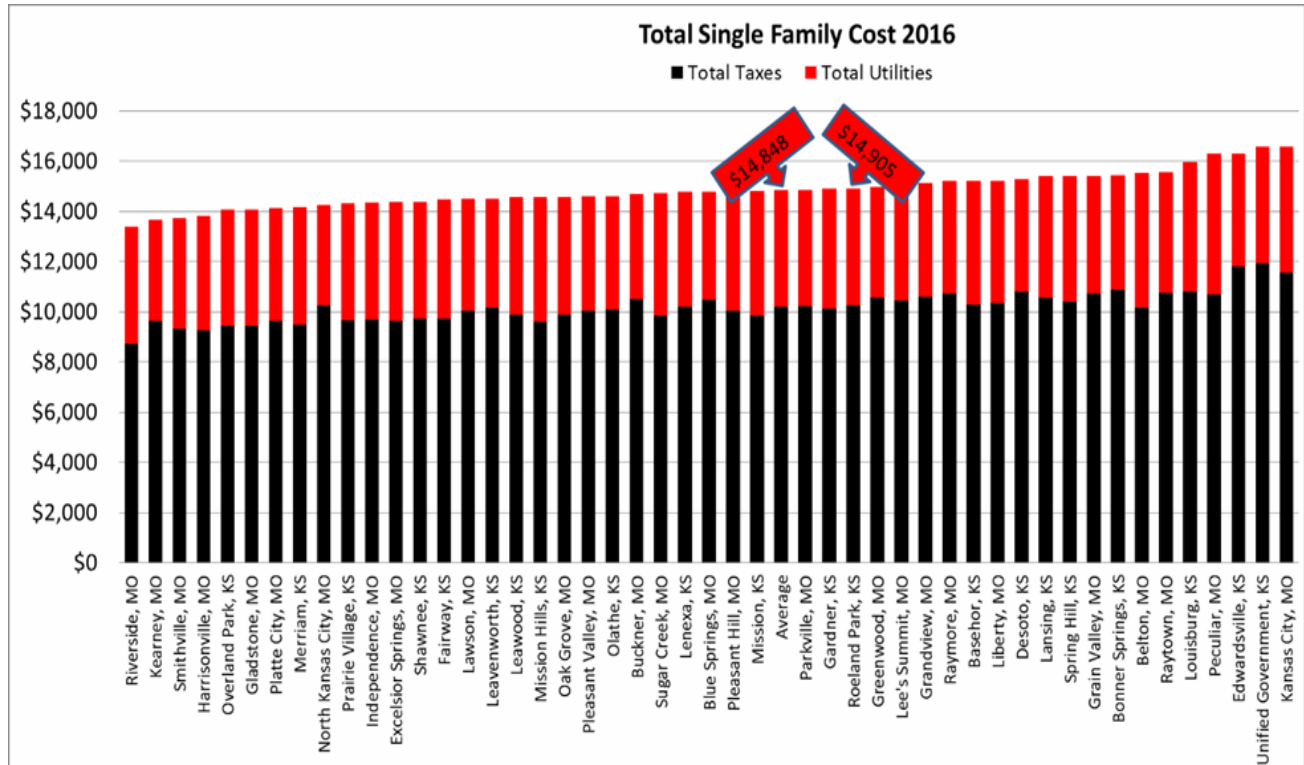
To determine the monthly tax expense for City services, divide the tax liability by 12 months.

\$52.70

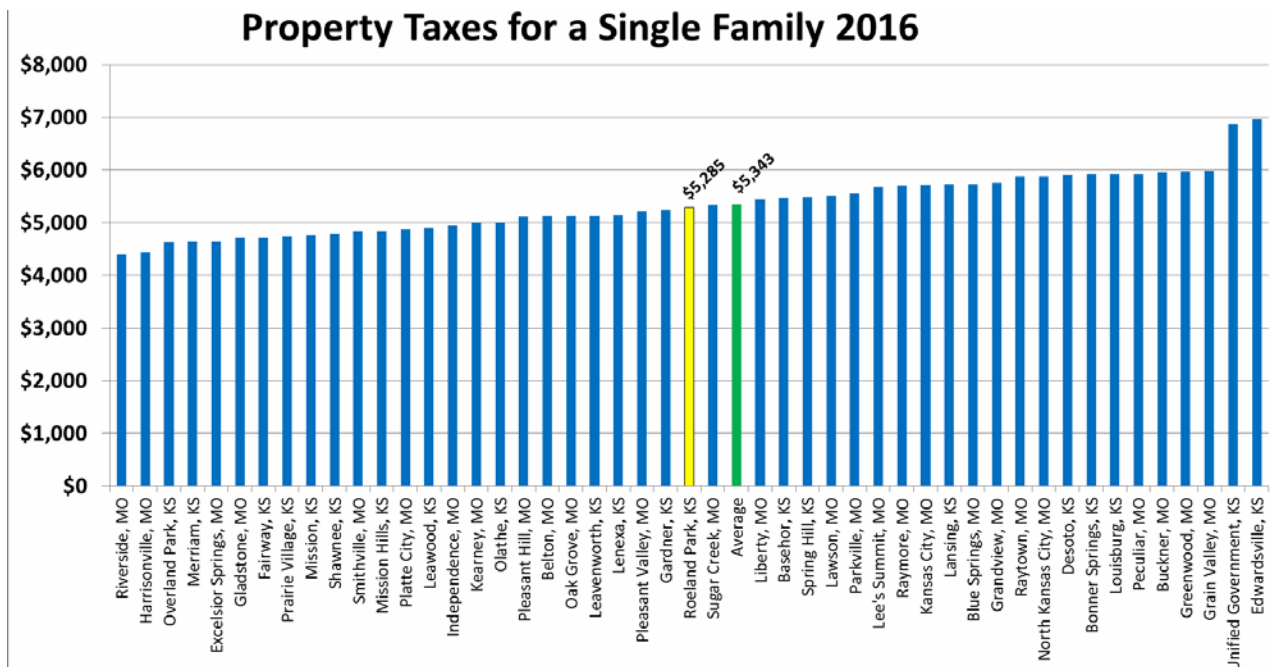
*Note: Assessed Value is the taxable value of property. It is derived by multiplying the fair market value, as determined by the County Assessor, by a percentage that is set by state statute. 11.5% of the fair market value of a home, 25% of the fair market value of commercial or industrial property, 30% of the fair market value of agricultural property and 20% of the fair market value of vehicles is taxable.

Roeland Park's Cost of Living Compared to Neighboring Cities

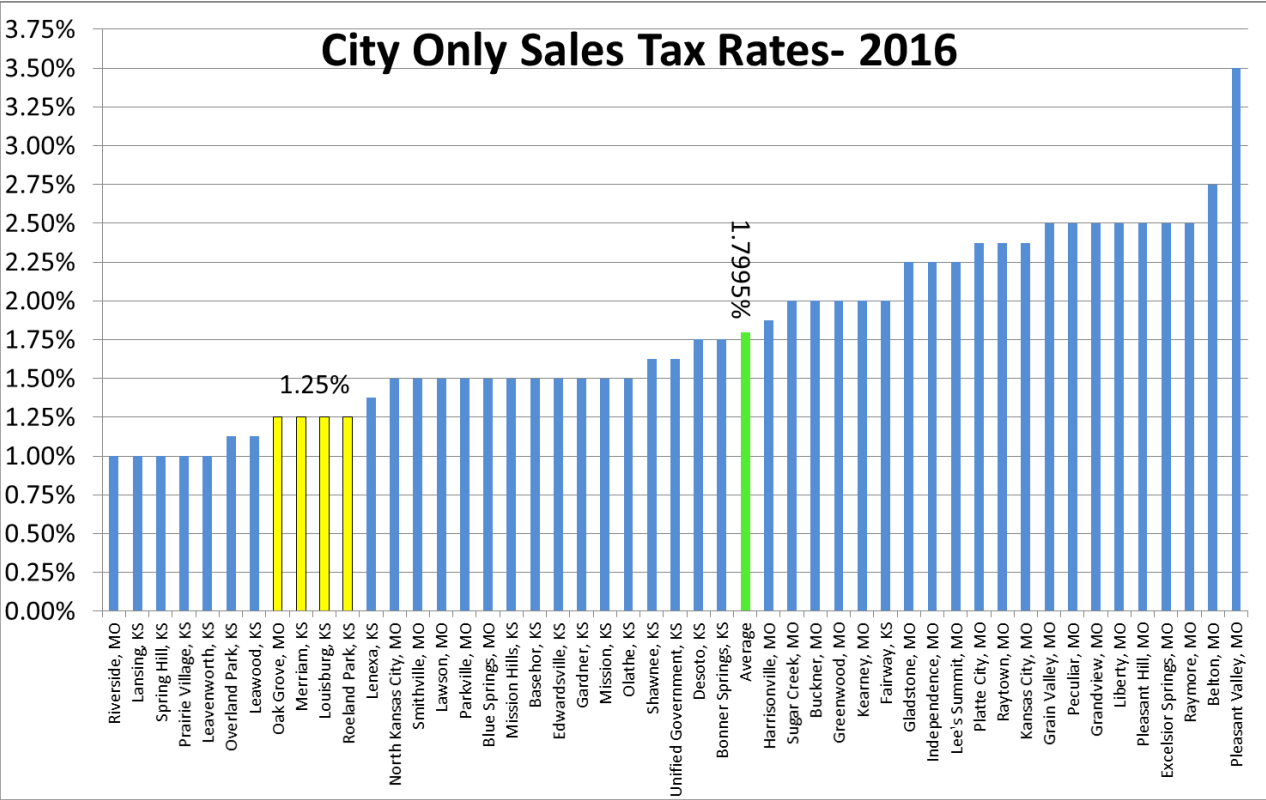
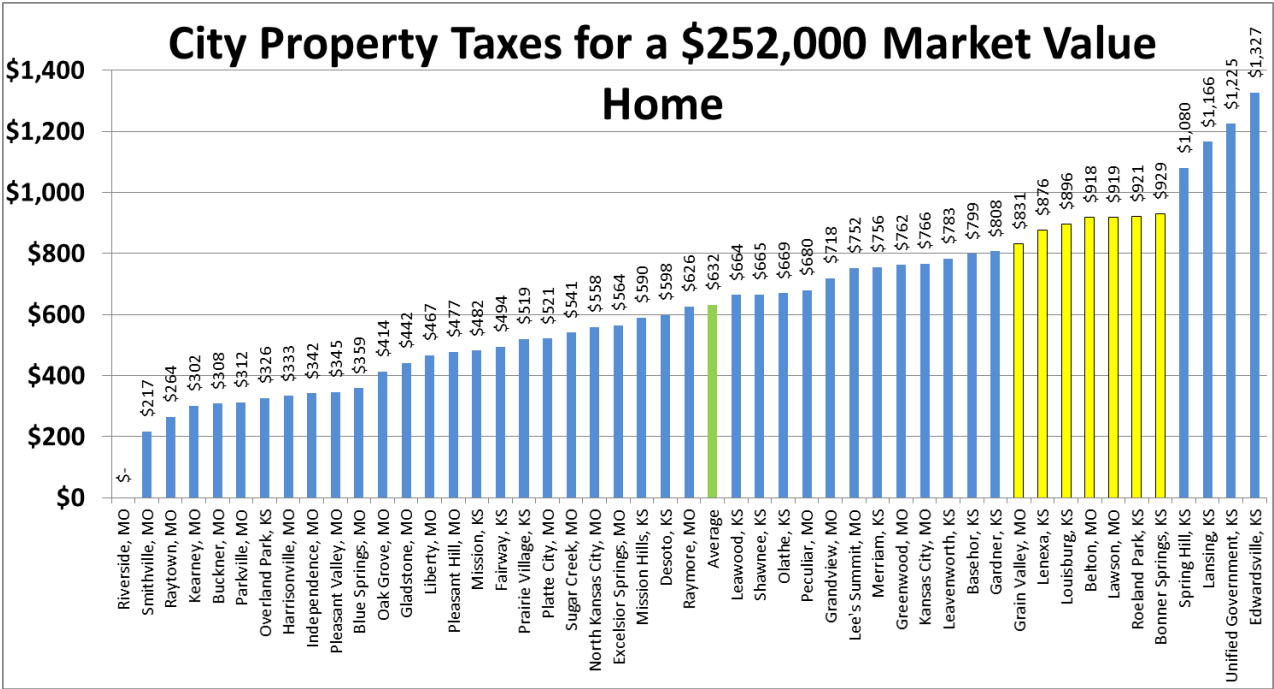
As of January 1, 2016, the utilities and taxes that a family of four would pay during the year was tallied assuming gross income of \$100,000, a home value of \$252,000, and taxable personal property valued at \$50,000. Roeland Park residents experience costs that are average within the Kansas City metro. This is noteworthy because Roeland Park has one of the highest mill levies in Johnson County.



It is also worthy of note that Roeland Park residents experience average property tax costs when compared to communities in the Kansas City metro.



The city portion of these property taxes is however above average while the municipal sales tax is below average. See charts below.



How Roeland Park Compares in Spending Per Capita

CITY	Population 2017	2018 General Fund	2018 General Fund Per Capita
Gardner	21,583	\$13,400,900	\$620
Olathe	137,472	\$102,561,390	\$746
De Soto	6,107	\$4,644,649	\$761
Spring Hill	6,618	\$5,090,220	\$769
Shawnee	65,513	\$54,096,850	\$826
Roeland Park	6,772	\$5,782,784	\$854
Prairie Village	22,368	\$22,890,562	\$1,023
Overland Park	191,278	\$205,150,000	\$1,073
Fairway	3,957	\$4,657,718	\$1,177
Average	36,094	\$36,348,958	\$1,190
Leawood	34,659	\$41,811,100	\$1,206
Mission	9,409	\$11,800,000	\$1,258
Lenexa	53,553	\$77,774,631	\$1,912
Merriam	11,212	\$18,213,880	\$1,644
Westwood	1,655	\$2,733,465	\$1,758
Edgerton	1,771	\$3,265,174	\$2,380
Mission Hills	3,573	\$7,100,000	\$1,982

Roeland Park's general fund expenditure per capita is 28% lower than the average for Johnson County cities. Roeland Park's general fund does not cover fire services, which is also the case for Fairway, Mission, Mission Hills, Prairie Village and Westwood. Roeland Park's spending per capita is the lowest of this comparable group of communities.

Mill Rates and Value of 1 Mill vs. Population

Roeland Park's property tax generation on a per capita basis falls in the middle for Johnson County communities. The cities of Lenexa and Edgerton have a similar mill levy to Roeland Park, however those communities generate nearly twice the property taxes on a per capita basis as Roeland Park.

City	Population (MARC 2017)	2017 Assessed Value	2017 Mill Levy	Value of 1 Mill	Property Tax Per Capita
Gardner	21,583	\$174,102,865	20.54	\$174,103	\$166
Spring Hill	6,618	\$52,394,231	26.57	\$52,394	\$210
Overland Park	191,278	\$3,474,210,257	13.57	\$3,474,210	\$246
Mission	9,409	\$139,660,568	17.97	\$139,661	\$267
Olathe	137,472	\$1,741,496,053	22.97	\$1,741,496	\$291
De Soto	6,107	\$72,392,353	25.38	\$72,392	\$301
Prairie Village	22,368	\$365,342,508	19.31	\$365,343	\$315
Westwood	1,655	\$26,134,616	21.30	\$26,135	\$336
Roeland Park	6,772	\$75,040,020	31.02	\$75,040	\$344
Shawnee	65,513	\$869,783,607	26.61	\$869,784	\$353
Fairway	3,957	\$92,497,585	19.91	\$92,498	\$466
Merriam	11,212	\$190,021,196	27.74	\$190,021	\$470
Leawood	34,659	\$922,224,168	24.52	\$922,224	\$652
Lenexa	53,553	\$1,102,581,761	31.83	\$1,102,582	\$655
Edgerton	1,771	\$40,663,908	30.63	\$40,664	\$703
Mission Hills	3,573	\$190,094,868	21.96	\$190,095	\$1,168

Staffing Levels

Appendix B provides a history (2014-2019) of full time equivalents by position and department for the City of Roeland Park. 2019 staff levels are unchanged except for a new Public Works Engineering Intern. After the adoption of the 2019 budget the Governing Body entered into an agreement with Bishop Miege/St. Agnes to provide a School Resource Officer (SRO) and security to that campus. Although not reflected in budget numbers or in Appendix B a new SRO position has been added as of 8/1/18, the expense associated with the new position is reimbursed entirely by Bishop Miege High School. The table below provides a comparison of staffing levels among local communities on a per 1,000 resident bases. Some of the communities listed are full service, providing utilities. Olathe and Gardner for example provide utilities as well as fire service. Roeland Park does not provide fire service or utilities, the communities of Fairway, Mission, Mission Hills, Prairie Village, and Westwood are comparable to Roeland Park in the services provided. The measure reflects Roeland Park's lean approach to staffing.

City	Population (MARC 2017)	FTE Staff 2018	Staff per 1,000 residents
Mission Hills	3,573	9.00	2.52
De Soto	6,107	28.00	4.58
Roeland Park	6,772	32.23	4.76
Shawnee	65,513	351.00	5.36
Overland Park	191,278	1077.46	5.63
Fairway	3,957	23.00	5.81
Prairie Village	22,368	132.55	5.93
Olathe	137,472	933.75	6.79
Gardner	21,583	149.00	6.90
Average	34,558	252	6.97
Mission	9,409	70.00	7.44
Leawood	34,659	293.98	8.48
Westwood	1,655	16.00	9.67
Merriam	11,212	111.00	9.90
Lenexa	53,553	537.49	10.04
Edgerton	1,771	18.80	10.62

Budget Overview:



Family crossing residential street in the Fall

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City of Roeland Park

Fund Overview by Source - 2017-2021 Budget

	<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
Beginning Fund Balance	<u>6,795,256</u>	<u>6,379,211</u>	<u>5,550,297</u>	<u>4,618,046</u>	<u>3,121,685</u>	<u>3,089,734</u>
Revenues						
Property Taxes	\$ 3,592,421	\$ 3,808,962	\$ 3,442,008	\$ 3,783,521	\$ 3,809,631	\$ 3,872,217
Franchise Taxes	484,307	501,517	494,156	516,044	537,064	557,290
Special Assessments	766,493	831,560	831,545	832,447	831,973	842,544
Intergovernmental Revenue	4,390,333	5,303,645	5,311,666	4,548,677	10,005,540	4,181,722
Licenses and Permits	183,043	176,500	175,825	175,025	175,025	175,025
Fines and Forfeitures	356,183	377,500	390,839	375,988	379,167	382,379
Other Sources	273,300	1,486,035	1,640,304	348,305	270,157	241,856
Interest	54,477	57,745	107,820	89,025	90,147	91,291
Total Revenues	<u>10,100,559</u>	<u>12,543,464</u>	<u>12,394,163</u>	<u>10,669,031</u>	<u>16,098,705</u>	<u>10,344,325</u>
Special Law Enforcement Revenues	1,000	1,000	23,700	1,000	1,000	1,000
Transfers In	1,184,180	893,921	935,522	764,408	1,057,549	831,169
Total Resources	<u>18,080,994</u>	<u>19,817,596</u>	<u>18,903,682</u>	<u>16,052,484</u>	<u>20,278,938</u>	<u>14,266,228</u>
Expenditures						
Salary & Benefits	2,435,309	2,636,073	2,589,330	2,744,869	2,844,627	2,952,378
Contractual Services	2,337,270	2,977,263	3,321,551	2,579,448	2,724,374	2,754,064
Commodities	125,527	242,792	456,434	254,091	162,499	290,894
Capital Outlay	715,010	2,973,851	2,673,874	1,550,400	8,557,940	1,505,986
Debt Service	5,680,401	2,839,907	2,872,785	1,377,746	1,181,451	873,883
Total Expenditures	<u>11,293,517</u>	<u>11,669,886</u>	<u>11,913,974</u>	<u>8,506,554</u>	<u>15,470,891</u>	<u>8,377,205</u>
Special Law Enforcement Restricted	-	3,000	23,700	-	-	-
Non-Expenditure Appropriation	-	2,614,242	1,128,940	3,537,838	660,764	695,086
Transfers Out	1,237,180	891,921	1,219,022	886,408	1,057,549	831,169
Total Appropriations	<u>12,530,697</u>	<u>15,179,049</u>	<u>14,285,636</u>	<u>12,930,800</u>	<u>17,189,204</u>	<u>9,903,460</u>
Ending Fund Balance with TDDs	<u>\$ 5,550,297</u>	<u>\$ 4,638,547</u>	<u>\$ 4,618,046</u>	<u>\$ 3,121,685</u>	<u>\$ 3,089,734</u>	<u>\$ 4,362,767</u>
Ending Fund Balance excluding TDDs	<u>\$ 9,116,897</u>	<u>\$ 5,687,592</u>	<u>\$ 8,150,570</u>	<u>\$ 6,654,209</u>	<u>\$ 6,622,258</u>	<u>\$ 7,895,292</u>

Notes:

*The TDD funds are in default and the debt has been accelerated. However, due to the structure of the agreement, the City holds no liability for this default.

*All revenues generated in the fund are turned over to the trustee. The negative ending fund balance indicates that the entire balance is due upon receipt.

City of Roeland Park
Fund Overview by Source - 2019 Budget

	General	Bond & Interest	Special Highway	Special Street (27A)	Community Center (27C)	Special Infrastructure (27D)	Equip & Bldg Reserve	TIF 1-Bella Roe/Wal-Mart
Beginning Fund Balance	<u>2,556,535</u>	<u>124,466</u>	<u>229,950</u>	<u>229,598</u>	<u>545,370</u>	<u>521,336</u>	<u>228,908</u>	<u>931,917</u>
Revenues								
Property Taxes	\$ 2,235,507	\$ 162,124	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,011,932
Franchise Taxes	516,044	-	-	-	-	-	-	-
Special Assessments	570,500	261,947	-	-	-	-	-	-
Intergovernmental Revenue	1,783,326	24,200	183,980	1,062,325	199,024	564,648	-	-
Licenses and Permits	175,025	-	-	-	-	-	-	-
Fines and Forfeitures	375,988	-	-	-	-	-	-	-
Other Sources	192,458	-	-	-	-	-	-	-
Interest	56,100	4,465	-	1,500	-	-	-	17,500
Total Revenues	<u>5,904,947</u>	<u>452,736</u>	<u>183,980</u>	<u>1,063,825</u>	<u>199,024</u>	<u>564,648</u>	<u>-</u>	<u>1,029,432</u>
Special Law Enforcement Resources	1,000							
Transfers In	-	325,000	-	-	-	200,000	239,408	-
Total Resources	<u>8,462,482</u>	<u>902,202</u>	<u>413,930</u>	<u>1,293,423</u>	<u>744,394</u>	<u>1,285,984</u>	<u>468,316</u>	<u>1,961,349</u>
Expenditures								
Salary & Benefits	2,680,389	-	64,480	-	-	-	-	-
Contractual Services	2,119,135	3,050	-	100,000	144,648	155,000	-	3,740
Commodities	104,071	-	25,000	-	5,500	-	119,520	-
Capital Outlay	7,500	-	25,000	725,000	28,400	430,000	89,500	-
Debt Service	-	761,029	-	-	-	-	-	-
Total Expenditures	<u>4,911,095</u>	<u>764,079</u>	<u>114,480</u>	<u>825,000</u>	<u>178,548</u>	<u>585,000</u>	<u>209,020</u>	<u>3,740</u>
Special Law Enforcement Restricted	-							
Non-Expenditure Appropriation	322,400	22,800	-	-	-	-	30,388	140,250
Transfers Out	586,408	-	-	300,000	-	-	-	-
Total Appropriations	<u>5,819,903</u>	<u>786,879</u>	<u>114,480</u>	<u>1,125,000</u>	<u>178,548</u>	<u>585,000</u>	<u>239,408</u>	<u>143,990</u>
Ending Fund Balance	<u>\$ 2,642,579</u>	<u>\$ 115,323</u>	<u>\$ 299,450</u>	<u>\$ 168,423</u>	<u>\$ 565,846</u>	<u>\$ 700,984</u>	<u>\$ 228,908</u>	<u>\$ 1,817,359</u>

City of Roeland Park

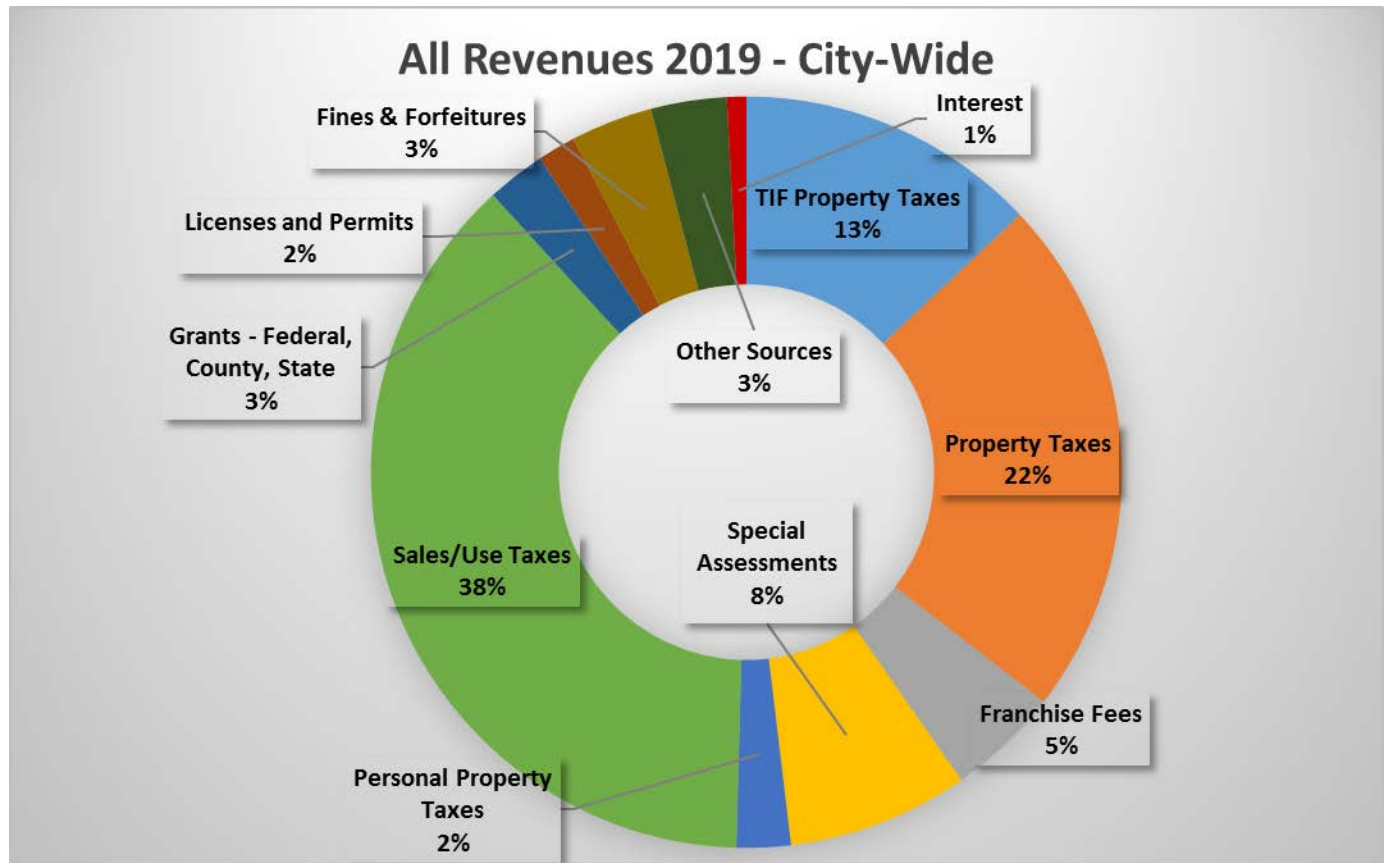
Fund Overview by Source - 2019 Budget

	TDD #1 - Price Chopper	TDD #2 - Lowes	CID #1 - RP Shopping Center	TIF 2D - City Hall	TIF 2C - Security Bank	TIF 3- The Rocks	Property Owners Assoc.	Totals	Totals Excluding TDD Funds
Beginning Fund Balance	<u>(2,720,995)</u>	<u>(811,530)</u>	<u>2,697,076</u>	<u>50,692</u>	<u>-</u>	<u>16,247</u>	<u>18,476</u>	<u>4,618,046</u>	<u>8,150,570</u>
Revenues									
Property Taxes	\$ -	\$ -	\$ -	\$ 303,534	\$ 35,425	\$ 35,000	\$ -	\$ 3,783,521	\$ 3,783,521
Franchise Taxes	-	-	-	-	-	-	-	516,044	516,044
Special Assessments	-	-	-	-	-	-	-	832,447	832,447
Intergovernmental Revenue	280,908	141,494	308,771	-	-	-	-	4,548,677	4,126,274
Licenses and Permits	-	-	-	-	-	-	-	175,025	175,025
Fines and Forfeitures	-	-	-	-	-	-	-	375,988	375,988
Other Sources	-	-	-	122,000	-	-	33,847	348,305	348,305
Interest	-	-	8,460	1,000	-	-	-	89,025	89,025
Total Revenues	<u>280,908</u>	<u>141,494</u>	<u>317,231</u>	<u>426,534</u>	<u>35,425</u>	<u>35,000</u>	<u>33,847</u>	<u>10,669,031</u>	<u>10,246,628</u>
								1,000	1,000
Transfers In	-	-	-	-	-	-	-	764,408	764,408
Total Resources	<u>(2,440,087)</u>	<u>(670,035)</u>	<u>3,014,308</u>	<u>477,226</u>	<u>35,425</u>	<u>51,247</u>	<u>52,323</u>	<u>16,052,484</u>	<u>19,162,606</u>
Expenditures									
Salary & Benefits	-	-	-	-	-	-	-	2,744,869	2,744,869
Contractual Services	6,500	5,000	-	8,000	2,500	-	31,875	2,579,448	2,567,948
Commodities	-	-	-	-	-	-	-	254,091	254,091
Capital Outlay	-	-	-	245,000	-	-	-	1,550,400	1,550,400
Debt Service	274,408	136,494	-	172,890	32,925	-	-	1,377,746	966,844
Total Expenditures	<u>280,908</u>	<u>141,494</u>	<u>-</u>	<u>425,890</u>	<u>35,425</u>	<u>-</u>	<u>31,875</u>	<u>8,506,554</u>	<u>8,084,151</u>
Special Law Enforcement Restricted									
Non-Expenditure Appropriation	-	-	3,008,000	14,000	-	-	-	3,537,838	3,537,838
Tranfers Out	-	-	-	-	-	-	-	886,408	886,408
Total Appropriations	<u>280,908</u>	<u>141,494</u>	<u>3,008,000</u>	<u>439,890</u>	<u>35,425</u>	<u>-</u>	<u>31,875</u>	<u>12,930,800</u>	<u>12,508,397</u>
Ending Fund Balance	<u>\$ (2,720,995)</u>	<u>\$ (811,530)</u>	<u>\$ 6,308</u>	<u>\$ 37,336</u>	<u>\$ -</u>	<u>\$ 51,247</u>	<u>\$ 20,448</u>	<u>\$ 3,121,685</u>	<u>\$ 6,654,209</u>

The TDD funds are in default and the debt has been accelerated. However, due to the structure of the agreement, the City holds no liability for this default.

All revenues generated in the fund are turned over to the trustee. The negative ending fund balance indicates that the entire balance is due upon receipt.

2019 Revenue Highlights



All revenues city-wide total \$10.7 million. Operating revenues totals \$7.9 million. These figures do not include inter-fund transfers or Special Law Enforcement revenues.

Property Taxes: The City anticipates generating \$2.4 million in property taxes from its mill rate of 28.522. Less taxes diverted to TIF funds, the General and Bond & Interest Fund should see net revenues of approximately \$2.1 million.

Sales & Use Taxes: Projected revenues for all sales and use taxes, including those generated by special taxing districts and the county-wide sales taxes, total \$4.0 million.

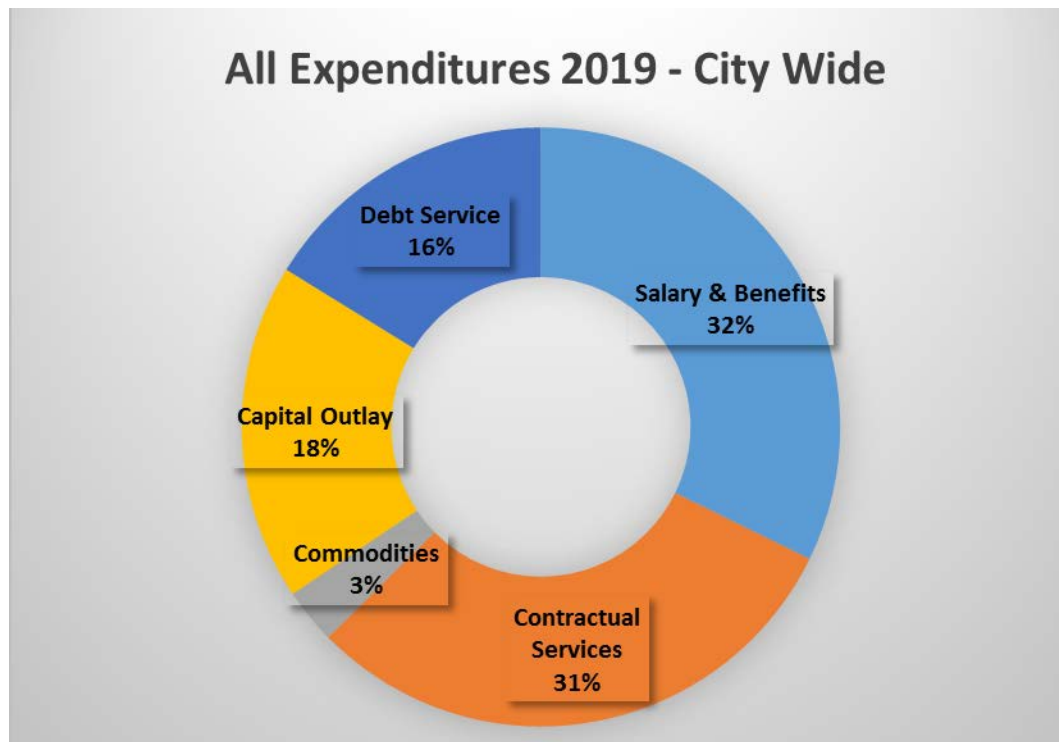
TIF Property Taxes: The City budgeted \$1.4 million in revenue in all TIF funds from property taxes directed to TIF projects. The City has three TIF districts and four separate funds for these resources.

Franchise Fees: Franchise fees anticipates approximately \$516,000 in franchise fees in the General Fund.

Special Assessments: Approximately \$832,000 is anticipated from special assessments for storm water districts and solid waste services including the City operated leaf collection program.

Municipal Court Fines & Forfeitures: A total of \$376,000 is projected from court fines, bond forfeitures as well as state fees and court costs.

2019 Expenditure Highlights



Expenditures city-wide total \$8.5 million. Operating expenditures total \$5.4 million. These figures exclude inter-fund transfers and non-expenditure appropriations.

Salary & Benefits: The 2019 Budget includes \$1.8 million in salary expenses and \$903,000 for employee benefits for a total of \$2.4 million, which is a 6% increase from the 2018 Projected Budget. City anticipates a 4% average merit increase for employees and reflects a 7% increase in medical insurance.

Contractual Services: All contractual services total \$2.6 million in FY 2019, which is a 22% decrease from the 2018 Projected Budget. The reason for the decrease is due to contractual work such as engineering services and site grading and storm sewer installation at the Rocks Development scheduled to be completed in 2018 with no projected expenditures in FY 2019 at the time of budget adoption.

Commodities: All commodities total \$254,000, which is a 44% decrease from the 2018 Projected Budget. The decrease is due to fewer planned capital equipment purchases in 2019 than in 2018 (a reduction of \$217,000).

Capital Outlay: Capital outlay totals \$1.6 million, a 42% decrease from the 2018 Projected Budget. The decrease is primarily due to the method of budgeting some of these projects. While several capital projects are budgeted in full 2018, if the project continues into 2019, we will encumber the funds and adjust the 2019 budget mid-year to reflect those encumbrances for incomplete projects. In addition, several large capital projects are scheduled to complete in 2018 including the Roe Lane CARS project, 2018 CDBG Birch Street improvements, and improvements at The Rocks Development.

Debt Service: Debt service totals \$1.4 million, a 52% decrease from the 2018 Projected Budget. The reason

for the decrease is due to all lease purchase debt retiring in 2018 including the Roeland Park Aquatics Center debt. This equates to a \$212,400 reduction from the prior year. In addition, the TIF 1 debt for the Bella Roe shopping center was retired in 2018, a \$939,000 reduction from FY 2018 Projected Budget. The 2012-1 GO Bond debt service payment fell by about half from FY 2018 as well.

Goals and Objectives Overview

Council began the 2019 budget process in February, starting with a goal review session which included department directors. A set of broad goals were developed to assist in focusing attention and resources. The goals include:

- A. Enhance communication and engagement with the community
- B. Improve community assets through timely maintenance and replacement as well as improving assets to modern standards
- C. Keep our community safe and secure for all citizens, businesses and visitors
- D. Provide great customer service with professional, timely and friendly staff
- E. Cultivate a rewarding work environment where creativity, efficiency and productivity are continuous pursuits
- F. Encourage investment in our community whether it be redevelopment, new development or maintenance
- G. Work to implement strategic plan goals

27 Objectives developed by elected officials and staff are to be carried out in 2019 designed to further these goals. The financial impacts of the Objectives are reflected in the appropriate line item of the budget with the Goals and Objective document incorporated as Appendix A to this budget document.

Objectives integrate direction established through our Strategic Plan (adopted in 2015), Citizen Surveys (last completed in 2016), Comprehensive Plan (last updated in 2017) and our Capital Improvement Plan which is reviewed and updated annually as part of the budget development process.

Key Changes

The key changes of the 2019 -2021 Budget include:

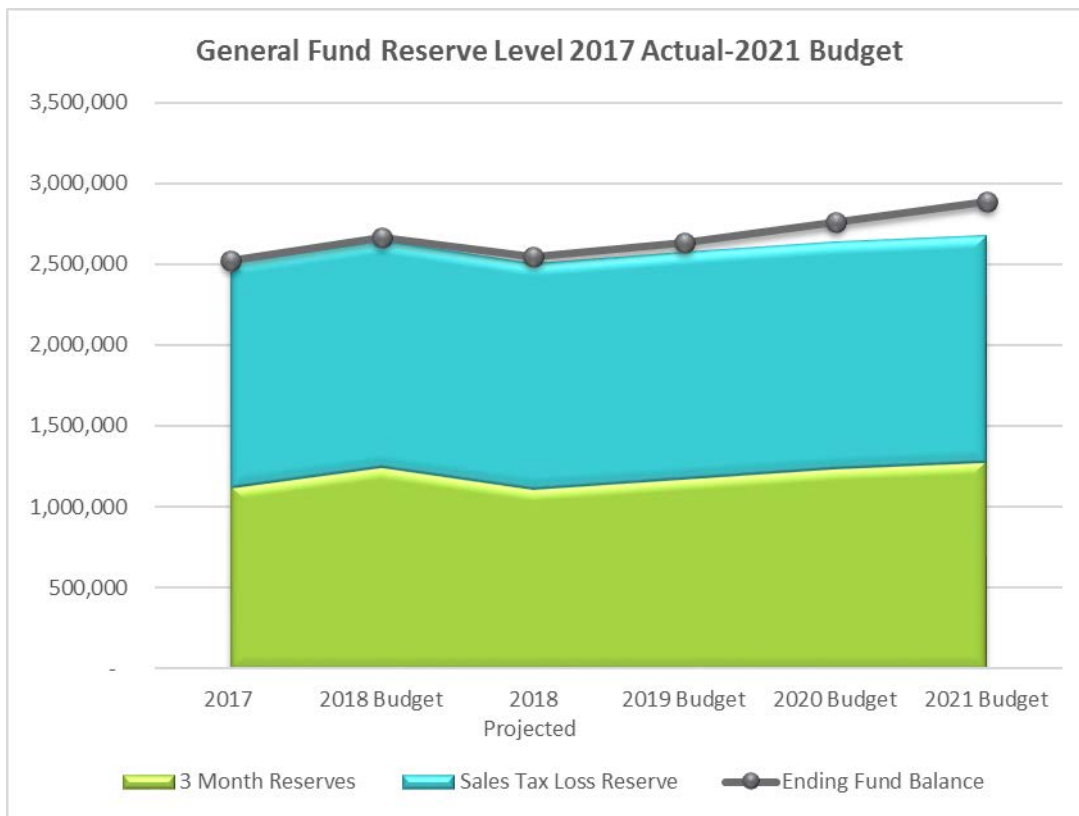
Expenses	2019	2020	2021
2019 Objectives with Financial Impacts			
Youth Advisory Committee	\$ 1,000	\$ 1,000	\$ 1,000
Citizen and Business Satisfaction Survey	\$ 20,000	\$	\$
Greener Yard Waste Program	\$ 3,000	\$	\$
Community Center Open House	\$ 400	\$	\$
Add Video Capability to Council Chambers	\$ 5,000	\$	\$
Study Concerning 52 nd and Roe Signal Removal	\$ 2,500	\$	\$
Replica of Roe House at Park	\$ 10,000		
Neighbors Helping Neighbors Program	\$ 10,000	\$	\$
Replace Receptacles, Benches & Picnic Tables at Nall Park	\$ 34,000	\$	\$
Increase Funding to Minor Home Repair Program	\$ 4,500	\$ 4,500	\$ 4,500
Add Motorcycle Unit to Police Fleet	\$ 30,000	\$	\$
Pilot Program- Contract for Public Information and Branding Services	\$ 15,000	\$	\$
Summer Aquatics Post Card	\$ 1,500	\$ 1,500	\$ 1,500
Hire Public Works Engineering Intern	\$ 6,300	\$ 6,300	\$ 6,300
Purchase Paint Striper for Traffic Markings	\$ 5,200	\$	\$
Review Residential Development Guidelines	\$ 15,000	\$	\$
Develop Historical Markers/Interpretive Signage	\$ 30,000	\$	\$
Community Center Exterior and Interior Design Concepts and Plan	\$ 30,000	\$	\$
Property Tax Assistance Program	\$ 15,000	\$ 15,000	\$ 15,000
City Wide Art Program	\$ 25,000	\$ 25,000	\$ 25,000
Other Budget Items			
4.5% Merit Increase FY 2019, then 4% in out years	\$ 92,000	\$ 82,000	\$ 82,000

Based on a three-year forecast, property tax rates should not increase in 2020 through 2021, assuming several estimates are maintained, including:

- No significant decline in sales tax.
- Property values increase by at least 1.5% annually.
- Franchise fees and court revenues remain in line with 3-year history.
- Personnel costs, supplies and contractual services grow at a rate consistent with inflation.
- Property tax supported debt service remains at expected levels.

General Fund Overview

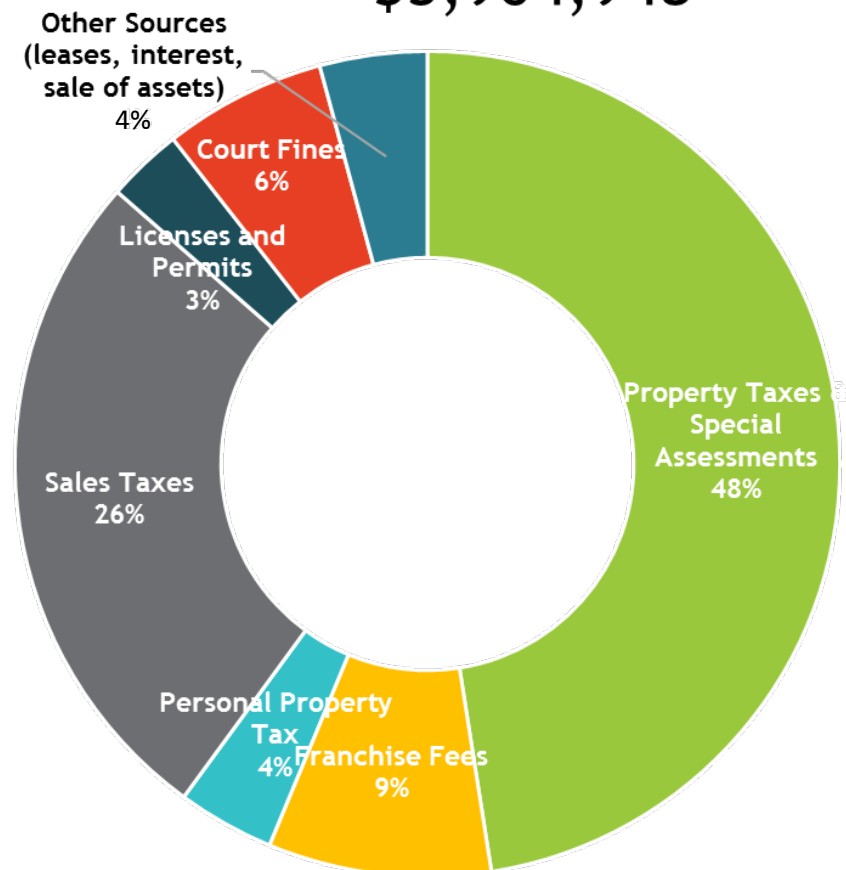
During Governing Body discussions in 2013 there was a consensus to hold reserves at no less than the 16.7% of operating expenditures (City policy) for three years. Recently the Governing Body has updated the Reserve Policy to set new thresholds stating that in uncertain economic times where significant revenue fluctuations may exist, it is prudent to target reserves at three months operating expenses or higher. Uncertainty persists regarding the departure of a major retailer. The City has built reserves sufficient to endure a two-year period with the existing Walmart property being vacant (\$1.41 million). This is a real possibility, as large retailers will vacate space for a new location and continue to pay rent at two sites in order tie up the old property and limit competition in the market. Twenty-five percent of 2019 General Fund operating expenditures is \$1.173 million, adding \$1.41 million to cover a significant and sustained reduction in sales tax revenues brings the General Fund reserve goal to \$2.583 million. The estimated ending General Fund balance for 2019 is \$2.633 million, keeping us just above our goal. To continue the process of pay-as-you-go financing of capital and not issue new debt, the Governing Body approved the use of funds in excess of the above stated reserve goal to finance capital projects. The graph below reflects the projected General Fund ending balance continuing to meet our goals looking out through 2021.



2019 General Fund Revenues

Revenues generated in 2019 are projected to be \$5.904 million. With the inclusion of fund balances and Special Law Enforcement funds, total 2019 resources available are projected at \$8.452 million. Current revenues are collected from five primary sources: property tax (38%), sales tax (26%), special assessments (10%), franchise fees (9%), and court fees (6%). Property tax collections reflect only the general operations portion of the mill levy (26.608). Sales tax collections include City and County sales taxes. Franchise fees are 5% of gas, electric, telephone, cable and internet service charges. Other Sources includes interest income, lease revenue and other miscellaneous sources. Property tax is revenue generated from ad valorem taxes on real estate only.

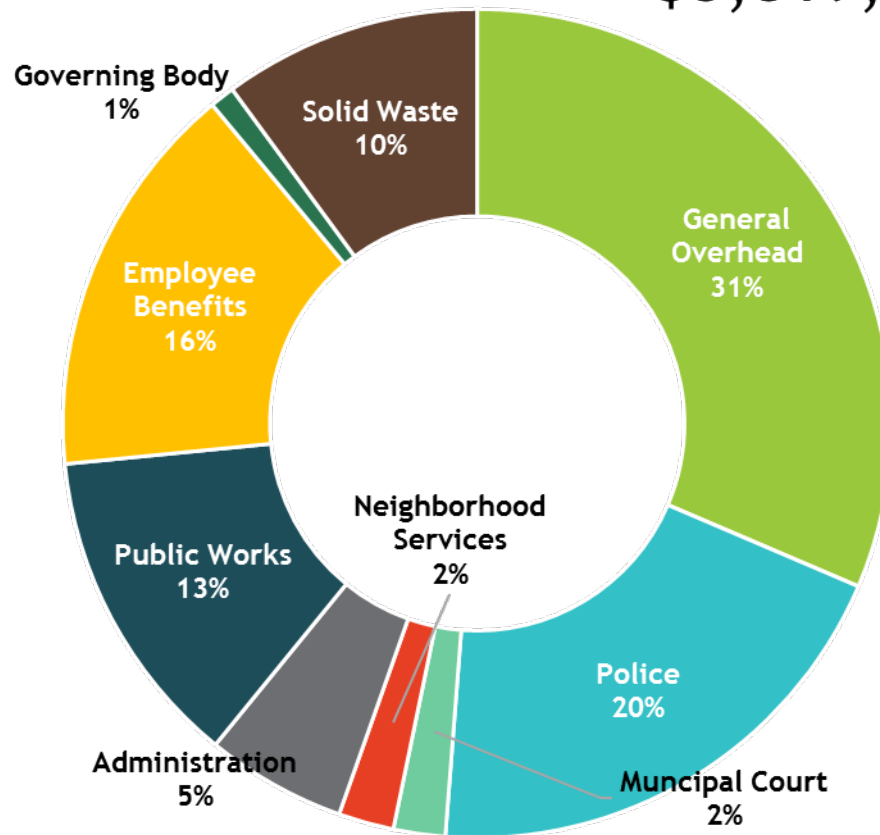
2019 GENERAL FUND REVENUE: \$5,904,948



2019 General Fund Expenditures

2019 budgeted expenditures in the General Fund total \$5.820 million. Operating expense make up \$4.694 million, which is a 6% increase over the 2018 Projected operating expenses. The increase is primarily due to 2019 Objectives which are not capital in nature and personnel cost increases (6%). These expenditures are allocated among major activities as illustrated in the graph below.

2019 GENERAL FUND EXPENDITURE: \$5,819,903



The General Overhead department has the largest budget but covers a broad range of service expenses such as: street lighting, traffic signals, audit fees, attorney fees, property and liability insurance, pool operations, TIF property tax reductions (shown as a non-expenditure appropriation), and transfers to the equipment/building replacement fund. The Police Department is the next largest followed by Employee Benefits, which is where insurance, retirement and social security expenses are budgeted for all employees. The Public Works Department is the fourth largest and accounts for \$210,000 in contract street maintenance, contract tree trimming and mowing services, street light electric, as well as standard personnel expenses. Solid Waste department is the next largest, this department accounts for contractual expenses associated with trash, recycling and yard waste services as well as direct expenses associated with the leaf pick up service.

City of Roeland Park
Fund Overview by Source - General Fund

	2017 Actual	2018 Budget	2018 Projected	2019 Budget	2020 Budget	2021 Budget
Beginning Fund Balance	<u>2,704,657</u>	<u>2,614,230</u>	<u>2,626,066</u>	<u>2,556,535</u>	<u>2,642,579</u>	<u>2,785,358</u>
Revenues						
Property Taxes	\$ 1,640,864	\$ 2,111,030	\$ 1,728,260	\$ 2,235,507	\$ 2,268,886	\$ 2,302,767
Franchise Taxes	484,307	501,517	494,156	516,044	537,064	557,290
Special Assessments	509,204	570,451	570,500	570,500	570,500	581,840
Intergovernmental Revenue	1,774,338	1,750,985	1,820,728	1,783,326	1,846,880	1,869,918
Licenses and Permits	183,043	176,500	175,825	175,025	175,025	175,025
Fines and Forfeitures	356,183	377,500	390,839	375,988	379,167	382,379
Other Sources	186,453	199,688	182,957	192,458	186,310	188,009
Interest	21,557	24,910	55,000	56,100	57,222	58,366
Total Revenues	<u>5,155,949</u>	<u>5,712,581</u>	<u>5,418,266</u>	<u>5,904,947</u>	<u>6,021,055</u>	<u>6,115,594</u>
Special Law Enforcement Revenues	1,000	1,000	23,700	1,000	1,000	1,000
Transfers In	-	126,500	-	-	200,000	258,500
Total Resources	<u>7,861,606</u>	<u>8,454,311</u>	<u>8,068,032</u>	<u>8,462,482</u>	<u>8,864,634</u>	<u>9,160,452</u>
Expenditures						
Salary & Benefits	2,377,115	2,574,073	2,527,330	2,680,389	2,777,568	2,882,636
Contractual Services	1,789,669	2,123,648	2,020,276	2,119,135	2,279,782	2,319,203
Commodities	90,747	129,230	94,201	104,071	100,757	102,527
Capital Outlay	2,938	10,500	5,500	7,500	5,500	5,500
Debt Service	211,860	154,440	154,440	-	-	-
Total Expenditures	<u>4,472,329</u>	<u>4,991,891</u>	<u>4,801,746</u>	<u>4,911,095</u>	<u>5,163,607</u>	<u>5,309,866</u>
Special Law Enforcement Restricted	-	3,000	23,700	-	-	-
Non-Expenditure Appropriation	-	318,000	-	322,400	318,121	349,933
Transfers Out	763,210	479,951	686,051	586,408	597,549	572,669
Total Appropriations	<u>5,235,539</u>	<u>5,792,842</u>	<u>5,511,497</u>	<u>5,819,903</u>	<u>6,079,277</u>	<u>6,232,468</u>
Ending Fund Balance	<u>\$ 2,626,066</u>	<u>\$ 2,661,469</u>	<u>\$ 2,556,535</u>	<u>\$ 2,642,579</u>	<u>\$ 2,785,358</u>	<u>\$ 2,927,983</u>
Change In Ending Fund Balance	(70,769)	35,403	(69,531)	86,044	142,779	142,626
25% of Annual Operating Expenses (Reserve Benchmark)	1,012,010	1,154,238	1,107,952	1,173,399	1,237,027	1,273,592
Sales Tax Loss Reserve	1,410,000	1,410,000	1,410,000	1,410,000	1,410,000	1,410,000
Ending Fund Balance In Excess of Sales Tax Reserve + Reserve Benchmark	204,057	97,231	38,583	59,180	138,331	244,392
Operating Expenses	4,048,038	4,616,951	4,431,806	4,693,595	4,948,107	5,094,366
Unrestricted Ending Fund Balance as a % of Annual Operating Expenses	30%	27%	26%	26%	28%	30%

Summary of Financial Policies

Overview

The City of Roeland Park's financial policies and provisions provide a basic framework for the overall financial management of the City. The policies guide the decision-making process of the City Council and Administration and provide guidelines for analyzing proposed programs and budgets. Some policies have been formally adopted by Council, others are planned for future development into formal policies and others provide administrative guidelines for the fiscal management of the City.

Budget Provisions:

The City defines a balanced budget as total resources equal to total obligations. Total resources include beginning fund balances and total obligations include contingency non-expenditure appropriations and ending fund balances. Non-expenditure appropriations are those that will or may reduce available resources. In the City's budget, this includes TIF expenditures (i.e. resources diverted to TIF funds) in the General and Debt Service funds and possible Property Tax reductions due to appeals in some of our TIF funds. The budget presented is considered a structurally balanced budget. The budget adoption and amendment process is explained on pages 30 and 31.

Reserve Policy

Roeland Park has identified specific fund balance minimums that it intends to maintain specifically for the General Fund, Bond & Interest (Debt Service) Fund and the Equipment and Building Reserve Fund. The City defines fund balance as excess assets over liabilities in a fund. We also refer to this as the reserves in a fund. This policy is designed to establish guidelines to provide the structure of continuing fiscal stability, reduce financial risk and maintain adequate reserves for current and future requirements.

The Reserves policy states that the City will maintain reserves of at least two months (16.6%) of annual General Fund operating expenses or 16.6% of annual budgeted General Revenues, whichever is greater. However, since the adoption, the Council and staff have made it a goal to achieve at least three months (24.9%) of annual General Fund operating expenses as reserves. The current policy is to maintain reserves of 24.9% of operating expenses in the General Fund above and beyond the \$1.41 million established in the same fund as a Sales Tax Reserve, which is a committed fund balance. The Sales Tax Reserve is described in greater detail in the Revenue section on page 36. These two reserves combined in 2019 total \$2.58 million or an effective 55% of operating expenditures in the General Fund in 2019.

The Bond & Interest Fund policy is to maintain between 10% and 15% of annual principal and interest payments for bonds and temporary notes within the fund. Debt is to be used to finance capital projects with a life expectancy of at least seven years or greater. Debt is to be used in such a way that the term of financing does not exceed the useful life of the asset. In the budget presented, this policy is met in all years.

The City will also fund capital asset replacement and debt retirement of leases at an amount necessary to finance the acquisition of new equipment needed in the following year; and to finance needed future replacements and acquisitions by setting aside a reserve amount for some of the larger purchases. This reserve for equipment will be maintained in the Equipment and Building Reserve Fund. The same fund will maintain reserves for facilities equal to approximately 2-4% of the replacement value of all City owned capital building assets. Minor repairs and replacements (typically \$5,000 or less) in public buildings will be taken from departmental operating budgets whenever possible.

Revenue Provisions:

Non-Recurring Revenue Policy

One-time or limited term resources, such as proceeds for asset sales, debt refinancing, one-time grants, legal settlements, budget savings and similar non-recurring resources shall not be used for current or new ongoing operating expenses. Appropriate uses of one-time resources including building and maintaining fund balances, the early retirement of debt, capital improvements or maintenance and other nonrecurring expenditures.

The City also attempts to maintain a diversified and stable revenue streams to safeguard against fluctuations and market downturns.

The City establishes user fees using market research and attempts to charge fees equivalent to the cost of the service when possible. All user fees and charges are reviewed annually and amended as needed through a fee resolution.

Expenditure Provisions:

Purchasing Policy

The City's Purchasing Policy provides guidance to City officials on the expenditure of public funds. Ultimately the City Administrator, with the assistance of the Finance Director, is responsible for ensuring the provisions of the policy are adhered to by those purchasing goods, services and capital items on behalf of the City. The policy sets limits on the purchase of single items for the City Administrator (\$7,500) and Department Directors (\$2,500), with exceptions for regular expenses and contractual agreements (lease payments, debt service, payroll, etc.), repetitive purchases (office supplies, auto parts/repairs, asphalt, etc.), and emergency purchases.

In addition, the policy states that prior to making a purchase, staff will obtain three informal price quotes for items costing \$1,000 - \$10,000 and that formal bids and requests for proposals or qualifications (RFP/RFQ) will be solicited for any item or service in excess of \$10,000. All purchases of items less than \$1,000 are encouraged, but not required to obtain three informal quotes. This City also gives greater priority to local vendors when reasonable and the purchase of "green" products when practical. The Green Purchase Policy states that the City will purchase environmentally preferable products (recycled goods, compost products, and products with sustainably sourced materials) when available and priced reasonably compared to alternatives.

The City continues to support a scheduled level of maintenance and replace of its infrastructure in addition to its fleet, equipment and facilities.

Investment Provisions:

The City's investment policy guides the investment of idle funds. The policy emphasizes the preservation of principal while striving to hold all investments to maturity to avoid penalty. The City's investment portfolio is actively managed by our Financial Advisory firm, Columbia Capital, and the Finance Director oversees the contract and approves the purchase of investments and the transfers of funds in and out of the investment account.

Fund Description

General Fund: This fund is used to account for resources traditionally associated with government, which are not required legally or by sound financial management to be accounted for in another fund. The functions accounted for in this fund account for most of the day-to-day operations of the City that are financed via sales tax, property tax, and other general revenues. Activities in the General Fund include general administration, economic development, public safety, development review, property maintenance code compliance, and public works.

Debt Service Funds: Used to account for all resources which are restricted, committed or assigned for the payment of principal and interest on long-term debt.

Bond & Interest Fund: Used to pay for the general obligation long-term debt of the City.

Bella Roe/Wal-Mart TIF (TIF 1): A special revenue fund created to account for monies received for retiring tax increment bonds. Those bonds were retired early in 2018 and the development plan was amended to include additional capital improvements associated with the district such as the improvements to Roe Boulevard planned for 2020.

Valley State Bank TIF (TIF 2c): Created to account for monies received to retire special obligation tax increment revenue bonds.

TDD #1 - Price Chopper: Created to account for transportation development district resources. The District covers all of Lots 1, 3, 4, 5 and 6 and Tract "A", Bella Roe Shopping Center and imposes a 1% sales tax on all businesses located at the Bella Roe Shopping Center apart from Lowe's.

TDD #2 - Lowe's: Created to account for transportation development district resources. The District covers all of Lot 2 (Lowe's), Bella Roe Shopping Center and imposes a .5% sales tax.

Special Revenue Funds: Such funds are used to account for the proceeds of specific revenue sources that are legally or otherwise restricted to expenditures for specified purposes and which therefore cannot be diverted to other uses. The following funds are considered Special Revenue Funds:

Sales Tax Revenue Funds:

Special Street: Created to account for the repair, maintenance and improvement of streets, curbs and sidewalks located within the City which are funded by 50% of the City's one cent general sales tax. The sales tax does not sunset. This fund is referred to as the "27A Fund".

Community Center: Established to account for the acquisition, maintenance and utilization of the Skyline School. 12.5% of the City's one cent sales tax revenues are allocated to this fund. This fund is referred to as the "27C Fund" of the City. Revenue raised and not required for the payment of the previously described costs shall be transferred to the General Fund of the City.

Special Infrastructure: Established to account for public infrastructure projects including buildings. A quarter cent sales tax was approved by Roeland Park residents on April 1, 2003, sun setting on March 31, 2013. The tax was renewed for an additional 10 years starting in April 1, 2013 and ending on March 31, 2023. This fund is referred to as the "27D Fund" of the City.

Other Funds (Special Purpose):

Special Highway: Established to account for motor fuel tax monies sent quarterly from the Kansas State Treasurer's office, which are the Special City and County Highway Funds distributed and computed in compliance with K.S.A 79-3425CC.

City Hall TIF (TIF 2): Established to account for monies received to retire bonds associated with development in the district. Projects approved in the area include City Hall Remodel, Granada Park improvements, and roadway and storm water improvements.

CID #1 – Roeland Park Shopping Center: Created to establish community improvement district that includes all of the Roeland Park Shopping Center, Wal-Mart, CVS and PAD site out parcels and imposes a 1% sales tax.

Roeland Park City Hall Property Owners Association Fund: Created to administer various functions within City Hall and to establish the means and methods of collecting assessments and charges for the management of City Hall's common areas.

Capital Projects Funds: These funds are used to account for all resources which are restricted, committed or assigned for the acquisition and construction of capital facilities and other capital assets.

Equipment and Building Reserve: A fund created to account for the scheduled replacement of capital equipment, vehicles and building infrastructure; financing provided by transfers from other funding sources for the procurement of a capital asset.

Boulevard Apartments/The Rocks TIF (TIF 3): Established to account for monies received to retire special obligation tax increment revenue bonds. The fund tracks and covers all costs associated with projects approved by the TIF project plan.

The City uses the modified accrual basis of budgeting and accounting for all funds.

2019 Budget Process and Calendar

Annual Budget Development and Adoption Process

As the City's budget follows the calendar year, the annual budget development process begins in the first quarter of the year, almost a year prior to the start of that fiscal year. The City Administrator coordinates the budget process in conjunction with the Assistant City Administrator/Finance Director.

One of the first steps in the process is the annual budget retreat with department directors and the Governing Body. This off-site meeting is held in the evening in February to review factors that will influence Budget Objectives for the year including Council adopted Goals, the latest Citizen's Survey results, a cost of living comparison which provides metro-wide comparisons on taxes and utility rates, and the strategic plan.

In March, the Council reviews the Budget Objectives submitted by Department Directors and members of the Governing Body. These Objectives create list of projects, programs or equipment that the submitter justifies is progress toward accomplishing one of our 7 adopted Goals. For the first review, the Governing Body is encouraged not to focus on program cost, but to indicate whether they feel each objective has merit and should be further explored. After each department director submits their respective line item budget proposals, the preliminarily approved Objectives are incorporated into the operating budget where the Administrator and Assistant Administrator can review ending fund balances to determine the need for reductions.

March through April, staff prepares and reviews the Capital Improvement Plan (CIP) including equipment replacement schedule, solid waste assessments (solid waste and City leaf pickup are assessed to residents' property taxes), the pay scale and employee benefits. The City updates its pay scale annually with small increases in the minimum and maximum compensation for each pay class based on market rates. This prevents the need for periodic wide-scale position reclassifications. In April, the Governing Body also hears a presentation from the City Auditor on the prior year audit and presentations from staff on City reserves, outstanding debt and trends in primary revenues.

In May, the City presents the preliminary budget and CIP at a Council Workshop. We hold a community forum on the budget at the Community Center where we discuss the preliminary budget including Capital Improvement Plan and Objectives with residents and encourage their questions and address concerns. While this meeting is specifically intended to inform residents, the public is encouraged to attend all Budget meetings and are welcome to provide input at any budget related meeting. The Budget was adopted on July 16th at the regular Council meeting and subsequently submitted to the County Clerk in early August.

Legal Requirements

State Law dictates that each City hold a public hearing prior to approving the annual budget. The budget requires a notice in the City's newspaper of record (The Legal Record) notifying the public at least 10 days prior to the hearing. The publication notice includes the proposed property tax assessment and mill levy rate for the budget. Per state statute, the Council may reduce the property tax assessment at budget adoption, but they cannot increase the assessment without repeating the publication and public hearing process. Due to Kansas Property Tax Lid legislation, if a City wishes to increase the property tax levy from the prior year beyond the Consumer Price Index (CPI) plus certain exceptions outlined in the law, they must go to a public vote to do so (please see page 39 for details on the tax lid). A Budget adoption process that does not contemplate a public election, requires the Budget be filed with the County Clerk on or before August 25th.

Budget Amendment Process

The process of amending the City's budget is outlined and authorized by K.S.A. 79-2929a. Amendments to the City's budget are allowed only in the event of an increase in the original budget for previously unbudgeted increases in revenues other than ad valorem property taxes, or encumbrances on capital projects that weren't completed in the prior year. To amend the budget, the City is required to hold a public hearing and publish a notice in the Legal Record 10 days prior to the hearing. The City then must hold a public hearing and forward amended budget forms to the County Clerk for certification. When called for, the City of Roeland Park holds budget amendment hearings in the fourth quarter of the fiscal year being amended.

2019 Budget Calendar: Schedule of Meetings and Deadlines

JANUARY 29TH (STAFF)

- Distribute Capital Improvement Plan (CIP) (including Equipment Replacement) draft to Department Directors for updating

FEBRUARY 7TH

- Budget Retreat- Department Directors and Elected Officials: Review Citizen Survey, Cost of Living Comparison and Strategic Plan to aid us in setting Priorities for the next budget cycle.
- Solicit Objectives in standard format from Department Directors and Elected Officials

FEBRUARY 12TH

- Staff Finalize Updates to CIP-Equipment Replacement Schedule
- Distribute Department Budget Worksheets to Staff

MARCH 5TH

- Objectives Due to City Administrator in standard format
- Administrator meets with Staff to review and refine Objectives during the next two weeks.
- Administrator work with Elected officials to refine their Objectives during the next two weeks.

MARCH 19TH

- Council Workshop- Review and preliminary approval of Objectives

MARCH 26TH

- Department Budgets due to City Administrator to reflect Preliminarily Approved Objectives

APRIL 2ND

- City Administrator/Assistant meet with Department Directors to review budget requests and make edits
- Council Workshop- Review and preliminary approval of CIP-Equipment Replacement Schedule
- Council Workshop- Review solid waste assessment for 2019

APRIL 2ND

- City Administrator Meet with Administrative Committee to review pay scale and benefits information

APRIL 9TH (SPECIAL BUDGET WORKSHOP MEETING)

- Council Workshop- Review proposed 2019 pay scale
- Council Workshop- Review proposed 2019 employee benefits package

APRIL 16TH

- Council Meeting- Adopt proposed 2019 pay scale
- Council Workshop- Adopt proposed 2019 employee benefits package

APRIL 30TH (SPECIAL BUDGET WORKSHOP MEETING)

- Council Workshop- 2017 Audit Presentation by Auditors
- Council Workshop- Review Reserves and Outstanding Debt
- Review Trends in Primary Revenues

MAY 7TH

- Budget Presentation- All Funds and Departments reflecting Preliminarily Approved Objectives, CIP- Equipment Replacement Schedule

MAY 14TH - BUDGET COMMUNITY FORUM MEETING (AT COMMUNITY CENTER)

- City statistical information Overview
- Single Family Cost of Living Comparison Overview
- Citizen Satisfaction Survey Overview
- Budget Presentation

JUNE 4TH

- Council Workshop- Consent of Council to Publish Notice of Budget Hearing (setting Mill Levy)

JUNE 12TH PUBLISH BUDGET HEARING IN LEGAL RECORD

JULY 16TH PUBLIC HEARING ON PROPOSED BUDGET (AT COUNCIL MEETING)

- *Consider Adoption of 2019 Proposed Budget*

JULY 20TH SUBMIT APPROVED BUDGET TO COUNTY CLERK (MUST BE FILED NO LATER THAN AUGUST 25TH)

Debt



As part of the FY 2017 Budget process, the Governing Body decided to fund current and future capital improvements using cash on hand and existing revenue streams. As a result, the City adjusted its Capital Improvements plan to remove any issuance of debt. The City has been successful using the pay-as-you-go method to date through the creative use of several resources including grants, private donations, additional resources available in the General Fund, and TIF resources. In addition, the City's portion of a new county-wide sales tax to construct a new courthouse has been dedicated to capital improvements. That resource is expected to generate approximately \$1.8 million over the course of 10 years. In the future, the City may find it necessary to issue General Obligation debt to pay for future improvements. However, our long-term capital plan does not plan to issue new debt.

If the City were to issue debt, the following principals would be followed:

- Financing of improvements would not exceed the useful life of the asset.
- Staff would conservatively project revenue sources to pay off debt.
- Debt would only be used to finance essential and necessary capital improvements and major equipment purchases beyond our ability to cash finance these purchases. Debt will never be used to finance operations or to assist with short-term cash flow issues.

The City currently does not have a bond rating due to the limited amount of debt that we have issued. If we issue debt in the future, we would explore the possibility of gaining a rating if it equated to a lower cost of debt.

Legal Debt Limit

The legal debt limit indicates the City's ability to issue bonded debt based upon existing debt issued. Direct bonded debt is debt for which the City has pledged its full faith and credit. The debt limit establishes a maximum dollar limitation calculated under existing law. The debt limitations provided by Kansas statute is 30% of assessed valuation. The City's debt margin as of January 1, 2019 is approximately \$24,363,107.

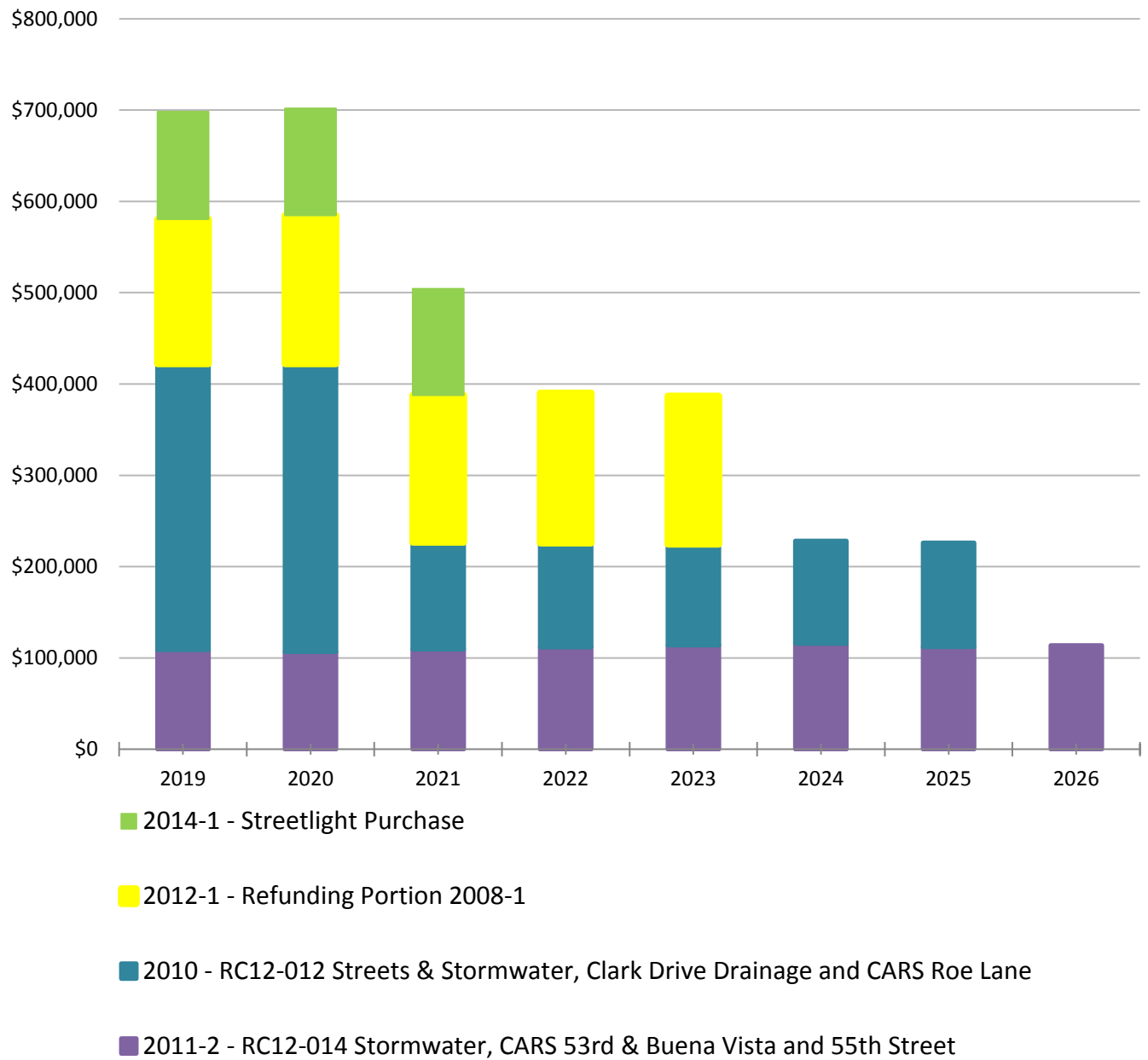
Legal Debt Margin Calculated for Fiscal Year 2019

Assessed Value Including Motor Vehicles (estimated for 2019 budget)	\$92,210,357
Debt limit (30% of assessed value)	27,663,107
Debt applicable to limit:	
General obligation bonds	<u>3,300,000</u>
Total net debt applicable to limit	<u>3,300,000</u>
Legal debt margin	\$24,363,107

Outstanding Debt

The following chart provides an overview of our outstanding debt service FY 2019 – 2026. This includes debt paid through special assessments for storm sewer related projects.

Roeland Park Debt Service 2019 - 2026



Debt Service Schedule for 2019

Debt Issue	Approved by Council	Date Issued	Original Amount	Interest Rate	1/1/2019 Balance (w/ interest)	Date Expire	2019 Total Payment	Fund
Long-term debt:								
General Obligations Bonds:								
2010 Bond Issue: RC12-012 Street Improvements RC12-012 Stormwater Improvements Clark Drive Drainage CARS Roe Lane	2004 2004 2007 2008	Aug-10	\$ 3,345,000	1.50-3.50	\$ 1,196,920	12/1/2025	\$ 313,415	Bond & Interest
2011-2 Bond Issue: RC12-014 Stormwater CARS 53rd & Buena Vista CARS 55th Street	2007 2010 2011	Aug-11	\$ 1,565,000	2.00-3.40	\$ 892,335	9/1/2026	\$ 108,808	Bond & Interest
2012-1 Bond Issue: Refunding Portion 2008-1 (streets/stormwater)	Various See original issue	May-12	\$ 1,970,000	.65-2.4	\$ 1,114,855	12/1/2023	\$ 221,718	Bond & Interest
2012-1 Bond Issue (not shown on graph) City Hall Improvements - Paid From TIF Proceeds	2011	May-12	\$ 980,000	.65-1.7	\$ 172,890	12/1/2019	\$ 172,890	TIF 2D
2014-1 Bond Issue: Streetlight Purchase	2014	Nov-14	\$ 650,000	2.25	\$ 233,653	9/1/2020	\$ 117,086	Bond & Interest
					\$ 3,610,653		\$ 933,917	
Special Obligation Tax Increment								
Revenue Bonds:	<i>*Debt service resources are limited to TIF revenues received - City is not liable for debt</i>							
Series 2000, Valley State Bank Project		Feb-00	\$ 695,000	7.00	\$ 259,699	2/1/2020	\$ 32,925	TIF 2C
					\$ 1,173,861		\$ 947,087	
Revenue Bonds:								
Transportation Development District:	<i>*Debt service resources are limited to TDD revenues received - City is not liable for debt</i>							
Sales Tax Revenue Bonds, 2005 - Price Chopper/Shopping Center		Nov-05	\$ 3,555,000	4.50-5.75	\$ 2,495,758	12/1/2025	\$ 2,495,758	TDD #1
Sales Tax Revenue Bonds, 2006A - Price Chopper/Shopping Center		Jan-06	\$ 1,090,000	5.875	\$ 879,228	12/1/2025	\$ 879,228	TDD #1
Sales Tax Revenue Bonds, 2006B - Lowes		Jan-06	\$ 1,690,000	5.125 - 5.875	\$ 759,650	12/1/2025	\$ 759,650	TDD #2
<i>*Note: The TDD balances are estimates based on assumptions for final payments in 2018.</i>					\$ 4,134,636		\$ 4,134,636	



Revenue Sources

The City of Roeland Park has developed a diverse base of revenues to fund its operational and capital needs. The purpose of this section is to describe the major revenue sources and trends and how these affect the City. Special emphasis is placed on 8 major revenue sources that comprise 96% of the City's projected revenues in 2019. The revenues outlined below do not include interfund transfers, fund balance or restricted revenue sources such as those in the Special Law Enforcement Fund. Excluding these sources, the City projects total revenues of \$10,669,031 including TDD funds. Without TDD funds, the total revenue is \$10,246,628.

Major Revenue Source - All Funds	Projected 2018 Revenue	Percent of Total Revenues
Sales/Use Taxes	4,029,851	38%
Property Taxes	2,397,630	22%
TIF Property Taxes	1,385,891	13%
Special Assessments	832,447	8%
Franchise Fees	516,044	5%
Fines & Forfeitures	375,988	4%
Grants - Federal, County, State	270,220	3%
Other Sources	348,305	3%
<i>Subtotal of Major Revenues</i>	<i>10,156,375</i>	<i>95%</i>
All Other Revenues	512,656	5%
Total Revenues	10,669,031	100%

Sales & Use Taxes

Sales and Uses taxes from the City and the County are reported collectively along with personal property taxes within the "Intergovernmental Revenue" category on the revenue summary sections of this document. Combined, all sales and use taxes comprise 38% of our total budget, the largest category of revenue for the City. A more detailed explanation of City, Special District and County sales and use taxes follows. This category also includes Special Highway revenues which are collected on motor fuel taxes and distributed by the State.

Revenue Assumptions and Trend Analysis

The City generally projects a conservative 1% increase in sales tax which is reflected in the 2019-2021 budgeted figures. This is based on historical trends in revenue (shown in charts below) and management's desire to error on the side of caution. However, in 2019 staff show a projected loss in sales tax revenue of 4% due to one of our major retailers being off-line for six months due to the demolition and rebuild of their store. Once the retailer is back online, we anticipate a slight increase in revenues moving forward. Corporate offices suggest an increase in retail sales of approximately 15%. No other change in major retailers is anticipated in the three year-projections.

As of mid-year 2018 projections, sales taxes are up 4% compared to the same period in 2017. Roughly half of this increase is due to a growth in sales, the other half is due to the City receiving a portion of the new county courthouse sales tax which began mid-2017.

Sales Tax Reserve. In 2017, the Council approved Resolution 653 establishing a \$1.41 million committed

fund balance for use in the event that sales taxes see a significant (at least 25%) and sustained (longer than six months) decline. These reserves were built up over the course of four years when the City Council increased the property tax mill levy 7.5 mills to prepare the City for the planned loss of a major retailer which never came to fruition (more detail in the Property Tax revenue analysis section).

City Sales/Use Tax

The City sales tax is 1.25% and is separated among four funds:

- Special Street Fund (27A) – 0.5% funds street and sidewalk improvements and maintenance city-wide.
- General Fund (27B) – 0.375% funds general governmental operations.
- Community Center Fund (27C) – 0.125% funds Community Center operations and improvements.
- Special Infrastructure Fund (27D) – 0.25% funds infrastructure improvements and maintenance city-wide, including street improvements. This sales tax is set to sunset in 2023 unless renewed by voters.

In 2019, City sales taxes are budgeted at \$1,988,753 for the funds listed above. The City intends to request a renewal for the Special Infrastructure Sales Tax of ¼ cent within the next three years. The terms of that ballot request are still under review.

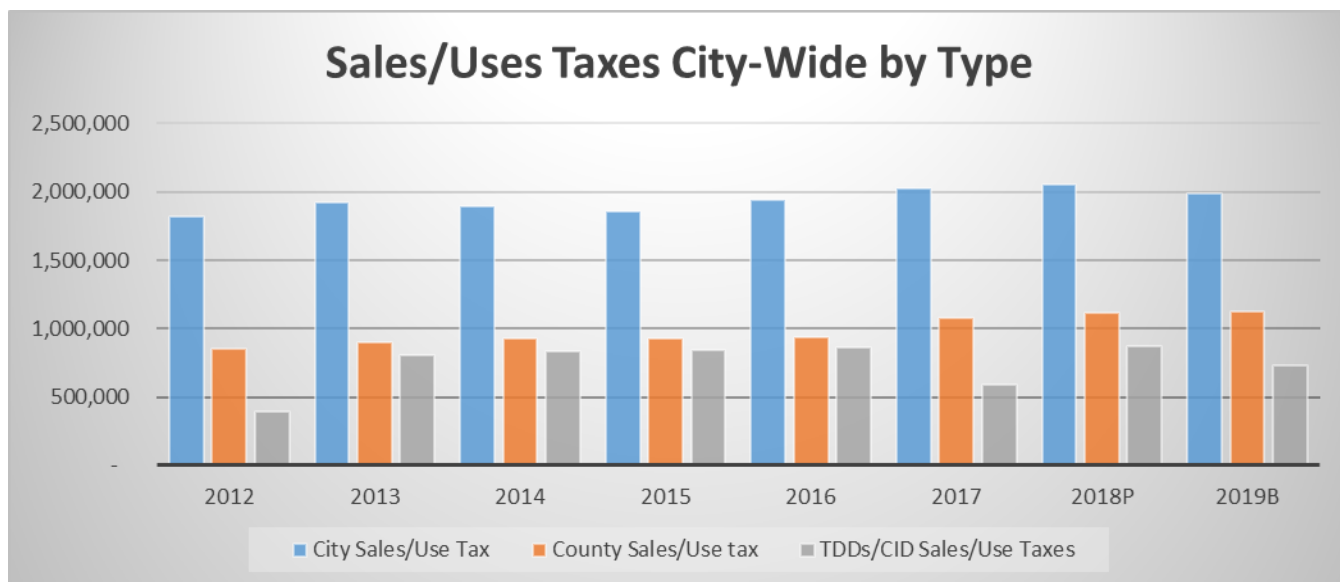
County Sales/Use Tax

The City's allocation of the countywide sales tax is made up of four components: 1) the City's share of the countywide 0.6% sales tax, 2) the City's share of the original countywide 0.25% Public Safety sales tax (effective 2009), 3) the City's share of the countywide 0.25% Public Sales Tax (effective 2011), and 4) the City's share of the new countywide 0.25% Public Safety Sales Tax (effective April 1, 2017). The proceeds are distributed by the state department of revenue and are distributed amongst the cities based on a formula that considers population and mill levy rate for each entity. Total County taxes anticipated for 2019 are \$1,125,944.

Special District Sales Taxes

The City has three special taxing districts which collect sales taxes specifically to fund improvements within those districts. The funds are projected to collect a total of \$731,173 in 2019. This is divided among three funds:

- TDD #1: Price Chopper and Bella Roe Shops – 1% This Transportation Development District was established in 2005 which levies an additional 1 cent sales tax to cover transportation related improvements to the new shopping Center.
- TDD #2: Lowes – 0.5%. This TDD was established in 2006 and levies ½ cent sales tax to cover transportation related improvements to the Lowes development within the Bella Roe Shops.
- CID #1: Roeland Park Shopping Center/Wal-Mart – 1%. The CID was established in 2012 and revenue from the 1 cent sales tax began hitting city coffers in early 2013. The CID was established to help cover the cost of reconfiguring the shopping center and related parking lot and infrastructure improvements with the expectation that Wal-Mart was moving to Mission. However, the retailer announced their intention to stay in Roeland Park in 2016 after the Mission Gateway development prospect fell through. Approved expenses may be reimbursed to the developer with these resources, for every \$2 dollars of investment the developer is eligible for \$1 of reimbursement. The agreement also states that the CID will terminate once the CID has collected \$3,030,000 in CID sales tax. Our projections show the fund reaching this cap in 2019 at which point the City will work with the state to cease collection of the 1% CID sales tax.



Ad Valorem Real Estate Property Taxes

Budgeted 2019 projected ad valorem property taxes total \$2,397,630, which is 22% of all budgeted revenues. However, this amount includes property taxes that are diverted to the City's three TIF districts. Due to the way the County determines its property tax assessments and mill levies, cities are required to include all property taxes within their estimates when they submit the annual budget to the County Clerk. To create a more accurate account of total resources available, the City uses an offsetting expense designed to reflect an accurate ending fund balance based on the resources diverted to TIF Funds. Net of TIF diversions, the City should realize approximately \$2,052,000.

Property taxes are collected on the assessed valuation of taxable real, personal property and state assessed utilities. The County Clerk provides an estimated assessed valuation used to calculate property taxes necessary to fund the budget. The assessed valuation established and the mill levy set in 2018 will fund the 2019 Budget.

The City's total mill rate submitted to the County for the 2019 Budget is 28.522 with the estimated assessed valuation of \$83,632,907, which is an 11% increase from the prior year. This figure will be finalized in November 2018. Property taxes are assessed between two funds, the General Fund with an estimated mill levy of 26.608 and the Bond & Interest Fund with an estimated mill levy of 1.914.

In FY 2013 and FY 2014, the Governing Body decided to increase the mill levy 7.5 mills to prepare for the planned departure of Wal-Mart, the City's largest retailer, which was intending to move to the Mission Gateway site in a neighboring City. In addition, the City had faced three consecutive years of declining assessed valuations from the FY 2012 – FY 2014 budget years. In 2016, Wal-Mart announced their plans to remain in Roeland Park for at least five years. In 2017, the Governing Body approved Resolution 653 which set aside reserves of \$1.41 million that had accumulated from the increased property tax collections due to a higher mill levy and the increase in assessed valuation the City has experienced in recent years.

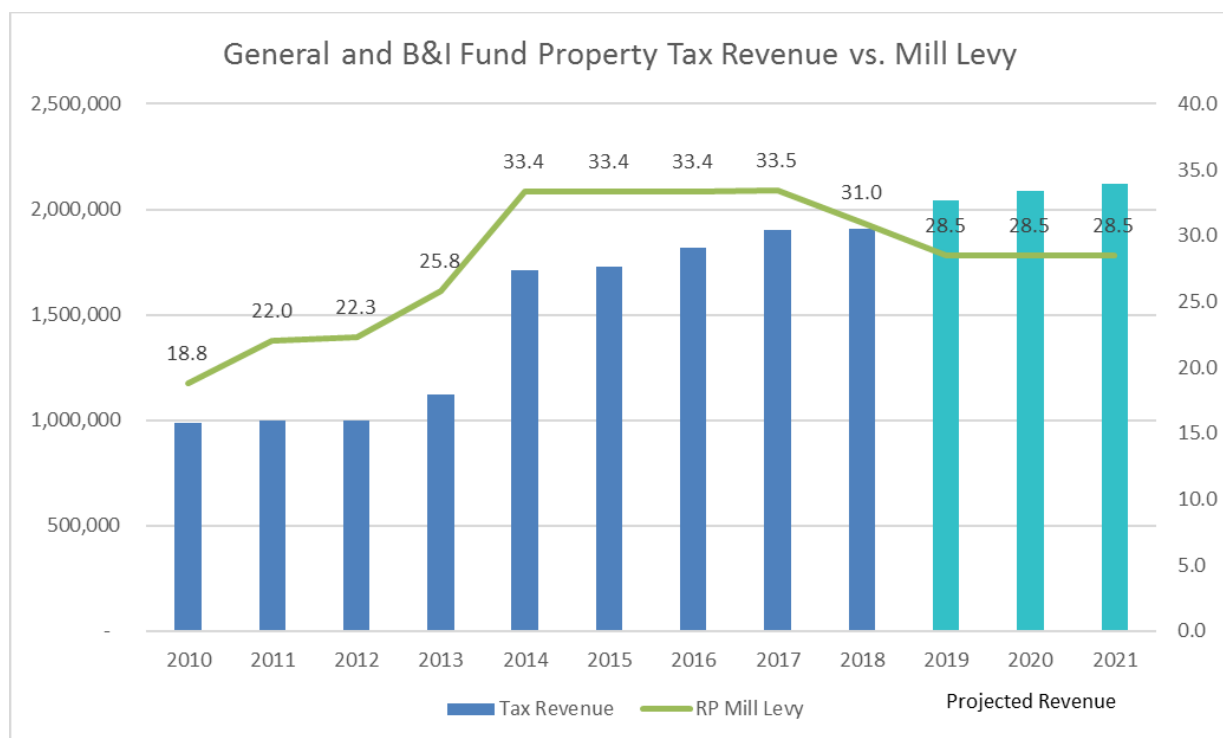
The Governing Body decided to reduce the mill levy incrementally over time. The 2018 and 2019 budgets reflect a 2.5 mill decrease for a total reduction of five mills from the City's FY 2017 mill levy approximately 33.5.

Tax Lid

FY 2018 marked the implementation of the tax lid law, or HB 2088 as enacted by the Kansas Legislature. The law prevents Cities and Counties from obtaining more revenue from property taxes than the prior year budget beyond the consumer price index (CPI) with a few exceptions. If a City or County wants to increase property taxes beyond what exemptions allow plus the CPI, they are required to go to a public vote. This means any increase in taxes beyond CPI from higher real estate property values due to reassessment will not be captured by the City in 2019 or future years. A full list of exemptions and the bill summary can be found as an appendix to this document.

Revenue Assumptions and Trend Analysis

Revenue projects for ad valorem property taxes are based on a 1.5% annual growth. While historical growth and our current trajectory far exceeds this modest increase, due to the tax lid, the City is restricting growth in this area to slightly above the CPI, which is closer to 1.5%.



Tax Increment Financing Property Taxes

The revenue that funds TIF districts is generated from the increase in property tax revenues generated from the properties within the district at the time the district was established to current day. The City of Roeland Park has three TIF districts and four separate TIF funds as TIF 2 has two separate project areas. The table below shows the tax revenue by district from the district's inception or "base year" to the 2017 Tax year (for revenues funding the 2018 Budget). The TIF revenue is generated from taxes assessed to all taxing districts except the state of Kansas, which is exempt. This revenue accounts for 13% of all revenue at \$1.38 million.

Fund	District	Base Year	Base Year Taxes	2017 Taxes	TIF Tax Increment
TIF 1	1A	1991	76,403	425,808	425,808
TIF 1	1B	1991	228,576	849,310	526,896
TIF 2	2C	2000	30,706	100,581	69,876
TIF 2	2D	2001	64,956	319,588	254,632
TIF 3	3A	1998	107,615	362,227	216,122
TIF 3	3C	2005	59,144	100,780	35,341

Revenue Assumptions and Trend Analysis

The growth in the TIF revenues are projected at 2% annually for TIF 1 and TIF 2. These funds are not subject to the tax lid so we expect larger growth than projected for standard property tax revenues. However, like many jurisdictions across the country, communities in Johnson County are seeing several property tax appeals from large retailers using “Dark Store Theory” as their defense against current tax levies. Dark Store Theory suggests that active stores, primarily big box retailers, should be assessed based upon comparable stores, including those that are vacant. Vacant stores tend to have a much lower property tax assessment due to Johnson County’s assessment methodology of using fair market value. Several retailers in Roeland Park have appealed their property taxes from the past several years to the Kansas State Board of Tax Appeals (BOTA). We assume they are using this methodology to appeal. Regardless, we have built in an offsetting expense line in the TIF 1 and TIF 2D funds to help account for any adjustment in property taxes that may come as a result of a successful appeal. The estimates are provided by the County Appraisers office and are always changing. Both TIF 1 and TIF 2D include properties that are actively under appeal with BOTA. Some of these appeals have already been processed and have shown to be successful which has resulted in a decrease of the TIF tax revenues received in 2018.

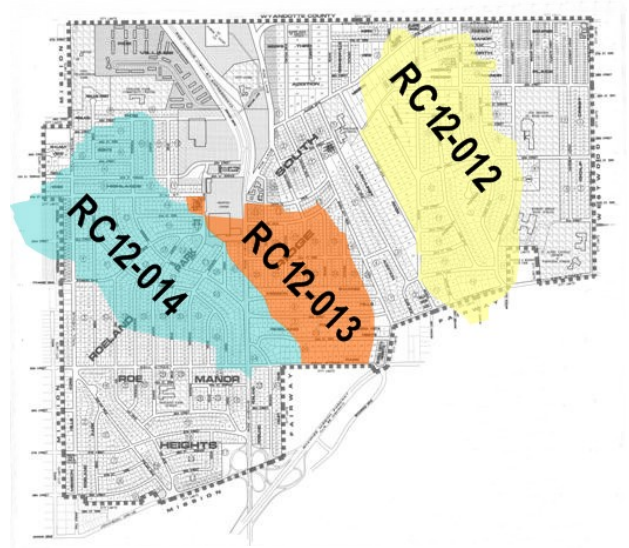
Special Assessments

Special assessments include two primary sources: solid waste and leaf collection assessments collected in the General Fund and storm water district assessments collected in the Bond and Interest Fund. Special Assessments account for \$832,477 in 2019, 8% of all revenue.

The solid waste assessment is based on a contract for weekly trash, recycling and leaf collection with WCA. In 2019, service with WCA cost each single-family household \$183 per year with the City assessing an administrative charge of \$1.05 per household/year. In addition, our fall leaf collection program conducted by

the Public Works Department is assessed at a rate of \$12.95/household/year. This rate includes maintenance/repair of equipment, fuel, and leaf composting fees. It does not include staff expenses or overtime.

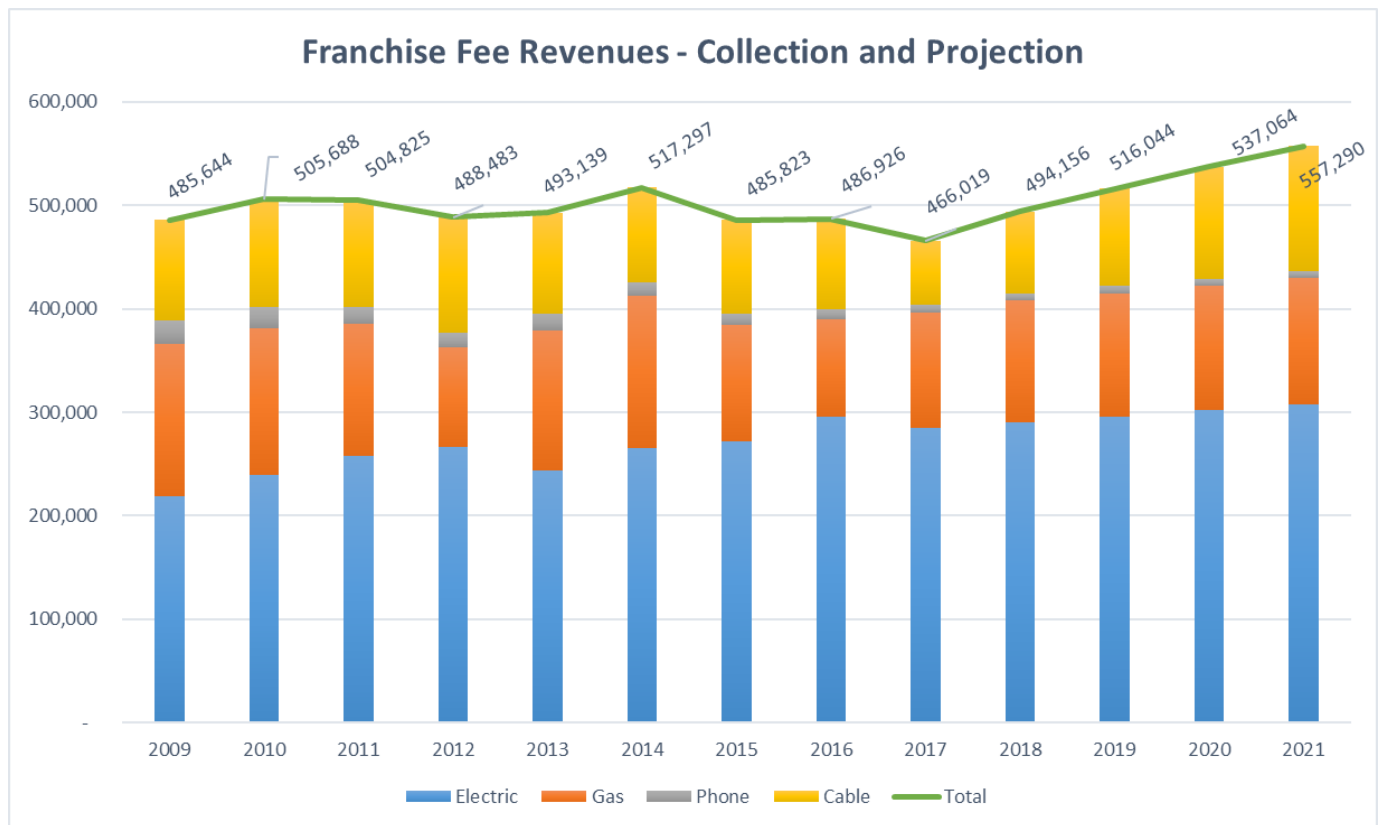
The stormwater assessments pay for the debt service associated with stormwater improvements in three separate drainage systems in the City. The fees are assessed to each property within the district based upon the size of the lot. RC12-013 was issued in 2008 and includes new inlets and pipes, drainage improvements, curbing, guttering, repaving and related improvements. The debt will retire in 2023. RC12-012 was issued in 2010 and includes new storm sewers, channels and retention basins. The debt will retire in 2025. RC12-014 was issued in 2011 with the debt retiring in 2026. Improvements included construction of storm sewers, channels and retention basis for managing storm draining in the area.



Map of the assessment districts in the City.

Franchise Fees

Franchise fees are charged to utility companies for the use of City right-of-way at a rate of 5% for electric, natural gas, cable, and land line telephone service. Franchise fees in 2019 total \$516,044 or 5% of overall revenues in all funds. In 2018, the City authorized a new franchise agreement for small cell service towers to be mounted to City-owned light poles. However, any revenue generated from this service will be limited. Telephone and cable franchise fees are based on the number of subscribers within the City. Due to the reduction in landlines and more residents opting for alternatives to cable television (such as YouTube, Netflix, etc.) these revenue sources have trended downward for the past several years. we anticipate this trend continuing at a rate of about 3% until it levels out after 2021. Electric and gas franchise fees are more volatile and are based on commodity rates as well as the weather. Electric rates have shown overall growth of about 2% over the long term which is reflected in our projections. Natural Gas franchise collections have shown much more volatility over time with large swings from year to year. To level out these swings, we project a 1% rate of growth for 2019 -2021.



Fines & Forfeitures

Fines and forfeitures are collected from the municipal court and include court fines, state assessed fees, court costs and any court bond forfeitures. Fines and forfeitures comprise 4% of overall revenues and 7% of General Fund revenues. Court revenues are projected at \$375,988 in 2019, which is a 1% increase over 2018 projected figures. The 2018 projection is based upon staffing, including vacancies and injuries that have occurred during the year. We anticipate a similar level of staffing for 2019 but growth has historically occurred at about that 1% level.

Other Sources

Other sources consist of miscellaneous revenues including cell tower lease payments, 3rd floor suite leases, sales of assets, police reports, a loan from the General Fund (TIF 2D), and revenues for the property owner's association. Other sources account for 3% of total revenues in 2019 or \$348,305. Projections are made based on contract information (leases and property owner's association), historical trends and projected plans for retiring and selling off assets.

Grants – Federal, State and County

In 2019, the City anticipates \$270,200 in grants (3% of all revenues) for the following capital projects:

- County Assistance Road Systems (CARS) program – 2019 Grant - \$103,620 in 2019 in the Special Street Fund (270). The grant is expected to cover 50% of the cost of construction of reconstruction of 50th Terrace, Roe Blvd – Cedar Street.

- CDBG Grant - \$166,600 in the Special Infrastructure Fund. Grant is expected to cover 85% of the El Monte street improvements in 2019.

CARS funding is allocated by the County after reviewing cities' five-year road improvement plans and allocates funding based on a scoring system. Cities submit their priority projects for five years out and the budget is officially approved by the County the year prior to the award. CDBG funding applications are submitted to the County the year prior to the award and cities are notified of their funding level in September of the year the application is submitted for funding in the subsequent year. The City budgets these revenues based upon the award request.

Budget by Department



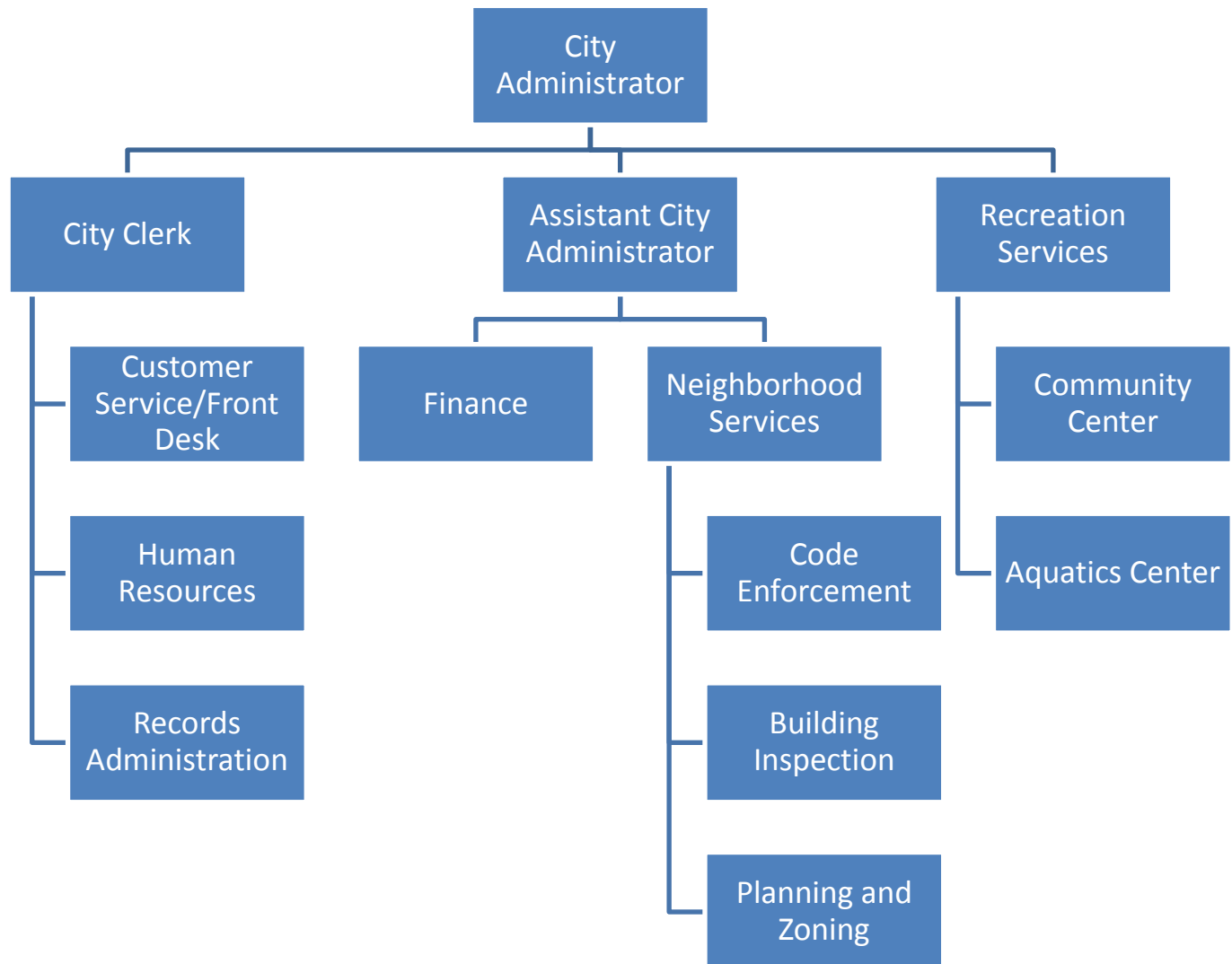
City Hall at Twilight

Each Department Includes:

- Organizational Chart (if applicable)
- Department and Program Description
- Budget Summary
- Line Item Activity Budget
- Notable Items in Budget for Each Fund/Department, Including Significant Changes

Administration

Organizational Chart



Department Description

The Administration Department is headed by the City Administrator and includes the City Clerk, the Assistant City Administrator, two part-time Administrative Assistants, a part-time management intern, a Code Enforcement Officer and a Building Official. The Department oversees the back-office administrative duties associated with running the City.

Program Areas

- **Human Resources** – The City Clerk ensures proper records and accounting for all current and former City Employees. She also manages the onboarding process and employee benefits administration.

- **Payroll** – the City Clerk manages the payroll process. The City recently hired ADP for time keeping and uses a third party, Miller Management, to process payroll.
- **Customer Service** – The City Clerk is responsible for ensuring excellent customer service at City Hall with the assistance of two part-time administrative assistants who answer phones, greet and assist customers and residents.
- **Records Administration** – The City Clerk is responsible for maintaining the official records of the City including all ordinances, resolutions, minutes from the Council and Citizen Committees, and contracts. She also response to public records requests.
- **City Communications** – Includes social media management, City branding and marketing efforts, producing the Roeland Parker newsletter and City website. This is a collaborative effort in the Administration Department with contributions from the City Clerk, Asst. City Administrator, Administrative Assistants, and Management Intern
- **Finance** – The Asst. City Administrator oversees finance including providing monthly financial reports to City Council, processing all journal entries and debt service payments, and managing the annual audit process. The City outsources all accounting functions to Miller Management services which will process accounts payable and receivables and bank reconciliation based on direction from the Finance Director and City Clerk. The Asst. City Administrator also oversees the City's investment portfolio, which is managed by the City's Financial Advisory firm Columbia Capital.
- **Budget** – The City Administrator and Asst. City Administrator prepare and manage the annual operating and capital improvement budget process for the City.
- **Neighborhood Services Division:**
 - **Code Enforcement** – The Code Enforcement Officer ensures the City's property maintenance code is adhered to and conducts both proactive and reactive enforcement activities. He also takes an active role in recommending code and policy change to Council when a deficiency exists.
 - **Building Inspection** – The Building Official ensures all permitted building work follows the International Building Code guidelines adopted by the City and inspects the work of those performing improvements on commercial and residential property. He also is responsible for development review when major renovations or new structures are built in Roeland Park.
 - **Planning and Zoning** – The Assistant City Administrator in conjunction with the Building Official and City Administrator ensure that new development follows the City's zoning and land use guidelines, work with developers on new development opportunities and staff the Planning Commission.
- **Economic Development** – The City Administrator is responsible for economic development for the City including staffing the Ad Hoc Economic Development Committee made up of City Council members and citizen representatives and working with the City's consultant to market City owned vacant land for future development.
- **Recreation Services:**
 - **Community Center** – The Community Center operations are outsourced to Johnson County Parks and Recreation (JCPRD) which administers all programs, sets fees and recommends facility improvements. The City Administrator oversees this contract.
 - **Roeland Park Aquatics Center (RPAC)** – The Aquatics Center management is outsourced to JCPRD through a joint agreement which expires May 31, 2019. The Aquatics Center was a year-round facility that utilized a dome in the winter and fall seasons until 2018 when the dome failed due to weather and age. RPAC is currently a summer-only facility. The City Administrator oversees this contract.

Administration - Summary of Resources and Appropriations

	2017 Actual	2018 Budget	2018 Projected	2019 Budget	2020 Budget	2021 Budget
Revenues & Resources						
Property Taxes	\$ 1,927,691	\$ 2,336,984	\$ 1,913,634	\$ 2,397,630	\$ 2,433,411	\$ 2,469,729
Franchise Taxes	484,307	501,517	494,156	516,044	537,064	557,290
Special Assessments	766,493	831,560	831,545	832,447	831,973	842,544
Intergovernmental Revenue	2,013,813	1,977,711	2,063,033	2,006,550	2,083,161	2,109,308
Licenses and Permits	183,043	176,500	175,825	175,025	175,025	175,025
Other Sources	220,300	233,535	216,804	226,305	220,157	221,856
Interest	25,805	29,375	62,465	60,565	61,687	62,831
Transfers In	416,000	480,500	475,000	325,000	535,000	258,500
Total Revenues	5,621,451	6,087,182	5,757,463	6,214,566	6,342,478	6,438,583
Expenditures						
Summary by Program						
101- General Overhead	\$ 1,822,875	\$ 1,837,682	\$ 1,561,744	\$ 1,829,223	\$ 2,072,901	\$ 1,974,109
104 - Neighborhood Services	119,893	130,635	119,556	125,616	128,008	132,575
105 - Administration	292,662	312,195	310,490	318,645	330,245	342,309
107 - Employee Benefits	732,402	813,200	793,805	903,149	945,971	994,509
200 - Bond & Interest	1,096,629	1,147,821	1,107,069	786,879	781,107	459,941
290 - Community Center	90,915	139,900	125,454	178,548	138,927	130,696
520 - Property Owner's Assoc.	31,924	31,875	31,875	31,875	31,875	31,875
Total	4,187,299	4,413,308	4,049,992	4,173,935	4,429,034	4,066,014
Summary by Appropriation Unit						
Salary & Benefits	\$ 1,111,620	\$ 1,219,717	\$ 1,190,725	\$ 1,311,249	\$ 1,370,031	\$ 1,435,167
Contractual Services	978,944	1,159,599	1,053,716	1,216,333	1,347,150	1,375,320
Commodities	34,038	61,380	36,541	41,836	31,368	31,401
Capital Outlay	10,048	25,400	15,000	31,400	23,500	13,000
Debt Service	1,305,439	1,258,459	1,258,459	761,029	762,101	445,916
Non-Expenditure Appropriations	-	356,302	-	345,200	334,077	360,908
Transfers Out	747,210	332,451	495,551	466,888	560,807	404,302
Total	4,187,299	4,413,308	4,049,992	4,173,935	4,429,034	4,066,014
Summary by Fund						
General Fund	\$ 2,967,832	\$ 3,093,712	\$ 2,785,594	\$ 3,176,633	\$ 3,477,125	\$ 3,443,502
Bond & Interest	1,096,629	1,147,821	1,107,069	786,879	781,107	459,941
Community Center	90,915	139,900	125,454	178,548	138,927	130,696
Property Owner's Assoc.	31,924	31,875	31,875	31,875	31,875	31,875
Total	4,187,299	4,413,308	4,049,992	4,173,935	4,429,034	4,066,014
Personnel						
Classifications (FTEs)						
City Administrator	1	1	1	1	1	1
City Administrator/Finance Director	1	1	1	1	1	1
City Clerk	1	1	1	1	1	1
Administrative Assistant	1	1	1	1	1	1
Code Enforcement Officer	1	1	1	1	1	1
Building Official	1	1	1	1	1	1
Management Intern	0.4	0.4	0.4	0.4	0.4	0.4
Total	6.4	6.4	6.4	6.4	6.4	6.4

City of Roeland Park
Line Item Activity Budget - General Operating Fund

General Fund Revenues

		<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
Revenues							
4010	Beginning Fund Balance	2,696,744	2,609,317	2,617,153	2,547,622	2,632,666	2,774,445
Taxes							
4050	Ad Valorem Tax	1,620,622	2,104,080	1,725,460	2,225,307	2,258,686	2,292,567
4070	Personal Property Tax-delinquen	517	200	300	200	200	200
4080	Real Property Tax - Delinquent	19,725	6,750	2,500	10,000	10,000	10,000
	Total Taxes	<u>1,640,864</u>	<u>2,111,030</u>	<u>1,728,260</u>	<u>2,235,507</u>	<u>2,268,886</u>	<u>2,302,767</u>
Franchise Fees							
4310	Franchise Tax - Electric	284,467	304,880	290,156	295,959	301,878	307,916
4320	Franchise Tax - Gas	111,481	105,149	118,000	119,180	120,372	121,576
4330	Franchise Tax - Telephone	7,588	7,216	7,000	6,790	6,586	6,388
4340	Franchise Tax - Telecable	62,483	62,080	79,000	94,090	108,203	121,385
4350	Franchise Tax - Cellular	18,288	22,192	-	25	25	25
	Total Franchise Fees	<u>484,307</u>	<u>501,517</u>	<u>494,156</u>	<u>516,044</u>	<u>537,064</u>	<u>557,290</u>
Special Assessments							
4610	Special Assessments	2,590	3,500	3,500	3,500	3,500	3,500
4770	Solid Waste Agreement	506,614	566,951	567,000	567,000	567,000	578,340
	Total Special Assessments	<u>509,204</u>	<u>570,451</u>	<u>570,500</u>	<u>570,500</u>	<u>570,500</u>	<u>581,840</u>
Intergovernmental Revenue							
4020	Recreational Vehicle Tax	709	585	600	600	600	600
4021	Commercial Vehicle Tax	-	500	-	-	-	-
4030	City/County Alcohol Tax Distrib	-	-	-	-	-	-
4040	Heavy Trucks Tax	1,036	330	700	1,130	1,130	1,130
4060	Motor Vehicle Tax	209,893	214,370	216,190	222,676	229,356	236,237
4110	County Sales & Use Tax	636,828	636,300	632,196	638,518	655,869	662,427
4115	Sales Tax 27B (280 Fund)	607,455	585,800	613,530	595,586	631,862	638,180
4120	County Jail Tax	159,208	156,550	160,800	162,408	164,032	165,672
4130	Safety Sales Tax	159,208	156,550	160,800	162,408	164,032	165,672
4156	FEMA Grant	-	-	35,912	-	-	-
	Total Intergovernmental Revenue	<u>1,774,337</u>	<u>1,750,985</u>	<u>1,820,728</u>	<u>1,783,326</u>	<u>1,846,880</u>	<u>1,869,918</u>
Licenses and Permits							
4210	Street Cutting Permit	13,470	7,500	7,500	7,500	7,500	7,500
4215	Building Permit	64,162	60,000	60,000	60,000	60,000	60,000
4220	Electrical Permit	2,770	3,000	3,000	3,000	3,000	3,000
4225	Mechanical Permit	6,318	7,400	7,000	7,000	7,000	7,000
4230	Plumbing Permit	1,275	1,700	1,500	1,500	1,500	1,500
4235	Garage Sale Permit	310	500	500	500	500	500
4240	Sign Permit	770	600	3,000	1,000	1,000	1,000
4245	Cereal Malt Beverage License	325	300	325	325	325	325
4250	Animal Licenses	7,246	8,000	7,200	7,200	7,200	7,200
4255	Home Occupational Licenses	840	1,500	800	1,000	1,000	1,000
4260	Rental Licenses	34,533	35,000	35,000	35,000	35,000	35,000
4265	Business Occupational Licenses	51,023	51,000	50,000	51,000	51,000	51,000
	Total Licenses and Permits	<u>183,043</u>	<u>176,500</u>	<u>175,825</u>	<u>175,025</u>	<u>175,025</u>	<u>175,025</u>

City of Roeland Park
Line Item Activity Budget - General Operating Fund

General Fund Revenues

		2017	2018 Budget	2018 Projected	2019 Budget	2020 Budget	2021 Budget
Fines and Forfeitures							
4410	Fine	311,722	333,000	314,839	317,988	321,167	324,379
4415	Court Costs	24,202	17,500	30,000	30,000	30,000	30,000
4420	State Fees	20,260	27,000	26,000	26,000	26,000	26,000
4430	Bonds & Forfeitures	-	-	20,000	2,000	2,000	2,000
4440	Alcohol/Drug State Reimbursement	-	-	-	-	-	-
Total Fines and Forfeitures		<u>356,183</u>	<u>377,500</u>	<u>390,839</u>	<u>375,988</u>	<u>379,167</u>	<u>382,379</u>
Other Sources							
4393	Bullet Proof Vest Grant	1,224	-	2,000	2,500	1,500	1,500
4530	Reimbursed Expense	14,598	14,000	10,000	14,000	14,000	14,000
4710	Apt Tower Lease Payment	27,413	22,357	23,028	23,718	24,430	25,163
4713	Voicestream Wireless Payment	27,413	22,357	23,028	23,718	24,430	25,163
4716	Clearwire Tower Lease Paymt	27,413	22,356	23,028	23,718	24,430	25,163
4720	Plans & Spec's	700	3,000	2,000	2,000	2,000	2,000
4725	Police Reports	5,224	5,500	5,500	5,500	5,500	5,500
4755	3rd Floor Lease Revenues	41,425	42,143	20,894	42,027	42,745	42,745
4760	Community Events Sponsorship	-	-	-	-	-	-
4766	Airp Sponsorship	-	-	-	-	-	-
4768	Service Line Agreement	2,627	2,400	2,605	2,400	2,400	2,400
4775	RPPOA Contract	31,875	31,875	31,875	31,875	31,875	31,875
4780	Sale of Assets	-	20,000	37,000	15,000	7,000	6,500
4785	Administrative Fee Reimbsmnt	-	-	-	-	-	-
4787	RP Community Foundation Donatio	543	1,000	1,000	1,000	1,000	1,000
4790	Reimbursed Expenses	-	-	-	-	-	-
4795	Miscellaneous	5,998	12,700	1,000	5,000	5,000	5,000
Total Other Sources		<u>186,453</u>	<u>199,688</u>	<u>182,957</u>	<u>192,458</u>	<u>186,310</u>	<u>188,009</u>
Interest							
4510..4512	Interest on Investment	21,557	24,910	55,000	56,100	57,222	58,366
Total Interest		<u>21,557</u>	<u>24,910</u>	<u>55,000</u>	<u>56,100</u>	<u>57,222</u>	<u>58,366</u>
Transfer-In							
4850	Transfer from 27D Fund	-	-	-	-	-	-
4865	Transfer in from TIF Funds	-	126,500	-	-	200,000	258,500
Total Transfer-In		<u>-</u>	<u>126,500</u>	<u>-</u>	<u>-</u>	<u>200,000</u>	<u>258,500</u>
Total		<u>5,155,948</u>	<u>5,839,081</u>	<u>5,418,266</u>	<u>5,904,947</u>	<u>6,221,055</u>	<u>6,374,094</u>
Total Resources		7,852,692	8,448,398	8,035,419	8,452,569	8,853,721	9,148,539

Notes:

*The property tax levy in the General Fund reflects 26.608 mills in the General Fund as adopted. The property tax revenue reflected in 2019 and out years includes revenue diverted to TIF districts. The City accounts for the difference as a budgetary expenditure to ensure proper collections with Johnson County.

*Transfers from TIF funds reflect repayments from loans to TIF 2 in 2020 and 2021.

*One of the two condo units on the third floor of City Hall that the City leases was vacant for all of FY 2018.

Staff anticipates filling the vacancy in January 2019.

City of Roeland Park
Line Item Activity Budget - General Operating Fund

General Overhead

Expenditures

		2017 Actual	2018 Budget	2018 Projection	2019 Budget	2020 Budget	2021 Budget
B	Contracted Services						
5201	Electric	22,417	26,691	17,000	17,340	17,860	18,396
5202	Telephone	2,528	1,000	600	1,000	1,000	1,000
5203	Printing & Advertising	1,476	1,800	1,800	1,800	1,800	1,800
5204	Legal Printing	1,190	3,000	3,000	3,000	3,000	3,000
5205	Postage & Mailing Permits	4,770	6,000	6,000	6,000	6,000	6,000
5206	Travel Expense & Training	65	-	-	-	-	-
5208	Newsletter	9,024	13,200	11,300	9,400	9,400	9,400
5209	Professional Services	28,170	22,600	22,600	102,600	22,600	22,600
5210	Maintenance & Repair Building	10,855	10,000	10,000	10,000	10,000	10,000
5211	Maintenace & Repair Equipment	1,365	-	105	-	-	-
5212	Utility Asst	15,000	15,000	15,000	15,000	15,000	15,000
5213	Audit Fees	38,475	39,300	42,892	42,500	43,350	44,217
5214	Other Contracted Services	39,492	72,000	64,800	76,600	56,300	56,300
5215	City Attorney	105,299	93,000	93,000	94,860	96,757	98,692
5216	Special Prosecutor Fees	-	-	-	-	-	-
5218	IT & Communication	20,920	29,000	23,500	26,850	27,000	27,000
5219	Meeting Expense	866	2,000	2,000	2,000	2,000	2,000
5220	Street Light Repair & Maintenance	37,976	45,000	37,500	40,000	40,000	40,000
5222	Traffic Signal Expense	187,430	175,100	187,496	191,246	195,071	198,972
5230	Art Commissioner	1,200	1,200	1,200	1,200	1,200	1,200
5232	United Community Services	3,930	4,285	4,285	4,371	4,458	4,547
5233	JoCo Home Repair - Minor	-	4,500	4,500	9,000	9,000	9,000
5234	JoCo Home Repair - Major	-	8,000	8,000	8,000	8,000	8,000
5237	Community Events	2,090	4,000	4,000	4,000	4,000	4,000
5239	STF / BMP Grant Expense	-	-	-	-	-	-
5248	Strategic Planning	7,420	3,000	3,000	3,000	3,000	3,000
5249	Branding Implementation	-	24,000	24,000			
5250	Insurance & Surety Bonds	40,682	47,066	43,123	47,867	53,132	58,977
5252	Elections - City	8,806	18,000	5,600	15,000	5,500	5,500
5253	Public Relations	2,266	3,500	3,500	3,500	3,500	3,500
5254	Miscellaneous Charges	-	1,000	2,000	1,000	1,000	8,000
5256	Committee Funds	4,013	4,000	4,000	5,000	5,000	5,000
5257	Property Tax Payments	2,762	8,002	7,501	12,155	12,398	12,646
5258	RPPOA Common Area Expenses	33,847	33,847	33,850	33,847	33,847	33,847
5265	Computer System R&M	220	5,000	5,000	5,000	5,000	5,000
5266	Computer Software	18,099	27,800	27,800	22,500	22,500	22,500
5267	Employee Related Expenses	3,658	7,000	4,500	7,000	7,000	-
5273	Neighbors Helping Neighbors	-	-		10,000	-	-
5282	Property Tax Rebate Program	-	-	-	15,000	15,000	15,000
5283	RP Com Foundation Grant Exp.	518	1,000	1,000	1,000	1,000	1,000
5285	Pool Operations	172,466	208,000	150,000	150,000	416,000	428,480
5287	Water	1,091	1,500	1,500	1,500	1,500	1,500
5288	Waste Water	1,041	1,700	1,500	1,700	1,700	1,700
5289	Natural Gas	3,129	3,000	3,300	3,000	3,000	3,000
5292	Fireworks	2,210	2,500	2,500	2,500	2,500	2,500
B	Contracted Services Total	836,766	976,591	884,253	1,007,335	1,166,373	1,192,274
C	Commodities						
5301	Office Supplies	6,549	15,500	7,500	7,500	7,500	7,500
5304	Janitorial Supplies	1,720	3,000	2,000	2,000	2,000	2,000
5305	Dues, Subscriptions, & Books	16,218	17,700	18,000	18,100	18,100	18,100
5306	Materials	1,991	-	-	-	-	-
5307	Other Commodities	561	-	-	5,000		-
5311	Pool Equipment	-	20,000	-	-	-	-
C	Commodities Total	27,039	56,200	27,500	32,600	27,600	27,600

City of Roeland Park
Line Item Activity Budget - General Operating Fund

General Overhead

		2017 Actual	2018 Budget	2018 Projection	2019 Budget	2020 Budget	2021 Budget
E	Debt Service						
5600	Lease/purchase-pool	198,000	148,500	148,500	-	-	-
5605	Lease/purchase Pool Interest	13,860	5,940	5,940	-	-	-
5614	Bond Principal 2014-1	-	-	-	-	-	-
5615	Bond Interest 2014-1	-	-	-	-	-	-
E	Debt Service Total	<u>211,860</u>	<u>154,440</u>	<u>154,440</u>	<u>-</u>	<u>-</u>	<u>-</u>
N	Non-Expenditure Appropriation	-					
5751	TIF Fund Expenditure	-	318,000	-	322,400	318,121	349,933
N	Non-Expen. Appropriation Total	-	318,000	-	322,400	318,121	349,933
T	Transfers						
5801..5809	Transfer of Funds		-	-	-	-	-
5818	Transfer To Bond & Interest		-	-	25,000	75,000	-
5821	Transfer to TIF 2	53,000	124,500	283,500	122,000	-	-
5822	Transfer to TIF 3C	-	-	-			
5823	Transfer to 27D	551,250	125,000	100,000	200,000	450,000	370,000
5825	Transfer to Equip Reserve Fund	142,960	82,951	112,051	119,888	35,807	34,302
T	Transfers Total	<u>747,210</u>	<u>332,451</u>	<u>495,551</u>	<u>466,888</u>	<u>560,807</u>	<u>404,302</u>
Total General Overhead		<u>1,822,875</u>	<u>1,837,682</u>	<u>1,561,744</u>	<u>1,829,223</u>	<u>2,072,901</u>	<u>1,974,109</u>

Notes:

*The 2019 General Overhead Department includes several Budget Objectives including \$1,000 for the Youth Advisory Committee, \$65,000 for an updated Comprehensive Plan and housing analysis, \$15,000 to contract a Public Information Officer, \$25,000 for the installation, repair and removal of public art, an additional \$4,500 for the Minor Home Repair program, \$10,000 for the Neighbors Helping Neighbors Pilot program, \$15,000 for the property tax rebate program, and \$5,000 for equipment to video record Council meetings.

*The 2019 Budget reflects \$322,400 in funds that are expected to be diverted to TIF districts from the City's General Fund property taxes.

* Transfers to TIF 2 reflect a loan from the General Fund to cover cash flow shortages created by the Roe 2020 improvements project.

*Transfers to 27D reflect the planned transfers to the Special Infrastructure fund that result from projected additional resources available beyond stated fund balance goals.

*Transfers to the Equipment Reserve Fund reflect improvements and replacement of assets at the Roeland Park Aquatic Center. See CIP Budget for more details.

City of Roeland Park
Line Item Activity Budget - General Operating Fund

Neighborhood Services

		<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
A	Salaries & Benefits						
5101	Salaries - Regular	104,128	114,597	105,000	109,000	113,360	117,894
5102	Salaries-Overtime	-	1,000	1,000	1,000	1,000	1,000
A	Salaries & Benefits Total	104,128	115,597	106,000	110,000	114,360	118,894
B	Contracted Services						
5202	Telephone	1,300	1,320	1,320	1,320	1,320	1,320
5203	Printing & Advertising	1,221	1,000	1,000	1,000	1,000	1,000
5206	Travel Expense & Training	482	3,060	3,060	3,060	3,060	3,060
5207	Medical & Drug Testing	58	58	-	-	-	-
5214	Other Contracted Services	9,263	5,500	5,500	5,500	5,500	5,500
5219	Meeting Expense	113	200	200	200	200	200
5260	Vehicle Maintenance	1,049	1,100	1,100	1,100	1,100	1,100
B	Contracted Services Total	13,485	12,238	12,180	12,180	12,180	12,180
C	Commodities						
5301	Office Supplies	-	-	-	-	-	-
5302	Motor Fuels & Lubricants	577	2,000	606	636	668	701
5305	Dues, Subscriptions, & Books	-	500	270	500	500	500
5307	Other Commodities	275	-	-	-	-	-
5308	Clothing & Uniforms	-	300	500	300	300	300
C	Commodities Total	852	2,800	1,376	1,436	1,468	1,501
E	Capital Outlay						
5403	Office Equipment	1,428	-	-	2,000	-	-
E	Capital Outlay Total	1,428	-	-	2,000	-	-
Total Neighborhood Services		<u>119,893</u>	<u>130,635</u>	<u>119,556</u>	<u>125,616</u>	<u>128,008</u>	<u>132,575</u>

Notes:

* No significant changes to the Neighborhood Services Budget.

City of Roeland Park
Line Item Activity Budget - General Operating Fund

		Administration Department					
		<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
A	Salaries & Benefits						
5101	Salaries - Regular	236,355	247,645	247,645	254,000	264,160	274,726
5102	Salaries-Overtime	-	-	-	-	-	-
5104	Salaries - Part-time	33,024	35,210	35,210	36,000	37,440	38,938
5107	Salaries - Intern	<u>5,712</u>	<u>8,065</u>	<u>8,065</u>	<u>8,100</u>	<u>8,100</u>	<u>8,100</u>
A	Salaries & Benefits Total	275,091	290,920	290,920	298,100	309,700	321,764
B	Contracted Services						
5202	Telephone	1,920	1,920	1,920	1,920	1,920	1,920
5205	Postage & Mailing Permits	285	-	-	-	-	-
5206	Travel Expense & Training	4,884	7,000	7,010	6,850	6,850	6,850
5214	Other Contracted Services	1,800	3,000	2,500	2,500	2,500	2,500
5226	Car Allowance	5,400	5,400	5,400	5,400	5,400	5,400
5250	Insurance & Surety Bonds	75	75	75	75	75	75
5254	Miscellaneous Charges	<u>-</u>	<u>500</u>	<u>500</u>	<u>500</u>	<u>500</u>	<u>500</u>
B	Contracted Services Total	14,364	17,895	17,405	17,245	17,245	17,245
C	Commodities						
5305	Dues, Subscriptions, & Books	1,967	2,080	1,865	2,300	2,300	2,300
5308	Clothing & Uniforms	<u>-</u>	<u>300</u>	<u>300</u>	<u>-</u>	<u>-</u>	<u>-</u>
C	Commodities Total	1,967	2,380	2,165	2,300	2,300	2,300
E	Capital Outlay						
5403	Office Equipment	<u>1,240</u>	<u>1,000</u>	<u>-</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>
E	Capital Outlay Total	1,240	1,000	-	1,000	1,000	1,000
Total Administration		<u>292,662</u>	<u>312,195</u>	<u>310,490</u>	<u>318,645</u>	<u>330,245</u>	<u>342,309</u>

Notes:

*Salaries include two part-time Administrative Assistants and one part-time management intern enrolled in a Masters in Public Administration degree program.

*No significant changes to the Administration Department.

Employee Benefits

		2017 Actual	2018 Budget	2018 Projected	2019 Budget	2020 Budget	2021 Budget
	Employee Benefits						
A	Salaries & Benefits						
5122	FICA City Contribution	129,253	137,000	134,000	140,000	145,600	151,424
5123	KPERS City Contribution	67,632	81,500	81,000	86,800	90,272	93,883
5124	Ks Unemployment Insurance	629	1,800	1,800	1,800	1,872	1,947
5125	Worker's Compensation	46,910	45,000	44,105	45,869	47,704	49,612
5126	Health/Dental/Vision Insurance	291,775	320,000	306,000	367,200	392,904	420,407
5127	Health Savings Account	34,746	45,000	49,500	50,860	49,050	50,400
5128	401A City Contribution	5,184	5,500	5,500	5,720	5,949	6,187
5130	City Paid Life/ST Disability	9,749	9,900	9,900	9,900	9,900	9,900
5131	KP&F City Contribution	146,899	165,500	160,000	193,000	200,720	208,749
5132	403A City Contribution	-	-	-	-	-	-
5133	Wellness Incentive	(375)	2,000	2,000	2,000	2,000	2,000
A	Salaries & Benefits Total	<u>732,402</u>	<u>813,200</u>	<u>793,805</u>	<u>903,149</u>	<u>945,971</u>	<u>994,509</u>
	Total Employee Benefits	<u>732,402</u>	<u>813,200</u>	<u>793,805</u>	<u>903,149</u>	<u>945,971</u>	<u>994,509</u>

Notes:

*The City's employee benefit plan year runs from July 1 - June 30 annually. The 2019 Budget reflects the known increase in employee benefits in the first half of 2019 (average of 11% increase across all plans), plus an anticipated 7% plan increase in the second half of the year.

*Pensions through KPERs and KP&F increased 5% and 10% respectively.

City of Roeland Park

Line Item Activity Budget - Bond & Interest Fund

			2017 Actual	2018 Budget	2018 Projected	2019 Budget	2020 Budget	2021 Budget
200	4010	Beginning Fund Balance	\$ 363,620	\$ 271,451	268,346	124,466	115,323	124,839
		Taxes						
200	4050	Ad Valorem Tax	283,217	223,904	183,324	160,074	162,475	164,912
200	4070	Personal Property Tax-delinquent	88	50	50	50	50	50
200	4080	Real Property Tax - Delinquent	3,522	2,000	2,000	2,000	2,000	2,000
		Total Taxes	<u>286,827</u>	<u>225,954</u>	<u>185,374</u>	<u>162,124</u>	<u>164,525</u>	<u>166,962</u>
		Special Assessments						
200	4610	Special Assessments	-	-	-			
200	4620	Special Assmnt Tax - Delinquent	-	364	300	364	364	300
200	4630	Storm Drainage RC12-013	59,494	60,500	60,500	63,250	60,750	58,250
200	4640	Storm Drainage RC12-012	92,573	93,694	93,694	91,782	93,808	95,603
200	4650	Storm Drainage RC12-014	105,221	106,551	106,551	106,551	106,551	106,551
		Total Special Assessments	<u>257,289</u>	<u>261,109</u>	<u>261,045</u>	<u>261,947</u>	<u>261,473</u>	<u>260,704</u>
		Intergovernmental						
200	4020	Recreational Vehicle Tax	124	102	124	60	60	60
200	4021	Commercial Vehicle Tax	-	79	-	-	-	-
200	4040	Heavy Trucks Tax	181	58	181	140	140	140
200	4060	Motor Vehicle Tax	36,686	37,450	37,000	24,000	24,960	25,958
		Total Intergovernmental	<u>36,991</u>	<u>37,689</u>	<u>37,305</u>	<u>24,200</u>	<u>25,160</u>	<u>26,158</u>
		Interest						
200	4510..4512	Interest on Investment	4,248	4,465	4,465	4,465	4,465	4,465
		Total Interest	<u>4,248</u>	<u>4,465</u>	<u>4,465</u>	<u>4,465</u>	<u>4,465</u>	<u>4,465</u>
		Transfers						
200	4830	Transfer from 27A Fund	416,000	354,000	475,000	300,000	260,000	-
200	4840	Transfer from General Fund	-	-	-	25,000	75,000	-
200	4880	Transfer from Streetlights Fund	-	-	-	-	-	-
		Total Transfers	<u>416,000</u>	<u>354,000</u>	<u>475,000</u>	<u>325,000</u>	<u>335,000</u>	<u>-</u>
		Total Revenues	<u>1,001,355</u>	<u>883,217</u>	<u>963,189</u>	<u>777,736</u>	<u>790,623</u>	<u>458,290</u>

City of Roeland Park
Line Item Activity Budget - Bond & Interest Fund

		<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
B	Contracted Services						
5209	Professional Services	3,050	5,500	3,050	3,050	3,050	3,050
5214	Other Contracted Services	-	-	-	-	-	-
B	Contracted Services Total	<u>3,050</u>	<u>5,500</u>	<u>3,050</u>	<u>3,050</u>	<u>3,050</u>	<u>3,050</u>
E	Debt Service						
5607	Principal Bonds (2008-A Issue)	-	-	-	-	-	-
5608	Principal Bonds - 2010-1	265,000	275,000	275,000	280,000	290,000	100,000
5609	Interest Bonds - 2010-1	46,660	40,565	40,565	33,415	25,575	17,020
5610	Interest Bonds (2008-A Issue)	-	-	-	-	-	-
5614	Bond Principal 2014-1	107,000	110,000	110,000	112,000	114,000	-
5615	Bond Interest 2014-1	9,969	7,563	7,563	5,088	2,568	-
5621	Bond Reserve	-	-	-	-	-	-
5628	Principal Bonds - 2011-2	180,000	190,000	190,000	85,000	85,000	90,000
5629	Interest Bonds - 2011-2	31,398	27,798	27,798	23,808	21,640	19,473
5630	Bond Principal - 2011-1	-	-	-	-	-	-
5631	Bond Interest - 2011-1	-	-	-	-	-	-
5644	Principal Bonds - 2012-1	420,000	425,000	425,000	200,000	205,000	205,000
5645	Interest Bonds - 2012-1	<u>33,553</u>	<u>28,093</u>	<u>28,093</u>	<u>21,718</u>	<u>18,318</u>	<u>14,423</u>
E	Debt Service Total	<u>1,093,579</u>	<u>1,104,019</u>	<u>1,104,019</u>	<u>761,029</u>	<u>762,101</u>	<u>445,916</u>
N	Non-Expenditures Appropriation						
5751	TIF Fund Expenditure	-	38,302	-	22,800	15,956	10,975
N	Non-Appropriation Expenditures Total	<u>-</u>	<u>38,302</u>		<u>22,800</u>	<u>15,956</u>	<u>10,975</u>
	Total Expenditures	<u>1,096,629</u>	<u>1,147,821</u>	<u>1,107,069</u>	<u>786,879</u>	<u>781,107</u>	<u>459,941</u>
	Ending Fund Balance	<u>268,346</u>	<u>6,847</u>	<u>124,466</u>	<u>115,323</u>	<u>124,839</u>	<u>123,187</u>

Notes:

* The fund balance policy states that the Bond & Interest Fund will maintain reserves between 10%-15% of annual principal and interest payments which is met each year. The ending fund balance in 2017 actually equated to 24% of annual debt service, well exceeding our policy. When the Governing Body reduced the property tax mill levy in 2018, the majority of the reduction impacted the Bond & Interest Fund and caused a large drop in the 2018 ending fund balance. The City's annual debt service falls off significantly after 2018 which results in the decline of the ending fund balance. However, the ending fund balance in 2019 results in a higher percentage of principal and interest payments made that year than in 2018.

City of Roeland Park
Line Item Activity Budget - Community Center Fund 27C

		2017 Actual	2018 Budget	2018 Projected	2019 Budget	2020 Budget	2021 Budget
4010	Beginning Fund Balance	\$ 351,253	\$ 397,783	\$ 462,823	\$ 545,370	\$ 565,846	\$ 638,039
	Intergovernmental						
4110	City Sales & Use Tax	202,485	189,037	205,000	199,024	211,121	213,232
	Total Intergovernmental	202,485	189,037	205,000	199,024	211,121	213,232
	Interest						
4511	Interest on Invested Assets	-	-	3,000	-	-	-
	Total Interest	-	-	3,000	-	-	-
	Total Revenues	202,485	189,037	208,000	199,024	211,121	213,232
B	Contracted Services						
5209	Professional Services	-	-	-	30,000	-	-
5210	Maintenace And Repair Building	4,079	15,000	10,000	15,000	15,000	15,000
5211	Maintenace & Repair Equipment	-	7,000	4,687	7,000	7,000	7,000
5214	Other Contracted Services	-	-	-	-	-	-
5250	Insurance & Surety Bonds	3,246	5,000	4,151	4,608	5,114	5,677
5253	Public Relations				400		
5255	JoCo Management Fee	70,197	82,000	81,616	83,640	85,313	87,019
5257	Property Tax Payments	-	-	-	-	-	-
5262	Grounds Maintenance	1,833	2,500	2,500	2,500	2,500	2,500
5264	Grounds Improvements	-	4,000	2,000	1,500	1,500	1,500
B	Contracted Services Total	79,355	115,500	104,954	144,648	116,427	118,696
C	Commodities						
5307	Other Commodities	4,179	-	5,500	5,500	-	-
C	Commodities Total	4,179	-	5,500	5,500	-	-
E	Capital Outlay						
5425	Other Capital Outlay	7,380	24,400	15,000	28,400	22,500	12,000
E	Capital Outlay Total	7,380	24,400	15,000	28,400	22,500	12,000
	Total Expenditures	90,915	139,900	125,454	178,548	138,927	130,696
	Ending Fund Balance	\$ 462,823	\$ 446,920	\$ 545,370	\$ 565,846	\$ 638,039	\$ 720,575

Notes:

*The Community Center Fund is supported by a 1/4 cent sales tax for the operation and maintenance of the facility.

*In 2019, the Governing Body budgeted \$30,000 to hire a consultant to produce interior and exterior redesign plans for the community center.

*The \$400 in Public Relations is another Council objective to support an open house at the facility. Both are Budget Objectives for 2019.

*The 18% increase in ending fund balance projected in 2018 is due to the facility not having any large scale capital investment since 2015. This trend continues in 2019-2021 where only minor maintenance projects are undertaken. This could change based on the results of the redesign plan. As a result, ending fund balances continue to increase 13% in 2020 and 13% in 2021. However, major parking lot and drainage improvements are planned for 2022 which will require an anticipated \$340,000 investment.

City of Roeland Park

Line Item Activity Budget - Property Owners Association

		<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
4010	Beginning Fund Balance	\$ 14,580	\$ 16,552	\$ 16,504	\$ 18,476	\$ 20,448	\$ 22,420
	Other						
4795	Miscellaneous	33,847	33,847	33,847	33,847	33,847	33,847
	Total Other	33,847	33,847	33,847	33,847	33,847	33,847
	Total Revenues	33,847	33,847	33,847	33,847	33,847	33,847
B	Contracted Services						
5254	Miscellaneous Charges	49	-	-	-	-	-
5258	RPPOA Common Area Expenses	31,875	31,875	31,875	31,875	31,875	31,875
B	Contracted Services Total	31,924	31,875	31,875	31,875	31,875	31,875
	Total Expenditures	31,924	31,875	31,875	31,875	31,875	31,875
	Ending Fund Balance	\$ 16,504	\$ 18,524	\$ 18,476	\$ 20,448	\$ 22,420	\$ 24,392

Notes:

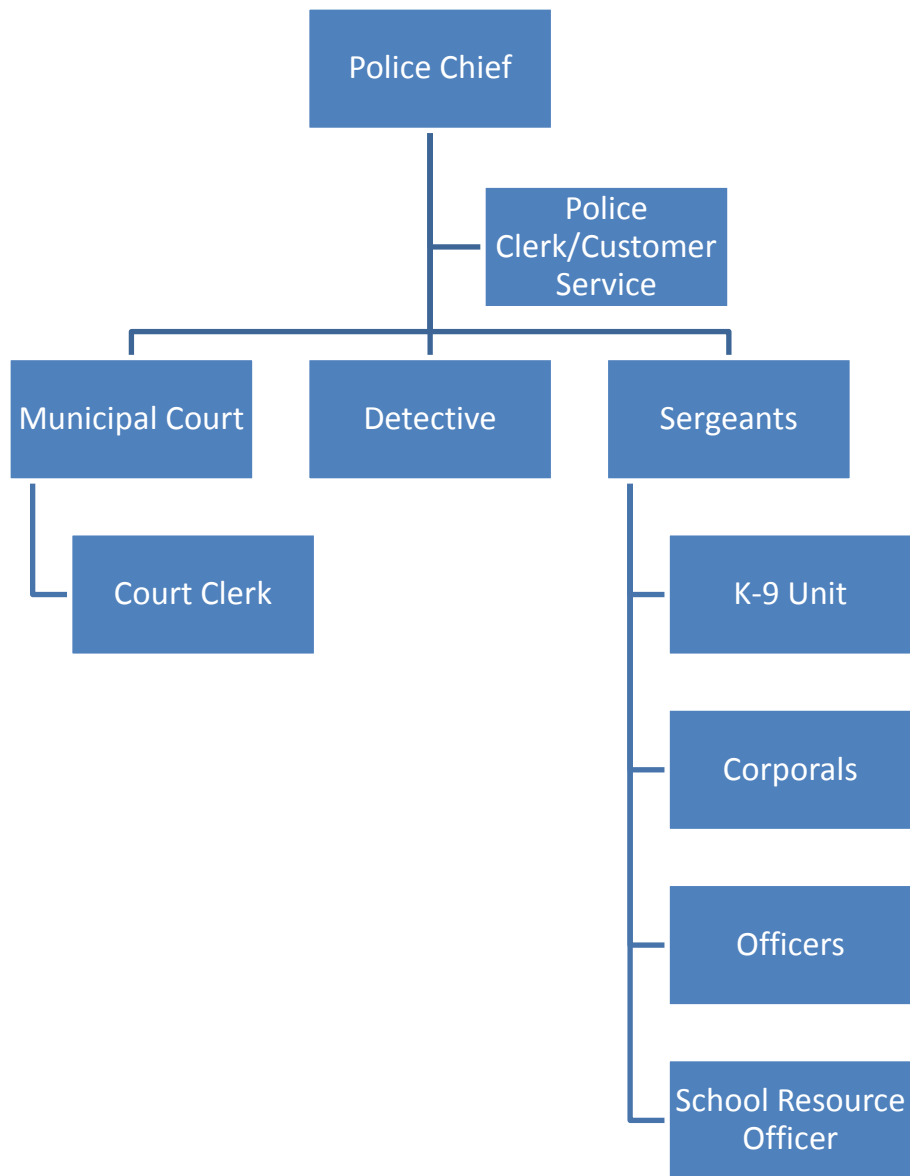
*The revenue in the Property Owner's Association fund are collected to cover the cost of maintaining the common areas and condominiums within City Hall. These fees are paid from the General Fund. The Property Owner's Association then issues a check to the City of Roeland Park to cover fees associated with maintenance of said common areas as all of these expenses are paid out of the City's General Fund. This process was established as part of condominimizing City Hall space that is leased on the third floor. The condominimizing also preserves the tax-exempt status of the space used for government purposes as well as space leased to non-profits.

*The fund is managed by a Board of Directors which is the City Council and is required to meet annually.

*The ending fund balance changes around 10% annually strictly due to the fact that the fund is very small and grows by \$2,000/year per the annual adopted budget and Association bylaws.

Police & Municipal Court

Organizational Chart



Department Description

The Police Chief leads the Police Department and oversees the Municipal Court. The department primary duties are those of uniformed police officers responding to calls for service and crime prevention in the city. The department philosophy is associated with community policing as its basis of operation along with commitment to excellence. The Department includes one Police Clerk, a Detective, three sergeants, three corporals, 7 officers and five part-time/on-call officers. In addition, the Police Chief oversees the municipal court and the Court Clerk reports to the Chief. The court also has a contract judge and prosecutor that are compensated as part-time employees.

Program Areas

- **Patrol Division** – The patrol division is the back bone of the department. They respond to all calls for service that include investigation of criminal activity, traffic enforcement, community policing, crime prevention, and assigned tasks from the Chief of Police.
- **School Resource Officer** – Starting in 2018, the City contracted with the local private high school, Bishop Miege to provide a full-time School Resource Officer (SRO) to provide a police presence for the students, faculty and staff. This position is fully funded by Bishop Miege and is not reflected in the budget or personnel figures.
- **Mental Health Co-responder** – Starting in 2017, the City of Roeland Park collaborated with several of our neighboring Johnson County cities to jointly fund a trained mental health co-responder who can provide mental health interventions on the spot when a critical need arises where mental health concerns may be at play. Due to the high volume of calls in Leawood and Prairie Village, these two cities plan to team up to fully fund one mental health co-responder and the remaining communities, including Roeland Park, are working to jointly fund a second co-responder to continue the service.
- **K-9 Unit** – Originally a 2019 Budget Objective, the K-9 Unit was implemented in 2018 early because the concerted efforts of the department, led by a Sergeant to raise money to support the K-9. Thanks to the generous donations of many individuals and businesses, the K-9 unit was fully paid for along with donated in-kind services of veterinary care and kenneling needs. The K-9 unit is the first in northeast Johnson County and will be used for drug detection and tracking.
- **Investigations** – Police investigations are led by the Detective who is responsible for investigation of reported crimes leading to identification, apprehension and prosecution of persons responsible for crimes against people, crimes related to deceit, fraud or forgery and those involved in the possession and distribution of illegal narcotics.
- **Municipal Court** – The Municipal Court adjudicates all cases docketed and orders probation when appropriate. It ensures City ordinance violations are properly processed and that all fines, forfeitures, and ticket amendments are properly assessed. The Police Chief oversees the municipal court clerk who manages the day-to-day operations of court including preparing the court docket, providing customer service to court clients and works with the municipal court judge to track warrants and send delinquent accounts to collections. All court payments are handled by the Administrative Division and no cash is transacted at the court level.
- **Communications** – An officer assigned as the Public Information Officer for the department handles all social media posts, interactions and responses. He is also responsible for helping to promote the department through social media, the City website and community events.

Police & Municipal Court - Summary of Resources and Appropriations

		2018				
	2017 Actual	2018 Budget	Projected	2019 Budget	2020 Budget	2021 Budget
Revenues & Resources						
Fines and Forfeitures	356,183	377,500	390,839	375,988	379,167	382,379
Sp. Law Enforcement (Other)	1,000	1,000	23,700	1,000	1,000	1,000
Total Revenues	357,183	378,500	414,539	376,988	380,167	383,379
Expenditures & Appropriations						
Summary by Program						
102 - Police Department	\$ 986,124	\$ 1,117,162	\$ 1,080,550	\$ 1,152,275	\$ 1,146,383	\$ 1,271,273
103 - Municipal Court	106,299	118,690	112,903	117,618	121,098	124,696
109 - Special Law Enforcement	-	3,000	23,700	-	-	-
Total	1,092,423	1,238,852	1,217,153	1,269,893	1,267,481	1,395,969
Summary by Appropriation Unit						
Salary & Benefits	\$ 924,835	\$ 1,002,780	\$ 986,985	\$ 1,015,200	\$ 1,055,768	\$ 1,097,959
Contractual Services	130,465	167,372	145,718	144,073	146,068	148,082
Commodities	33,622	44,700	60,450	40,300	41,403	42,561
Capital Outlay	-	-	-	-	-	-
Debt Service	-	-	-	-	-	-
Non-Expenditure Appropriations	-	-	-	-	-	-
Transfers Out	3,500	24,000	24,000	70,320	24,242	107,367
Total	1,092,423	1,238,852	1,217,153	1,269,893	1,267,481	1,395,969
Summary by Fund						
General Fund - Unrestricted	\$ 1,092,423	\$ 1,235,852	\$ 1,193,453	\$ 1,269,893	\$ 1,267,481	\$ 1,395,969
General Fund - Restricted	-	3,000	23,700	-	-	-
Total	1,092,423	1,238,852	1,217,153	1,269,893	1,267,481	1,395,969
Personnel						
Classifications (FTEs)						
Police Chief	1	1	1	1	1	1
Sergeant	3	3	3	3	3	3
Master Patrol Officer	1	1	1	0	0	0
Detective	1	1	1	1	1	1
Corporal	2	2	2	3	3	3
Officer	6.5	6.5	6.5	6.5	6.5	6.5
Police Clerk	1	1	1	1	1	1
Court Clerk	1	1	1	1	1	1
Judge	0.1	0.1	0.1	0.1	0.1	0.1
Prosecutor	0.1	0.1	0.1	0.1	0.1	0.1
Total	16.7	16.7	16.7	16.7	16.7	16.7

City of Roeland Park
Line Item Activity Budget - General Operating Fund

Police Department

		<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
Police							
A	Salaries & Benefits						
5101	Salaries - Regular	810,326	860,165	845,000	883,000	918,320	955,053
5102	Salaries-Overtime	29,020	48,008	43,000	37,000	38,480	40,019
5104	Salaries - Part-time	17,036	23,122	27,500	21,000	21,840	22,714
A	Salaries & Benefits Total	856,381	931,295	915,500	941,000	978,640	1,017,786
B	Contracted Services						
5202	Telephone	6,576	8,000	7,000	7,000	7,000	7,000
5203	Printing & Advertising	-	1,500	250	250	250	250
5205	Postage & Mailing Permits	56	800	100	100	100	100
5206	Travel Expense & Training	4,985	7,000	5,000	7,000	7,000	7,000
5207	Medical Expense & Drug Testing	1,166	1,000	500	1,000	1,000	1,000
5210	Maintenance & Repair Building	140	200	200	200	200	200
5211	Maintenance & Repair Equipment	2,015	8,000	4,000	4,500	4,500	4,500
5214	Other Contracted Services	12,576	17,500	20,500	21,130	21,130	21,130
5219	Meeting Expense	25	100	100	100	100	100
5224	Laundry Service	1,952	3,100	2,500	3,100	3,100	3,100
5236	Community Policing	238	500	500	500	500	500
5238	Animal Control	55,777	56,892	55,500	47,125	48,068	49,029
5240	Equipment Rental	-	-	-	-	-	-
5250	Insurance & Surety Bonds	150	75	150	150	150	150
5254	Miscellaneous Charges	174	1,000	500	500	500	500
5260	Vehicle Maintenance	6,905	15,000	8,000	8,500	9,000	9,500
5265	Computer System R&M	-	-	-	-	-	-
5266	Computer Software	-	-	-	-	-	-
B	Contracted Services Total	92,736	120,667	104,800	101,155	102,598	104,059
C	Commodities						
5301	Office Supplies	107	-	200	200	200	200
5302	Motor Fuels & Lubricants	19,697	21,000	21,000	22,050	23,153	24,311
5305	Dues, Subscriptions, & Books	630	1,200	1,050	1,050	1,050	1,050
5306	Materials	453	2,000	500	500	500	500
5307	Other Commodities	2,980	4,000	3,000	3,000	3,000	3,000
5308	Clothing & Uniforms	7,272	10,000	8,000	10,000	10,000	10,000
5309	Amunition	1,906	2,500	2,000	2,500	2,500	2,500
5310	Training Supplies	462	500	500	500	500	500
C	Commodities Total	33,507	41,200	36,250	39,800	40,903	42,061
T	Transfers						
5825	Transfer to Equip Reserve Fund	3,500	24,000	24,000	70,320	24,242	107,367
T	Transfers Total	3,500	24,000	24,000	70,320	24,242	107,367
Total Police		<u>986,124</u>	<u>1,117,162</u>	<u>1,080,550</u>	<u>1,152,275</u>	<u>1,146,383</u>	<u>1,271,273</u>

Notes:

- * The 2019 Police Department Budget reflects \$30,000 to add a motorcycle to the department's fleet, a Budget Objective.
- * The 2019 Budget reflects contracting animal control services with the City of Mission. Roeland Park previously contracted with Northeast Animal Control, which will dissolve at the end of 2018.
- * Transfers to the Equipment Reserve Fund reflect Police Department Equipment and one vehicle (Police motorcycle). See CIP Budget for more detail.

City of Roeland Park
Line Item Activity Budget - General Operating Fund
Municipal Court

		<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
	Court						
A	Salaries & Benefits						
5101	Salaries - Regular	42,576	44,555	44,555	45,700	47,528	49,429
5102	Salaries-Overtime	1,046	1,000	1,000	1,000	1,000	1,000
5108	Salaries - Judge	13,638	14,200	14,200	15,000	15,600	16,224
5109	Salaries - Prosecutor	<u>11,195</u>	<u>11,730</u>	<u>11,730</u>	<u>12,500</u>	<u>13,000</u>	<u>13,520</u>
A	Salaries & Benefits Total	68,454	71,485	71,485	74,200	77,128	80,173
B	Contracted Services						
5202	Telephone	-	180	180	180	180	180
5203	Printing & Advertising	360	400	400	400	400	400
5206	Travel Expense & Training	29	200	200	200	200	200
5209	Professional Services	7,638	7,000	7,000	7,000	7,000	7,000
5211	Maintenace & Repair Equipment	-	200	200	200	200	200
5214	Other Contracted Services	-	-	-	-	-	-
5219	Meeting Expense	-	100	100	100	100	100
5227	Prisoner Care	3,360	6,000	4,000	5,000	5,500	6,000
5228	Fees Due State of Kansas	23,756	27,000	26,000	27,000	27,000	27,000
5250	Insurance & Surety Bonds	75	25	25	25	25	25
5254	Miscellaneous Charges	-	200	200	200	200	200
5266	Computer Software	2,513	5,400	2,613	2,613	2,665	2,718
5269	Alcohol / Drug State Fees	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
B	Contracted Services Total	37,730	46,705	40,918	42,918	43,470	44,023
C	Commodities						
5301	Office Supplies	-	-	-	-	-	-
5305	Dues, Subscriptions, & Books	115	250	250	250	250	250
5308	Clothing & Uniforms	<u>-</u>	<u>250</u>	<u>250</u>	<u>250</u>	<u>250</u>	<u>250</u>
C	Commodities Total	115	500	500	500	500	500
	Total Court	<u>106,299</u>	<u>118,690</u>	<u>112,903</u>	<u>117,618</u>	<u>121,098</u>	<u>124,696</u>

Notes:

*The 2019 Budget includes pay increases for the judge and prosecutor in 2019 and in out years.

City of Roeland Park
Line Item Activity Budget- General Fund
Restricted for Special Law Enforcement Fund

		<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
Revenues							
4010	Beginning Fund Balance	\$ 7,913.00	4,913.00	\$ 8,913.00	\$ 8,913.00	\$ 9,913.00	\$ 10,913.00
	Other						
4432	Spec. Law Enforcement Revenues	<u>1,000.00</u>	<u>1,000.00</u>	<u>23,700.00</u>	<u>1,000.00</u>	<u>1,000.00</u>	<u>1,000.00</u>
	Other Total	<u>1,000.00</u>	<u>1,000.00</u>	<u>23,700.00</u>	<u>1,000.00</u>	<u>1,000.00</u>	<u>1,000.00</u>
	Total Revenues	<u>1,000.00</u>	<u>1,000.00</u>	<u>23,700.00</u>	<u>1,000.00</u>	<u>1,000.00</u>	<u>1,000.00</u>
	Total Resources	<u>8,913.00</u>	<u>5,913.00</u>	<u>32,613.00</u>	<u>9,913.00</u>	<u>10,913.00</u>	<u>11,913.00</u>
Expenditures							
C	Commodities						
5317	Special Law Enforcement Expenses	<u>-</u>	<u>3,000.00</u>	<u>23,700.00</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Commodities Total	<u>-</u>	<u>3,000.00</u>	<u>23,700.00</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Total Expenditures	<u>-</u>	<u>3,000.00</u>	<u>23,700.00</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Ending Fund Balance	<u>\$ 8,913.00</u>	<u>\$ 2,913.00</u>	<u>\$ 8,913.00</u>	<u>\$ 9,913.00</u>	<u>\$ 10,913.00</u>	<u>\$ 11,913.00</u>

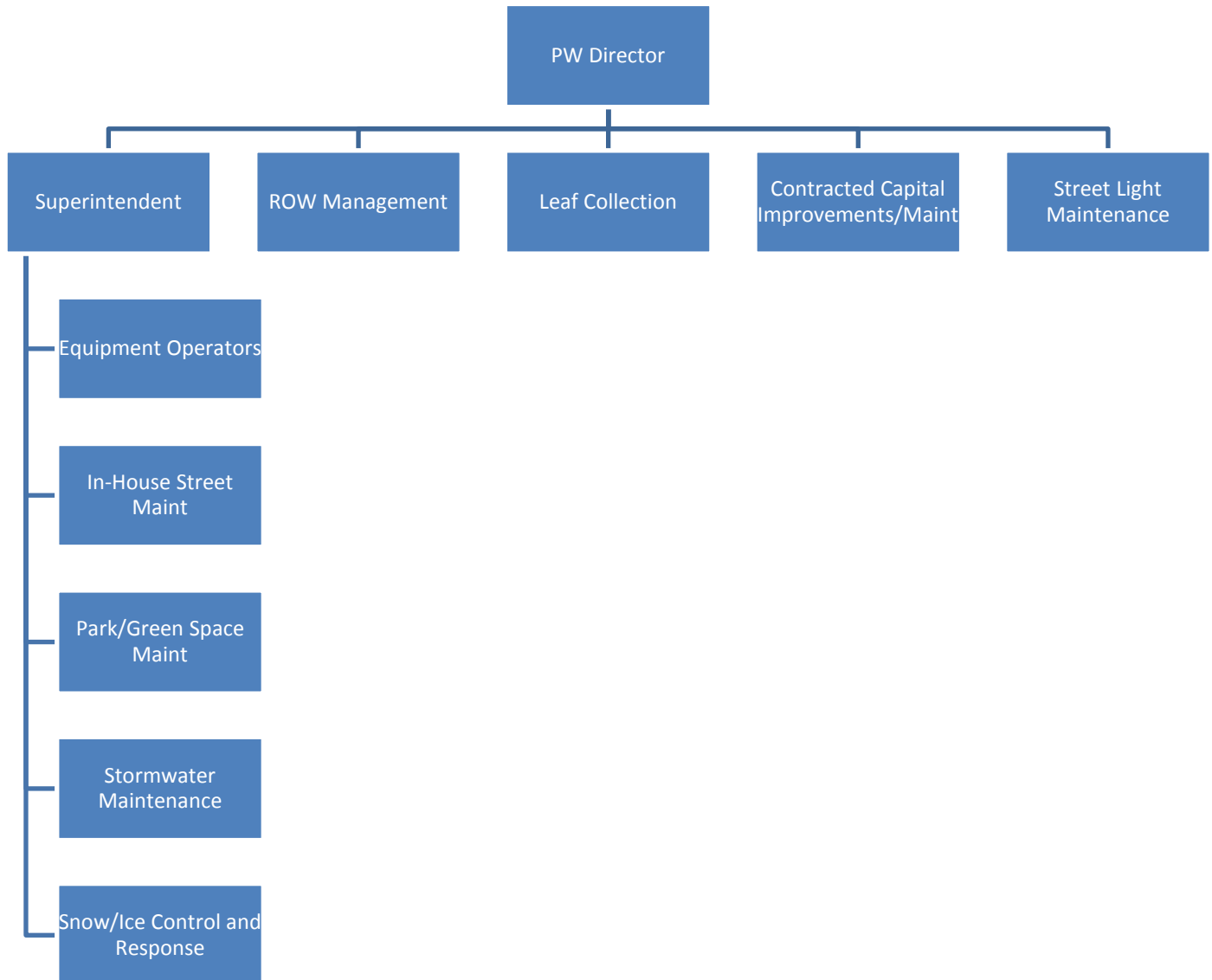
Notes:

*Special Law Enforcement Funds are restricted for police equipment. Resources come from state forfeitures and seizures within Roeland Park. However, the 2018 Projected budget includes funds raised for the K-9 unit.

*In 2018, the Police Department began fundraising to purchase a K-9 unit for the department, which was originally a 2019 Budget Objective. The fundraising was so successful, the Police Department purchased the K-9 and related equipment in 2018.

Public Works

Organizational Chart



Department Description

The Public Works Department is tasked with effectively maintaining, developing and enhancing public infrastructure and facilities. The Department is led by the Director and a Superintendent who oversees the five equipment operators. Starting in 2019, the Department will have a part-time intern who will assist with Council directives and learning more about running a Public Works Department.

Program Areas:

- **In house street maintenance** – The department crews perform certain street maintenance activities in-house including pothole patching, curb repair, and crack sealing of streets. This program is managed

by the Public Works Superintendent.

- **Park and Greenspace Maintenance** - Public Works staff are responsible for planting new trees and landscaping and ensuring all vegetation is well cared for. This includes all parks, boulevard medians, the community center and aquatics center and traffic islands. All mowing services are now contracted with a third-party company. Staff also installs new and repairs existing amenities such as benches, trash/recycling receptacles, playground equipment, etc. They also perform safety inspections for parks.
- **Stormwater Maintenance** – Program includes bi-monthly street sweeping, maintaining and cleaning City-owned stormwater streams and ditches.
- **Snow and Ice Control and Response** – In the event of inclement weather, public works crews are mobilized, including the director, to treat the streets and remove snow and ice. They prioritize arterial streets followed by collectors then residential roadways. The City's snow/ice removal program has some of the highest citizen satisfaction scores in the metro area, with X% satisfied with the service.
- **Right-of-Way Management** – The Public Works Director ensures that any work completed by private contractors, including public utilities that are outside the City such as Water One, Johnson County Waste, Water, etc., are properly permitted and completing the work in accordance to City standards for curb cuts, inlets and street work.
- **Leaf Collection** – The City of Roeland Park is the only City in the area that provides leaf collection in-house that allows residents to rake leaves to the curb without bagging. In 2018, the City invested in a leaf vacuum truck where residents are asked to rake leaves to the curb for collection via a vacuum mechanism. Previously, the City used a trackless machine with a leaf attachment to collect leaves which required the piles to be raked into the street creating potential hazards for storm sewers and drivers. In addition, the machine was prone to mechanical failures due to the machine collecting foreign objects such as large rocks, limbs, etc. This service is provided annually in the fall.
- **Capital Improvements and Maintenance Project Management** – The City's CIP program is robust and includes improvements to public infrastructure such as street repair and resurfacing, new sidewalks, curbs and inlets, streetscape improvements, storm water pipe repair and replacement, new park facilities such as tennis courts, shelters and restrooms. All of this is managed by the Public Works Department. In addition, the Department recently began proactively inspecting stormwater pipe and conducting street and sidewalk grading to prioritize repair and replacement of these assets.
- **Street Light Maintenance** – In 2014, the City of Roeland Park purchased all street lights within the City from Kansas City Power & Light. With that purchase, the City upgraded all bulbs to LEDs to reduce energy consumption. The City contracts the repair and maintenance of street lights to Black & McDonald. The City expects to recoup its cost from the purchase within 10 years.

Public Works - Summary of Resources and Appropriations

			2018			
	2017 Actual	2018 Budget	Projected	2019 Budget	2020 Budget	2021 Budget
Revenues & Resources						
Intergovernmental Revenue	1,517,507	2,446,694	2,381,029	1,810,953	7,491,529	1,632,947
Other Sources	-	28,000	40,000	-	50,000	20,000
Interest	1,172	1,410	8,000	1,500	1,500	1,500
Transfers In	551,250	125,000	100,000	200,000	450,000	370,000
Total Revenues	1,518,679	2,476,104	2,429,029	1,812,453	7,543,029	1,654,447

Expenditures

Summary by Program

106 - Public Works	\$ 670,173	\$ 825,126	\$ 873,230	\$ 730,717	\$ 692,805	\$ 738,978
115 - Solid Waste	451,495	579,132	579,500	586,140	585,346	597,499
250 - Special Highway	122,298	194,970	139,971	114,480	117,059	114,742
270 - Special Street	555,144	1,898,000	2,142,246	1,125,000	6,527,423	1,250,186
300 - Special Infrastructure	300,725	691,000	1,088,900	585,000	1,356,040	413,500
Total	2,099,835	4,188,228	4,823,847	3,141,337	9,278,673	3,114,905

Summary by Appropriation Unit

Salary & Benefits	\$ 351,874	\$ 366,656	\$ 364,700	\$ 371,500	\$ 371,908	\$ 372,332
Contractual Services	942,918	1,615,852	1,592,320	1,184,602	1,199,216	1,198,722
Commodities	32,992	50,750	46,010	51,535	52,086	47,665
Capital Outlay	285,582	1,619,500	2,121,346	1,184,500	7,382,963	1,435,186
Debt Service	-	-	-	-	-	-
Non-Expenditure Appropriations	-	-	-	-	-	-
Transfers Out	486,470	535,470	699,471	349,200	272,500	61,000
Total	2,099,835	4,188,228	4,823,847	3,141,337	9,278,673	3,114,905

Summary by Fund

General Fund	\$ 1,121,668	\$ 1,404,258	\$ 1,452,730	\$ 1,316,857	\$ 1,278,150	\$ 1,336,477
Special Highway	122,298	194,970	139,971	114,480	117,059	114,742
Special Street	555,144	1,898,000	2,142,246	1,125,000	6,527,423	1,250,186
Special Infrastructure	300,725	691,000	1,088,900	585,000	1,356,040	413,500
Total	2,099,835	4,188,228	4,823,847	3,141,337	9,278,673	3,114,905

Personnel

Classifications (FTEs)

Director	1	1	1	1	1	1
Superintendent	1	1	1	1	1	1
Equipment Operator	5	5	5	5	5	5
Engineering Intern	0	0	0	0.23	0.23	0.23
Total	7	7	7	7.23	7.23	7.23

City of Roeland Park
Line Item Activity Budget - General Operating Fund

Public Works

		<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
A	Salaries & Benefits						
5101	Salaries - Regular	263,347	254,740	252,000	247,880	243,595	239,139
5102	Salaries-Overtime	4,978	8,916	9,700	10,200	10,608	11,032
5107	Intern	-	-	-	6,300	6,300	6,300
A	Salaries & Benefits Total	<u>268,325</u>	<u>263,656</u>	<u>261,700</u>	<u>264,380</u>	<u>260,503</u>	<u>256,471</u>
B	Contracted Services						
5201	Electric	26,011	21,420	6,200	6,324	6,450	6,579
5202	Telephone	2,393	2,000	1,920	2,000	2,000	2,000
5203	Printing & Advertising	74	300	300	300	300	300
5206	Travel Expense & Training	7,686	11,100	11,100	7,500	7,500	7,500
5207	Medical Expense & Drug Testing	578	800	800	800	800	800
5210	Maintenance & Repair Building	3,311	3,500	3,500	3,500	3,500	3,500
5211	Maintenance & Repair Equipment	14,255	22,000	33,000	25,000	25,000	25,000
5214	Other Contracted Services	32,916	33,000	33,000	33,000	34,000	34,000
5219	Meeting Expense	90	-	400	400	400	400
5221	Maintenance Streets-contract	209,491	210,000	210,000	210,000	210,000	210,000
5259	Traffic Control Signs	6,845	4,500	4,500	4,500	4,500	4,500
5260	Vehicle Maintenance	4,428	12,000	6,000	6,500	7,000	7,500
5262	Grounds Maintenance	9,615	23,000	20,000	24,000	24,000	24,000
5263	Tree Maintenance	33,782	46,000	46,000	25,000	25,000	25,000
5266	Computer Software	400	3,300	400	400	400	400
5287	Water	4,971	6,500	6,500	6,500	6,500	6,500
5288	Waste Water	1,887	3,200	3,200	3,200	3,200	3,200
5289	Natural Gas	6,429	3,100	5,800	5,800	5,800	5,800
5290	Street Light Electric	-	-	23,900	24,378	24,866	25,363
B	Contracted Services Total	<u>365,161</u>	<u>405,720</u>	<u>416,520</u>	<u>389,102</u>	<u>391,216</u>	<u>392,342</u>
C	Commodities						
5302	Motor Fuels & Lubricants	10,572	10,500	10,500	11,025	11,576	12,155
5304	Janitorial Supplies	540	1,000	750	750	750	750
5305	Dues, Subscriptions, & Books	289	750	760	760	760	760
5306	Materials	5,010	4,000	4,500	4,500	4,500	4,500
5308	Clothing & Uniforms	3,527	4,000	4,000	4,000	4,000	4,000
5318	Tools	3,978	2,500	2,500	2,500	2,500	2,500
C	Commodities Total	<u>23,916</u>	<u>22,750</u>	<u>23,010</u>	<u>23,535</u>	<u>24,086</u>	<u>24,665</u>
E	Capital Outlay						
5403	Office Equipment	135	6,500	3,000	1,500	1,500	1,500
5425	Other Capital Outlay	135	3,000	2,500	3,000	3,000	3,000
5455	Roeland Park Trail Project	-	-	-	-	-	-
E	Capital Outlay Total	<u>270</u>	<u>9,500</u>	<u>5,500</u>	<u>4,500</u>	<u>4,500</u>	<u>4,500</u>
T	Transfers						
5825	Transfer to Equip Reserve Fund	12,500	123,500	166,500	49,200	12,500	61,000
T	Transfers Total	<u>12,500</u>	<u>123,500</u>	<u>166,500</u>	<u>49,200</u>	<u>12,500</u>	<u>61,000</u>
Total Public Works		<u>670,173</u>	<u>825,126</u>	<u>873,230</u>	<u>730,717</u>	<u>692,805</u>	<u>738,978</u>

Notes:

*Budget reflects 2019 Budget Objectives of hiring a part-time Engineering Intern in 2019 and out years, and purchasing a paint striping machine (transfer to Equipment Reserve Fund).

*A portion of the Department's salaries are charged to the Solid Waste Department for the leaf collection program and to the Special Highway Fund to reflect a portion of street maintenance work.

*Transfers to the Equipment Reserve Fund reflect equipment replacement and improvements. See CIP Budget for more detail.

City of Roeland Park
Line Item Activity Budget - General Operating Fund

Solid Waste

		<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
	Solid Waste						
A	Salaries & Benefits						
5101	Salaries - Regular	19,919	41,000	41,000	42,640	44,346	46,119
5102	Salaries - Overtime	5,435	-	-	-	-	-
A	Salaries & Benefits Total	<u>25,354</u>	<u>41,000</u>	<u>41,000</u>	<u>42,640</u>	<u>44,346</u>	<u>46,119</u>
B	Contracted Services						
5211	Maintenace & Repair Equipment	-	6,000	6,000	8,000	8,000	8,000
5235	Leaf Program Disposal Fees	8,405	10,000	10,000	10,000	10,000	10,000
5240	Equipment Rental	-	500	500	500	500	500
5271	Compost Bin Rebate Program			-	3,000	500	500
5272	Solid Waste Contract	414,794	518,632	519,000	519,000	519,000	529,380
B	Contracted Services Total	<u>423,199</u>	<u>535,132</u>	<u>535,500</u>	<u>540,500</u>	<u>538,000</u>	<u>548,380</u>
C	Commodities						
5302	Motor Fuels & Lubricants	2,941	3,000	3,000	3,000	3,000	3,000
5825	Transfer to Equip Reserve Fund	-	-	-	-	-	-
C	Commodities Total	<u>2,941</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>	<u>3,000</u>
	Total Solid Waste	<u>451,495</u>	<u>579,132</u>	<u>579,500</u>	<u>586,140</u>	<u>585,346</u>	<u>597,499</u>

Notes:

*The Solid Waste Budget includes \$3,000 for the Compost Bin rebate Budget Objective.

*Salaries are charged from the Public Works Department for leaf collection. All salaries are funded using General Fund resources and are not included in the solid waste assessment.

*The solid waste contract through WCA is for three years. In 2020, the City will use the MARC regional purchasing program to rebid the service. The budget anticipates a 2% increase in 2021.

City of Roeland Park

Line Item Activity Budget - Special Highway Fund

		2017 Actual	2018 Budget	2018 Projected	2019 Budget	2020 Budget	2021 Budget
4010	Beginning Fund Balance	127,445	174,260	186,611	229,950	299,450	368,211
	Intergovernmental						
4140	Spec City/county Highway Fund	181,464	182,190	183,310	183,980	185,820	187,678
	Total Intergovernmental	181,464	182,190	183,310	183,980	185,820	187,678
	Total Revenues	181,464	182,190	183,310	183,980	185,820	187,678
A	Salaries & Benefits						
5101	Salaries - Regular	58,194	62,000	62,000	64,480	67,059	69,742
A	Salaries & Benefits Total	58,194	62,000	62,000	64,480	67,059	69,742
C	Commodities						
5303	Sand and Salt	6,134	25,000	20,000	25,000	25,000	20,000
5315	Machinery & Auto Equipment	-	-	-	-	-	-
C	Commodities Total	6,134	25,000	20,000	25,000	25,000	20,000
E	Capital Outlay						
5454	Sidewalk Improvements	-	-	-	25,000	25,000	25,000
5456	CARS Projects	-	50,000	-	-	-	-
E	Capital Outlay Total	-	50,000	-	25,000	25,000	25,000
T	Transfers						
5809..5825	Transfer to Equipment Reserve Fund	57,970	57,970	57,971	-	-	-
T	Transfers Total	57,970	57,970	57,971	-	-	-
	Total Expenditures	122,298	194,970	139,971	114,480	117,059	114,742
	Ending Fund Balance	186,611	161,480	229,950	299,450	368,211	441,147

Notes:

*The anticipated ending fund balance in 2018 reflects a 23% increase in reserves from the prior year. The original 2018 budget anticipated a portion of the 2018 CARS project coming this fund. Staff decided to use the Special Street fund instead to reduce the number of funds supporting that project. As a result, the ending fund balance increased significantly. In addition, the debt service for the street sweeper and two dump trucks retires in 2018 and those payments cease as of 2019 further increasing the fund balance.

*Starting in 2019 the Annual Sidewalk Maintenance program is funded from the Special Highway Fund.

City of Roeland Park

Line Item Activity Budget - Special Street Fund 27A

			2017 Actual	2018 Budget	2018 Projected	2019 Budget	2020 Budget	2021 Budget
270	4010	Beginning Fund Balance	\$ 409,743	\$ 219,253	\$ 786,844	\$ 229,598	\$ 168,423	\$ 525,968
		Intergovernmental						
270	4110	City Sales & Use Tax	809,940	756,840	820,000	796,095	844,482	852,927
270	4135	County Courthouse Sales Tax	121,133	156,550	161,000	162,610	164,236	165,878
270	4150	CARS Funding	-	773,000	600,000	103,620	1,212,250	-
270	4154	STP Grant	-	-	-	-	4,662,500	-
		Total Intergovernmental	931,073	1,686,390	1,581,000	1,062,325	6,883,468	1,018,805
		Interest						
270	4510..4512	Interest on Investment	1,172	1,410	4,000	1,500	1,500	1,500
		Total Interest	1,172	1,410	4,000	1,500	1,500	1,500
		Total Revenues	932,245	1,687,800	1,585,000	1,063,825	6,884,968	1,020,305
	B	Contracted Services						
270	5209	Professional Services	74,757	100,000	100,000	100,000	100,000	100,000
270	5214	Other Contracted Services	-	-	-	-	-	-
270	5245	In-house Street Maintenance	-	-	-	-	-	-
	B	Contracted Services Total	74,757	100,000	100,000	100,000	100,000	100,000
	E	Capital Outlay						
270	5426	Other Improvements	-	-	-	-	-	-
270	5430	Residential Street Reconstruction			\$ 70,814	\$ 534,000	100,000	895,186
270	5454	Sidewalk Project		130,000	-		50,000	50,000
270	5456	CARS Projects	64,387	1,314,000				
	5457	CARS Roe 2020			502,432		6,017,423	
	5458	2018 CARS			954,000			
	5459	2019 CARS			40,000	191,000		
	5460	2022 CARS - 53rd St						15,000
	5461	2022 CARS - Nall	-	-	-	-	-	190,000
	E	Capital Outlay Total	64,387	1,444,000	1,567,246	725,000	6,167,423	1,150,186
	T	Transfers						
270	5818	Transfer To Bond & Intfund	416,000	354,000	475,000	300,000	260,000	-
	T	Transfers Total	416,000	354,000	475,000	300,000	260,000	-
		Total Expenditures	555,144	1,898,000	2,142,246	1,125,000	6,527,423	1,250,186
270		Ending Fund Balance	\$ 786,844	\$ 9,053	\$ 229,598	\$ 168,423	\$ 525,968	\$ 296,087

Notes:

*The Special Street fund is funded by a 3/4 cent sales tax to provide for the maintenance and improvements streets and sidewalks. Starting in 2018, the City started to receive a share of the county courthouse sales tax which is being directed to support street projects in this fund. This sales tax sunsets in 2027.

*In 2017, the Governing Body decided to fund capital projects on a pay-as-you go basis using existing resources and not issuing additional debt. As such the ending fund balances in funds supporting capital improvements will continue to vary wildly year-to-year based on the capital projects planned annually. The City has several large-scale street projects funded in the next several years. Many of which are supported in part by grants.

City of Roeland Park

Line Item Activity Budget - Special Infrastructure 27D

		2017 Actual	2018 Budget	2018 Projected	2019 Budget	2020 Budget	2021 Budget
4010	Beginning Fund Balance	194,022	419,722	849,517	521,336	700,984	267,185
	Intergovernmental						
4110	City Sales & Use Tax	404,970	378,114	410,000	398,048	422,241	426,463
4155	CDBG Grant		200,000	100,000	166,600		
4156	FEMA Grant	-	-	106,719	-	-	-
	Total Intergovernmental	404,970	578,114	616,719	564,648	422,241	426,463
	Other						
4161	Grants/Donations - Private	-	28,000	40,000	-	50,000	20,000
	Total Other	-	28,000	40,000	-	50,000	20,000
	Interest						
4511	Investment Income	-	-	4,000	-	-	-
	Total Interest	-	-	4,000	-	-	-
	Transfers In						
4840	Transfer From General Fund	551,250	125,000	100,000	200,000	450,000	370,000
	Total Transfers In	551,250	125,000	100,000	200,000	450,000	370,000
	Total Revenues	956,220	731,114	760,719	764,648	922,241	816,463
B	Contracted Services						
5209	Professional Services	22,613	60,000	25,000	40,000	40,000	40,000
5211	Maintenace & Repair Equipment	225	-	300	-	-	-
5221	Maintenance & Repair of Streets	539	400,000	400,000	115,000	130,000	118,000
5246	In-House Street Maintenance	56,423	115,000	115,000	-	-	-
B	Contracted Services Total	79,800	575,000	540,300	155,000	170,000	158,000
D	Capital Outlay						
5444	ADA Improvements	12,024	-	-		87,940	-
5468	2020 Stormwater-Skyline Dr.	-	-	-	-	107,100	-
5469	Stormwater Maintenance	181,143	20,000	20,000	170,000	770,000	20,000
5470	Park Maint/Infrastructure	27,758	96,000	106,000	64,000	221,000	235,500
5471	Tennis Court Replacement			157,600			
5498	2019 CDBG	-	-		196,000	-	-
5499	2018 CDBG	-	-	265,000	-	-	-
D	Capital Outlay Total	220,925	116,000	548,600	430,000	1,186,040	255,500
	Total Expenditures	300,725	691,000	1,088,900	585,000	1,356,040	413,500
	Ending Fund Balance	849,517	459,836	521,336	700,984	267,185	670,148

Notes:

* The Park Maintenance line includes the Budget Objectives of \$10,000 for the installation of historical play structures and \$34,000 for amenity replacement in Nall Park.

* Starting in 2019, in-house and contract street maintenance have been consolidated into one line item (5221.300).

*The Governing Body made the decision to transfer resources in excess of the City's stated goals for the General Fund fund balance to the Special Infrastructure Fund to help cash-fund capital projects. As the recipient of these transfers, this fund has gained additional flexibility to cover the cost of capital projects. Since the number of projects varies year to year, the ending fund balance can change dramatically from one year to the next. For example, the 2018 projected ending fund balance is 39% lower than the ending balance in 2017 due to the completion of several parks projects such as tennis court replacement and shade structures, as well as a greater planned expenditure on street maintenance. In 2019, the ending fund balance should increase almost the same amount because there are fewer capital projects programmed. In addition, the amount transferred from the General Fund will vary year-to-year based upon resources available.

Governing Body

Organizational Chart



Department Description

The Governing Body consists of the Mayor and eight Council members elected on odd-numbered years and are elected and serve staggering four-year terms. Roeland Park consists of four wards and each ward has two elected representatives on Council whereas the Mayor serves at-large. The Governing Body is responsible for making policy decisions for the City. The City of Roeland Park has one Council meeting per month of which the Mayor presides, and two workshops where the Council President presides. The Council President is nominated and selected by the Governing Body. Meetings are held on the first and third Mondays of the month in the evening at City Hall.

The Governing Body Department consists of salaries for elected officials, \$5,040/year for Council members and \$6,120/year for the Mayor. This Department also includes a training and technology budget of \$855/member to provide them with training opportunities of their choosing and/or an allowance for technology that would help them do their jobs, such as a tablet or laptop. The Mayor also has a budget of \$1,000 for public relations-related activities.

Governing Body - Summary of Resources and Appropriations

		2018				
	2017 Actual	2018 Budget	Projected	2019 Budget	2020 Budget	2021 Budget
Expenditures & Appropriations						
Summary by Program						
108 - City Council	\$ 53,613	\$ 56,020	\$ 56,020	\$ 56,520	\$ 56,520	\$ 56,520
Total	53,613	56,020	56,020	56,520	56,520	56,520
Summary by Appropriation Unit						
Salary & Benefits	\$ 46,980	\$ 46,920	\$ 46,920	\$ 46,920	\$ 46,920	\$ 46,920
Contractual Services	6,224	8,700	8,700	8,700	8,700	8,700
Commodities	409	400	400	900	900	900
Total	53,613	56,020	56,020	56,520	56,520	56,520
Summary by Fund						
General Fund	53,613	56,020	56,020	56,520	56,520	56,520
Total	53,613	56,020	56,020	56,520	56,520	56,520
Personnel						
Classifications (FTEs)						
Mayor	1	1	1	1	1	1
City Councilmember	8	8	8	8	8	8
Total	9	9	9	9	9	9

City of Roeland Park
Line Item Activity Budget - General Operating Fund

Governing Body

		<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
	City Council						
A	Salaries & Benefits						
5103	Salaries - Elected Officials	<u>46,980</u>	<u>46,920</u>	<u>46,920</u>	<u>46,920</u>	<u>46,920</u>	<u>46,920</u>
A	Salaries & Benefits Total	<u>46,980</u>	<u>46,920</u>	<u>46,920</u>	<u>46,920</u>	<u>46,920</u>	<u>46,920</u>
B	Contracted Services						
5203	Printing & Advertising	-	-	-	-	-	-
5206	Travel Expense & Training	5,502	7,700	7,700	7,700	7,700	7,700
5251	Mayor Expenses	721	1,000	1,000	1,000	1,000	1,000
5276	Conference & Seminars	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
B	Contracted Services Total	<u>6,224</u>	<u>8,700</u>	<u>8,700</u>	<u>8,700</u>	<u>8,700</u>	<u>8,700</u>
C	Commodities						
5305	Dues, Subscriptions, & Books	<u>409</u>	<u>400</u>	<u>400</u>	<u>900</u>	<u>900</u>	<u>900</u>
C	Commodities Total	<u>409</u>	<u>400</u>	<u>400</u>	<u>900</u>	<u>900</u>	<u>900</u>
	Total City Council	<u>53,613</u>	<u>56,020</u>	<u>56,020</u>	<u>56,520</u>	<u>56,520</u>	<u>56,520</u>

Notes:

*No significant changes to the Governing Body Budget.

Capital Projects



Department Description

The Capital Projects Department consists of the Equipment & Building Reserve Fund, a continuing fund that the City uses to purchase capital equipment and make public facility improvements and maintenance. Resources for these purchases are made via transfers from the General Fund and Special Highway Fund. Transfers from the Special Highway Fund ceased in 2018 after debt service for two dump trucks and a street sweeper was retired. Transfers from the General Overhead Department of the General Fund go toward repairs, maintenance and capital improvements to the Roeland Park Aquatics Center as well as equipment purchases for City Hall. Transfers from Public Works cover the cost associated with new equipment and vehicles and transfers from the Police Department are associated with replacement of police equipment and vehicles.

The fund is managed by the Assistant City Administrator/Finance Director and fund transfers are created during the budget process in a collaborative process with the City Administrator and the Department Directors.

While this fund covers the cost of current capital equipment and building improvements, the fund also provides a reserve for future building and equipment needs. The FY 2018 Budget anticipated the sale of The Rocks development at \$1.1 million to be used for a future Public Works building. Any proceeds from such a sale will be placed in the building reserve fund until a suitable location for Public Works is found.

Capital Projects - Summary of Resources and Appropriations

			2018			
	2017 Actual	2018 Budget	Projected	2019 Budget	2020 Budget	2021 Budget
Revenues & Resources						
Other Sources	-	1,100,000	1,100,000	-	-	-
Transfers In	216,930	288,421	360,522	239,408	72,549	202,669
Total Revenues	216,930	1,388,421	1,460,522	239,408	72,549	202,669
Expenditures & Appropriations						
Summary by Program						
360 - Equipment & Building Reserve	\$ 152,098	\$ 1,258,422	\$ 1,606,753	\$ 239,408	\$ 72,549	\$ 202,669
Total	152,098	1,258,422	1,606,753	239,408	72,549	202,669
Summary by Appropriation Unit						
Commodities	24,466	88,562	336,733	119,520	36,742	168,367
Capital Outlay	69,663	1,082,951	83,111	89,500	3,900	800
Debt Service	57,969	57,969	57,969	-	-	-
Non-Expenditure Appropriations	-	28,940	1,128,940	30,388	31,907	33,502
Total	152,098	1,258,422	1,606,753	239,408	72,549	202,669
Summary by Fund						
Equipment & Bldg Reserve	152,098	1,258,422	1,606,753	239,408	72,549	202,669
Total	152,098	1,258,422	1,606,753	239,408	72,549	202,669
Personnel						
Classifications (FTEs)	0	0	0	0	0	0

City of Roeland Park
Line Item Activity Budget - Equipment & Bldg Reserve Fund

		<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
4010	Beginning Fund Balance	\$ 310,307	\$ 245,306	\$ 375,139	\$ 228,908	\$ 228,908	\$ 228,908
	Other						
4780	Sale of Assets	-	1,100,000	1,100,000	-	-	-
	Total Other	-	1,100,000	1,100,000	-	-	-
	Transfers						
4840	Transfer from General Fund	12,500	82,951	112,051	119,888	35,807	34,302
4841	Transfer from PD/GF	142,960	24,000	24,000	70,320	24,242	107,367
4842	Transfer from PW / GF	3,500	123,500	166,500	49,200	12,500	61,000
4860	Transfer from Special Highway	57,970	57,970	57,971	-	-	-
	Total Transfers	216,930	288,421	360,522	239,408	72,549	202,669
	Total Revenues	<u>216,930</u>	<u>1,388,421</u>	<u>1,460,522</u>	<u>239,408</u>	<u>72,549</u>	<u>202,669</u>
C	Commodities						
5315	Machinery & Auto Equipment	24,466	88,562	336,733	119,520	36,742	168,367
C	Commodities Total	24,466	88,562	336,733	119,520	36,742	168,367
D	Capital Outlay						
5442	Building Expense	69,663	1,082,951	83,111	89,500	3,900	800
D	Capital Outlay Total	69,663	1,082,951	83,111	89,500	3,900	800
E	Debt Service						
5619	Lease/Purchase - Principal	54,532	56,369	56,369	-	-	-
5620	Lease/Purchase - Interest	3,437	1,600	1,600	-	-	-
E	Debt Service Total	57,969	57,969	57,969	-	-	-
N	Non-Expenditures Appropriation						
5705	Future CIP - PW	-	-	1,100,000	-	-	-
5707	Future CIP - Building Reserve	-	28,940	28,940	30,388	31,907	33,502
N	Non-Appropriation Expenditures Total	-	28,940	1,128,940	30,388	31,907	33,502
	Total Expenditures	<u>152,098</u>	<u>1,258,422</u>	<u>1,606,753</u>	<u>239,408</u>	<u>72,549</u>	<u>202,669</u>
	Ending Fund Balance	<u>375,139</u>	<u>375,305</u>	<u>228,908</u>	<u>228,908</u>	<u>228,908</u>	<u>228,908</u>

Notes:

*The Equipment and Building Reserve Fund is a continuing capital fund that receives transfers to pay for capital equipment and building improvements. The \$1.1 million in revenue from sale of assets is accounting for the sale of The Rocks development where the Public Works shop currently sits. This sale has not come to fruition and the corresponding appropriation was placed in a future reserve account. The reason for the reduction in ending fund balance from 2017 to projected 2018 is due to the purchase of the new leaf machine, which was not anticipated when the 2018 budget was originally adopted.

Economic Development

Department Description

The Economic Development Department accounts for all development-related funds including:

Tax Increment Financing (TIF) Funds

- TIF 1 – Wal-Mart/Bella Roe
- TIF 2D – City Hall/Aldi
- TIF 2C – Valley State Bank
- TIF 3 – Boulevard Apartments/The Rocks

Transportation Development (TDD) Funds

- TDD #1 – Price Chopper/Bella Roe
- TDD #2 – Lowes

Community Improvement District (CID)

- CID #1 – Roeland Park Shopping Center/Wal-Mart

These funds were established to fund redevelopment within the City. The City Administrator assisted by the Assistant City Administrator, oversees the activities that occur within these development districts.

Program Areas:

- **TIF 1** – The TIF expires May 18, 2024 and includes the Wal-Mart/Roeland Park Shopping Center and the Bella Roe Shopping Center, which were approved as development area TIF 1A and 1B, respectively. The City Council approved a new development plan on Feb. 19, 2018 which maintained the same expiration date but amended the development plan to allow for use of TIF funds for infrastructure improvements and potential site redevelopment upon retirement of debt service. The debt service was retired early in 2018.
- **TIF 2D** – This TIF includes City Hall and the commercial area bounded by Roe Boulevard to the west, 48th Street to the north, and Roe Lane to the east and Granada on the south. This TIF expires December 31, 2021. The TIF 2D development plan was amended in 2015 to include the allowance of infrastructure projects serving the district including stormwater and street improvements. This fund includes the payment of General Obligation bonds for improvements to City Hall that were made in 2012. The development plan includes additional improvements to City Hall in 2020 and 2021. This debt retires in 2019.
- **TIF 2C** – This TIF is for redevelopment of the Security Bank property (formerly Valley State Bank) and the associated shopping center. The debt service from the development of this area is paid through a trustee and all resources generated from the TIF property tax are turned over to the trustee to pay the debt. The TIF expires February 1, 2020, at which point any remaining principal balance on the TIF debt is deemed forgiven or paid and all remaining funds with the trustee are turned over to the bond holders.
- **TIF 3** – This TIF includes the Boulevard Apartments bounded by Skyline Drive on the south, Roe Lane/County Line Road on the east and the city limits to the north. TIF 3 expires May 17, 2025. The TIF is divided into two project areas, 3A for the Boulevard Apartments and 3C for the former pool property owned by the City, now known as The Rocks development. These two districts were combined in 2014. City contractors continue to prepare the Rocks for future development by continued grading and completing storm water detention on the site. The City has hired CBC Real Estate consultants to market this site to potential developers with the hope of getting a limited service hotel, full service restaurant and an entertainment/activity attraction on the 6.6-acre site. The City issued a RFQ for potential developers in late 2018.
- **TDD #1** – The debt for TDD 1 was issued in 2005 with a subsequent issuance in 2006. The TDD levies a 1%

sales tax on retail sales at Price Chopper and the surrounding Bella Roe properties, except Lowes. TDD #1 is in default and the debt has been accelerated. However, due to the structure of the agreement, the City holds no liability for this default. Once the term of the TDD is expired, any remaining debt will remain unpaid to the bond holders.

- **TDD #2** – The debt for TDD 2 was issued in 2006. This TDD levies a 0.5% sales tax on all retail sales at Lowes to pay the debt service. TDD #2 is in default and the debt has been accelerated. However, due to the structure of the agreement, the City holds no liability for this default. Once the term of the TDD is expired, any remaining debt will remain unpaid to the bond holders.
- **CID #1** - The CID Fund was established in 2012 with the intention of reconfiguring the Roeland Park Shopping Center and Wal-Mart space after Wal-Mart's planned departure in 2016. Wal-Mart changed course and decided not to leave its current facility. The CID is a 1 cent sales tax that will cease once the fund reaches \$3 million which we anticipate reaching in 2019. Funds are spent upon request from the developer for eligible expenses. To date, there have been no requests to use the funds.

Economic Development - Summary of Resources and Appropriations

	2018					
	2017 Actual	2018 Budget	Projected	2019 Budget	2020 Budget	2021 Budget
Revenues & Resources						
Taxes	\$ 1,664,730	\$ 1,471,978	\$ 1,528,374	\$ 1,385,891	\$ 1,376,220	\$ 1,402,488
Intergovernmental	859,013	879,240	867,604	731,174	430,850	439,467
Other Sources	53,000	124,500	283,500	122,000	-	-
Interest	27,501	26,960	37,355	26,960	26,960	26,960
Total Revenues	2,604,245	2,502,678	2,716,832	2,266,024	1,834,030	1,868,916
Expenditures & Appropriations						
Summary by Program						
370 - TIF 1 Bella Roe/Wal-Mart	\$ 1,186,811	\$ 887,274	\$ 945,474	\$ 143,990	\$ 1,391,817	\$ 289,850
400 - TDD #1 - Price Chopper	2,914,119	275,400	231,500	280,908	286,526	292,257
410 - TDD #2 - Lowes	8,525	138,720	143,720	141,494	144,324	147,211
420 - CID #1 - Roeland Park Shopping Ctr.	86	2,229,000	-	3,008,000	-	-
450 - TIF 2D - City Hall	522,227	424,365	624,782	439,890	262,280	338,066
480 - TIF 2C - Valley State Bank	55,681	69,460	84,788	35,425	-	-
510 - TIF 3 Blvd Apts/The Rocks	257,979	126,500	501,607	-	-	-
Total	4,945,427	4,150,719	2,531,871	4,049,707	2,084,947	1,067,383
Summary by Appropriation Unit						
Contracted Services	\$ 278,717	\$ 25,740	\$ 521,097	\$ 25,740	\$ 23,240	\$ 23,240
Capital Outlay	349,717	246,000	454,417	245,000	1,147,577	57,000
Debt Service	4,316,993	1,523,479	1,556,357	616,717	419,350	427,967
Non-Expenditure Appropriations	-	2,229,000	-	3,162,250	294,780	300,676
Transfers Out	-	126,500	-	-	200,000	258,500
Total	4,945,427	4,150,719	2,531,871	4,049,707	2,084,947	1,067,383
Summary by Fund						
TIF 1 Bella Roe/Wal-Mart	\$ 1,186,811	\$ 887,274	\$ 945,474	\$ 143,990	\$ 1,391,817	\$ 289,850
TDD #1 - Price Chopper	2,914,119	275,400	231,500	280,908	286,526	292,257
TDD #2 - Lowes	8,525	138,720	143,720	141,494	144,324	147,211
CID #1 - Roeland Park Shopping Ctr.	86	2,229,000	-	3,008,000	-	-
TIF 2D - City Hall	522,227	424,365	624,782	439,890	262,280	338,066
TIF 2C - Valley State Bank	55,681	69,460	84,788	35,425	-	-
TIF 3 Blvd Apts/The Rocks	257,979	126,500	501,607	-	-	-
Total	4,945,427	4,150,719	2,531,871	4,049,707	2,084,947	1,067,383
Personnel						
Classifications (FTEs)	0	0	0	0	0	0

City of Roeland Park
Line Item Activity Budget - TIF 1 - Bella Roe/Walmart

		<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
4010	Beginning Fund Balance	\$ 1,038,280	\$ 814,288	\$ 907,195	\$ 931,917	\$ 1,817,359	\$ 1,475,212
	Taxes						
4730	Tax Increment Income	448,614	404,640	425,800	412,733	420,987	429,407
4735	Tax Increment Income IB	588,597	587,450	526,896	599,199	611,183	623,407
	Total Taxes	<u>1,037,211</u>	<u>992,090</u>	<u>952,696</u>	<u>1,011,932</u>	<u>1,032,170</u>	<u>1,052,814</u>
	Interest						
4511	Interest on Invested Assets	18,515	17,500	17,500	17,500	17,500	17,500
	Total Interest	<u>18,515</u>	<u>17,500</u>	<u>17,500</u>	<u>17,500</u>	<u>17,500</u>	<u>17,500</u>
	Total Revenues	<u>1,055,726</u>	<u>1,009,590</u>	<u>970,196</u>	<u>1,029,432</u>	<u>1,049,670</u>	<u>1,070,314</u>
	Expenditures						
	B Contracted Services						
5209	Professional Services	3,715	1,100	3,700	1,100	1,100	1,100
5214	Other Contracted Services	2,640	2,640	2,640	2,640	2,640	2,640
	B Contracted Services Total	6,355	3,740	6,340	3,740	3,740	3,740
	D Capital Outlay						
5457	CARS Roe 2020	-	-	-	-	1,107,577	-
	D Capital Outlay	-	-	-	-	1,107,577	-
	E Debt Service						
5601	Bond Principal	1,070,000	860,000	914,162	-	-	-
5602	Bond Interest	110,456	23,534	24,972	-	-	-
	E Debt Service Total	1,180,456	883,534	939,134	-	-	-
	N Non-Expenditures Appropriation						
5755	Property Tax Reduction - Appeals	-	-	-	140,250	280,500	286,110
	N Non-Appropriation Expenditures Total	-	-	-	140,250	280,500	286,110
	Total Expenditures	<u>1,186,811</u>	<u>887,274</u>	<u>945,474</u>	<u>143,990</u>	<u>1,391,817</u>	<u>289,850</u>
	Ending Fund Balance	<u>\$ 907,195</u>	<u>\$ 936,604</u>	<u>\$ 931,917</u>	<u>\$ 1,817,359</u>	<u>\$ 1,475,212</u>	<u>\$ 2,255,676</u>

Notes:

*Starting in 2019, the ending fund balance is projected to grow 95% over the 2018 projected ending fund balance. This is due to retirement of the outstanding debt early in 2018. There are no projects planned in 2019. In 2020, the City has programmed a portion of the Roe Boulevard improvements to come from TIF 1 resources.

*The Property Tax Reduction is meant to account for the possibility that property tax appeals from the big box stores will be successful and cause a reduction in the amount of TIF revenue received as a result. These estimates are generated by the Johnson County Appraiser's Office and are updated quarterly.

City of Roeland Park
Line Item Activity Budget - TDD#1 - Price Chopper/Bella Roe

		<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
4010	Beginning Fund Balance	\$ (107,318)	\$ (107,318)	\$ (2,756,849)	\$ (2,720,995)	\$ (2,720,995)	\$ (2,720,995)
	Intergovernmental						
4110	City/county Sales & Use Tax	264,456	275,400	267,101	280,908	286,526	292,257
	Intergovernmental Total	<u>264,456</u>	<u>275,400</u>	<u>267,101</u>	<u>280,908</u>	<u>286,526</u>	<u>292,257</u>
	Interest						
4510	Interest on Investment	132	-	253	-	-	-
	Total Interest	<u>132</u>	<u>-</u>	<u>253</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Total Revenues	<u>264,588</u>	<u>275,400</u>	<u>267,354</u>	<u>280,908</u>	<u>286,526</u>	<u>292,257</u>
B	Contracted Services						
5209	Professional Services	2,467	-	-	-	-	-
5214	Other Contracted Services	5,030	6,500	6,500	6,500	6,500	6,500
5281	Project Expense	-	-	-	-	-	-
B	Contracted Services Total	<u>7,497</u>	<u>6,500</u>	<u>6,500</u>	<u>6,500</u>	<u>6,500</u>	<u>6,500</u>
E	Debt Service						
5601	Bond Principal	2,900,000	-	150,000	-	-	-
5602	Bond Interest	6,622	268,900	75,000	274,408	280,026	285,757
E	Debt Service Total	<u>2,906,622</u>	<u>268,900</u>	<u>225,000</u>	<u>274,408</u>	<u>280,026</u>	<u>285,757</u>
	Total Expenditures	<u>2,914,119</u>	<u>275,400</u>	<u>231,500</u>	<u>280,908</u>	<u>286,526</u>	<u>292,257</u>
	Ending Fund Balance	<u>\$ (2,756,849)</u>	<u>\$ (107,318)</u>	<u>\$ (2,720,995)</u>	<u>\$ (2,720,995)</u>	<u>\$ (2,720,995)</u>	<u>\$ (2,720,995)</u>

Notes:

*TDD #1 is in default and the debt has been accelerated. However, due to the structure of the agreement, the City holds no liability for this default.

*All revenues generated in the fund are turned over to the trustee. The negative ending fund balance indicates that the entire outstanding debt has been called and due upon receipt of TDD resources.

City of Roeland Park
Line Item Activity Budget - TDD#2 - Lowes

		2018					
		2017 Actual	2018 Budget	Projected	2019 Budget	2020 Budget	2021 Budget
4010	Beginning Fund Balance	\$ (941,727)	\$ (941,727)	\$ (809,751)	\$ (811,530)	\$ (811,530)	\$ (811,530)
Intergovernmental							
4110	City/county Sales & Use Tax	140,435	138,720	141,839	141,494	144,324	147,211
	Total Intergovernmental	<u>140,435</u>	<u>138,720</u>	<u>141,839</u>	<u>141,494</u>	<u>144,324</u>	<u>147,211</u>
Interest							
4510	Interest on Investment	66	-	102	-	-	-
	Total Interest	<u>66</u>	<u>-</u>	<u>102</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Total Revenues	<u>140,501</u>	<u>138,720</u>	<u>141,941</u>	<u>141,494</u>	<u>144,324</u>	<u>147,211</u>
B	Contracted Services						
5209	Professional Services	1,067	-	-	-	-	-
5214	Other Contracted Services	4,085	5,000	5,000	5,000	5,000	5,000
5254	Miscellaneous Charges	-	-	-	-	-	-
B	Contracted Services Total	<u>5,151</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>	<u>5,000</u>
E	Debt Service						
5601	Bond Principal		133,720	133,720	136,494	139,324	142,211
5602	Bond Interest	3,374	-	5,000	-	-	-
E	Debt Service Total	<u>3,374</u>	<u>133,720</u>	<u>138,720</u>	<u>136,494</u>	<u>139,324</u>	<u>142,211</u>
	Total Expenditures	<u>8,525</u>	<u>138,720</u>	<u>143,720</u>	<u>141,494</u>	<u>144,324</u>	<u>147,211</u>
	Ending Fund Balance	<u>\$ (809,751)</u>	<u>\$ (941,727)</u>	<u>\$ (811,530)</u>	<u>\$ (811,530)</u>	<u>\$ (811,530)</u>	<u>\$ (811,530)</u>

Notes:

*TDD #2 is in default and the debt has been accelerated. However, due to the structure of the agreement, the City holds no liability for this default.

*All revenues generated in the fund are turned over to the trustee. The negative ending fund balance indicates that the entire outstanding debt has been called and due upon receipt of TDD resources.

City of Roeland Park
Line Item Activity Budget - CID #1 - Roeland Park Shopping Center

		<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
4010	Beginning Fund Balance	\$ 1,764,485	\$ 2,225,185	\$ 2,225,413	\$ 2,697,076	\$ 6,308	\$ 14,768
	Intergovernmental						
4110	City/county Sales & Use Tax	454,122	465,120	458,663	308,771	-	-
	Total Intergovernmental	454,122	465,120	458,663	308,771	-	-
	Interest						
4510..4512	Interest on Investment	6,892	8,460	13,000	8,460	8,460	8,460
	Total Interest	6,892	8,460	13,000	8,460	8,460	8,460
	Total Revenues	461,014	473,580	471,663	317,231	8,460	8,460
B	Contracted Services						
5209	Professional Services	-	-	-	-	-	-
5215	City Attorney	86	-	-	-	-	-
B	Contracted Services Total	86	-	-	-	-	-
N	Non-Appropriation Expenditures						
5721	CID #1 Expenses	-	2,229,000	-	3,008,000	-	-
N	Non-Appropriation Expenditures Total	-	2,229,000	-	3,008,000	-	-
	Total Expenditures	86	2,229,000	-	3,008,000	-	-
	Ending Fund Balance	\$ 2,225,413	\$ 469,765	\$ 2,697,076	\$ 6,308	\$ 14,768	\$ 23,228

Notes:

*The City budgets the entire fund balance annually as the funds are spent in the event the developer submits an application for reimbursement on an eligible expense. To date, the developer has not made a request to draw from these funds.

City of Roeland Park

Line Item Activity Budget - TIF 2D - City Hall

		2017 Actual	2018 Budget	2018 Projected	2019 Budget	2020 Budget	2021 Budget
4010	Beginning Fund Balance	\$ 284,447	\$ 853	\$ 132,344	\$ 50,692	\$ 37,336	\$ 85,106
	Taxes						
4730	Tax Increment Income	315,659	298,127	254,630	303,534	309,049	314,675
	Total Taxes	315,659	298,127	254,630	303,534	309,049	314,675
	Other						
4789	Loan from General Fund	53,000	124,500	283,500	122,000	-	-
	Other Total	53,000	124,500	283,500	122,000	-	-
	Interest						
4510..4512	Interest on Investment	1,465	1,000	5,000	1,000	1,000	1,000
	Total Interest	1,465	1,000	5,000	1,000	1,000	1,000
	Total Revenues	370,124	423,627	543,130	426,534	310,049	315,675
B	Contracted Services						
5209	Professional Services	-	5,000	-	5,000	5,000	5,000
5214	Other Contracted Services	-	3,000	-	3,000	3,000	3,000
5257	Property Tax Payments	-	-	-	-	-	-
B	Contracted Services	-	8,000	-	8,000	8,000	8,000
D	Capital Outlay						
5442	City Hall Building Improvements	-	-	-	-	40,000	57,000
5444	ADA Improvements	12,024	-	-	-	-	-
5457	CARS Roe 2020	337,693	246,000	82,091	245,000	-	-
5458	2018 CARS	-	-	372,326	-	-	-
D	Capital Outlay Total	349,717	246,000	454,417	245,000	40,000	57,000
E	Debt Service						
5644	Principal Bonds - 2012-1	165,000	165,000	165,000	170,000	-	-
5645	Interest Bonds - 2012-1	7,510	5,365	5,365	2,890	-	-
E	Debt Service Total	172,510	170,365	170,365	172,890	-	-
N	Non-Expenditures Appropriation						
5755	Property Tax Reduction - Appeals	-	-	-	14,000	14,280	14,566
N	Non-Appropriation Expenditures Total	-	-	-	14,000	14,280	14,566
T	Transfers						
5802	Transfer to General Fund	-	-	-	-	200,000	258,500
T	Transfers Total	-	-	-	-	200,000	258,500
	Total Expenditures	522,227	424,365	624,782	439,890	262,280	338,066
	Ending Fund Balance	\$ 132,344	\$ 115	\$ 50,692	\$ 37,336	\$ 85,106	\$ 62,715

Notes:

*Capital projects budgeted include a portion of the Roe Boulevard Redesign and construction, as well as the 2018 CARS project along Roe Parkway. In order to cover the cost of these projects, the TIF 2D fund accepted a loan from the General Fund which is shown being paid back in 2020 and 2021. In addition, the development plan includes improvements to City Hall which are programmed in 2020 (parking lot resurfacing) and 2021 (exterior lighting upgrades and roof replacement). Due to the timing of capital items, the fund balance fluctuates widely from one year to the next.

*The debt service issued to cover the remodeling of City Hall will retire in 2019.

City of Roeland Park
Line Item Activity Budget - TIF 2C - Security Bank

		<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
4010	Beginning Fund Balance	\$ 1,169	\$ 1,169	\$ 14,862	-	-	-
	Taxes						
4730	Tax Increment Income	69,375	69,460	69,926	35,425	-	-
	Total Taxes	69,375	69,460	69,926	35,425	-	-
	Total Revenues	69,375	69,460	69,926	35,425	-	-
B	Contracted Services						
5209	Professional Services	-	-	-	-	-	-
5214	Other Contracted Services	1,650	2,500	1,650	2,500	-	-
B	Contracted Services Total	1,650	2,500	1,650	2,500	-	-
E	Debt Service						
5601	Bond Principal	38,827	66,960	83,138	32,925	-	-
5602	Bond Interest	13,329	-	-	-	-	-
5612	Debt Service - Bond Issue	1,875	-	-	-	-	-
E	Debt Service Total	54,031	66,960	83,138	32,925	-	-
	Total Expenditures	55,681	69,460	84,788	35,425	-	-
	Ending Fund Balance	\$ 14,862	\$ 1,169	\$ -	\$ -	\$ -	\$ -

Notes:

*TIF 2c expires February 1, 2020. This fund is used to cover debt service associated with the redevelopment of the 2C area, originally Valley State Bank and now Security Bank site along with a small shopping Center. All funds collected from the property tax TIF for the district are turned over to a trustee to pay debt service.

City of Roeland Park
Line Item Activity Budget - TIF 3 - Boulevard Apartments/The Rocks

		<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Projected</u>	<u>2019 Budget</u>	<u>2020 Budget</u>	<u>2021 Budget</u>
4010	Beginning Fund Balance	\$ 280,293	\$ 28,204	\$ 265,232	\$ 16,247	\$ 51,247	\$ 86,247
	Taxes						
4730	Tax Increment Income	31,005	6,765	35,000	35,000	35,000	35,000
4731	Tax Increment Income 3A	<u>211,481</u>	<u>105,536</u>	<u>216,122</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Total Taxes	<u>242,486</u>	<u>112,301</u>	<u>251,122</u>	<u>35,000</u>	<u>35,000</u>	<u>35,000</u>
	Interest						
4510..4512	Interest on Investment	<u>432</u>	<u>-</u>	<u>1,500</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Total Interest	<u>432</u>	<u>-</u>	<u>1,500</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Total Revenues	<u>242,918</u>	<u>112,301</u>	<u>252,622</u>	<u>35,000</u>	<u>35,000</u>	<u>35,000</u>
B	Contracted Services						
5204	Legal Printing	218	-	-	-	-	-
5205	Postage & Mailing Permits	-	-	-	-	-	-
5209	Professional Services	98,161	-	58,831	-	-	-
5214	Other Contracted Services	-	-	-	-	-	-
5243	Contractual Reimbursement	-	-	40,000	-	-	-
5244	General Contractor	<u>159,600</u>	<u>-</u>	<u>402,776</u>	<u>-</u>	<u>-</u>	<u>-</u>
B	Contracted Services Total	257,979	-	501,607	-	-	-
T	Transfers						
5802	Transfer to General Fund	<u>-</u>	<u>126,500</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
T	Transfers Total		126,500				
	Total Expenditures	<u>257,979</u>	<u>126,500</u>	<u>501,607</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Ending Fund Balance	<u>\$ 265,232</u>	<u>\$ 14,005</u>	<u>\$ 16,247</u>	<u>\$ 51,247</u>	<u>\$ 86,247</u>	<u>\$ 121,247</u>

Notes:

*TIF 3 expires May 17, 2025. The City recently decided to keep both project areas in place until the final expiration of the TIF district in 2025. As of budget adoption for FY 2019, the intention was to complete all planned projects on the City's land (now referred to as The Rocks) in FY 2018 and close out the 3A portion of the project. The Governing Body now plans to complete some additional work on the site to get it more shovel ready for sale to a future developer. As a result, the FY 2019 Budget will require a budget amendment in 2019.

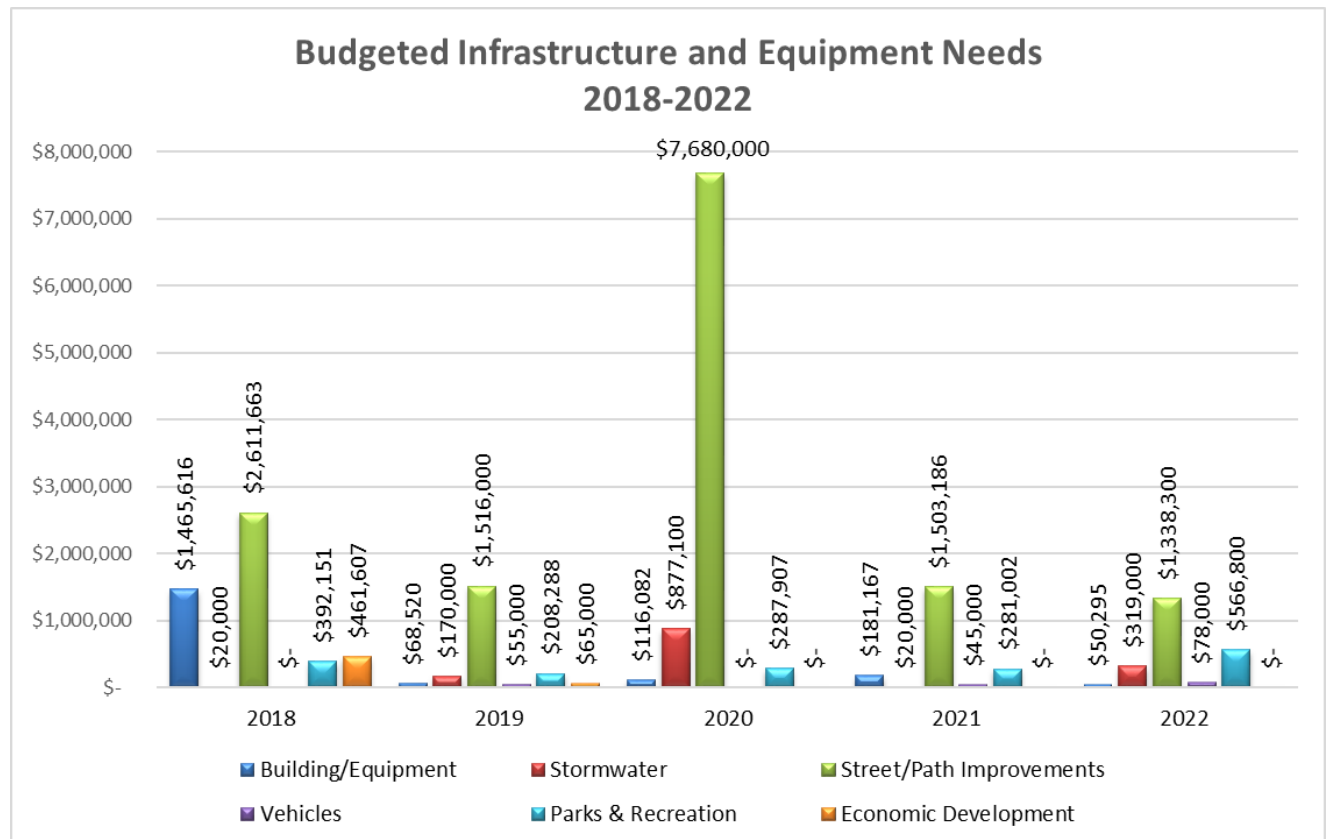
* The ending fund balances in this fund have varied significantly year-to-year due to the scheduling of capital projects. The Projected FY 2018 Budget indicates most of the outstanding funds will be spent during that year on the sanitary sewer installation, storm water detention and final grade and fill for the site. Staff now expects these projects to be closed out in FY 2019. In addition, pending new development on the site, staff intends to program additional capital projects on the site such as parking lot construction, reconstruction of Roe Parkway through the site and additional infrastructure improvements intended to improve the viability of The Rocks for development.

Capital Improvement Program

Capital Investment Overview

Reinvesting in the City’s infrastructure, buildings, vehicles and equipment is important to maintaining the quality of life in our community. Further the City’s investment promotes private investment which is key to the financial health of the community. Reinvesting in public buildings and equipment also assures that the operating costs for the City remain at optimal levels.

Roeland Park defines a “capital expenditure” as the purchase of assets at a cost greater than \$5,000 with a useful life of at least three years. “Capital improvements” are the investment in infrastructure improvements or additions and “capital maintenance” includes the improvement of an existing asset to maintain its condition (such as street maintenance). Below is a graph reflecting the capital investment during the period of 2018 through 2022.



Five Year Capital Improvement Plan

Although capital planning is completed looking out ten plus years, a five-year outlook is incorporated into the budget document. The five-year CIP reflects the anticipated year of each project as well as the different funding sources per project. No borrowing is anticipated for any of the projects except for a couple of TIF funded projects that will receive loans from the General Fund until TIF proceeds are available for repayment. The pay-as-you-go policy is a fiscally conservative approach and marks a change in project financing philosophy for the City. Presently it appears that this approach is sustainable if current property and sales tax revenue streams continue to grow at historical pace. As existing debt is

retired, the resources currently allocated to retire that debt (property tax and sales tax) is anticipated to be used to fund capital projects. Should the City find itself in a situation where capital funding is necessary beyond the annual revenues available, the option of borrowing remains available.

A detailed list of all capital items anticipated in the five-year CIP are included in Appendix B. The CIP has an exceptionally high investment anticipated during the next five years (\$20.4 million). This is driven by large street and storm sewer reconstruction projects as well as acquiring a new location for Public Works. For comparison, the ten-year outlook for the CIP reflects \$28.5 million in potential capital investment, only \$8.1 million in the second five-year period.

2019 Capital Improvement Plan

The 2019 Budget includes capital investment in city owned buildings, infrastructure, facilities, vehicles, and equipment. The plan is intended to achieve the lowest cost of ownership over the lifecycle of the asset while meeting service quality and reliability standards.

Project Name	2019 Funding Source	Total Funding (all years)	2019 City Funded Budget	Other Funding Sources
Aquatics Center (RPAC) - Undesignated Annual Maintenance	360	30,388	30,388	-
RPAC Bulkhead Repair	360	60,000	30,000	30,000
RPAC Diving Board Replacement	360	10,000	5,000	5,000
RPAC Lobby Floor Epoxy	360	16,000	8,000	8,000
City Hall Hot Water Heater	360	1,000	1,000	-
Comprehensive Plan Update	101	65,000	65,000	-
City Hall Computer Networking (routers)	360	8,000	8,000	-
City Hall Computer Replacement	360	4,000	4,000	-
City Hall Chair Rail - Large Meeting Room	360	1,000	1,000	-
City Hall Office Furniture Replacement	360	2,500	2,500	-
Community Center (CC) Replace all T-12 Light Fixtures with LEDs	290	10,000	10,000	-
CC Room 3 Air Handler/Furnace - 3 ton	290	3,000	3,000	-
CC Room 3 Air Condenser Unit	290	3,200	3,200	-
CC West Hallway Air Handler	290	5,000	5,000	-

CC Strength Training Condenser Unit - 3 Ton	290	3,200	3,200	-
CC Repair Floor in Neighbors Place Room	290	2,000	2,000	-
CC Repair Floor - Main Hallway	290	2,000	2,000	-
Park Maintenance/Improvements	300	20,000	20,000	-
Historical Markers/Interpretive Signage	300	30,000	30,000	-
Roe House Play Structure	300	10,000	10,000	-
Nall Park Benches, tables and receptacles	300	34,000	34,000	-
Police Body Cameras	360	1,000	1,000	-
Police IT Equipment/Computers	360	6,120	6,120	-
Police Radio Replacement	360	5,000	5,000	-
Police In-Car Computers	360	12,000	12,000	-
Police Tasers	360	7,200	7,200	-
Police Vehicle Emergency Equipment	360	4,000	4,000	-
Police Harley Davidson Patrol Motorcycle	360	30,000	30,000	-
Police In-Car Video	360	5,000	5,000	-
In-House or Contract Street Maintenance	300	115,000	115,000	-
Contracted Street Maintenance	106	210,000	210,000	-
Wayfinding Signs for RP (3 yr. program)	300	37,500	12,500	-
Stormwater: Network Inspection/Condition Rating	300	80,000	20,000	-
Public Works (PW) #108 - 2000 GMC Senoma - Replacement	360	25,000	25,000	-
2019 CDBG El Monte Street Improvements	300	196,000	29,400	166,600
2019 Residential Street Recon - Rosewood	270	604,814	534,000	-
PW Paint Striping Machine	360	5,200	5,200	-
2019 CARS Project 50th Terrace: Roe Blvd - Cedar	300	231,000	87,380	103,620

2020 Stormwater Maintenance - 57th & Roeland Dr	300	900,000	150,000	-
2020 Roe Blvd (County Line to Johnson Drive)	450	8,193,313	245,000	-
Annual Sidewalk Repair & Replacement Ph. 1-3	250	250,000	25,000	-
PW #419 - 2007 Water Buffalo On Trailer	360	6,500	6,500	-
TOTAL CAPITAL EXPENDITURE		\$11,244,935	\$1,812,588	\$313,220

Funding Sources: 250 = Sp. Hwy Fund, 270 = Sp. Street Fund (27A), 290 = Community Center Fund (27C), 300 = Sp. Infrastructure (27D), 360 = Equipment/Building Reserve Fund, 450=TIF 2

2019 Major Non-Recurring Capital Improvements

Street Improvements

- **2019 CDBG – El Monte Street Improvements:** The project will conduct street base repairs, a two-inch mill and overlay, curb and gutter repairs, driveway apron repairs and street lighting improvements. This project is funded primarily through a Community Development Block Grant, of which the City requested \$166,600. The actual funding amount may be less. The City's portion of this project, which will be funded from the Special Infrastructure Fund (27D) is estimated at \$29,400.
- **2019 Residential Street Reconstruction:** Starting in 2019, the City plans to reconstruct several residential streets that are in poor condition. Construction of these projects will take place every two years as budget allows through 2027. The first street is Rosewood between 55th and Alder. Funding for this program will come from the Special Street Fund (27A) and is budgeted for \$534,000 in 2019, with design budgeted in 2018 for \$70,814 for a total project cost of \$604,814.
- **2019 CARS – 50th Terrace, Roe Blvd to Cedar:** This project includes a deep mill and overlay with street base repairs, sidewalk repairs, curb and gutter repairs, and street striping and signage improvements. Fifty percent of the construction cost will be funded by the Johnson County CARS grant (\$103,620) and the balance through the Special Street Fund (27A). This amounts to \$81,30 in 2019 with a total project cost of \$231,000.
- **2020 Roe Boulevard – County Line to Johnson Drive:** This is one of the largest construction projects undertaken by the City and involves multiple funding sources. The project will add to the existing parkway design and art lined streetscape with unique lighting and signalization, also adding more street trees and pedestrian walkways. The project will replace deficient pavement, curb & gutter, sidewalk, medians, and stormwater infrastructure. An eight-foot multi-use trail will replace the sidewalk on the west side of Roe, pedestrian safety will be enhanced at crosswalks and intersections and will include gateway element art features at both ends. The construction will take place in 2020, however the planning and visioning began in 2017 and will continue through 2019. The total project budget is \$8.2 million with the 2019 Budget of \$245,000 planned for land acquisition and funded from the TIF 2D Fund. While design is currently budgeted in 2018, it will likely continue into 2019 which will require an encumbrance of prior year funds from the TIF 2D and Special Street Funds. Of the total budget, 72% is funded using CARS and Surface Transportation Grants.

Stormwater Improvements

- **2020 Stormwater Maintenance – 57th & Roeland Drive:** This project will remove deteriorated corrugated metal pipe and inlets, and replace with reinforced concrete, the new standard. Construction is slated to take place in 2020 with design occurring in 2019. Total project budget is \$900,000 with \$150,000 in design work taking place in 2019 and funded from the Special Infrastructure Fund.

City of Roeland Park, Kansas

Capital Improvement Plan

2018 thru 2022

PROJECTS & FUNDING SOURCES BY DEPARTMENT

Department	Project #	Priority	2018	2019	2020	2021	2022	Total
Aquatic Center								
Aquatics Center - Undesignated Annual Maintenance	16-Aqua-002	n/a	28,940	30,388	31,907	33,502	35,000	159,737
Aquatics Center - Light Pole Replacement	17-Aqua-001	8	9,011					9,011
Pool Deck Caulking	17-Aqua-002	7	7,500					7,500
Repaint Main Pool	17-Aqua-003	4					80,800	80,800
Bulkhead Repair	17-Aqua-004	7		30,000				30,000
Repaint Youth Pool	17-Aqua-007	4					11,000	11,000
Pool Shade Structures	18-Aqua-002	8	10,000					10,000
Diving Board Replacement	18-Aqua-003	6		5,000				5,000
Pool House and Pump House Roof Replacements	18-Aqua-004	8	17,600					17,600
Repaint vortex and slide pools	18-Aqua-005	7	5,500					5,500
Replace Whale Slide in Kids Pool	18-Aqua-006	7	10,000					10,000
Main Drain Valve Replacement	18-Aqua-007	8	10,000					10,000
Pool Acid Room Ventilation	19-Aqua-001	8	2,500					2,500
RPAC Lobby Floor Epoxy	19-Aqua-002	7		8,000				8,000
Replace Faulty Deck Panels	19-Aqua-004	7		0				0
RPAC Dome Replacement	20-Aqua-002	7	0					0
RPAC Locker Room Privacy Improvements	22-Aqua-003	6					75,000	75,000
Aquatic Center Total			101,051	73,388	31,907	33,502	201,800	441,648
360 Equipment Reserve			101,051	73,388	31,907	33,502	201,800	441,648
Aquatic Center Total			101,051	73,388	31,907	33,502	201,800	441,648
City Hall								
Server Backup	17-CH-002	7	6,000					6,000
City Hall Server Firewall	18-CH-003	7	5,000					5,000
City Hall Hot Water Heater	19-CH-001	5		1,000				1,000
Comprehensive Plan Update	19-CH-002	7		65,000				65,000
City Hall Computer Networking (routers)	19-CH-003	7		8,000				8,000
City Hall Computer Replacement	19-CH-004	6		4,000	2,400	800	800	8,000
Chair Rail - Large Meeting Room	19-CH-005	n/a		1,000				1,000
City Hall Office Furniture Replacement	19-CH-006	n/a		2,500	1,500			4,000
City Hall - ADA Restroom Improvements	20-CH-002	7			65,100			65,100
City Hall - ADA 3rd floor Improvements	20-CH-003	6			14,040			14,040
City Hall - ADA First Floor Police Improvements	20-CH-004	7			8,800			8,800
City Hall - Roof Replacement	21-CH-001	6				50,000		50,000
City Hall Exterior Lighting	21-CH-002	5				7,000		7,000
City Hall Parking Lot Resurfacing	22-CH-001	6			40,000			40,000

Department	Project #	Priority	2018	2019	2020	2021	2022	Total
City Hall Total			11,000	81,500	131,840	57,800	800	282,940
<i>101 General Overhead</i>				65,000				65,000
<i>300 Special Infrastructure</i>					87,940			87,940
<i>360 Equipment Reserve</i>			11,000	16,500	3,900	800	800	33,000
<i>450 TIF 2</i>					40,000	57,000		97,000
City Hall Total			11,000	81,500	131,840	57,800	800	282,940

Community Center								
Replace all T-12 Light Fixtures with LEDs	17-CCtr-003	6	10,000	10,000	10,000	10,000		40,000
Room 3 Air Handler/Furnace - 3 ton	18-CCtr-002	7		3,000				3,000
Room 3 Air Condenser Unit	18-CCtr-003	7		3,200				3,200
West Hallway Air Handler	18-CCtr-004	7		5,000				5,000
Strenth Training Condenser Unit - 3 Ton	18-CCtr-005	6		3,200				3,200
Repair Floor in Neighbors Place Room	19-CCtr-001	6		2,000				2,000
Repair Floor - Main Hallway	19-CCtr-002	6		2,000				2,000
Room 6 Condenser Unit - 4 Ton	19-CCtr-003	6			4,500			4,500
Room 6 - Flooring replacement	19-CCtr-004	7	3,000					3,000
Admin. offices - Flooring replacement	19-CCtr-005	7	2,000					2,000
Gazebo Roof	20-CCtr-001	5			3,000			3,000
East Hallway Air Handler	20-CCtr-003	5			5,000			5,000
Drinking Fountain Waste Vent Line Repair	21-CCtr-001	5				2,000		2,000
Roof Vent Fan	22-CCtr-002	5					2,000	2,000
CC - Parking Lot Resurfacing, Restriping	22-CCtr-004	6					182,000	182,000
Community Center Drainage Improvements	22-CCtr-005	6					158,000	158,000
Community Center Total			15,000	28,400	22,500	12,000	342,000	419,900

<i>290 Community Center</i>			15,000	28,400	22,500	12,000	342,000	419,900
Community Center Total			15,000	28,400	22,500	12,000	342,000	419,900

Neighborhood Services								
Building Inspection Vehicle	22-NS-001	n/a					26,000	26,000
Neighborhood Services Total							26,000	26,000

<i>360 Equipment Reserve</i>							26,000	26,000
Neighborhood Services Total							26,000	26,000

Parks and Recreation								
Park Maintenance/Improvements	16-Park-001	7	20,000	20,000	21,000	22,000	23,000	106,000
Replace Tennis Courts	17-Park-002	8	157,600					157,600
Shade Structures for City Parks	18-Park-001	7	56,000					56,000
R Park Development Plan	18-Park-003	7	30,000					30,000
Historical Markers/Interpretive Signage	19-Park-001	5		30,000				30,000
Roe House Play Structure	19-Park-002	n/a		10,000				10,000

Department	Project #	Priority	2018	2019	2020	2021	2022	Total
Nall Park Benches, tables and receptacles	19-Park-003	n/a		34,000				34,000
Shelter House & Performance Pavillion-R Park	20-Park-003	5			200,000			200,000
Disc Golf Course (short 9 basket course)	21-Park-001	4				13,500		13,500
Permanent Restroom - R Park	21-Park-002	4				200,000		200,000
Parks and Recreation Total			263,600	94,000	221,000	235,500	23,000	837,100

300 Special Infrastructure			223,600	64,000	171,000	215,500	23,000	697,100
360 Equipment Reserve				30,000				30,000
Other Grants			40,000					40,000
Other Sources					50,000	20,000		70,000
Parks and Recreation Total			263,600	94,000	221,000	235,500	23,000	837,100

Police Department								
Body Cameras	16-Pol-004	n/a	1,000	1,000	1,000	1,000	1,000	5,000
Radar	16-Pol-007	n/a	5,000		5,000		5,000	15,000
AED Replacement	18-Pol-001	n/a	8,000					8,000
Police IT Equipment/Computers	18-Pol-003	n/a	6,000	6,120	6,242	6,367	6,495	31,224
Radio Replacement	18-Pol-004	n/a		5,000		100,000		105,000
Police In-Car Computers	19-Pol-001	n/a	4,000	12,000	12,000		4,000	32,000
Tasers	19-Pol-002	n/a		7,200				7,200
Vehicle Emergency Equipment	19-Pol-003	n/a		4,000			8,000	12,000
Harley Davidson Patrol Motorcycle	19-Pol-004	n/a		30,000				30,000
K9 Unit	19-Pol-005	n/a	18,700					18,700
Police: Ford Fusion - Travel -Special use.	22-Pol-001	n/a					26,000	26,000
Police Detective Vehicle - Ford Taurus	22-Pol-002	n/a					26,000	26,000
Police In-Car Video	22-Pol-003	n/a		5,000			25,000	30,000
Police Department Total			42,700	70,320	24,242	107,367	101,495	346,124

360 Equipment Reserve			24,000	70,320	24,242	107,367	101,495	327,424
Other Sources			18,700					18,700
Police Department Total			42,700	70,320	24,242	107,367	101,495	346,124

Public Works								
In-House and Contract Street Maintenance	16-PW-013	7	115,000	115,000	115,000	118,000	119,000	582,000
Contracted Street Maintenance	16-PW-014	6	210,000	210,000	210,000	210,000	210,000	1,050,000
#201 - 2010 Elgin Street Sweeper	16-PW-022	n/a	31,251					31,251
#102 - F750 Dump Trucks W/ Equip - Lease Payment	16-PW-027	n/a	13,360					13,360
Wayfinding Signs for RP (3 yr program)	17-PW-001	n/a	12,500	12,500	12,500			37,500
Stormwater: Network Inspection/Condition Rating	17-PW-002	7	20,000	20,000	20,000	20,000		80,000
#101 - F750 Dump Truck w/ Equip - Lease Payment	17-PW-003	n/a	13,360					13,360
The Rocks Redevelopment	17-PW-004	n/a	461,607					461,607
2018 CARS - Roe Lane (Roe Blvd. to N. City Limits)	17-PW-010	7	1,326,326					1,326,326
New Public Works Facility	18-PW-001	9	1,100,000					1,100,000
Asphalt Float Attachment - #420	18-PW-002	n/a	15,000					15,000
#210 Leaf Vacuum Truck	18-PW-003	n/a	116,445					116,445

Department	Project #	Priority	2018	2019	2020	2021	2022	Total
2018 Stormwater: Between Roe Lane and Fontana St.	18-PW-004	6	0					0
Public Works Equipment Trailer - #421	18-PW-005	n/a	6,000					6,000
2018 CDBG Mill and Overlay - Birch St	18-PW-006	n/a	265,000					265,000
#202 - 1994 Caterpillar Loader Replacement	18-PW-018	n/a	116,500					116,500
Residential Streets Reconstruction	19-PW-001	7					100,000	100,000
#108 - 2000 GMC Senoma - Replacement	19-PW-002	n/a		25,000				25,000
2019 CDBG El Monte Street Improvements	19-PW-004	n/a		196,000				196,000
2019 Residential Street Recon - Rosewood	19-PW-005	7	70,814	534,000				604,814
Paint Striping Machine	19-PW-006	n/a		5,200				5,200
Bike Lane Striping - 47th St. Mission to Fontana	19-PW-007	4		0				0
2019 CARS Project 50th Terrace: Roe Blvd - Cedar	19-PW-008	7	40,000	191,000				231,000
2020 Stormwater: Skyline Drive (W. of Roe Blvd.)	20-PW-006	6			107,100			107,100
2020 Stormwater Maintenance - 57th & Roeland Dr	20-PW-007	6		150,000	750,000			900,000
2020 Roe Blvd (County Line to Johnson Drive)	20-PW-011	7	584,523	245,000	7,125,000			7,954,523
Pavement Evaluation of Street Network	20-PW-020	5			15,000			15,000
Annual Sidewalk Repair & Replacement Ph. 1-3	21-PW-001	5		25,000	25,000	25,000	25,000	100,000
Annual Sidewalk Extension Project Ph 1-4	21-PW-002	6			50,000	50,000	50,000	150,000
#106 - 2007 F350 OneTon Flatbed Truck Replacement	21-PW-003	n/a				45,000		45,000
#413 - 2007 Western Snow Plow	21-PW-004	n/a				8,000		8,000
#409 - Vbox Spreader Replacement	21-PW-005	n/a				8,000		8,000
2021 Residential Street Recon - Canterbury Street	21-PW-006	6			100,000	895,186		995,186
2022 CARS - 53rd: Mission to Reinhardt	22-PW-003	6				15,000	60,000	75,000
2022 CARS - Nall Ave. (51st to 58th)	22-PW-009	6				190,000	760,000	950,000
2023 CARS - 55th St, between SMPKWY & Roe Blvd	23-PW-003	n/a					14,300	14,300
2023 CARS: Elledge between Roe Ln & 47th Street	23-PW-008	5					319,000	319,000
#419 - 2007 Water Buffalo On Trailer	23-PW-011	n/a		6,500				6,500
Public Works Total			4,517,686	1,735,200	8,529,600	1,584,186	1,657,300	18,023,972
106 Public Works			210,000	210,000	210,000	210,000	210,000	1,050,000
250 Special Highway				25,000	25,000	25,000	25,000	100,000
270 Sp. Streets			967,246	621,380	292,673	1,150,186	512,500	3,543,985
300 Special Infrastructure			300,000	314,400	1,007,100	138,000	452,300	2,211,800
360 Equipment Reserve			324,416	49,200	12,500	61,000		447,116
370 TIF 1					1,107,577			1,107,577
450 TIF 2			454,417	245,000				699,417
510 TIF 3 - caves			461,607					461,607
CARS			600,000	103,620	1,212,250		457,500	2,373,370
CDBG			100,000	166,600				266,600
Other Sources			1,100,000					1,100,000
STP					4,662,500			4,662,500
Public Works Total			4,517,686	1,735,200	8,529,600	1,584,186	1,657,300	18,023,972
Grand Total			4,951,037	2,082,808	8,961,089	2,030,355	2,352,395	20,377,684

City of Roeland Park, Kansas

Capital Improvement Plan

2018 thru 2022

PROJECTS BY FUNDING SOURCE

Source	Project #	Priority	2018	2019	2020	2021	2022	Total
101 General Overhead								
Comprehensive Plan Update	19-CH-002	7		65,000				65,000
101 General Overhead Total				65,000				65,000
106 Public Works								
Contracted Street Maintenance	16-PW-014	6	210,000	210,000	210,000	210,000	210,000	1,050,000
106 Public Works Total			210,000	210,000	210,000	210,000	210,000	1,050,000
250 Special Highway								
Annual Sidewalk Repair & Replacement Ph. 1-3	21-PW-001	5		25,000	25,000	25,000	25,000	100,000
250 Special Highway Total				25,000	25,000	25,000	25,000	100,000
270 Sp. Streets								
2018 CARS - Roe Lane (Roe Blvd. to N. City Limits)	17-PW-010	7	354,000					354,000
Residential Streets Reconstruction	19-PW-001	7					100,000	100,000
2019 Residential Street Recon - Rosewood	19-PW-005	7	70,814	534,000				604,814
2019 CARS Project 50th Terrace: Roe Blvd - Cedar	19-PW-008	7	40,000	87,380				127,380
2020 Roe Blvd (County Line to Johnson Drive)	20-PW-011	7	502,432		142,673			645,105
Annual Sidewalk Extension Project Ph 1-4	21-PW-002	6			50,000	50,000	50,000	150,000
2021 Residential Street Recon - Canterbury Street	21-PW-006	6			100,000	895,186		995,186
2022 CARS - 53rd: Mission to Reinhardt	22-PW-003	6				15,000	30,000	45,000
2022 CARS - Nall Ave. (51st to 58th)	22-PW-009	6				190,000	332,500	522,500
270 Sp. Streets Total			967,246	621,380	292,673	1,150,186	512,500	3,543,985
290 Community Center								
Replace all T-12 Light Fixtures with LEDs	17-CCtr-003	6	10,000	10,000	10,000	10,000		40,000
Room 3 Air Handler/Furnace - 3 ton	18-CCtr-002	7		3,000				3,000
Room 3 Air Condenser Unit	18-CCtr-003	7		3,200				3,200
West Hallway Air Handler	18-CCtr-004	7		5,000				5,000
Strengthen Training Condenser Unit - 3 Ton	18-CCtr-005	6		3,200				3,200
Repair Floor in Neighbors Place Room	19-CCtr-001	6		2,000				2,000
Repair Floor - Main Hallway	19-CCtr-002	6		2,000				2,000
Room 6 Condenser Unit - 4 Ton	19-CCtr-003	6			4,500			4,500
Room 6 - Flooring replacement	19-CCtr-004	7	3,000					3,000
Admin. offices - Flooring replacement	19-CCtr-005	7	2,000					2,000
Gazebo Roof	20-CCtr-001	5			3,000			3,000
East Hallway Air Handler	20-CCtr-003	5			5,000			5,000
Drinking Fountain Waste Vent Line Repair	21-CCtr-001	5				2,000		2,000
Roof Vent Fan	22-CCtr-002	5					2,000	2,000

Source	Project #	Priority	2018	2019	2020	2021	2022	Total
CC - Parking Lot Resurfacing, Restriping	22-CCtr-004	6					182,000	182,000
Community Center Drainage Improvements	22-CCtr-005	6					158,000	158,000
290 Community Center Total			15,000	28,400	22,500	12,000	342,000	419,900

300 Special Infrastructure

Park Maintenance/Improvements	16-Park-001	7	20,000	20,000	21,000	22,000	23,000	106,000
In-House and Contract Street Maintenance	16-PW-013	7	115,000	115,000	115,000	118,000	119,000	582,000
Replace Tennis Courts	17-Park-002	8	125,600					125,600
Stormwater: Network Inspection/Condition Rating	17-PW-002	7	20,000	20,000	20,000	20,000		80,000
Shade Structures for City Parks	18-Park-001	7	48,000					48,000
R Park Development Plan	18-Park-003	7	30,000					30,000
2018 Stormwater: Between Roe Lane and Fontana St.	18-PW-004	6	0					0
2018 CDBG Mill and Overlay - Birch St	18-PW-006	n/a	165,000					165,000
Roe House Play Structure	19-Park-002	n/a		10,000				10,000
Nall Park Benches, tables and receptacles	19-Park-003	n/a		34,000				34,000
2019 CDBG El Monte Street Improvements	19-PW-004	n/a		29,400				29,400
Bike Lane Striping - 47th St. Mission to Fontana	19-PW-007	4		0				0
City Hall - ADA Restroom Improvements	20-CH-002	7			65,100			65,100
City Hall - ADA 3rd floor Improvements	20-CH-003	6			14,040			14,040
City Hall - ADA First Floor Police Improvements	20-CH-004	7			8,800			8,800
Shelter House & Performance Pavillion-R Park	20-Park-003	5			150,000			150,000
2020 Stormwater: Skyline Drive (W. of Roe Blvd.)	20-PW-006	6			107,100			107,100
2020 Stormwater Maintenance - 57th & Roeland Dr	20-PW-007	6		150,000	750,000			900,000
Pavement Evaluation of Street Network	20-PW-020	5			15,000			15,000
Disc Golf Course (short 9 basket course)	21-Park-001	4				13,500		13,500
Permanent Restroom - R Park	21-Park-002	4				180,000		180,000
2023 CARS - 55th St, between SMPKWY & Roe Blvd	23-PW-003	n/a					14,300	14,300
2023 CARS: Elledge between Roe Ln & 47th Street	23-PW-008	5					319,000	319,000
300 Special Infrastructure Total			523,600	378,400	1,266,040	353,500	475,300	2,996,840

360 Equipment Reserve

Aquatics Center - Undesignated Annual Maintenance	16-Aqua-002	n/a	28,940	30,388	31,907	33,502	35,000	159,737
Body Cameras	16-Pol-004	n/a	1,000	1,000	1,000	1,000	1,000	5,000
Radar	16-Pol-007	n/a	5,000		5,000		5,000	15,000
#201 - 2010 Elgin Street Sweeper	16-PW-022	n/a	31,251					31,251
#102 - F750 Dump Trucks W/ Equip - Lease Payment	16-PW-027	n/a	13,360					13,360
Aquatics Center - Light Pole Replacement	17-Aqua-001	8	9,011					9,011
Pool Deck Caulking	17-Aqua-002	7	7,500					7,500
Repaint Main Pool	17-Aqua-003	4					80,800	80,800
Bulkhead Repair	17-Aqua-004	7		30,000				30,000
Repaint Youth Pool	17-Aqua-007	4					11,000	11,000
Server Backup	17-CH-002	7	6,000					6,000
Wayfinding Signs for RP (3 yr program)	17-PW-001	n/a	12,500	12,500	12,500			37,500
#101 - F750 Dump Truck w/ Equip - Lease Payment	17-PW-003	n/a	13,360					13,360
Pool Shade Structures	18-Aqua-002	8	10,000					10,000
Diving Board Replacement	18-Aqua-003	6		5,000				5,000
Pool House and Pump House Roof Replacements	18-Aqua-004	8	17,600					17,600
Repaint vortex and slide pools	18-Aqua-005	7	5,500					5,500
Replace Whale Slide in Kids Pool	18-Aqua-006	7	10,000					10,000
Main Drain Valve Replacement	18-Aqua-007	8	10,000					10,000
City Hall Server Firewall	18-CH-003	7	5,000					5,000
AED Replacement	18-Pol-001	n/a	8,000					8,000

Source	Project #	Priority	2018	2019	2020	2021	2022	Total
Police IT Equipment/Computers	18-Pol-003	n/a	6,000	6,120	6,242	6,367	6,495	31,224
Radio Replacement	18-Pol-004	n/a		5,000		100,000		105,000
Asphalt Float Attachment - #420	18-PW-002	n/a	15,000					15,000
#210 Leaf Vacuum Truck	18-PW-003	n/a	116,445					116,445
Public Works Equipment Trailer - #421	18-PW-005	n/a	6,000					6,000
#202 - 1994 Caterpillar Loader Replacement	18-PW-018	n/a	116,500					116,500
Pool Acid Room Ventilation	19-Aqua-001	8	2,500					2,500
RPAC Lobby Floor Epoxy	19-Aqua-002	7		8,000				8,000
Replace Faulty Deck Panels	19-Aqua-004	7		0				0
City Hall Hot Water Heater	19-CH-001	5		1,000				1,000
City Hall Computer Networking (routers)	19-CH-003	7		8,000				8,000
City Hall Computer Replacement	19-CH-004	6		4,000	2,400	800	800	8,000
Chair Rail - Large Meeting Room	19-CH-005	n/a		1,000				1,000
City Hall Office Furniture Replacement	19-CH-006	n/a		2,500	1,500			4,000
Historical Markers/Interpretive Signage	19-Park-001	5		30,000				30,000
Police In-Car Computers	19-Pol-001	n/a	4,000	12,000	12,000		4,000	32,000
Tasers	19-Pol-002	n/a		7,200				7,200
Vehicle Emergency Equipment	19-Pol-003	n/a		4,000			8,000	12,000
Harley Davidson Patrol Motorcycle	19-Pol-004	n/a		30,000				30,000
#108 - 2000 GMC Senoma - Replacement	19-PW-002	n/a		25,000				25,000
Paint Stripping Machine	19-PW-006	n/a		5,200				5,200
RPAC Dome Replacement	20-Aqua-002	7	0					0
#106 - 2007 F350 OneTon Flatbed Truck Replacement	21-PW-003	n/a				45,000		45,000
#413 - 2007 Western Snow Plow	21-PW-004	n/a				8,000		8,000
#409 - Vbox Spreader Replacement	21-PW-005	n/a				8,000		8,000
RPAC Locker Room Privacy Improvements	22-Aqua-003	6					75,000	75,000
Building Inspection Vehicle	22-NS-001	n/a					26,000	26,000
Police: Ford Fusion - Travel -Special use.	22-Pol-001	n/a					26,000	26,000
Police Detective Vehicle - Ford Taurus	22-Pol-002	n/a					26,000	26,000
Police In-Car Video	22-Pol-003	n/a		5,000			25,000	30,000
#419 - 2007 Water Buffalo On Trailer	23-PW-011	n/a		6,500				6,500
360 Equipment Reserve Total			460,467	239,408	72,549	202,669	330,095	1,305,188

370 TIF 1

2020 Roe Blvd (County Line to Johnson Drive)	20-PW-011	7			1,107,577			1,107,577
370 TIF 1 Total					1,107,577			1,107,577

450 TIF 2

2018 CARS - Roe Lane (Roe Blvd. to N. City Limits)	17-PW-010	7	372,326					372,326
2020 Roe Blvd (County Line to Johnson Drive)	20-PW-011	7	82,091	245,000				327,091
City Hall - Roof Replacement	21-CH-001	6				50,000		50,000
City Hall Exterior Lighting	21-CH-002	5				7,000		7,000
City Hall Parking Lot Resurfacing	22-CH-001	6			40,000			40,000
450 TIF 2 Total			454,417	245,000	40,000	57,000		796,417

510 TIF 3 - caves

The Rocks Redevelopment	17-PW-004	n/a	461,607					461,607
510 TIF 3 - caves Total			461,607					461,607

Source	Project #	Priority	2018	2019	2020	2021	2022	Total
CARS								
2018 CARS - Roe Lane (Roe Blvd. to N. City Limits)	17-PW-010	7	600,000					600,000
2019 CARS Project 50th Terrace: Roe Blvd - Cedar	19-PW-008	7		103,620				103,620
2020 Roe Blvd (County Line to Johnson Drive)	20-PW-011	7			1,212,250			1,212,250
2022 CARS - 53rd: Mission to Reinhardt	22-PW-003	6					30,000	30,000
2022 CARS - Nall Ave. (51st to 58th)	22-PW-009	6					427,500	427,500
CARS Total			600,000	103,620	1,212,250		457,500	2,373,370
CDBG								
2018 CDBG Mill and Overlay - Birch St	18-PW-006	n/a	100,000					100,000
2019 CDBG El Monte Street Improvements	19-PW-004	n/a		166,600				166,600
CDBG Total			100,000	166,600				266,600
Other Grants								
Replace Tennis Courts	17-Park-002	8	32,000					32,000
Shade Structures for City Parks	18-Park-001	7	8,000					8,000
Other Grants Total			40,000					40,000
Other Sources								
New Public Works Facility	18-PW-001	9	1,100,000					1,100,000
K9 Unit	19-Pol-005	n/a	18,700					18,700
Shelter House & Performance Pavillion-R Park	20-Park-003	5			50,000			50,000
Permanent Restroom - R Park	21-Park-002	4				20,000		20,000
Other Sources Total			1,118,700		50,000	20,000		1,188,700
STP								
2020 Roe Blvd (County Line to Johnson Drive)	20-PW-011	7			4,662,500			4,662,500
STP Total					4,662,500			4,662,500
GRAND TOTAL			4,951,037	2,082,808	8,961,089	2,030,355	2,352,395	20,377,684

Appendix A: 2019 Organizational Goals and Objectives



Carpenter Park in the Fall



Fiscal Year 2019

Organizational Goals & Current Objectives

A. Enhance Communication and Engagement with the Community

– by expanding opportunities to inform and engage citizens in an open and participatory manner.

Objectives:

1. Engage Youth through Revamped Youth Advisory Committee

Justification: Encouraging residents of all ages to contribute to Roeland Park’s success is in our city’s benefit. Our code currently allows for a Youth Advisory Committee to be formed “to make recommendations to the Governing Body concerning issues relating to or affecting youth in Roeland Park.” The Governing Body should revisit the Code and make the Youth Advisory Committee a mutually beneficial experience both for Roeland Park’s high school students as well as the city government. The Committee will learn about different city departments, attend committee meetings, participate in and lead service projects through the Neighbors Helping Neighbors program, and form relationships with their elected leaders, and in doing so, students will become more knowledgeable about local government and gain invaluable leadership skills. The Youth Advisory Committee would have liaisons appointed in the same manner as other committees.

CFAA Goals 4-A, 4-E, 5A; Strategic Plan Goal 4 Strategy B/C

Cost Estimate: \$1,000 **Account 5256.101 Committee Funds**

Completion Date: August 1, 2019

Responsible Party: Youth Advisory Committee Liaisons- Appointed by Mayor

Submitted By: Mayor Mike Kelly, Tim Janssen and Jen Hill

2. Enhance Data for Decision-Making through Updated Community Satisfaction Survey

Justification: To better understand the citizens’ level of satisfaction or dissatisfaction with the city’s services as well as their priorities for improvement, the city has conducted citizen satisfaction surveys, most recently in 2013 and 2016. Given the ever-changing demographics and needs of our citizens, an enhanced citizen satisfaction survey should be conducted in an anonymous fashion,

with information collected via mail, phone, and online. Roeland Park can improve its connection with the business community by administering a business satisfaction survey to monitor the city's business climate and understand business perceptions of city services.

CFAA Goals 1-E; Strategic Plan Goal 3 Strategy B-Goal 4 Strategy A

Cost Estimate: \$20,000 **Account 5214.101**

Completion Date: June 1, 2019

Responsible Party: Governing Body, City Administrator

Submitted By: Mayor Mike Kelly

3. Educate and Support Greener Yard Waste Management

Justification: Begin a backyard composting education program and provide rebates to residents who purchase compost barrels with a maximum rebate per household. Rebate policy would need to be developed, program would be administered through the Neighborhood Services Department. Budget assumes 150 homes take advantage of the program with a \$40 per house rebate.

Cost Estimate: \$3,000 **Account 5272.115**

Completion Date: September 30, 2019

Responsible Party: Code Enforcement Officer

Submitted By: Claudia McCormack

4. Roeland Park Community Center Open House Event

Justification: Because of our ever-changing population many residents are not aware of all the center has to offer. Hosting an open house with refreshments, tours and programming/service presentations in concert with the Johnson County Parks and Recreation District Staff would be a way to promote the facility and expand utilization.

Cost Estimate: \$400 **Account 5253.290**

Completion Date: May 31, 2019

Responsible Party: Community Center Manager

Submitted By: Tom Madigan

5. Draft Council Meeting and Workshop Minutes to be Available to Public and Governing Body within 2 Weeks of Meeting Date

Justification: Residents and Governing Body members would benefit from having draft minutes available to review prior to the next meeting where action or continued discussion of an item is planned.

Cost Estimate: \$0 **Account**

Completion Date: January 1, 2019

Responsible Party: City Clerk

Submitted By: Tom Madigan

6. Add Video Capability to Council Chambers

Justification: Videotaping Council and Workshop meetings will enhance community engagement and transparency of governance. To avoid hiring someone to operate video camera equipment, staff recommends investing in a 360-degree camera which would allow the user to pan the room based on who is speaking. This prevents the need for multiple cameras as well. There are several methods to achieve this objective:

1. Record the meetings and post them to our website later.
2. Live stream the meetings and post online using all in-house equipment and man-power.
3. Live stream the meetings and post online with time-stamped video using NOVUS encoding software and subscription service.

The first option is least expensive and only includes the cost of hardware, one-time expense of \$5,000. The second option would be more expensive as it requires a separate hard drive to avoid buffering issues. Video would need to be stored in-house or on YouTube. Option 2 is estimated to cost \$10,000. The final option is most expensive due to incorporating live streaming capabilities of our NOVUS agenda software, which time stamps the meeting so viewers can easily navigate to specific parts of the meeting in which they are interested. This is the only option that with an ongoing expense for subscription, estimated cost is \$17,000. Staff recommends starting with option 1. The three options will be discussed further with Council prior to proceeding on the objective.

Cost Estimate: \$5,000 **Account 5307.101 – Other Commodities**

Completion Date: October 31, 2019

Responsible Party: Assistant City Administrator, Detective

Submitted By: Tim Janssen

7. Convene a Neighborhood Meeting to Review in Detail the Traffic Impact Aspects of Removing the Signal at 52nd Street and Roe Boulevard

Justification: Concerns from neighbors residing west of Roe Boulevard in proximity to 52nd Street have been shared over the impacts of removing the signal at this intersection. Hosting a neighborhood forum with the traffic engineer available to address in detail how elimination of this signal will influence traffic patterns would be beneficial. Based on comments to date engineers can conduct delivery time and frequency assessments as well as alternative route analysis to enhance the analysis that has already been completed. Sharing this information through user friendly displays would be valuable to the residences.

Cost Estimate: \$2,500 **Account 5209.270**

Completion Date: January 30, 2019

Responsible Party: City Administrator, Public Works

Submitted By: Claudia McCormack

B. Improve Community Assets – through timely maintenance and replacement as well as improving assets to modern standards.

Objectives:

1. Build a Replica of the Roe House as a Play and Historical Structure for a City Park

Justification: By constructing a small replica of the Roe House in one of our parks the city could use the structure as a historical tool and a great kid sized play area. An example of a similar structure can be found in “Dodge Town” in Antioch Park. Keeping the structure under 400 square feet would prevent the need for a permanent foundation. The design is anticipated to be donated.

Cost Estimate: \$10,000 **Account 5470.300**

Completion Date: November 30, 2019

Responsible Party: Public Works Director and Parks Committee

Submitted By: Tim Janssen



2. Implement a “Neighbors Helping Neighbors” Program that will Assist Low-Income and Elderly Homeowners with Property Maintenance Code Violations using Volunteers when Possible

Justification:

The City of Roeland Park is one of the more affordable communities in Johnson County which is attractive to residents of all ages. According to the [US Census Bureau 2016 American Fact Finder](#), 185 families (assuming a family of four) and 438 total households live at or below the Federal poverty level in Roeland Park. In the past 12 months 6.8% of the population has fallen below the poverty level. The Governing Body has recognized property code maintenance as an area of concern and something they would like the City to focus on in the future. In addition, our Citizen Satisfaction scores indicate that code enforcement is an area that shows higher levels of dissatisfaction than most other areas of city service.

Using the newly formed Youth Advisory Committee as the project

managers, this program would organize volunteer projects for residents in need and help them with minor property maintenance issues with their home. With the support of City staff, the Youth Advisory Committee would be responsible for organizing “Neighbors Helping Neighbors” days where volunteers would gather to do projects to help selected residents with basic maintenance tasks that could result in a code violation if not addressed. Examples include

- Raking and bagging leaves for elderly home owners
- Assistance with scraping and painting a house and trim, trimming bushes and shrubs, mowing, cleaning up yard waste, etc.
- Removing and replacing gutters, removing small dilapidated structures including fences and small sheds

The City would have the Building Official supervise the work for anything beyond basic yard maintenance.

The program would also provide for assistance with issues that require a professional contractor or equipment such as removal of a dead tree, repair/replacement of broken windows, storm doors and garage doors, and the removal of wood rot.

Anyone seeking assistance through the “Neighbors Helping Neighbors” program would be required to complete an application to illustrate financial and/or physical need. Application criteria could be modeled after the Mission Possible program administered by the City of Mission. Applications would be reviewed and scored by Asst. City Admin and Neighborhood Services Staff based on financial need and will consider active code violations. All final approvals will require signature of the City Administrator.

Cost Estimate: \$10,000 for first year pilot, \$1,000 of which would be designated for marketing. **Account 5273.101**

Completion Date: May 31, 2019

Responsible Party: Youth Advisory Committee, Jennifer Jones-Lacy and Neighborhood Services Staff

Submitted By: Michael Poppa, Mike Kelly and Jennifer Jones-Lacy

3. Replace Nall Park Receptacles, Benches and Picnic Tables

Justification: Nall Park has increasingly become a destination park over the last 3 years. The City continues to address deferred maintenance items such as bathroom and shelter renovations as well as play equipment re-painting. In 2017 a Multiuse trail was also added. In 2018, the City will remove 13 dead trees from the park continuing to provide a healthy greenspace for all the parks visitors to enjoy. The Park’s

Committee recommends the next phase of improvement to Nall Park be an upgrade to the existing amenities (7-picnic tables, 5-benches, and 3-receptacles) to further demonstrate the City's commitment toward beautifying our parks. In 2015, Granada Park received new amenities and will continue to do so in 2018. In 2016, R Park received new amenities. In 2018, Carpenter Park will receive new amenities. This objective will assist in nearly completing the Park's Committee's goal of providing new amenities to our existing parks.

Cost Estimate: \$34,000 **Account 5470.300 Parks Maintenance/Infrastructure**

Completion Date: November 1, 2019

Responsible Party: Director of Public Works, Parks Committee

Submitted By: Jose Leon

4. Increase Funding to Minor Home Repair Program

Justification: Currently Roeland Park provides \$8,000 per year in funding to the Major Home Improvement Program which is administered through Johnson County Human Services Department. These funds are only available to Roeland Park residents based upon income guidelines. Roeland Park also provides \$4,500 per year in funding to the Minor Home Repair Program also administered through Johnson County Human Services. These funds are only available to Roeland Park residents and can be used for HVAC, roofing, windows, and ADA compatibility. The Minor Home Repair funds are administered on a first come first served basis and are often committed within the first half of each year. Increasing the annual allocation to the Minor Home Repair Program will increase aid to Roeland park Residents in need of simple home adaptations to facilitate aging in place and accommodate Community for All Ages sentiment. Studies show that often a ramp, some railings, or a grab bar can drastically reduce the risk of falls for individuals with disabilities and older populations. These adaptations facilitate increased safety, independence and prolonged an individual's ability to stay in their home.

Cost Estimate: \$4,500 increase to **Account 5233.101**

Completion Date: January 1, 2019

Responsible Party: City Administrator

Submitted By: Claudia McCormack

C. Keep Our Community Safe & Secure – for all citizens, businesses, and visitors.

Objectives:

1. Work Toward Lowering Ecological Impact Through Climate Mayors, Global Compact of Mayors

Justification:

Given that man-made climate change is impacting the earth's climate, local governments across the world are leading the effort to accelerate climate progress. Climate Mayors is a bipartisan, peer-to-peer network of mayors working together to demonstrate leadership on climate change through meaningful actions in their communities. The Global Covenant of Mayors for Climate & Energy is an international alliance of cities and local governments with a shared long-term vision of promoting and supporting voluntary action to combat climate change and move to a low emission, resilient society. Through these organizations, Roeland Park will inventory and monitor its emissions, create targets for reduced future emission levels, and establish an action plan to prioritize emission reduction opportunities.

CFAA Goals 4-A, 4-E; Strategic Plan Goal 3 Strategy B, C

Cost Estimate:

\$500 (Promotional materials and outreach; would be recouped through energy savings) **Account 5305.108**

Completion Date:

January 1, 2019

Responsible Party:

Mayor, Sustainability Committee

Submitted By:

Mayor Mike Kelly

2. Add K-9 Unit to Police Force

Justification:

The objective would establish the first K9 unit in N.E. Johnson County. The K9 unit would be a dual-purpose dog for drug detection and tracking. The K9 unit would enhance public safety, community policing, and deter criminal activity thus reducing the crime rate. Public safety is paramount to any community and a K9 unit would be a great addition in keeping the city safe. Financial and in-kind support from the business community as well as residents has been secured during 2018 affording implementation of this objective with no additional expense to the City.

Cost Estimate:

\$0 from City resources. Purchase of a K-9 along with training, equipment, vehicle modification and kennel construction have been donated or funded through private contributions in 2018. Local businesses have also committed to providing ongoing support during the K-9's career. Donations along with seized property through the

work of the K9 will cover ongoing costs. K-9 expenses will be charged out of **Account 5317.109**.

Completion Date: January 1, 2019

Responsible Party: Chief Morris and Sgt. Honas

Submitted By: Chief Morris

3. Add Motorcycle Unit to Patrol Fleet

Justification: The Roeland Park Police Department would like to create a motorcycle unit for the police department. A motorcycle unit would be able to monitor and enforce traffic regulations with ease thus creating safer roadways, decreasing accidents, deterring criminal activity, enhancing community policing, and allowing alternative career paths for officers. The motorcycle would also be an advantage over a car for traffic enforcement in construction zones such as during the Roe 2020 Project.

Cost Estimate: \$ 30,000 **Account 5315.360** motorcycle, equipment, training

Completion Date: May 31, 2019

Responsible Party: Chief Morris

Submitted By: Chief Morris

4. Promote National Night Out with the Police Department and the Ability to do a Ride Along with the Police

Justification: Giving the residents, of all ages an opportunity to directly engage with the Police Officers and Staff will create an atmosphere of trust and meet the officers one on one. Residents will be more likely to contact the police directly when they view suspicious activity if they better understand the daily activities of officers. Moving the National Night out event to the Community Center provides more hosting capacity and capabilities and can serve to also raise awareness of the Community Center offerings. Promoting both events through the newsletter, web site and social media outlets will also help to increase participation.

Cost Estimate: \$0 **Account**

Completion Date: June 30, 2019

Responsible Party: Chief Morris

Submitted By: Tom Madigan

D. Provide Great Customer Service – with professional, timely and friendly staff.

Objectives:

1. Pilot Program- Contract for Public Information and Branding Services

Justification:

The consultant would design and implement marketing and communication activities that promote the vision, goals and positive image of the City to residents, neighborhoods, business community and media. This is effectively a continuation of Objective A2 from 2018 (Monthly Communications Report and Public Engagement Plan). The consultant would perform the following tasks:

- Implements annual communication goals including branding strategy
- Assists City departments in developing communication and marketing materials, i.e. public information brochures, newsletters, postcards, other mailers
- Develops marketing strategies to effectively promote City projects/programs while educating the public on issues
- Maintains and manages social media interaction to enhance communication with the public
- Maintains/updates City website content and communication strategy
- Prepares and disseminates press releases, maintains relationships with local media and arranges for media coverage

Strategic Plan Goal 4: Connect citizens to the community through events, places, services and activities

- **Strategy A:** Increase effective communication as an essential element in the quest to increase community involvement
- **Strategy B:** Increase civic activities to connect residents to the community
- **Strategy C:** Promote community service opportunities to encourage resident involvement and connection to Roeland Park

Cost Estimate: \$15,000 **Account 5209.101**

Completion Date: January 31, 2019

Responsible Party: City Administrator, Assistant City Administrator, City Clerk

Submitted By: Michael Poppa and Mayor Mike Kelly

2. Marketing Summer Aquatic Pool Activities

Justification:

Roeland Park use to send out a postcard each summer to inform Roeland Park residents of the start of summer pool season and inform

residents of the opening night and the special events at the pool. The objective would reinstate the use of the postcard.

Cost Estimate: \$1,500 **Account 5203.101**

Completion Date: May 1, 2019

Responsible Party: Administrative Staff

Submitted By: Becky Fast

3. Public Works Summer Engineering Intern

Justification: Public Works is taking on new tasks while enhancing the depth, breadth and accuracy of our records and reporting system. A proper asset management strategy gathers and continually updates to better prepare staff for construction in upcoming years. The time it takes to gather and update infrastructure condition information increases as we strive to make those inventories more complete and more accurate. The Director of Public Works serves as the project manager for street, sidewalk, storm water, street light and park projects. The City is investing \$20 million dollars in infrastructure over the next 5 years. Staff believes an engineering intern to help support the Director of Public Works in asset management, documentation, and project management during the summer months would be vital toward the continued success of our projects. The intern would assist in GIS mapping and assist in gathering quantities for in-house maintenance operations. An ideal candidate would be an engineering student at one of the local universities or a student studying construction project management. Budget is based on \$13.00/hr. for 12 weeks.

Cost Estimate: \$6,300 **Account 5101.106**

Completion Date: August 31, 2019

Responsible Party: Director of Public Works

Submitted By: Jose Leon

4. Purchase Paint Striping Machine for Traffic Pavement Markings

Justification: For the past 2 years public works staff has incorporated traffic maintenance into our workload. Traffic markings must be repainted regularly to ensure visibility for motorists. Public Works has been renting a striping machine from the City of Olathe to complete this maintenance. The process and product is optimized if completed in the summer when temperatures are warmest as the paint dries faster minimizing lane closures and traffic impacts. We must work around the City of Olathe's painting schedule when renting their sprayer.

Owning a sprayer is cost effective compared to renting and ensures access to a sprayer according to our schedule.

Cost Estimate: \$5,200 Account 5315.360 Equipment & Bldg. Reserve

Completion Date: March 31, 2019

Responsible Party: Public Works Superintendent

Submitted By: Donnie Scharff



E. Cultivate a Rewarding Work Environment – where creativity, efficiency and productivity are continuous pursuits.

Objectives:

1. Look at Options for City to Match Employee Self Directed Retirement Contributions That Do Not Increase Cost to the City

Justification: The Finance Committee and the Employee Advisory Committee would look at options for the City to provide matching contributions to an employee's self-directed retirement plan (401A or 457 plans) that would not increase the City's employee retirement costs beyond current levels and would not create potential for an increase in cost to the city in the future.

Cost Estimate: \$0 Account

Completion Date: August 31, 2019

Responsible Party: City Administrator, Finance Committee, Employee Advisory Committee

Submitted By: Keith Moody

F. Encourage Investment in Our Community – whether it be redevelopment, new development or maintenance.

Objectives:

1. Incorporate Review of Residential Development Guidelines in the Comprehensive Plan Update

Justification:

The Comprehensive Plan guides all development within Roeland Park. This Plan must clearly communicate the city's vision and specify goals, direction, and strategic implementation. It would be cost effective as well as appropriate to coordinate the review of Residential Redevelopment Guidelines during the Comprehensive Plan update.

The comprehensive plan should also entail site-Specific Commercial Re-Development Conceptual Plans for such areas as the Walmart site, 47th and Mission, the Boulevard Apartments and Johnson Drive. The comprehensive plan update should employ Universal Design, Complete Streets and Smart Growth concepts. It should also employ parks and green space master plans.

CFAA Goals 2-A, 2-E, 5-A; Strategic Plan Goal 4 Strategy B, C

Cost Estimate:

\$15,000 **Account 5209.101**

Completion Date:

December 31, 2019

Responsible Party:

Governing Body, City Administrator, City Staff, Planning Commission

Submitted By:

Mayor Mike Kelly and Claudia McCormack

2. Design and Development of Four to Five Historical Markers/Interpretive Signage

Justification:

Historical signage is used to interpret, promote, and protect historic and cultural resources of the city. The signs will be created to tell the story of Roeland Park and engaging residents and visitors in walking through time of Roeland Park. The signs will be a tool to protect and pass down the history of the Roeland Park. Possible locations – City Hall, Nall Park, R Park, Site of the Roe Family Home and Strang Line Street Car stop by Roeland Elementary.

City of Lenexa and City of Overland Park both have historic signs as a component of their trails and parks.

The Johnson County History Museum can serve as a resource to access historical information for the project.

[illegible]

Submitted By: Becky Fast and Tom Madigan

3. Community Center – Exterior and Interior Concept Design Renderings Improvement Plan

Justification: The City of Roeland Park during the past 8 years has invested in updating structural components at the Community Center including plumbing, roofing, HVAC, electrical, painting. Many of the ongoing maintenance items are contained in the CIP plan.

The City has not invested in a design concept to guide visioning to get ideas about possibilities for the space and further renovation of the community center. The schematic plan would give vision to update the dated Community Center interior design (walls, flooring, lighting) and update the exterior design which reflects an out of date 50's era elementary school. The uses planned for the facility should also be taken into consideration so that the design/form follows function.

The design concept would provide direction for the CIP and how to maximize use of the community center. The goal of this concept design would be to assess the practical assets of the community center and to guide interior and exterior design improvements that build a sense of community, increase usage of space and income from rentals and bring forth a health and wellness campus that promotes connection for the City of Roeland Park. An Ad Hoc Committee consisting of the Finance Committee members and residents with architectural expertise would administer the project in concert with a selected architectural firm.

Cost Estimate: \$30,000 **Account 5209.290**

Completion Date: December 1, 2019

Responsible Party: Finance Committee, City Administrator

Submitted By: Becky Fast and Tom Madigan

4. Create Property Tax Assistance Program

Justification: With the highest increases in property tax assessments in the county, many Roeland Park residents, such as seniors on a fixed income, the disabled, and/or veterans will struggle to afford the increases in property taxes they face. A portion of the increased funds the city will accrue due to these increases should be placed in a fund to help residents who can show genuine hardship to pay these increased costs. Additionally, Roeland Park's Governing Body can work toward a senior freeze (Rebate program to prevent the continued rise/increase for seniors over 65 who enroll and qualify).

The Program should be administered through a committee

appointed through the traditional process (Mayor appointed, Council confirmed) and consist of two governing body members, two citizens, and a neutral financial professional.

CFAA Goal 2-H

Cost Estimate: \$15,000 **Account 5282.101**

Completion Date: May 1, 2019

Responsible Party: Governing Body

Submitted By: Mayor Mike Kelly

5. Coordinate with Kansas City Consideration of Biking Enhancements Along 47th Street from Mission Road to Roe Lane

Justification: Community for All Ages Goal 1-B, which states "The city plans and constructs bike and pedestrian facilities to maximize use and safety for all users," will add connectivity to places of entertainment and healthy living, which are important aspects for our residents. Roeland Park and Kansas City are partnering on a study to consider biking enhancements within the 47th Street corridor from Mission Road to Roe Lane in 2018. This corridor would connect planned biking enhancements to the east with completed enhancements to the west. The results of this study will serve as the basis for planning, coordinating, and funding biking enhancements along the corridor. During budget preparations for 2020 the City will revisit the 2019 budget, and at that time consider incorporating resources into the 2019 and 2020 budget for an agreed upon project.

Cost Estimate: \$0 **Account**

Completion Date: July 15, 2019

Responsible Party: Public Works Director, 47th Street Overlay Committee

Submitted By: Jen Hill & Mike Kelly

G. Work to Implement Strategic Plan Goals – in concert with the Strategic Plan Advocate Group.

Objectives:

1. Provide a Quarterly Progress Report on Strategic Plan Goals

Justification: Roeland Park's Strategic Plan was conceptualized in 2013, interviews were conducted in 2014, and a Plan was published in

2015. The Governing Body should be kept up to date on the progress towards the past strategic plan goals with quarterly strategic plan progress reports, as this will aid in identifying next steps and future budget objectives.

CFAA Goals 5-A; Strategic Plan All Goals

Cost Estimate: \$0 **Account**

Completion Date: December 31, 2019

Responsible Party: City Administrator

Submitted By: Mayor Mike Kelly

2. Reinstate and Fund Citywide Art Program (formerly Art in R Park)

Justification: The Art in R Park program was started in 2007 as a vision of the City and Arts Committee to offer Art in public spaces for the community to enjoy. This program was in place until 2012, when it was discontinued. The public art remaining throughout the city degraded over time, due to lack of maintenance. In 2017 and 2018 a total of \$15,000 was budgeted for the Arts Committee to maintain, retire and replace public art pieces.

Recently the Arts Committee, through resident request/input, identified additional public art maintenance and/or procurement opportunities throughout the city. Reinstating a citywide art program will not only provide the opportunity to showcase vibrant public art, but allow for annual maintenance of the city's public art collection. In 2019 the program should focus on art along Roe Boulevard to ensure it does not conflict with the Roe 2020 re-construction project and that the art compliments the design concepts planned for implementation with the Roe 2020 project.

Strategic Plan Goal 5: Promote recreational opportunities through enhanced green space, facilities and communication:

Strategy A: Develop existing facilities and green space to maximize usage and service to the public.

- 1.** Make all green spaces visibly appealing to increase usage.
- 2.** Upgrade and enhance existing facilities to meet the needs of the public with dedicated funding from capital improvement.

Cost Estimate: \$25,000 **Account 5214.101**

Completion Date: June 30, 2019

Responsible Party: City Administrator, Governing Body, Arts Committee

Submitted By: Michael Poppa

Appendix B: Staffing Detail with History



Annual Easter Egg Hunt in R Park



Roeland Park Personnel Schedule – Full Time Equivalents

Police Department

POSITION	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 ADOPTED	*2019 ADOPTED
Chief	1	1	1	1	1	1
Deputy Chief	0	0	1	0	0	0
Sergeant	3	3	3	3	3	3
Master Patrol Officer	2	2	1	1	1	0
Detective	1	1	1	1	1	1
Corporal	2	2	2	2	2	3
Officer	6.4	6.4	6.4	6.5	6.5	6.5
Police Clerk	1	1	1	1	1	1
Total	16.4	16.4	16.4	15.5	15.5	15.5

*A School Resource Officer position was added after the adoption of the 2019 budget and is not reflected in the above table.

Public Works

POSITION	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 ADOPTED	2019 ADOPTED
Director	1	1	1	1	1	1
Superintendent	0	0	1	1	1	1
Shop Foreman	1	1	0	0	0	0
Equipment Operator	5	5	5	5	5	5
Summer Laborer	0.4	0.4	0.6	0	0	0
Engineering Intern	0	0	0	0	0	.23
Total	7.4	7.4	7.6	7	7	7.23

Administration

POSITION	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 ADOPTED	2019 ADOPTED
City Administrator	1	1	1	1	1	1
Asst. City Administrator/Finance Director	0	0	1	1	1	1
City Clerk	1	1	1	1	1	1
Deputy City Clerk	1	1	0	0	0	0
Administrative Assistant	1	1	1	1	1	1
City Treasurer	0	0.05	0	0	0	0
Intern	0	0.4	0.4	0.4	0.4	0.4
Total	4	4.45	4.4	4.4	4.4	4.4

Municipal Court

POSITION	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 ADOPTED	2019 ADOPTED
Court Clerk	1	1	1	1	1	1
Judge	0.1	0.1	0.1	0.1	0.1	0.1
Prosecutor	0.1	0.1	0.1	0.1	0.1	0.1
Total	1.2	1.2	1.2	1.2	1.2	1.2

Neighborhood Services

POSITION	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 ADOPTED	2019 ADOPTED
Building Inspector	1	1	1	1	1	1
Code Enforcement Officer	1	1	1	1	1	1
Total	2	2	2	2	2	2

Governing Body

POSITION	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 ADOPTED	2019 ADOPTED
Mayor	0.3	0.3	0.3	0.3	0.3	0.3
Council	1.6	1.6	1.6	1.6	1.6	1.6
Total	1.9	1.9	1.9	1.9	1.9	1.9

POSITION	2014 ACTUAL	2015 ACTUAL	2016 ACTUAL	2017 ACTUAL	2018 ADOPTED	2019 ADOPTED
Grand Total	32.9	33.35	33.5	32	32	32.23

The only change to staffing levels from FY 2018 to the Adopted 2019 Budget is a part-time Public Works intern, estimated at 0.23 FTE. As noted above, the Police Department also added a School Resource Officer. However, this position is entirely paid for through a private entity (Bishop Miege High School) and is not reflected in the position count or budget as a result.