

2016 Budget Overland Park, Kansas



About Overland Park, Kansas

Overland Park is an affluent and growing community within the Kansas City metropolitan area. Recognized for its high quality of life, Overland Park offers exceptional schools, outstanding housing, and a dynamic business climate, all of which are driving factors in the continued long-term success of the City's economy. Overland Park's durable economy and high quality of life have earned it national distinction as an outstanding place to live; Overland Park placed first as the "2015 Best Cities for Families" by both Livability.com and WalletHub.com. Other recent honors include one of the 20 Best Places to Live by Livability.com, one of the 25 "Suburbs for Retirement" by Forbes Magazine, No.1 in the "10 Most Intelligent Midsize Cities" ranking by MyLife.com, and the best "Soccer City" in the nation by Livability.com.

Location	Johnson County, Kansas Overland Park represents about 1/3 of Johnson County's population
Population	Approx. 185,668 residents (2015) Second largest city in Kansas
Land area	75.6 square miles (7-1-10)
Form of government	Mayor - Council - City Manager
Governing Body	Mayor – elected at-large 12 Councilmembers – two from each of 6 Wards All serve four-year, staggered terms
Median age	37.8 (2014 American Community Survey estimate)
Median family income	\$95,857 (2014 American Community Survey estimate)
Housing units	80,293 (2014 American Community Survey estimate)
Average sale price of house	\$308,092 (2015, Johnson County Appraiser's Office)
Assessed valuation	\$3.0 billion
Dollar value of new construction	\$128.3 million (residential, 2014) \$144.1 million (commercial, 2014)
Mill levy/property tax rate	12.848 mills
Sales tax rate	8.85%
Bond rating	AAA
Retail sales in city	\$3.97 billion (2014)

2016 Annual Budget



ABOVE AND BEYOND. BY DESIGN.

MAYOR

Carl Gerlach

CITY COUNCIL

Ward 1

Terry Happer Scheier
Dave Janson

Ward 2

Paul Lyons, Council President
Curt Skoog

Ward 3

Jim Kite
David White

Ward 4

Terry Goodman
Fred Spears

Ward 5

John Skubal
John Thompson

Ward 6

Rick Collins
Dan Stock

CITY MANAGER

Bill Ebel

Inquiries regarding the Adopted 2016 Budget for the City of Overland Park,
Kansas, should be directed to:

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Assistant Chief Financial Officer/Budget Manager
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Overland Park, KS 66212

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
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PRESENTED TO

**City of Overland Park
Kansas**

For the Fiscal Year Beginning

January 1, 2015

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the City of Overland Park, Kansas for its annual budget for the fiscal year beginning January 1, 2015. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communication device.

The award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.



Core Values

SERVICE COMMITMENT: Providing courteous, timely, and helpful service to the public and each other

STEWARDSHIP: Using resources wisely

INTEGRITY: Being honest, ethical and transparent

RESPECT: Valuing diverse perspectives; treating all people with courtesy and dignity

RELATIONSHIP BUILDING: Building and maintaining relationships, essential to our success and wellbeing

PURSUIT OF EXCELLENCE:
Committing to staff development and continuous improvement of service delivery

Our Mission

We plan, build, protect and preserve a lasting quality of life in Overland Park

Our Vision

We are a trustworthy, agile and innovative organization with an engaged workforce committed to strengthening the vitality of our community

OVERLAND PARK
K A N S A S

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INTRODUCTION TO THE BUDGET DOCUMENT

For ease of use, this budget document has been organized into eight sections. Orange divider tabs identify the sections for the following functional areas:

1. Executive Summary

This is designed to be a “liftable” summary of the budget, which can be copied and distributed as necessary to persons who wish to review the budget but who do not need the entire document. Included in this section are the following items:

- Budget Message
- Financial Planning
- Debt Information
- Fund Structure and Basis of Accounting
- Budgetary Guidelines
- Budget Process
- Summary of Historical Budget Information
- Key Components of the 2016 Budget
- Organizational Chart and Summary of Personnel Changes
- Performance Measurement Initiative

2. Summary – 2016 Budget

Contained in this section are detailed revenue and expenditure summaries for all budgeted funds.

3. Revenues – All Funds

Forecast methodologies and revenue sources for the entire budget are discussed in this section.

4. Fund Budget

This section contains revenue and expenditure budgets for each individual fund. Two years of actual information, current year estimates and budgeted amounts for all revenues and expenditures are presented for each fund.

5. Equity and Information

General background information and facts about the City of Overland Park its services are contained in this section.

6. Goal Area Budgets by Cost Center

Individual tabs are provided for each major section (Goal Area) of General Fund expenditures as follows:

- Finance and Administration
- Public Safety
- Public Works
- Community Development

Each Goal Area is introduced by a goal, a list of cost centers within the area, a comparison of funding sources and expenditure types and a summary of cost center expenditures.

Provided by Cost Center within each Goal Area are program descriptions, cost center mission, program goals and accomplishments, performance measures, personnel schedules and budgeted expenditures by category.

7. Capital Improvements Program

This section contains information on the 2016-2020 Capital Improvements Program (CIP). Overall goals, objectives, financial standards, graphs on CIP data, operational impact and detailed listings of individual 2016-2020 CIP projects are included.

8. Maintenance Program

This section contains information on the 2016-2020 Maintenance Program. Funding source and project information for the infrastructure and facilities maintenance program is included.

9. Glossary

The glossary includes definitions for terminology that may not be easily understood by the common reader.

10. Index

An index is included as a reference to aid in locating information.

EXECUTIVE SUMMARY OVERVIEW

This section is designed to provide the reader with general background and summary information about the City of Overland Park and the 2016 Budget. Highlights of the material included are as follows:

- Budget Message
Written to give the Mayor, City Council and the public a broad picture of the 2016 Budget. Included are 2016 Budget Highlights, Priorities and Issues, a summary of 2016 Revenue and Expenditure Information and a summary of the 2016-2020 Capital Improvements and Maintenance programs.
- Fiscal Policy
Discusses the City's fiscal policy, which provides criteria and guidelines used in developing long-range financial plans, and the City's annual operating, maintenance and capital improvements budgets.
- Financial Planning
Discusses the long-term financial planning process and financial planning standards.
- Financial Structure
Explains fund structure and basis of accounting.
- Budget Guidelines and Financial Assumptions
Informs the reader about policies that shape budget development.
- Budget Development Process
Outlines the chronological order of preparing, monitoring and reporting related to both the operating and capital budgets.
- Debt Information
Includes a schedule of outstanding debt, information on current and future debt and the legal debt margin.
- Budget History
Reviews previous budget levels and 2016 expenditure highlights.
- Key Components in the 2016 Budget
Summarizes reductions in funding in the 2016 Budget.
- Personnel Summary
Includes an Organizational Chart and summarizes personnel changes in 2016.
- Performance Management Initiative
Summarizes the Performance Management initiative.

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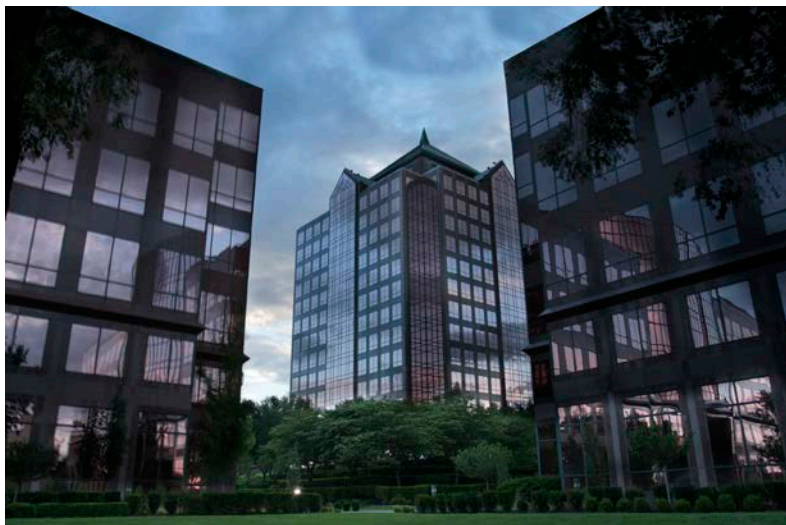
November 2, 2015

Mayor Carl Gerlach
Members of the City Council
City of Overland Park
Overland Park, Kansas

Mayor Carl Gerlach and Members of the City Council:

I am pleased to present the 2016 Budget for the City of Overland Park, as approved by the Governing Body on August 17, 2015. The total 2016 Budget equals \$260,000,000, a 7.6% increase from the adopted 2015 Budget. The portion of the 2016 Budget allocated for operating expenses, which supports the daily operations of the City, totals \$118,084,020, a 4.8% increase from the adopted 2015 Budget.

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 2016 Budget has been designed to be consistent with the long-term vision of the City and the overriding objectives of maintaining a responsive government, a stable financial position, and high quality service levels.



An office complex on College Boulevard. The College Boulevard Corridor is home to the largest concentration of jobs in the KC Metro region.

The 2016 Budget is in alignment with the City's long-term financial plan which projects and makes programmatic adjustments to facilitate a sustainable financial position over a five-year planning horizon. Over the last eight years, Overland Park has worked to align and maintain annual expenditures within the annual revenue stream. Through the combination of expenditure reductions and revenue enhancements made during this period, the City's financial position and five-year financial outlook has stabilized and improved. After a significant spend-down between 2008 and

2011, the City's General Fund reserves have recovered to targeted levels and is expected to remain within established standards throughout the financial planning period.

The 2016 Budget was developed to address the City's operational priorities while safeguarding the City's financial position and maintaining financial standards. The budget provides resources to meet the City's priorities of preserving existing programs and services, while increasing investment in the maintenance of public infrastructure, neighborhood conservation and public safety, while preserving the long-term financial viability of the City within the existing revenue structure.

The 2016 Budget focuses on priorities identified by both our community and the Governing Body:

- *Maintain the Long-term Health of the City's Livability while Preserving Financial Position and Reserves.* Striving to maintain livability is one of the guiding principles of the City. In order to accomplish this, safeguarding the long-term financial viability of the city government is essential to ensure the City is in the financial position to provide essential services and infrastructure to maintain the community's desired quality of life.

After a significant drawdown of the City's General Fund reserves by \$43 million over four years in order to maintain critical service levels during the economic recession, the City prioritized reestablishing a healthy financial position. Through years of rigorous organizational adjustments, a property tax rate increase in 2012, modest economic growth between 2013 and 2015, and continued emphasis in conservative expenditure planning, the City's financial position, while not as robust as pre-recession levels, has achieved stability and is inline with established financial standards and targets. Annual revenues are projected to continue to support annual expenditures, while maintaining the necessary level of reserves over the extended financial planning period.

With financial stability achieved, the City has been able to resume crucial reinvestment infrastructure and the operations necessary to ensure the long-term sustainability of the community and protect the community's livability.

The General Fund reserve balance is projected to remain stable during the 2016-2020 planning period, inline with the City's established 30% reserve target. The reserve target is the level believed to be adequate to provide security in the event of future economic downturns, unforeseen opportunities, requirements or incidents, and is an amount sufficient to maintain the City's triple-A bond rating.

- *Maintenance of a Low Property Tax Rate.* The 2016 property tax rate of 12.848 mills remains consistent with the 2015 Budget rate of 12.837 mills. The mill rate has remained at a stable level since 2012, which is the last year the Governing Body approved an increase in the mill levy rate.

Overland Park's property tax rate is low compared to the tax rate of neighboring jurisdictions that provide similar services. In addition, Overland Park has the lowest tax rate of any first class city in Kansas.

Overland Park's tax rate comprises between 10% and 13% of a property owner's total tax bill. Other entities' property tax rates include the State of Kansas (1.500 mills), Johnson County (26.595 mills), school districts (between 54.059 mills to 70.089 mills) and Johnson County Community College (9.469 mills). A property owner's total effective tax rate is between 100 and 125 mills, depending on the property location's school district.

- *Operational Adjustments and Reallocation of Resources to Meet the Changing Demands and Priorities of the Organization, within Existing Financial and Organizational Resources.* The adopted 2016 Budget is in alignment with financial parameters established as part of the City's 2016-2020 financial plan. The City develops and adopts a five-year financial plan each year, which is used as the basis for annual budgetary decisions. The adoption of a long-term financial plan helps to ensure the annual operation, maintenance, capital improvement and financial decisions are made in alignment with the City's long-term objectives of maintaining a responsive government and a viable long-term financial position.

The adopted 2016 Budget is structured within the planning guidelines to maintain alignment with the City's long-term objectives. The budget provides funding towards preserving existing programs and services, increased investment in the maintenance of public infrastructure, and responding to increasing service demands; particularly in the areas of community development and public safety, all within the long-term financial constraints of the existing revenue structure.

The adopted budget holds operating expenses to a prudent and sustainable rate of growth. Additional resources have been allocated to public safety support functions such as dispatch and fleet operations, economic development support functions such as building safety and legal services, information technology fiber network support, and construction inspection and code enforcement, and to support increases in utilities and maintenance associated with select existing operations. Overland Park's adopted 2016 operating budget is \$118.1 million, 4.8% above the adopted 2015 budget. The total budget of \$260.0 million is 7.6% above the adopted 2015 Budget.

Adjustments to personnel resources are on-going in order meet the ongoing and evolving demands of the City within current financial resources. To support community priorities and demands, seven full-time positions have been added through the 2016 budget process and five positions were converted from part-time to full-time and various part-time positions were eliminated, added or adjusted.

The number of full-time equivalent (FTE) employees in the 2016 budget is 1,046.78 (884 full-time and 162.78 part-time). The net result of all personnel changes is an increase of 8.62 full-time equivalent employees, including the following:

- ◆ Seven full time positions were added, including a Dispatch Supervisor and a Police Officer (Police), a Property Code Official and a Customer Service Representative (Planning and Development Services), an Infrastructure Specialist (Information Technology), an Attorney (Law), and an Inspector (Public Works)

- Several part-time positions were converted into five full-time positions, which includes three Dispatchers and an Administrative Assistant (Police), and a Recycling Attendant (Parks).
- 3.14 FTE part-time positions were eliminated from Recreation Services, due to the permanent closure of Roe Pool.
- Adjustments were made in part-time positions and hours, including additional positions in Public Works, Recreation Services, Planning and Development Services and Human Resources.



The 2016 Budget includes the addition of four full-time Police Dispatch positions.

In addition, wages and benefits were examined and ongoing programmatic adjustments are being made to ensure personal service costs remain sustainable. The budgeted compensation program for 2016 is 2.75% of payroll. This compensation package includes as a minimum, full step increases for eligible public safety employees and a market and merit package for non-step employees.

In addition, adjustments to personnel benefits continue. Health insurance continues to be restructured within a consumer-drive plan, requiring increasing amounts of financial and health-management participation by employees.

The 2016 budget includes tactical adjustments in some department operating budgets for commodities and contractual services. Increases were largely driven by external forces and needs, which support quality of life standards. Additional resources were allocated to the Fire Department to replace and maintain emergency response equipment. The Facility Maintenance budget for electricity was increased based on utility-rate increases. The Parks Services Department received additional funding to remove and replace diseased trees in the City's right-of-way. The Recreation Department received additional funding to maintain the City's downtown community center. Additional funding was allocated to Information Technology for software subscription costs, and Human Resources received additional funding to support annual readiness assessments for Fire Department first responders.

The 2016 budget increases investment in operating capital equipment by \$600,000 to an amount of \$3.5 million. Areas of emphasis are in Public Safety, Public Works, Parks, Recreation and Information Technology. Funding included in the 2016 budget moves the City to a sustainable annual funding level which will provide the necessary replacement of aging equipment in a timely and prudent manner.

- *Providing Capital Investments in Transportation Infrastructure, Public Facilities and Technology.* The City's five-year Capital Improvement Program (CIP) was developed in late 2014 and early 2015 to reflect the City's priority of continued investment into capital infrastructure. The 2016-2020 CIP totals \$131.2 million, including \$35.8 million of improvements scheduled in 2016.

Capital Improvement Projects Scheduled for 2016 Include:

- Network, Software and Police Technology Investments
 - Storm Drainage Improvements
 - Traffic Signal Improvements
 - Replacement of Fire Apparatus
 - Roe Park Enhancements and Various Park Improvements
 - Neighborhood Street Improvements, including Sidewalks and Streetlights
 - Construction of a Public Safety Facility near 159th Street and Antioch
 - Construction of a Salt Storage Facility
 - Thoroughfare Improvements, including 159th Street, Metcalf to Mission; and Quivira Road, 151st Street to 175th Street
- *Maintenance of Quality Infrastructure and Public Facilities.* The City's 2016-2020 Maintenance Plan is programmed at \$84,345,000, including \$16.2 million of funding for 2016 maintenance projects. The maintenance plan includes significant repairs, renovations, rehabilitation, or in-kind replacement of city infrastructure, facilities and amenities in the areas of streets, traffic management, stormwater, facilities, and public parks.

The 2016 street and traffic maintenance budget is \$12.7 million, a \$900,000 increase from the 2015 budget. This increase is consistent with long-range plans adopted in 2012 to annually increase investment in maintenance of street infrastructure through 2016 to a funding level that adequately addresses the City's long-term maintenance requirements. A portion of the property tax increase in 2012 was earmarked to address infrastructure maintenance demands, as required maintenance continues to increase due to aging infrastructure.

The projected 2017-2020 street infrastructure funding level is approximately \$12.5 million annually, the minimal level the City believes is required to sustain infrastructure at an acceptable level. In conjunction with general city funding, gasoline tax provides significant



Continued investment in infrastructure is a priority in the 2016 Budget

funding to the street maintenance program. Other funding sources include county funding and dedicated sales tax funding from the City's 1/8-cent sales tax.

The storm water maintenance amount remains constant for 2016 at \$1,555,000 in 2016 compared to \$1,545,000 in the 2015 budget.

Facility maintenance funding has increased in the 2016 budget to \$1,165,000. This level includes \$500,000 of miscellaneous annual projects, to support over 500,000 square feet of city facilities, and \$665,000 of funding to replace the 20-year old roof at the Sanders Justice Center.

The parks maintenance component includes funding to support equipment and structures at the City's 83 parks, as well at recreation facilities including the golf courses, arboretum, children's farmstead, pools and community centers. The 2016 funding level is \$785,000, approximately equal to the 2015 funding level.

Key components of the 2016 Budget are discussed further beginning on page 1.51.

Factors Influencing 2016 Budget Development

Several factors were taken into consideration during the development of the 2016 Budget:

- **Current economic conditions, and future economic and political outlook.** The 2016 Budget was developed to reflect moderate economic growth and a stable fiscal outlook. Local economic development, property values and sales tax indicators made significant gains in 2013 through 2015, while regional and national indicators showed moderate growth.



Both redevelopment and new development has reached high levels in 2015.

However; ongoing instability at the state legislature concerning funding, as well as a decline in the State of Kansas' economic position, has created uncertainty regarding the future. Actions by the state government impact the City's intergovernmental revenue, the City's ability to control revenues from taxation and the rate at which future debt could be issued. Considering both the positive economic data, yet the uncertain state outlook, the City adopted a 2016 budget which includes moderate, sustainable growth. The adopted budget addresses the City's need to reinvest in infrastructure, maintenance and equipment, meet service demands and focus on community priorities, while still remaining fiscally conservative to ensure adequate financial reserves are in place to safeguard against future economic downturns and political changes.

- **Financial Parameters and Standards.** The City's established financial parameters and standards compel structural balance between anticipated current revenues and operating expenditures. Ensuring the long-term structural financial balance is the foundation of the City's financial strategy. The 2016 Budget includes a level of expenditures which can be sustained in future years within the current revenue structure, given the current financial outlook. No increases in property or sales tax rates are projected in the City's long-term financial plan.
- **Maintenance of Adequate Financial Reserves.** Long-term financial planning, balancing current expenditures with current revenues, and ensuring an adequate fund balance is available to address emergencies, changes in economic conditions, or large capital needs are cornerstones of the City's financial management practices. These guidelines drive decisions relating ongoing operations, as well as investments in capital infrastructure and maintenance.

The need for reserves was abundantly illustrated during the recession of the late 2000's. From 2008 through 2011, the City utilized approximately \$10 million of reserves annually (\$42.6 million total) while continuously reducing and restructuring operations to allow for preservation of essential city services within the existing revenue structure. Without existing reserves, the City would have been forced to either drastically reduce/eliminate services vital to public welfare and quality of life or forced to substantially raise property taxes during the midst of the worst economic downturn experienced in decades.

Fortunately, the strength of the reserves lasted until 2012, at which time the combination of a mill levy rate increase and modest economic growth brought current revenues inline with expenditures. As of 2015, the City's reserves have not recovered to pre-recession levels, however the reserve balance has reached the fiscal policy targeted amount of 30% of annual expenditures. Reserves of at least 30% are thought to be sufficient to provide flexibility to address emergencies or fiscal strains and to maintain the City's triple-A bond rating, a sign of fiscal health. Throughout the City's current fiscal planning period of 2016-2020, the General Fund Balance is projected to remain around 30% of annual General Fund operating expenditures.

- **Capital Infrastructure.** The adopted 2016-2020 Capital Improvement Program and five-year financial plan allocates the equivalent of 15.0% of current General Fund resources to capital infrastructure construction in 2016 to help address continued infrastructure demands.
- **Maintenance.** The adopted 2016-2020 Maintenance Plan and five-year financial plan allocates the equivalent of 5.2% of current General Fund resources to maintenance projects in 2016 to ensure the condition of existing City assets are sustained at an acceptable level.
- **The Governing Body's commitment to retaining a low property tax rate.** The City of Overland Park currently has the lowest property tax rate of any first-class city in the state of Kansas. The mill levy supporting the 2016 budget is 12.848 mills, approximately half the mill levy rate of other Johnson County communities that provide similar services.

Following is a summary of the 2016 Budget, including budget highlights, priorities and issues, revenue information, expenditure information and a summary of the 2016-2020 Capital Improvements and Maintenance plans.

2016 Budget Highlights, Priorities and Issues

Adjustments to programs and services supporting the City's priorities and community demands. Adjustments to the 2016 Budget were analyzed, prioritized and approved based on priorities identified by our citizens, Governing Body and staff. Prioritized areas support investment and maintenance of City infrastructure, and quality of life factors including public safety, neighborhood preservation and recreational opportunities while safeguarding the City's long-term financial sustainability.

The 2016 Budget continues restructuring personnel resources to align with evolving service demands and priorities. Additional resources have been allocated across various areas. The budget includes the addition of seven full-time positions, the conversion of part-time positions to an additional five full-time positions, and the adjustment in various part-time positions. The 2016 Budget includes 884 full-time employees and 162.78 FTE part-time employees.

PERSONNEL SUMMARY BY GOAL AREA						
<u>ALL FUNDS</u>	2014 Budget		2015 Budget		2016 Budget	
Goal Area	FT	PT	FT	PT	FT	PT
Finance, Administration & Economic Dev.	124	6.60	127	6.29	129	6.36
Public Safety	458	19.29	464	19.30	488	16.81
Public Works	129	4.51	132	2.36	133	3.33
Community Development	122	145.78	132	138.70	134	136.28
TOTAL	833	176.18	855	166.65	884	162.78

In addition, enhanced funding has been allocated to select areas of the organization to meet increased costs associated with existing services. Additional funding for utilities, public safety equipment and maintenance, and costs directly related to front-line essential service delivery to the public. Furthermore, funding has been allocated to address quality of life areas, including additional resources for neighborhood conservation and for operation of the community centers. Funding for software subscription and maintenance has been added based on increasing vendor costs.

Information regarding 2016 key components is discussed in further detail beginning on page 1.51. Additional personnel information can be found beginning on page 1.59.

Enhanced funding for traffic and infrastructure maintenance. The 2016 Budget increases resources for the maintenance of the City's street and traffic management infrastructure. The 2016 street and traffic maintenance program budget is \$12.7 million, compared to \$11.8 million in 2015, a net increase of \$900,000. The street and traffic maintenance program is funded through transfers from the General Fund (\$6.1M), the Special Street and Highway Fund (\$4.6M), and Sales Tax Street Improvement Funds (\$1.5M) and Intergovernmental Funds (\$500,000).

Low property tax burden. The Governing Body’s policy of minimizing the necessary financial burden on Overland Park taxpayers has resulted in a property tax rate which remains around 50% less than similar communities in Johnson County. The 2016 budgeted property tax rate is 12.848 mills. On an average single family home in Overland Park of \$269,000, this equates to an annual city tax bill of \$397.

Organizational Performance Management System. This initiative identifies and incorporates organizational performance measures as part of our management system. This information is used to gauge the organization’s efficiency and responsiveness, improve performance and determine our effectiveness in meeting annual and long-term goals and objectives.

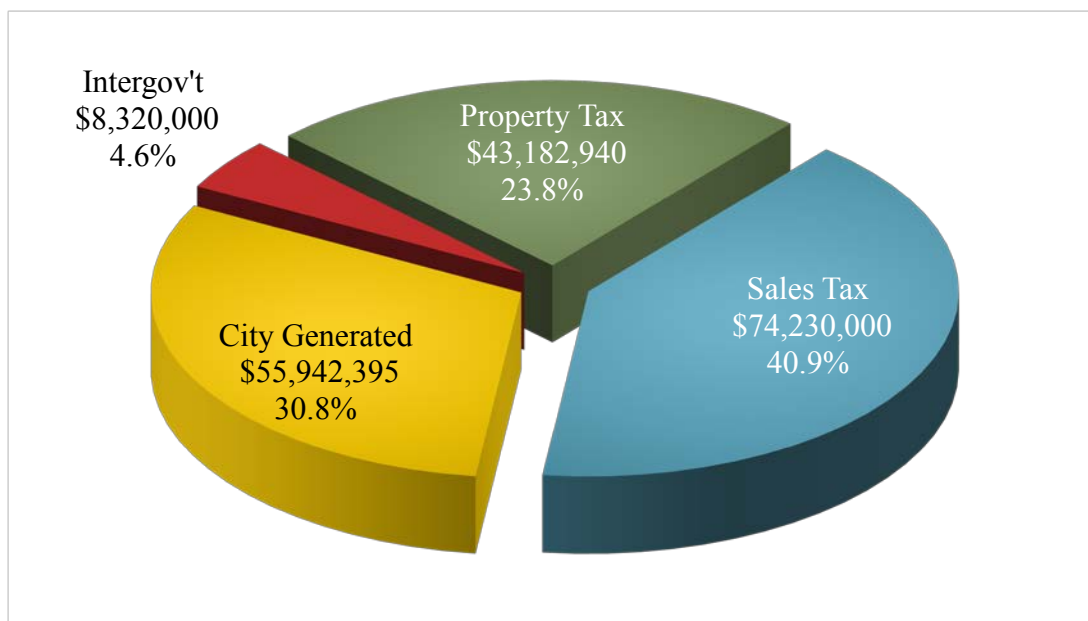
The 2016-2020 financial plan maintains adopted financial planning standards. The 2016 Budget, the 2016-2020 Capital Improvements Program and the 2016-2020 Maintenance Plan have been adopted within the context of the City’s five-year financial plan. This plan includes a forecast of revenues and expenditures from 2016 through 2020, as well as funding requirements necessary to support the 2016-2020 Capital Improvements and Maintenance plans. The five-year financial plan is explained later in the Executive Summary section.

2016 Revenues

Revenues generated in 2016 are projected to be \$181.7 million. With the inclusion of transfers between funds and fund balances, total 2016 resources available are projected at \$260.0 million.

Current revenues are collected from four primary sources: sales tax (40.9%), city-generated revenue (30.7%), property tax (23.8%) and intergovernmental revenue (4.6%). Sales tax collections include City and County sales taxes. City-generated revenue includes special assessments, franchise fees, user fees and fines. Property tax revenue is generated from ad valorem taxes on real estate and personal property, as well as motor vehicles. Intergovernmental revenues include state-shared revenues, such as gasoline tax and liquor tax.

2016 Budget Current Revenues by Source



For 2016, total current revenues including sales tax, property tax, city generated and intergovernmental revenues are anticipated to increase \$11.4 million, or 6.7%, combined. This increase is driven by increases in each revenue category, including a \$3.1 million increase in sales tax collections, \$3.0 million in property tax revenue, and an anticipated \$5.1 million growth in city-generated revenue; which includes additional revenue from the Merriam Fire Contract (offsetting increased expenditures related to the Merriam Fire Contract) and additional Transient Guest Tax revenue.

	<u>2015 Budget</u>	<u>2016 Budget</u>	<u>\$ Change</u>	<u>% Change</u>
Sales Tax	\$71,130,000	\$74,230,000	\$3,100,000	4.4%
City Generated	50,926,035	55,942,395	5,016,360	9.9%
Intergovernmental	8,092,300	8,320,000	227,700	2.8%
Property Tax	40,135,000	43,182,940	3,047,940	7.6%
TOTAL	\$170,283,335	\$181,675,335	\$11,392,000	6.7%

Sales Tax Revenues are budgeted at \$74.2 million in all funds. This equates to a 4.4% increase above the 2015 budgeted level and based on current projections, 2.1% over actual 2015 projected revenues. 2015 estimated collections are now projected to be \$72.7 million, \$1.5 million higher than the \$71.1 million originally budgeted.

Due to the volatile nature of sales tax as a revenue source, sales tax collections are reviewed on a quarterly basis and revisions to the financial forecast are recommended as appropriate. Projections for 2016 sales tax revenues were established in December 2014 and reviewed in 2015. Sales tax projections for 2015 are based on the forecasting models interpretation of data through June 2015. The City continues to monitor sales tax revenues and reevaluate sales tax assumptions. Adjustments in revenues and expenditures will be made if necessary due to actual sales tax collections.

Property Tax Revenues reflect application of the mill levy rate to the assessed valuation of property in Overland Park. Property tax revenues are budgeted to increase by \$3.1 million (4.4%) from 2015 budgeted revenues, based on the current assessed value.

The mill levy rate is 12.848 mills to support the 2016 Budget. The mill levy rate has been held stable since 2012, with no action from the Government Body to adjust the rate. The property tax rate is as follows:

	<u>2012 Budget</u>	<u>2013 Budget</u>	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
General Fund	11.855	11.814	11.873	11.877	11.887
Stormwater Utility Fund	0.959	0.955	0.960	0.960	0.961
TOTAL	12.814	12.769	12.833	12.837	12.848

The assessed valuation supporting the 2016 Budget increased by 6.2%, from \$2.86 billion to \$3.04 billion. This increase was driven by a 6.6% increase in real estate valuation, which comprises the majority of the City's assessed valuation. This increase is due to both property being added to the tax rolls and growth in reappraisal. In addition, personal property and utility valuations are reduced compared to 2015, which is attributable to a state law which exempts

newly purchased machinery and equipment from personal property taxes. The following table summarizes the change by category:

	2015 Budget	2016 Budget	\$ Change	% Change
Real Estate	\$2,779,658,288	\$2,961,952,593	\$182,294,305	6.6%
Personal Property	37,535,462	32,320,792	(5,214,670)	(13.9%)
State Assessed Utilities	45,360,611	45,191,018	(169,593)	(0.4%)
TOTAL	\$2,862,554,361	\$3,039,464,403	\$176,910,042	6.2%

City-Generated Revenues include franchise fees, user fees, licenses, permits, contracts and interest earnings. 2016 revenues are projected to be 9.9%, or \$5.1 million higher than the 2015 Budget. This increase is attributable to several factors. The 2016 Budget reflects \$2.0 million of additional revenue from the City of Merriam related to Overland Park's newly implemented contract to provide fire and emergency medical services to Merriam. Transient Guest Tax, paid by guests at hotels in the City, is expected to increase \$1.4 million. Revenues from development-related activities, municipal court fines, recreation fees and franchise fees are also expected experience moderate growth in 2016.

Intergovernmental Revenues reflect receipt of funds collected by federal, state and county sources and redistributed to Overland Park, and include such items as gasoline tax and liquor tax. These revenues are expected to increase with the 2016 budget 2.8% above the 2015 budget, due to a projected increase in liquor and gasoline tax collections based on actual collection of these revenues during 2014 and 2015.

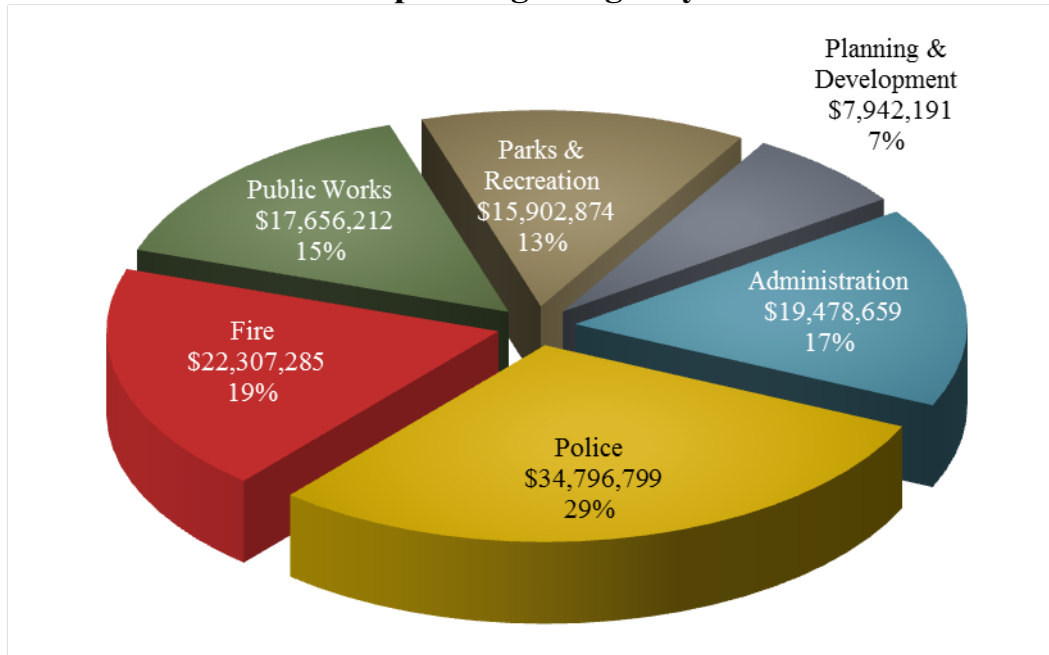
Fund Balance for all funds at the beginning of 2016 is estimated to be \$48.1 million, an improvement of \$6.7 million compared to the budgeted 2015 beginning fund balance of \$41.4 million.

2016 Expenditures

Total budgeted expenditures for 2016 equal \$260,000,000, an increase of 7.6% from the adopted 2015 Budget. This total includes expenditures in all categories for all appropriated funds.

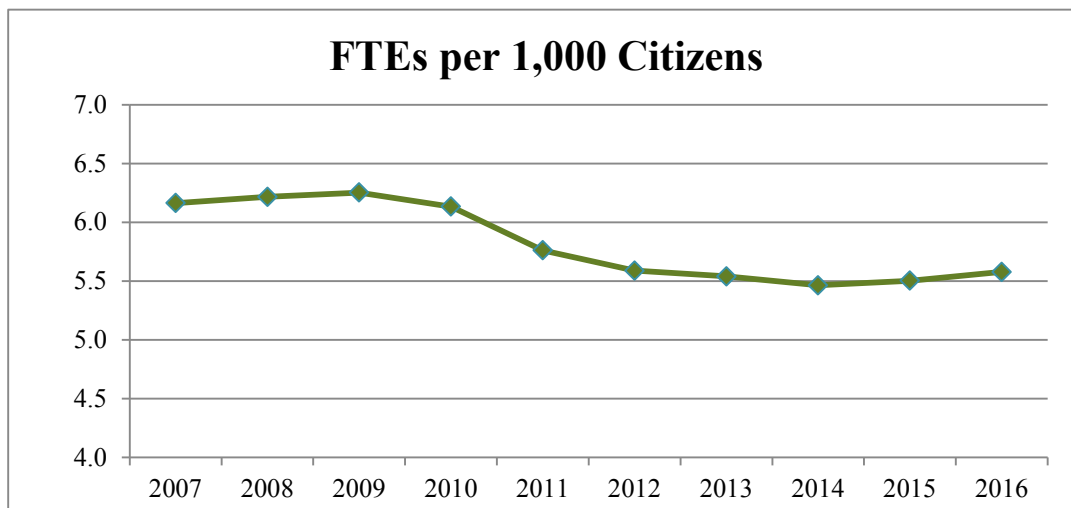
Operating Expenditures (including personal services, contractual services, commodities and capital outlay) for all funds total \$118.1 million. This is a 4.8% increase from the adopted 2015 Budget. These expenditures are allocated among major activities as illustrated in the following graph:

2016 Operating Budget by Area



The frontline operational departments of Police, Fire and Public Works comprise approximately two-thirds of the operating budget. These areas are responsible for providing the vital governmental services of public safety and safe infrastructure. The Planning and Development Services, Parks Services and Recreation Services departments, which focus highly on quality of life issues, comprise slightly over one-fifth of operational expenditures, while non-operating administrative departments, such as Human Resources, Finance and Law comprise less than one-fifth.

Of the operating budget, over 75% of funding supports personnel. The 2016 Budget includes personal services totaling \$91.7 million, representing 77.7% of the operating budget and 35.3% of the total budget. The total number of full-time equivalent (FTE) employees for 2016 is 1,046.8, which equates to a per capita 5.6 per 1,000 citizens.



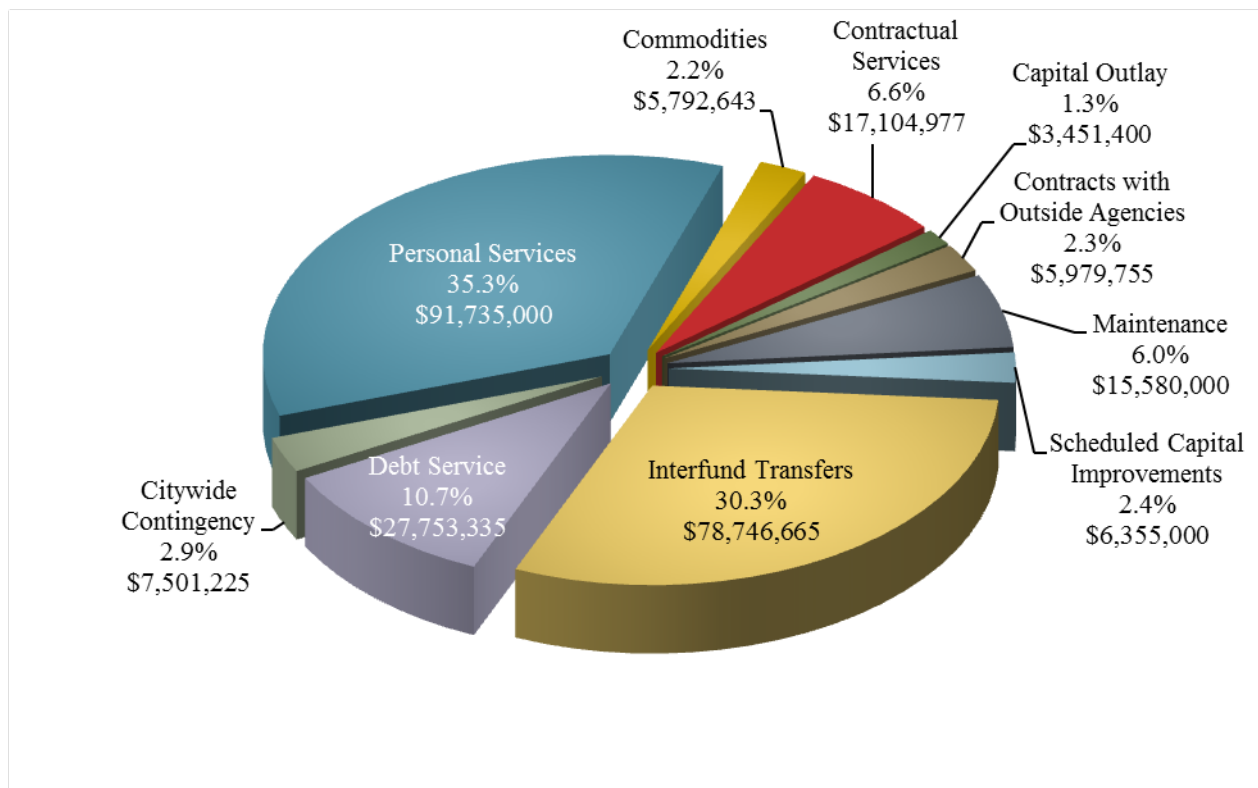
Detailed personnel information can be found beginning on page 1.59.

Contracts with Outside Agencies for Operations total \$6.0 million. These contracts include economic development funding, social services funding and public safety funding, including a contractual arrangement with Johnson County for ambulance services.

Infrastructure and Facilities Maintenance funding totals \$15.6 million. The 2016 Budget includes specific funding for the City's maintenance, repair and replacement of infrastructure, facilities and amenities, as well as a five-year plan for future maintenance expenditures and funding. A summary of all maintenance expenditures and funding sources can be found beginning on page 8.1.

Non-operating Expenditures for all funds total \$120.4 million. Interfund transfers necessary to comply with state requirements comprise two-thirds of non-operating expenses. Capital improvements and debt service expenditures for current and future capital projects represent 28.3% of non-operating costs. The balance of this category represents allocation for budgeted contingencies.

2016 City Expenditures by Category – All Budgeted Funds



2016-2020 Capital Improvements Program

The 2016 Budget includes the 2016-2020 Capital Improvements Program (CIP), which was developed by the Governing Body and staff during the last quarter of 2014 and the first quarter of 2015. The five-year program totals \$131.1 million, compared to the previous 5-year plan of \$129.1 million. Detailed project listings and a summary of the CIP process may be found in the Capital Improvements section of this document.

The CIP includes funding of \$35.7 million for projects to be constructed and/or financed in 2016. Some of the projects included began in a prior year, but will be completed in 2016 and therefore include financing in 2016. Approximately \$19.0 million of this funding is related to the improvement of bridge, street, traffic and thoroughfare infrastructure, \$4.1 million of funding is for storm drainage improvement, \$2.5 million is related to parks and recreation amenities, \$4.7 million is related to public facilities, while the other \$5.4 million is related to the purchase of large equipment and technology.

A total of 64.2% of funding, or \$23.0 million, will be paid from City financing sources in 2016. This includes dedicated sales taxes, debt and pay-as-you-go resources from the City's Capital Improvements Fund. The remaining 35.8% of project funding, or \$12.8 million, will be provided by non-City sources including federal, county, other cities and developers.

2016 Capital Improvements

Category	City Funding	Other Funding	Total
Public Buildings	\$3,990,000	\$735,000	\$4,725,000
Public Equipment	5,440,000	0	5,440,000
Public & Recreation Facilities	2,400,000	50,000	2,450,000
Storm Drainage	1,245,000	2,875,000	4,120,000
Residential Street Improvements	3,160,000	300,000	3,460,000
Sidewalk Construction	50,000	0	50,000
Street Improvements	145,000	240,000	385,000
Street Lighting	0	0	0
Thoroughfare Improvements	6,355,000	8,515,000	14,870,000
Traffic Signals	175,000	80,000	255,000
2016 Total	\$22,960,000	\$12,795,000	\$35,755,000

The impact of capital project construction and the long-term operating costs resulting from capital construction is incorporated in the City's five-year financial plan.

2016-2020 Maintenance Plan

The 2016 Budget includes the 2016-2020 Maintenance Plan, which was developed by the Governing Body and staff during the last quarter of 2014 and the first quarter of 2015. The current five-year program totals \$84.3 million, compared to the previous five-year plan of \$79.0 million.

The Maintenance Plan includes funding of \$16.2 million for projects to be constructed and/or financed in 2016. This includes \$12.7 million for street and traffic management infrastructure,

\$1.5 million for stormwater management infrastructure, \$1.2 related to public facilities, and \$785,000 for parks and recreation amenities.

Detailed project listings and a summary of the Maintenance Plan development process may be found in the Maintenance Plan section of this document.

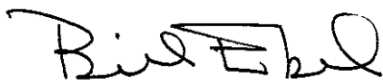
Conclusion

The 2016 Budget reflects a stable financial outlook for Overland Park. The secure financial position enables the City to meet growing operational demands, especially in the area of public safety and community development. In addition, during 2016 the City will be able to continue investment in the areas of the infrastructure maintenance and construction. The City's stable financial position provides flexibility and allows for appropriate responses to unforeseeable circumstances.

At the same time, Overland Park continues to take a carefully managed and cautious approach going forward. While the five-year financial plan includes assumptions for stable and modest growth in assessed valuation and sales tax, the City is conscious of external factors which could impact the economic health of our city and region including actions by the Kansas legislature, sales tax volatility, increases in commodity prices and health care and retirement costs.

Balancing the needs and expectations of the community within the available financial resources presents challenges annually. The 2016 Budget reflects the efforts of the Governing Body and City staff to address community priorities, maintain the citizens' desired quality of life and to provide services, infrastructure and facilities to support our vibrant community while ensuring the long-term fiscal health of the community.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Bill Ebel". The signature is stylized with a large, looped "B" and a distinct "E".

Bill Ebel
City Manager

FISCAL POLICY

Adopted in 2012, Fiscal Policy Resolution 3915 provides criteria and guidelines to be used in developing long-range financial plans, and the City's annual operating, maintenance and capital improvement budgets.

FISCAL POLICY

SECTION 1. PURPOSE AND DEFINITIONS.

Purpose:

The purpose of this fiscal policy is to establish the criteria and guidelines to be used in developing long-range (five-year) financial plans, annual operating budgets, and maintenance and capital improvements programs for Governing Body consideration. Implementation of this policy is designed to:

1. Provide clear direction to the city staff about the policies of the Governing Body, and about the scope and level of City services and capital improvements desired.
2. Ensure that the Governing Body is informed about the fiscal capacity of the City to undertake capital, maintenance or operating program activities before making decisions on such activities.
3. Provide for a balanced municipal revenue structure which is dependable and responsive to economic conditions, while continuing to limit the City's reliance on property tax when possible.
4. Provide investors interested in Overland Park bonds with a clear picture of the financial condition of the City and the security of their investment which will improve and maintain Overland Park's bond ratings.
5. Provide the lead-time required to plan and schedule public improvements.
6. Advise the public as to the need for City financial and service actions to maintain public confidence in the City's credibility.

Operations Defined:

As used in this policy, Operations include the services performed as part of the reoccurring, routine work of the City. Operating expenditures include personnel costs, minor commodities, contractual services, equipment and routine annual maintenance used in order to provide day-to-day City Operations.

Maintenance Defined:

As used in this policy, Maintenance includes significant work performed to City infrastructure and facilities as part of the City's five-year Maintenance program. The City's Maintenance program includes both major and preventive Maintenance projects.

Major Maintenance includes renovation of, large-scale repairs to, and in-kind replacement of existing City-owned assets. Preventive Maintenance includes projects and programs to protect and significantly extend an asset's useful life.

Routine Annual Work or Repairs to Equipment would be defined as an Operating Expense. Replacement of Infrastructure or Facilities which would result in increased capacity would be defined as a Capital Improvement.

Capital Improvements Defined:

As used in this policy, a Capital Improvement is the construction or acquisition of a public facility or infrastructure needed to carry out the adopted goals and objectives of the City. Capital expenditures are long-term in nature and have a long-term life.

Generally, equipment, infrastructure or facilities with less than a five-year usable life and with a current value of under \$100,000 will be acquired through the City's Operating budget.

SECTION 2. FINANCIAL PLANNING POLICIES

Balanced Budget and Budgetary Basis:

1. The budget adopted by the Governing Body shall be balanced so that estimated expenditures do not exceed estimated revenues available for appropriation. State budget law prohibits a budget which projects spending in excess of available resources.
2. The City's budget is prepared on the modified accrual basis for all funds, including government and proprietary funds, and assumes that prior years' ending cash balances may be utilized to balance the budget.
3. The use of non-reoccurring revenues, including fund balance, to finance on-going expenses should be avoided. The City shall pay the full cost of current services with current revenues. However, reserves may be used on a short-term basis to offset the impact of economic downturns.

Long-Range Financial Planning:

1. Five-Year Financial Forecast

The City shall develop and maintain long-range fiscal planning and budgeting systems which anticipate underlying economic changes and provide for planned, orderly year-to-year changes to City taxes, service levels, and responses to unanticipated events to help avoid municipal service disruptions.

- a. The City Manager shall semiannually prepare for the Governing Body a Long-Range (Five-Year) Revenue and Expenditure Forecast. The Forecast shall be updated during the development of the Capital Improvement and Maintenance programs and the annual Operating budget. Such Forecast shall be used by the

Governing Body in reviewing proposed Capital, Maintenance and Operating program requests to ensure long-term fiscal sustainability.

b. Financial Standards

The five-year financial Forecast shall include financial standards established and reviewed periodically by the Governing Body. The financial standards shall be used as guidelines in reviewing proposed Capital, Maintenance and Operating program requests to determine long-term fiscal sustainability.

The City's financial standards shall include targets established and periodically reviewed by the Governing Body regarding percentage of expenditures during the five-year planning period to be allocated to Operations, Maintenance and Capital Improvements.

2. Five-Year Capital Improvements Program

It shall be the policy of the City to identify and set priorities among the Capital Improvement needs of the community and to develop a schedule for making these Improvements in accordance with the fiscal capacity of the City to do so. The Capital Improvements program shall propose projects over the ensuing five years.

a. Review - The City Manager shall annually provide to the Governing Body an updated five-year Capital Improvements program for budget planning purposes.

b. Contents - The Capital Improvements program shall include:

i. A clear summary of its contents.

ii. A list of all Capital Improvements proposed for the ensuing five-year period along with appropriate supporting material for each project, prepared in accordance with a process approved by the Governing Body.

iii. Cost estimates, methods of financing and recommended time schedules for each Improvement.

iv. The estimated annual cost of operating and maintaining the facilities to be constructed or acquired.

v. A statement on the fiscal capacity of the City to undertake these improvements and the impact the five-year program will have on the City's goals and objectives, Operating budget and fiscal policy.

c. Administration -The City Manager shall designate an administrative officer of the City who shall be responsible for preparation, supervision and coordination of the Capital Improvements program and its implementation.

d. Capital Expenditures Budgeted - Current year Capital expenditures (first year of the updated five-year Capital Improvements program) shall be included in the

proposed budget for the ensuing fiscal year following its approval by the Governing Body.

- e. Self-Supporting Activities - A clear distinction shall be made between general purpose government Capital Improvements and the enterprise activities intended to be self-supporting. All projects proposed to be self-supported must demonstrate their ability to develop sufficient revenue to meet the expected expenditures.

3. Maintenance

It shall be the policy of the City to identify and set priorities among the Maintenance needs of the community and to develop a schedule for making these Improvements in accordance with the fiscal capacity of the City to do so. The Maintenance program shall propose projects over the ensuing five years.

- a. Review - The City Manager shall annually provide to the Governing Body an updated five-year Maintenance program for budget planning purposes.
- b. Contents - The Maintenance program shall include:
 - i. A clear summary of its contents.
 - ii. A list of all Major and Preventive Maintenance projects proposed for the ensuing five-year period along with appropriate supporting material of each project, prepared in accordance with a process approved by the Governing Body.
 - iii. Cost estimates, methods of financing and recommended time schedules for each project.
 - iv. The estimated annual impact of Maintenance projects.
 - v. A statement on the fiscal capacity of the City to undertake these projects and the impact the five-year program will have on the City's goals and objectives, Operating budget, and fiscal policy.
- c. Administration -The City Manager shall designate an administrative officer of the City who shall be responsible for preparation, supervision and coordination of the Maintenance program and its implementation.
- d. Maintenance Expenditures Budgeted - Current year Major Maintenance expenditures (first year of the updated five-year Maintenance program) shall be included in the proposed budget for the ensuing fiscal year following its approval by the Governing Body.

Asset Inventory

The City shall annually inventory Capital assets in order to verify the location and assess the condition of City assets. Information from such inventory shall be used to assist in determining a prudent, orderly replacement of City-owned assets through the Operating budget and Capital Improvements program.

SECTION 3. REVENUE POLICIES.

Revenue:

The City shall maintain a diverse revenue structure which is dependable and responsive to economic conditions. The City shall pursue a partnership with taxpayers to encourage sharing of public services costs in a fair and equitable manner.

1. Property Tax

The City shall attempt to limit its reliance on ad valorem property tax revenue.

2. Sales Tax

Retail sales and compensating use taxes shall constitute the principal revenue sources for the City's Operating budget.

3. User Fees and Charges

The City shall pursue the use of appropriate fees for services rendered when prudent, equitable and pursuant with City policy and goals. The City will establish fees and charges based on cost of service, community benefit and cost recovery guidelines. When possible, fees will be reviewed and revised annually to avoid significant adjustments in any single year.

4. Funds From Other Agencies

The City shall seek to partner with other intergovernmental agencies to share operational services, facilities and equipment-related costs when prudent and beneficial to City taxpayers. The City shall seek sustainable intergovernmental funding to support on-going Operational and Maintenance expenses.

The City shall aggressively seek funds from federal, state, county and other agencies for use in implementing the City's Capital Improvement program, and shall normally give priority to those projects which maximize the use of such funds in meeting the objectives of the Capital Improvements program.

5. Debt

The City shall limit the use of debt to the financing of projects and equipment through the City's Capital Improvement program. The City shall avoid the use of debt to fund reoccurring Operating expenses.

6. One-Time (Non-reoccurring) and Unpredictable Revenues

The use of non-reoccurring and unpredictable revenues to fund on-going expenditures shall be avoided. On-going expenditures shall be funded with reliable, on-going sources of revenue.

Reserve funds may be used on a short-term basis to fund on-going expenses to offset the impact of unanticipated financial conditions. Reserve funds may also be used to fund emergency response to ensure essential public services are maintained during and after natural and man-made disasters.

SECTION 4. EXPENDITURE POLICIES.

Debt:

The City's debt policy provides framework to ensure the City's debt is issued in accordance with established public policy and managed in a fiscally prudent manner which seeks to maintain current credit ratings, preserve public trust, minimize costs to taxpayers and does not adversely affect future generations. The debt policy shall provide general guidelines for debt issuance and management.

1. The City shall limit the use of debt to the financing of projects and equipment through the City's Capital Improvement program. The City shall avoid the use of debt to fund reoccurring Operating expenses. Debt issuance will be utilized by the City in those cases where public policy, equity, and efficient use of limited resources favor debt financing over funding with current revenues. Decision criteria shall include the following:
 - a. City's current and projected debt position, financial health and economic conditions.
 - b. Available alternative financing sources, including use of current revenues and leveraged revenue sources of private and intergovernmental contributions. Projects which include a substantial portion of leveraged financing shall normally be given priority.
 - c. Purpose and useful life of the asset. Debt shall be issued in manner in which the term of the debt financing does not exceed the asset's projected life. Debt shall be issued primarily as a financing tool of the City's Capital Improvements program.
 - i. Debt related to Capital Improvements shall normally be issued as general obligation debt for ten or twenty years. The length of the issue is based on type of asset and expected useful life. New facilities and land shall normally be bonded for twenty years. Other Infrastructure or Facility Improvements shall normally be bonded for ten years.
 - ii. Debt for equipment may be bonded for a period of less than ten years, however it shall not be bonded for a period of time longer than the anticipated useful life of the asset.

2. Debt Capacity

Criteria for City Debt Limit

The debt limitation set above is based on review of a number of factors including the following:

- a. Legal General Obligation Bond Limit - The debt pledged as general obligations of the City shall not exceed thirty percent of the assessed valuation as authorized under K.S.A. 10-308.
- b. Rating Agency Criteria – In order to maintain the City’s bond ratings, the Chief Financial Officer will monitor reports and financial statements indicating the City’s financial position and results of Operations. The Chief Financial Officer will also periodically consult with the City’s financial advisor to review municipal bond markets and trends in municipal finance.
- c. City Financial Standards - The City’s financial planning standards include several guidelines relating to amount of debt outstanding, including:
 - i. Total Direct Debt Per Capita. The amount of per capita direct-bonded debt issued by the City.
 - ii. Percentage of Direct and Overlapping Debt to Market Value of Tangible Property. The City’s direct-bonded debt and overlapping debt as a percentage of estimated market valuation of a property.
 - iii. Percentage of Debt Service to General Fund Operating Expenditures. The City’s annual transfer to the Bond and Interest Fund for debt service cost divided by total Operating Expenditures of the General Fund.
 - iv. Mill Levy Equivalent of Bond and Interest Transfer. The mill levy required to replace the General Fund’s annual transfer to the Bond and Interest Fund. These monies are used to pay annual principal and interest payment of the City’s maturing general obligation debt.

Financial standards and guidelines related to debt are established and reviewed by the Governing Body on a periodic basis.

Reserve or Stabilization Account (Fund Balance Policy)

1. Purpose - Sound financial management principles require that prudent levels of funds be retained in order to provide a stable financial base for future fiscal periods, uninterrupted delivery of essential governmental services and tax-rate stability. The City shall maintain adequate unrestricted resources to provide the capacity to provide essential governmental service during and immediately following a disaster, offset significant economic downturns or revenue shortfalls, provide sufficient cash flow for daily financial/operational needs, and secure and maintain investment grade bond ratings.

2. Fund Balance Definitions - The term “fund balance” is generally recognized as the difference between a fund’s assets and liabilities.

In accordance with Governmental Accounting Standard Board statement number 54 (GASB 54), a fund’s balance is classified into up to five categories primarily based on the extent to which restrictions exist regarding use of funds.

- a. Non-Spendable. Assets legally or contractually required to be maintained or not in spendable form, such as inventory or prepaid times. Such constraint is binding until the legal requirement is repealed or the amounts become spendable.
- b. Restricted. Assets with externally imposed constraints, such as those mandated by creditors, grantors and contributors, or laws and regulations. Such constraint is binding unless modified or rescinded by the applicable external body, law or regulations.
- c. Committed. Assets with a purpose formally imposed by resolution by the Governing Body of the City, binding unless modified or rescinded by the Governing Body.
- d. Assigned. Assets constrained by the express intent of the Governing Body, City Manager or designee. Encumbrances shall be considered as assigned, unless they specifically meet the requirements to be committed or restricted.
- e. Unassigned. All amounts not included in other fund balance classifications.

The total of the last three categories (committed, assigned and unassigned), which includes only resources without a constraint on spending or for which the constraint on spending is imposed by the government itself, is termed the unrestricted fund balance. The unrestricted fund balance serves as a measure of expendable available financial resources.

3. Order of Unrestricted Fund Balance Expenditure - For unrestricted fund resources, committed amounts should be reduced first, following by assigned amounts, followed by unassigned amounts.
4. General Fund Unrestricted Fund Balance Target - The City’s targeted general fund unrestricted fund balance is 30% of the subsequent fiscal year’s budgeted Operating and contingency expenditures. The target amount expressed is a goal and may fluctuate from year-to-year in the normal course of Operations. This funding level includes allocations for the following:
- a. Emergency Response. Provides the financial capacity to ensure the continuation of essential public services during and after emergencies resulting from natural and man-made disasters. This reservation shall be classified as assigned.
 - b. Stabilization. Provides financial resources protecting against the need to reduce service levels or raise taxes due to adverse financial or economic circumstances, and allows the City to take advantage of unplanned extraordinary opportunities. This reservation shall be classified as unassigned.

- c. Working Capital. Provides funding to ensure adequate resources to deliver essential public services during all periods in the City's annual revenue and expenditure cycle. This reservation shall be classified as unassigned.

The minimum target of the unrestricted fund balance at the end of the five-year financial planning period is 15%.

- 5. Monitoring and Reporting - The City Manager and Chief Financial Officer shall annually prepare a report documenting the status of fund balance in comparison with the target established in this policy, and present information relating to fund balance in conjunction with development of the City's five-year financial forecast and annual Operating budget.
- 6. Replenishment of Unrestricted Fund Balance - If it is anticipated at the completion of any fiscal year that the projected or estimated amount of unrestricted fund balance will be less than the minimum established target, then the City Manager shall prepare and submit in conjunction with the five-year financial plan a plan for the expenditures or expense reduction and/or revenue increases necessary to restore the minimum target amount within the five-year planning period.

SECTION 5. FINANCIAL ACCOUNTING AND REPORTING.

General Policies

- 1. The City will adhere to generally accepted accounting practices (GAAP) and pronouncements by the Government Accounting Standards Board (GASB).
- 2. The City will adhere to a policy of full and open public disclosure of all financial activity and information. The City will strive to provide timely transparent financial information which is easily accessible by the public.

Expenditure Accountability

1. The City will maintain a budgetary control system and will produce interim financial reports that measure actual revenues and expenditures compared to budgeted revenues and expenditures.
 - a. Regular monthly, quarterly and annual reports will present a summary of financial information by major fund and activity type.
 - b. Each year, the City will employ an independent public accounting firm to perform the annual audit.
2. Expenditures will be controlled by appropriate internal controls and procedures for processing invoices for payment. Expenditures will be accounted for in the proper accounts.
3. The City shall maintain a system for monitoring the City's expenditure performance in relation to budget. Periodic reports will provide budget to actual comparisons.
 - a. Department directors will have primary responsibility for ensuring expenditures adhere with the appropriations made through the budget process.
 - b. The Finance Department and City Manager's Office will monitor the City's financial position by cost center, department and fund, including revenues and expenditures, in relation to the adopted budget and most current long-term financial forecast.
4. If adjustments are needed in the City's planned expenditures in order to ensure the City's long-term financial sustainability, the City Manager, at his or her discretion, will:
 - a. administratively adjust annual budget allocations, or
 - b. will provide information to the Governing Body regarding options for expenditures adjustments.

SECTION 6. COORDINATION AND REVIEW.

The staff shall take care to ensure that the provisions of this policy are effectively implemented. Whenever the City Manager determines that there is a conflict between this policy and other more specific Governing Body policies involving the Operating budget, Maintenance or Capital Improvement planning or financing, that conflict shall be brought to the attention of the Finance, Administration and Economic Development Committee for a recommendation to the Governing Body.

The Finance, Administration and Economic Development Committee shall review these rules, procedures and protocols at least once every two years.

FINANCIAL PLANNING

FIVE-YEAR FINANCIAL FORECAST

The City develops and utilizes a five-year financial forecast to anticipate underlying economic changes and provides for planned, orderly year-to-year changes to City taxes, service levels, and responses to unanticipated events to help avoid municipal service disruptions.

A variety of forecasting models to develop a five-year revenue and expenditure plan. The plan incorporates operating, capital and maintenance data to determine the availability of resources to support future anticipated and unanticipated expenditures. The forecast is updated semiannually; during development of the five-year capital/maintenance programs and the development of the annual operating budget.

Revenue Forecasting

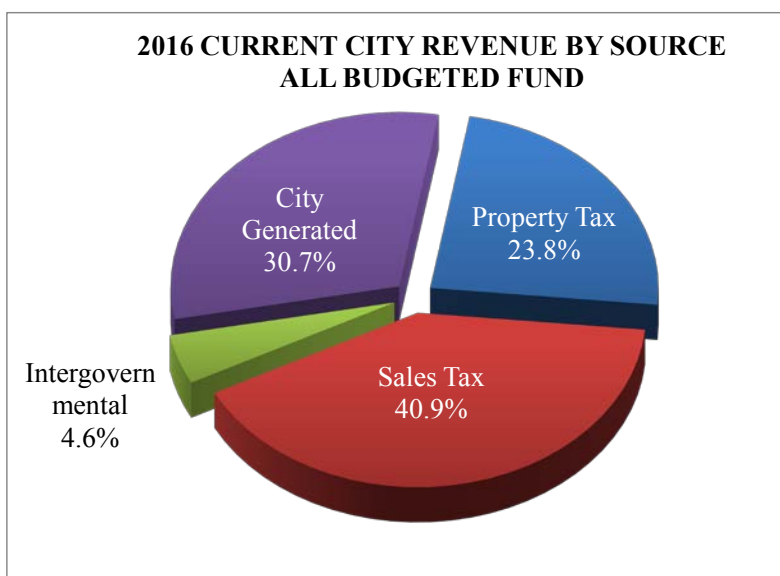
Overland Park's annual revenue is comprised three primary sources: sales tax, property tax and City-Generated revenues, including user fees, fines and franchise taxes.

Sales Tax

The City's primary source of income is sales tax, which includes both retail sales and compensating use tax components. The retail sales tax applies on items purchased within the City of Overland Park, while the compensating use tax applies to tangible personal property shipped to into the state for use, consumption or storage. The City receives revenue from a citywide 1-cent sales tax, a 1/8-cent sales tax, dedicated to street improvements, and a portion of two countywide sales taxes.

Sales tax is forecasted on a quarterly basis by using two statistically based forecasting methods, Box Jenkins and regression analysis formulated from historical data. The forecast is based on data received monthly from the State of Kansas, and is reviewed in comparison with other economic events and considerations. As a result of this analysis, City 1-cent sales tax revenues for the planning period are projected as follows:

	2016	2017	2018	2019	2020
City Sales Tax	\$46,740,000	\$47,705,000	\$49,015,000	\$50,365,000	\$51,750,000
% Increase	2.5%	2.1%	2.7%	2.8%	2.7%



Property Tax

Property tax revenue is forecasted based on the application of the City's mill levy (property tax rate) against the overall assessed valuation of the City, less a delinquency rate. The City's assessed value is comprised of real property, including residential and commercial property, personal property and state assessed utilities.

Assessed value projections are forecasted based on annual data received from the Johnson County Appraiser's Office. This office is responsible for annual property value appraisals for all real property within the city. Annual data is extrapolated within the context of market conditions, economic indicators and demographic patterns to forecast changes over the five-year period.

The City's economic position relative to assessed valuation remains strong. The total assessed value to support the 2016 Budget has increased by 6.1% from 2015, due to growth in real estate valuations. The increased assessed valuation reflects strength in the housing market, as revaluation of real property values increased by \$141.4 million. In addition, the City's tax rolls increased by \$40.9 million due to new construction, which continues to perform strongly. During 2014, new construction had a total construction value of \$397.1 million, while in January through August 2015 construction within the City totaled \$389.4 million. Based on projected new construction, and projections of more moderate growth in real property values, assessed valuation is projected to grow 3% annually during the remaining years of the five-year period.

In accordance with City Council policy direction, the mill levy is forecasted to remain stable over the five-year period. The 2016 mill levy is 12.848 mills, consistent with the City's mill levy since 2012. At around one-half the rate of adjacent similar communities, Overland Park's property tax rate remains the lowest of any first class city in the State of Kansas.

City-Generated Revenue

City-generated revenue includes fees, fines and taxes of which the City is responsible for the levying of and/or collection of. This includes such items as: franchise taxes, stormwater utility fees, transient guest taxes, planning and development fees, parks and recreation fees, and municipal court fines.

Revenues are forecasted based on historical data, growth patterns and economic indicators. On average, city generate revenue is projected to grown annually by 2.4% over the five-year planning period.

For additional information relating to budget revenue for 2016, see the Revenue Section, beginning on page 3.1.

Expenditure Forecasting

City expenditures are programmed through three separate budget components: an annual operating budget, a five-year major maintenance improvement program, and a five-year capital improvements program.

Operating Budget

The operating budget supports the day-to-day operations of the City and includes personnel, commodities, contractual services, This increase in operating expenditures is attributable to fixed cost increases and rising service demands due to continued growth. Operating expenditures continue to be analyzed to determine if programs or services should be eliminated, combined or restructured to deliver services in a more effective and efficient way.

The five-year forecast reflects an average operating budget growth factor of 4.2% in years 2017 through 2020.

The City's capital and major maintenance expenditures are programmed as part of five-year improvement programs. Project costs are in 2016 dollars. An inflation factor has been included in each year of the five-year forecast to account for construction inflation.

Capital Improvements Program

The five- year Capital Improvements Plan (CIP) programs needed future public infrastructure improvements, large equipment and facilities, and provides data concerning costs, timing, funding sources, budget impacts and alternatives. In the CIP process, the City blends both physical and financial planning elements in order to utilize resources to the greatest benefit of the present and future citizens of Overland Park. Attention is given to the availability of leveraging intergovernmental funds, grants and private contributions against available City funding to maximize capital investment.

The 2016-2020 Capital Improvements Program (CIP) of \$131,170,000 is \$2.0 million above the adopted 2015-2019 Capital Improvements Program. Capital improvements are identified by project in the Capital Improvements Programs section beginning on page 7.16.

The 2016-2020 CIP will be financed through:

General Obligation Bonds	11.8%
Pay-As-You-Go	52.0%
Federal, State, County & Other Cities Funds	24.0%
Developer & Private Funds	12.2%

Pay-As-You-Go amounts are funded from the Capital Improvement Fund, Special Park and Recreation Fund, 1/8-cent Sales Tax for Street Improvements Fund, Equipment Reserve Fund, Soccer Fund and Stormwater Utility Fund. A summary of CIP financing is found beginning on page 7.9 in the Capital Improvements Program section.

The impact of capital improvements on operations was considered in the development of the 2016 operating budget and 2016-2020 financial forecast. As a rule-of-thumb, each street lane mile is projected to equal approximately \$8,500 of annual operational expense, while each square foot of facility addition is anticipated to equal approximately \$8 of annual expense. \$35.8 million of projects are scheduled to be constructed and/or financed in 2016.

Maintenance Improvement Program

The five- year Maintenance Improvements Program (MIP) programs necessary future large-scale replacement, repair and rehabilitation to existing city assets. Maintenance as included in the MIP is defined as significant repair to, renovation or rehabilitation of, or-kind replacement of city infrastructure and facilities. The City's maintenance program includes both major and preventive maintenance projects.

Major maintenance includes renovation of, large scale repairs to, and in-kind replacement of existing city-owned assets. Preventative maintenance include projects and programs to protect and significantly extend an asset's useful life.

Routine annual work or minor repairs to equipment, infrastructure or facilities are defined as an operating expense. Replacement of infrastructure or facilities which would result in increase capacity are defined as a Capital Improvement.

The MIP includes data concerning costs, timing, funding sources, budget impacts and alternatives. In the MIP process, the City blends both physical and financial planning elements in order to utilize resources to the greatest benefit of the present and future citizens of Overland Park. The 2016-2020 Maintenance Improvement Program is \$84,345,000, and includes funding for projects in Street, Traffic, Stormwater, Facility, and Parks and Recreation areas. Maintenance improvements are identified by project in the Maintenance Improvements Program section beginning on page 8.7.

FINANCIAL PLANNING STANDARDS

USED IN FIVE-YEAR FINANCIAL PLAN DEVELOPMENT

The City's fiscal policy (Resolution 3915) sets forth the basic framework for the overall fiscal management of the City. Financial standards established by the City help direct the City toward long-term financial integrity and security.

These standards are reviewed annually and used to monitor the development of the City's Five-Year Financial Plan, which include the Capital Improvements Program (CIP), Maintenance Improvement Program, and the annual Operating Budget.

Financial standards utilized by the City as a basis for evaluating the financial soundness of the five-year plan include:

FISCAL STANDARDS

- 1. PERCENTAGE OF GENERAL FUND ENDING CASH TO OPERATING EXPENDITURES** **30%**
DESCRIPTION: The General Fund's unreserved undesignated fund balance divided by the General Fund's operating expenditures (excluding transfers) at the end of the financial planning period. (Source of standard – Fiscal Policy, Resolution 3915)
- 2. PERCENTAGE OF P.A.Y.G. TO TOTAL PROGRAM** **35% to 50%**
DESCRIPTION: The amount of General Fund, special funds and reserve funds revenues used to finance capital improvements projects, divided by the total amount of the Capital Improvements Program (CIP). (Source of standard – staff.)
- 3. PERCENTAGE OF P.A.Y.G. TO CITY FUNDS** **45% to 55%**
DESCRIPTION: The amount of pay-as-you-go funding used to finance capital improvements projects divided by the total amount of the City funds financing the Capital Improvements Program (CIP). (Source of standard – staff.)
- 4. PERCENTAGE OF DEBT TO TOTAL PROGRAM** **35% to 50%**
DESCRIPTION: The amount of the City's general obligation debt incurred to finance capital improvements projects, divided by the total amount of the Capital Improvements Program (CIP). (Source of standard – staff.)
- 5. PERCENTAGE OF DEBT TO CITY FUNDS** **45% to 55%**
DESCRIPTION: The amount of the City's general obligation debt incurred to fund capital improvements projects divided by the total amount of the City funds financing the Capital Improvements Program (CIP). (Source of standard – staff.)
- 6. TOTAL DIRECT DEBT PER CAPITA** **Less than \$1,200**
DESCRIPTION: The amount of per capita direct-bonded debt (debt for which the City has pledged its full faith and credit) issued by the City. (Source of standard - Moody's Investors Service ratio.)

- 7. PERCENTAGE OF DIRECT AND OVERLAPPING DEBT TO MARKET
VALUE OF TANGIBLE PROPERTY** **Less than 5%**
DESCRIPTION: The City's direct-bonded debt and overlapping debt as a percentage of estimated market valuation of property within the City. (Source of standard – staff.)
- 8. MILL LEVY EQUIVALENT OF B & I TRANSFER** **Less than 6 mills**
DESCRIPTION: The mill levy required to replace the General Fund's annual transfer to the Bond & Interest Fund. These monies are used to pay annual principal and interest payments on the City's maturing general obligation debt. (Source of standard – staff.)
- 9. PERCENTAGE OF DEBT SERVICE COST TO GENERAL FUND OPERATING
EXPENDITURES** **Less than 25%**
DESCRIPTION: The City's annual payments to the Bond & Interest Fund for debt service cost divided by total operating expenditures (excluding transfers) of the General Fund. (Source of standard - staff.)
- 10. PERCENTAGE OF OPERATING BUDGET TO CITY FUNDING
OF THE CIP** **Less than 20%**
DESCRIPTION: The current General Fund Operating Budget divided by the total City funds financing the five-year CIP and the General Fund Operating Budget. (Source of standard – staff.)
- 11. PERCENTAGE OF CITY FUNDS FINANCING THE CIP TO THE
OPERATING BUDGET** **Greater than 80%**
DESCRIPTION: The amount of City funds used to finance the five-year CIP divided by the current General Fund Operating Budget and the total City funds financing the CIP. (Source of standard – staff.)
- 12. PERCENTAGE OF OPERATING EXPENDITURES TO
CURRENT GENERAL FUND REVENUES** **80%**
DESCRIPTION: The amount of the projected General Fund operating expenditures divided by the projected current General Fund revenues. (Source of standard – staff.)
- 13. PERCENTAGE OF MAINTENANCE EXPENDITURES TO
CURRENT GENERAL FUND REVENUES** **5%**
DESCRIPTION: The amount of projected infrastructure and facility maintenance expenditures divided by the projected current General Fund revenues. (Source of standard – staff.)
- 14. PERCENTAGE OF CAPITAL EXPENDITURES TO
CURRENT GENERAL FUND REVENUES** **15%**
DESCRIPTION: The amount of City funds used to finance the five-year CIP divided by the projected current General Fund revenues. (Source of standard – staff.)

2016-2020 Financial Plan - Standards and Ratios

1.34

CITY OF OVERLAND PARK
11/06/15
2016-2020 Financial Plan - Standards and Ratios

Staff Base Plan									2016 thru 2020	2015 thru 2019
SUMMARY OF RATIOS		Standards ⁽¹⁾	2015	2016	2017	2018	2019	2020		
12. Percentage of Operating Expenditures to General Fund Current Revenue		80%	76.1%	76.6%	77.6%	78.8%	80.1%	81.3%	78.9%	79.3%
13. Percentage of Maintenance Expenditures to General Fund Current Revenue		5%	4.6%	5.2%	5.9%	5.8%	4.5%	4.8%	5.2%	5.1%
14. Percentage of Capital Expenditures Expenditures to General Fund Current Revenue		15%	15.0%	15.0%	15.8%	11.9%	12.7%	10.4%	13.1%	12.4%

(1) Unless otherwise noted, source for standards is staff recommendation

(2) Source: Fiscal Policy, Resolution 3915, Adopted 2012.

(3) Source: Moody's Investor Service ratio

FINANCIAL STRUCTURE

FUND DESCRIPTION

The accounts of the City are organized on the basis of funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund equity, revenues and expenditures. Governmental resources are allocated to and accounted for in individual funds based upon the purpose for which they are to be spent and the means by which spending activities are controlled.

Following are the funds included the 2016 Budget for the City of Overland Park.

- I. *General Fund* - The General Fund is the principal fund of the City, which accounts for all financial transactions not accounted for in other funds. The majority of the current operating expenditures of the City are financed through revenues received by the General Fund.
- II. *Special Revenue Funds* - These funds are used to account for revenues derived from specific taxes, governmental grants or other revenue sources which are designed to finance particular functions or activities of the City. Budgeted (appropriated) funds include:
 - Special Street and Highway Fund
 - 1/8-Cent Sales Tax for Street Improvements Fund
 - Special Parks and Recreation Fund
 - Special Alcohol Programs Fund
 - Tax Increment Financing Fund
 - Transient Guest Tax Fund
 - Transient Guest Tax - Capital
 - Transient Guest Tax – Operating Fund
 - Business Improvement District Fund
 - Stormwater Utility Fund
- III. *Debt Service Fund* – The Bond and Interest Fund is used to account for the payment of principal and interest on the City’s general obligation bonds, which are recorded in the general long-term debt group of accounts. Revenues for this purpose include ad valorem property taxes, special assessment taxes and investment interest income.
- IV. *Enterprise Funds* –Enterprise funds are used to account for services that are primarily self-supporting, receiving most of their revenues through user fees or charges. The City has two enterprise funds: Golf Course and Soccer Operations. As enterprise funds, all revenues and expenditures relating to the City’s operations of the Golf Courses and Soccer Complex, including operations, maintenance and capital improvements are handled through these funds, allowing these program accounted for accurately and easily. Debt Service related to the City’s golf courses is funded from the Golf Fund, while debt services related to the Soccer Complex is funded with Transient Guest Tax and Special Parks and Recreation funds.
- V. *Capital Projects* - The Capital Projects Fund accounts for capital improvements, which are financed from the City's general obligation bond issues, special assessments, certain federal grants and other specific receipts. The Capital Project Fund is not subject to appropriation.

A legal budget is not required by Kansas law for capital project funds, internal service funds, private purpose trust funds, and certain special revenue funds, including:

- Special Improvement Escrow
- Federal and State Grants
- Art in the Woods
- Parks and Recreation Trust
- Westlinks Land Acquisition
- Special Law Enforcement
- Special Tax Financing
- Nuse Act
- Jack Sanders Memorial

Spending in any fund not subject to annual operating budget requirements is controlled by federal regulations, other statutes or by the use of internal spending limits established by the Governing Body.

BASIS OF ACCOUNTING

All budgeted funds, including governmental and proprietary funds, are accounted for by using the modified accrual basis of accounting. Revenues are recognized when they become measurable and available as net current assets. In the General Fund, sales taxes are considered "measurable" when in the hands of the State Department of Revenue and are recognized as revenue at that time. Other major General Fund revenue that is susceptible to accrual includes utility franchise taxes, grants-in-aid earned and other intergovernmental revenues. Major revenues that are determined not to be susceptible to accrual, because they are either not available soon enough to pay liabilities of the current period or are not objectively measurable, include property taxes, licenses, permits, fines and forfeitures in the General Fund; property taxes, user fees and hotel occupancy taxes in the Special Revenue Funds; and property taxes in the Debt Service Fund.

Expenditures are generally recognized under the modified accrual accounting basis when the related fund liability is incurred. Exceptions to the general rule include: (1) the long-term portion of accumulated unpaid sick pay and other employee amounts which are not accrued; and (2) principal and interest on general long-term debt which are recognized when due.

BUDGETARY BASIS AND ENDING CASH POSITION

The City's budget is prepared on the modified accrual basis for all funds, including government and proprietary funds, and assumes that prior years' ending cash balances will be fully utilized to balance the budget. This is the same basis as used to account for funds in the City's audited financial statements except for the proprietary funds (Golf Course and Soccer Operations Funds), which are reported using the GAAP (accrual) basis for accounting. The difference between the Generally Accepted Accounting Principles (GAAP) basis of accounting and the budgetary basis for accounting of proprietary funds is encumbered amounts are commonly treated as expenditures under the budgetary basis of accounting while encumbrances are never classified as expenditures under the GAAP basis of accounting. In addition, receipt of long-term debt proceeds, capital outlays and debt service principal payments are not reported in operations, but allocations for depreciation and amortization expenses are recorded. Normally the opposite is true under the budgetary basis of accounting.

The final budget adopted by the City Council must be a balanced budget, where total resources equal total obligations. State budget law prohibits a budget which projects spending in excess of available resources. Budget law further prohibits unappropriated balances in funds supported by general tax levies.

While the fund balance is not a current source of revenue to fund operations of the City, year-end carryovers are used to fund future year operating and capital budgets. It is critical that adequate fund balance reserves are kept to meet unexpected operating or capital demands and to cover any unanticipated revenue shortfalls. Revenue and expenditure trends are closely monitored and are incorporated in the City's five-year financial plan. The City has a history of conservative revenue projections and the utilization of only 95% of budgeted operating expenditures.

The following depicts the Dec. 31 General Fund balance for the past five years and the estimated balance at the end of 2015:

	2010	2011	2012	2013	2014	2015 Est.
Balance	\$29,153,693	\$20,929,756	\$23,266,450	\$28,761,020	\$34,521,194	\$38,050,000

The 2016 Budget includes an estimated General Fund carryover fund balance (as of December 31, 2015) of \$38,050,000. The increase between the 2014 ending fund balance and the projected 2015 ending fund balance is due to continued conservative spending by the City, as well as healthy economic conditions, including growth in sales tax, property tax and development-related fees and revenues. The ending balance as of December 31, 2016, is estimated to be approximately \$37.4 million, which is shown as part of the Transfers to Other Funds line on the General Fund - Statement of Expenditures found on page 4.5. This projected balance represents an ending cash balance of 34.6%.

The City's financial plan includes maintaining a stable fund balance over a five-year period. During this timeframe the City does not anticipate the addition of any significant programs, service or operating expenditures. However, the five-year plan allows operational adjustments to be made if necessary during the planning period to ensure a stable financial structure and fund balance.

The City's financial standard target for ending fund balance states that the General Fund's unreserved undesignated fund balance divided by the General Fund's operating expenditures (excluding transfers) is 30% at the end of the five year planning period (2020). The table below presents the estimated ending cash position during the five- year planning period and reflects the adoption of the 2016 Budget and 2016 - 2020 Capital Improvements Plan.

	2015	2016	2016	2017	2018	2020
Percentage	36.8%	34.6%	30.8%	30.8%	30.0%	30.2%
Balance	\$38,050,000	\$37,370,000	\$34,600,000	\$36,000,000	\$36,500,000	\$38,300,000

In addition to the General Fund, the Capital Improvements Fund comprises a significant portion of the City's overall fund balance. The Capital Improvements Fund receives revenues in the form of transfers from other funds. These revenues are used to finance public improvements set forth in the adopted Capital Improvements Program.

DEPARTMENT/DIVISION DESCRIPTION

The major City funds are budgeted and managed as combinations of organizational units known as departments and divisions. Departments consist of one or more cost centers and may include cost centers accounted for in more than one fund.

CATEGORY DESCRIPTION

For managerial control purposes, budgeted expenditures of each division are accounted for with the use of four categories: Personal Services, Commodities, Contractual Services and Capital Outlay. These categories are further subdivided into line items. Category expenditure changes within departments are approved by the City Manager and reported to the City Council.

2016 BUDGET GUIDELINES

- A. 2016 Program Goals. Program Goals for 2016 were prepared by each division and reviewed by management during the budget process. These goals are listed with each respective cost center's budget.
- B. Revenues. Revenue assumptions reflect the most current information available as of May 2015, with the exception of property tax revenues, which were updated in July 2015. Revenue information is obtained from State and County sources, as well as from the City's own financial planning models.
- C. 2016 Salaries and Benefits.
- (1) Salaries – The 2016 Budget includes a planned 2.75% merit pool compensation package for City employees. This compensation package will include full step increases for eligible public safety employees and a market/merit package for non-step employees.
 - (2) Health and Dental Insurance – The 2016 Budget projects health insurance premiums will increase by 3.5% over budgeted 2015 levels, while dental insurance is projected to increase 5%. In the fall of 2015 the Governing Body reviewed and finalized health and dental insurance programs for 2016.
- D. Cost Center Budgets. Each Cost Center or Department prepared budgets within the following parameters:
- (1) Base Budget – Each cost center is allocated a base amount to support on-going services and operations. Included in this based amount is funding for personal services, commodities and contractual services and equipment replacement.
 - ❖ Personal Services - Personal Services funding is established based on current payroll, with adjustments for changes in staffing, compensation and benefits.
 - ❖ Commodities and Contractual Services - Commodities and Contractual funding is based on the 2015 budget and adjusted for known personnel and expenditure revisions. The adjusted amount was then held steady (0% increase) to determine each cost center's 2016 base budget for commodities and contractual services.
 - ❖ Equipment Replacement – Equipment recommended for purchase, as part of a Cost Center's established replacement schedule, is budgeted as part of the base budget package.

(2) Significant program and personnel changes for 2016.

- ❖ The 2016 budget includes a net increase in full-time equivalent (FTE) employees of 8.62 FTE, after 2015 Budget adjustments related to the acquisition of Merriam Fire Employees, whose salaries are reimbursed by the City of Merriam. The 8.62 FTE change includes a both reduction in part-time employees and an increase in full-time and part-time positions as outline below:

PERSONNEL CHANGES 2015-2016			
	<u>FT</u>	<u>FTE/PT</u>	<u>TOTAL</u>
2015 BUDGETED TOTAL	855.00	166.65	1,021.65
<u>2015 Adjustments</u>			
Fire-Addition of Merriam Fire Department	18.00	0.00	18.00
Other adjustments	-1.00	-0.49	-1.49
<u>2016 Additions</u>			
Human Resources-Human Resources Representative	0.00	0.60	0.60
Information Technology-Infrastructure Specialist	1.00	0.00	1.00
Law-Assistant City Attorney II	1.00	0.00	1.00
Planning & Development-Sr. Customer Service Rep.	1.00	0.00	1.00
Planning & Development-Code Compliance Intern	0.00	0.23	0.23
Planning & Development-Multi-Disciplined Code Official	1.00	0.00	1.00
Planning & Development-Multi-Disciplined Inspector	0.00	0.46	0.46
Parks-Recycling Attendant	1.00	-.65	0.35
Police-Administrative Assistant	1.00	-.66	0.34
Police-Dispatch Supervisor	1.00	0.00	1.00
Police-Dispatchers	3.00	-1.83	1.17
Police-Police Officer ¹	1.00	0.00	1.00
Public Works-Pavement Evaluator	0.00	0.47	0.47
Public Works-Right-of-way Inspector	0.00	0.50	0.50
Public Works-Transportation Project Inspector	1.00	0.00	1.00
Recreation Services-Administrative Clerk	0.00	0.15	0.15
Recreation Services-Soccer operations and concessions	0.00	0.49	0.49
Recreation Services- Roe Pool staff	0.00	-3.14	-3.14
Subtotal	12.00	-3.38	8.62
2016 TOTAL	884.00	162.78	1,046.78

- ❖ Select departments received additional funding to support current operations.
 - Information Technology received additional funding to support software application licensing.
 - Facilities Maintenance received additional funding due to projected increases in utility rates.
 - Human Resources received additional funding related to annual employee readiness assessments for Fire Department First- Responders.

- The Fire Department received additional funding for equipment and equipment maintenance.
 - The Parks Department received additional funding for the removal and replacement of diseased trees in the City's right-of-way.
 - The Recreation Services Department received additional funding to support the City's Community Centers daily operations.
- E. Golf Course Fund. In June 2015, the Community Development Committee reviewed the budget necessary to fund the Golf Course Program's operations, maintenance and capital projects in 2016.
- F. Stormwater Utility Fund. In June 2015, the Public Works Committee reviewed the budget necessary to fund the Stormwater Program's operations, maintenance and capital projects in 2016.
- G. Special Funds.
 - (1) Special Parks & Recreation Fund. The appropriate goal area committee(s) reviewed budget requests.
 - (2) Special Alcohol Control Fund. The appropriate goal area committee(s) reviewed budget requests.
- H. 2016 Capital Improvements Program (CIP). The 2016-2020 CIP is incorporated into the 2016 Budget. Capital projects scheduled for 2016 are budgeted in accordance with the Capital Improvements Program.
- I. 2016 Maintenance Program. The 2016-2020 Maintenance Program is incorporated into the 2016 Budget. Large maintenance projects scheduled for 2016 are budgeted in accordance with the Maintenance Program.

FINANCIAL ASSUMPTIONS DURING DEVELOPMENT OF THE 2016 BUDGET

MAJOR REVENUE ASSUMPTIONS:

1. At the time of budget adoption in August 2015, the taxable assessed valuation estimate was as follows:

2016 Budget	\$3,039,464,403
2015 Budget	\$2,862,554,361
Change between 2015 and 2016 Budgets	6.2%

(final assessed value, certified by Johnson County in October 2015, equals \$3,036,741,557, a 6.1% increase)

2. The City sales tax revenue growth is projected using a quarterly forecast of sales tax. The forecast of sales tax is based on historical data and is derived from the use of two different statistical models, regression analysis and Box-Jenkins. Following are annual sales tax increase estimates based on the forecast using 2015 current revenue estimates:

	2016	2017	2018	2019	2020
Total Growth	2.50%	2.06%	2.75%	2.75%	2.75%

3. Franchise Taxes are projected to increase 6.0% over 2015 estimates for 2016. In 2017 to 2020, franchise taxes are project to grow at 2.0% annually.
4. Motor Vehicle Tax revenue are estimate to increase by 12.2% between 2015 and 2016. Vehicle tax revenues is based on a government entities taxing entities effort in comparison to other governments within the county, based two year in arrears. The estimate is based on information from Johnson County combined with Overland Park historical information.
5. Liquor Tax is estimated to increase by 4.3% from 2015 to 2016, based on 2015 year-to-date collections.
6. CDBG funds are anticipated to total \$600,000 each year, with \$350,000 being budgeted for capital improvements. This amount is subject to change annually based on appropriations made by the Federal Government, CDBG Citizens Advisory Committee recommendations and Governing Body action.

7. Based on the projected assessed valuation, the mill levy rate at budget adoption was stable, estimated approximately equal to the annual rate since 2012:

Fund	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2016 Budget
General Fund	11.855	11.814	11.873	11.877	11.877
Stormwater Fund	0.959	0.955	0.960	0.960	0.960
TOTAL	12.814	12.769	12.833	12.837	12.837

(The final mill levy, certified by Johnson County in October 2015, is 12.848 mills)

8. The remaining revenues are anticipated to remain stable for 2016.
9. Based on prior years' experience, the delinquency rate used in the computation of property tax is estimated at 2%.

EXPENDITURE ASSUMPTIONS:

1. The 2016 operating budget is increasing by 4.8% from the adopted 2015 budgeted amount. In 2017-2020, an operating budget growth factor of approximately 4% annually is planned.
2. Service expansions and new programs in the operating budget at would be funded through revenue enhancements or existing resources.
3. Projected costs are in 2015 dollars.
4. Debt of \$8,230,000 is projected to be issued in 2016 at a rate of 3%. As of the fall of 2015, the 2016 projection has been revised to \$380,000 of special assessment debt. Debt projected to be issued for the remainder of the 5-year planning horizon (2017-2020) is at a projected interest rate of 4%.

BUDGET DEVELOPMENT PROCESS

Development of the City's Budget is an ongoing process that generally begins more than a year before the fiscal year begins on January 1. Opportunities for public input are provided at various stages of development.

- | | |
|-------------------|---|
| Fall 2014 | ❖ Planning for the 2016 Budget began with the review of revenue and spending forecasts, discussion of capital improvement expenditures and Governing Body establishment of guidelines to be used in the development of the 2016 Budget. |
| February 2015 | ❖ Public hearing regarding the proposed 2016-2020 Capital Improvements Program (CIP) is held in front of both the Planning Commission and the City Council.
❖ Preliminary assessed valuation information was received from the Johnson County Appraiser to establish the mill levy for the 2016 Budget. |
| March 2015 | ❖ City Council adopted the 2016-2020 CIP for budget planning purposes.
❖ Departments/Divisions (Cost Centers) developed budget requests based on the 2016 Budget Guidelines (guidelines can be found on page 1.32), as well as identified long and short term objectives. |
| April to May 2015 | ❖ Departments submitted budget requests for City Manager and Finance Department review.
❖ A Public Hearing for citizen input on the 2016 Budget is held. Although not required by law, the City held a public hearing early in the budget development process to allow citizen input to be taken into account during development.
❖ City Manager and Finance Department analyzed budget requests, reviewed revenue projections and expenditures forecasts to determine compatibility with the City's long-term and short term objectives, and the five-year financial position.
❖ City Manager's proposed 2016 Budget was developed. The proposed budget as presented is a balanced budget and preserves the City's five-year financial position within acceptable parameters. |
| June – July 2015 | ❖ City Manager's proposed Budget was presented to the Governing Body.
❖ Council Goal Area Committees met to review proposed budget.
❖ Governing Body approved a recommended budget for publication and schedules a public hearing. As required by state law, the notice of public hearing appears at least 10 days before the hearing is held. |
| August 2015 | ❖ Public Hearing to obtain citizen input on 2016 Budget.
❖ Governing Body adopted the 2016 Budget on August 17, 2015. Under state law, the budget is required to be approved by the Governing Body and filed with the County Clerk no later than August 25. |
| January 1, 2016 | ❖ The 2016 Budget goes into effect. |

Amending the Budget

Cost Centers are given the latitude to exceed specific line items, but total expenditures must not exceed the total budgeted expenditures, not including monies from personal service categories. The City does budget a citywide contingency fund and has statutory authority to budget this account at up to 10% of the overall budgeted expenditures.

The state statutes allow for the Governing Body to increase the originally adopted budget for previously unbudgeted increases in revenue other than ad valorem property taxes. A notice of public hearing to amend the budget must be published in the local newspaper. Ten days after publication, the hearing may be held and the budget amended. The amended budget is then filed with the County Clerk. All budget amendments must be approved and filed before December 31 of the budget year.

Monitoring and Reporting Process

As the budget year proceeds, the individual department directors have responsibility for monitoring and tracking the status of expenditures against their budgets. This responsibility includes informing the City Manager of any significant departures from the plans and values shown in the operating budget.

Reports used in both the monitoring and reporting process include the use of computerized budget status reports which compare budgeted amounts on a line-item by line-item basis with actual expenditures throughout the year. The Finance Department prepares monthly interim financial statements and reviews the statements with the City Manager. These statements include all City funds with a comparison of budget and actual performance for both revenues and expenditures.

Capital Improvements Program (CIP)

The annual budget appropriates funds for personnel, as well as other operating and capital expenditures. Personnel and other operating expenditures remain fairly constant from year to year; but capital expenditures have a tendency to fluctuate depending on the need for improvements to the City's infrastructure and the replacement of expensive equipment.

In evaluating the City's capital improvement requirements and determining priority needs, the CIP process involves a public hearing and input from the Governing Body, Planning Commission and City staff. This input allows the Governing Body to take a planned and programmed approach to allocate the City's limited resources in the most advantageous way. Financial assumptions are developed during the CIP process and later updated during the formation of the operating budget when more current information is available.

The Capital Improvements section of this budget details the CIP development process and CIP goals and objectives. In addition, it contains the approved 2016-2020 Capital Improvements Program listing all capital projects and capital outlay for the City during this period. The current 2016-2020 CIP totals \$131,170,000.

DEBT SERVICE

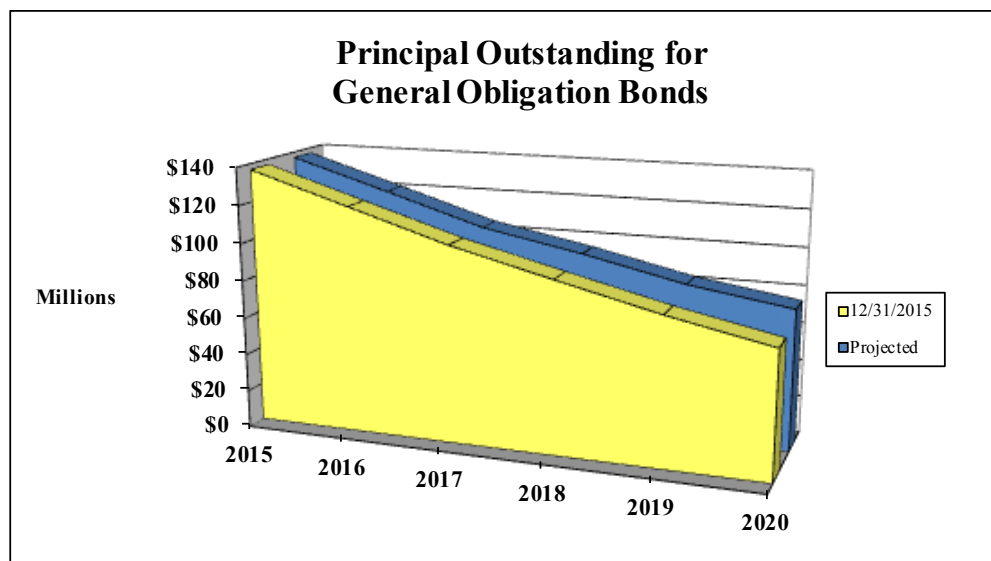
The City's debt structure is analyzed by considering the future burden placed on the taxpayer and the ability to retire debt with current revenue sources. The City's policy is to issue debt for capital projects and large equipment purchases only; debt is not used to fund operational expenses. Various financial standards have been developed to measure the effects of debt issuance upon the City's five-year financial plan. More information on the City's financial standards may be found in the Capital Improvements Program section of this budget.

Presented in the table below is the estimated amount of General Obligation (GO) debt to be issued through 2020. Information on specific projects to be bonded can be found beginning on page 7.15 of the Capital Improvements Program section. While the 2016 Budget and 2016-2020 Capital Improvements Program assumed the City would issue \$9.9 million of debt in late 2015 and an additional \$8.2 million of debt in 2016, this plan has been revised. In the fall of 2015, Overland Park issued \$16.125 million of GO debt to cover GO debt financing needs in both 2015 and 2016, thus reducing the total costs associated with the debt issuance. 2016 debt listed below is for a special assessment.

Projected Bond Issue As of Sept. 2015

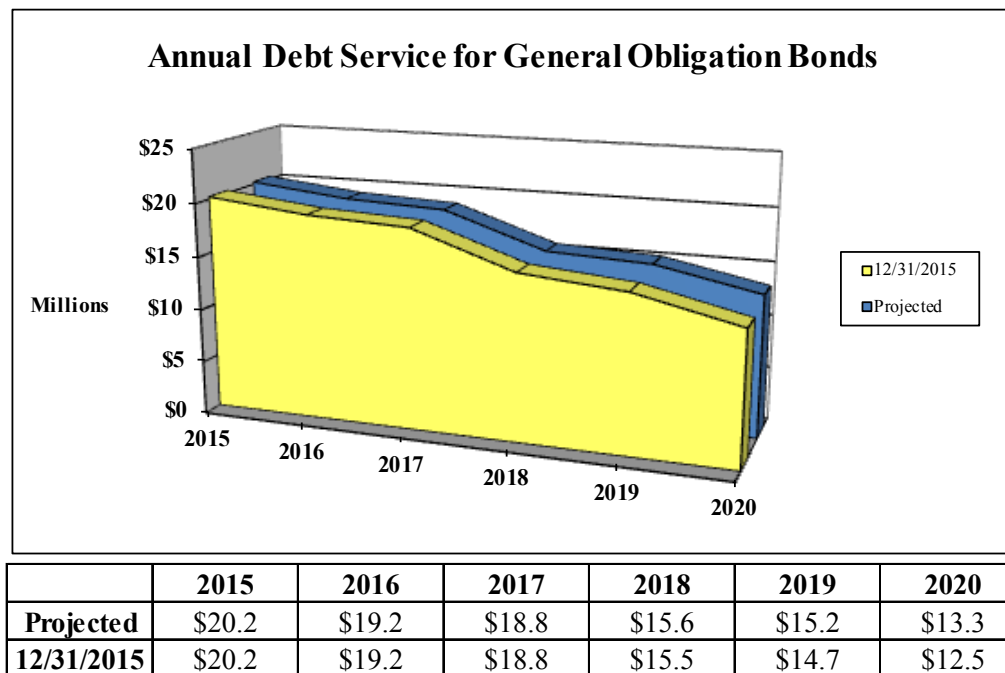
Year	Amount
2016	\$380,000
2017	\$0
2018	\$3,100,000
2019	\$1,350,000
2020	\$3,230,000

The information presented below illustrates the City's total indebtedness (principal), if no additional debt after 12/31/15 was issued, compared to the City's projected indebtedness per the five-year financial plan.

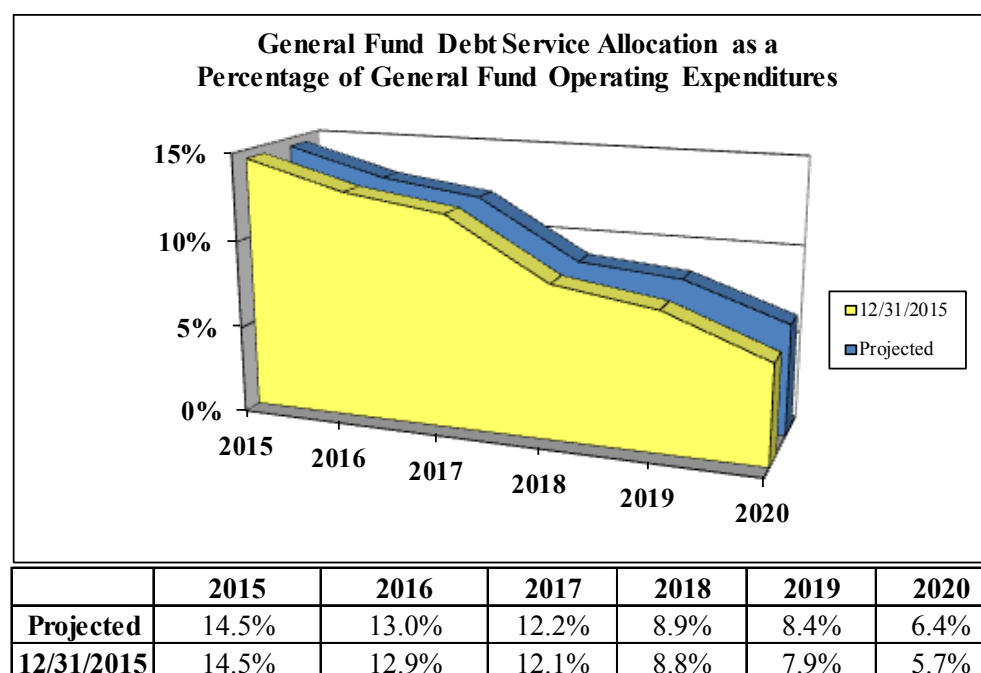


	2015	2016	2017	2018	2019	2020
Projected	\$136.9	\$121.2	\$105.1	\$94.9	\$83.1	\$75.1
12/31/2015	\$136.9	\$120.8	\$104.7	\$91.5	\$78.7	\$67.7

The following compares annual debt service, if no additional debt was issued after 12/31/15, to the projected annual debt service forecasted in the City's five-year plan.



This same information is depicted below in percentage format. Below are debt service payments as a percentage of General Fund operating expenditures if no additional debt after 12/31/15 was issued, compared to the projected debt service in the five-year financial plan. The City's standard calls for maintaining debt service payments that are less than 25% of operating expenditures.

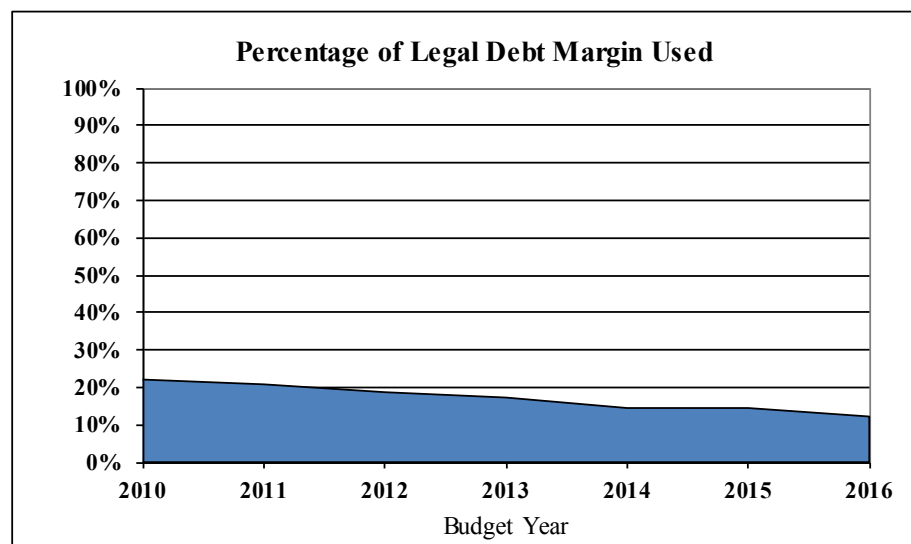


The City's ability to issue direct-bonded debt is measured by the percentage of legal debt margin used. Direct-bonded debt is debt for which the City has pledged its full faith and credit. The Debt Limit establishes a maximum dollar limitation calculated under existing law. The debt limitations provided by Kansas law is 30% of assessed valuation.

Computation of Legal Debt Margin (Estimated as of 12/31/15)

Assessed Valuation	\$ 3,310,507,572 ⁽¹⁾
Legal Debt Limit	<u>993,152,272</u>
General Obligation Bonds	121,150,000
Temporary Notes	-
Total Debt Outstanding	<u>\$ 121,150,000</u>
Debt Margin	<u>\$ 872,002,272</u>

(1) In accordance with K.S.A. 10-308, includes assessed values for motor vehicles and recreational vehicles.



2010	2011	2012	2013	2014	2015	2016
22.1%	20.8%	18.7%	17.3%	14.5%	14.5%	12.2%

OUTSTANDING DEBT

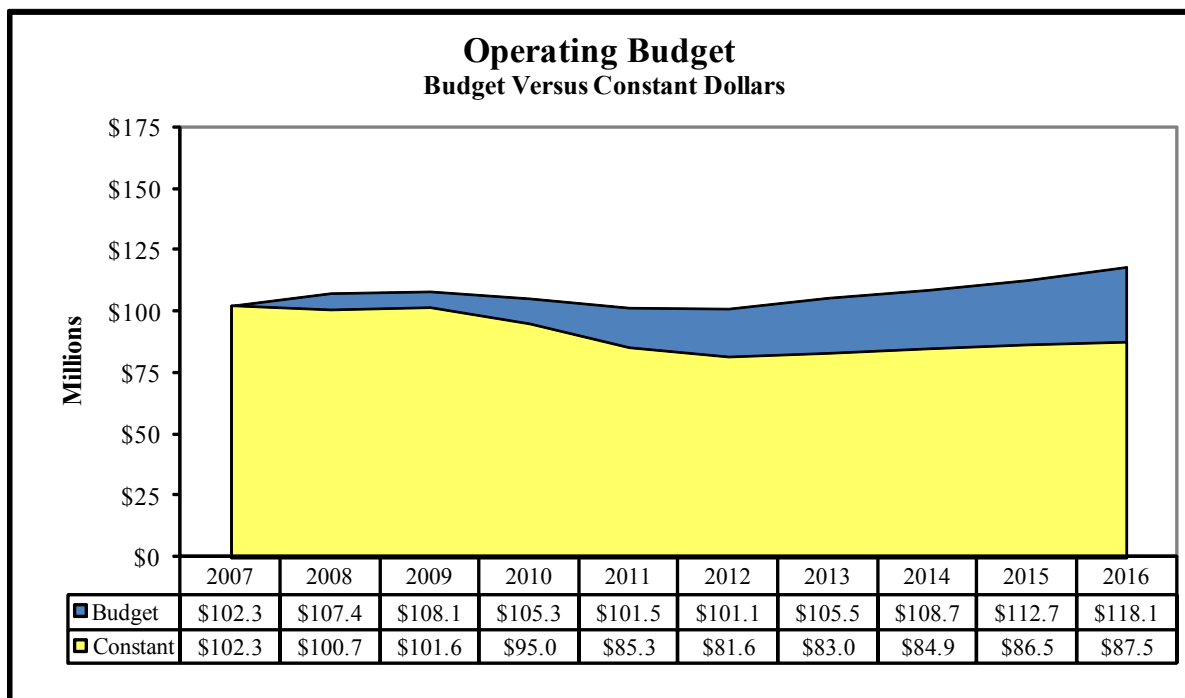
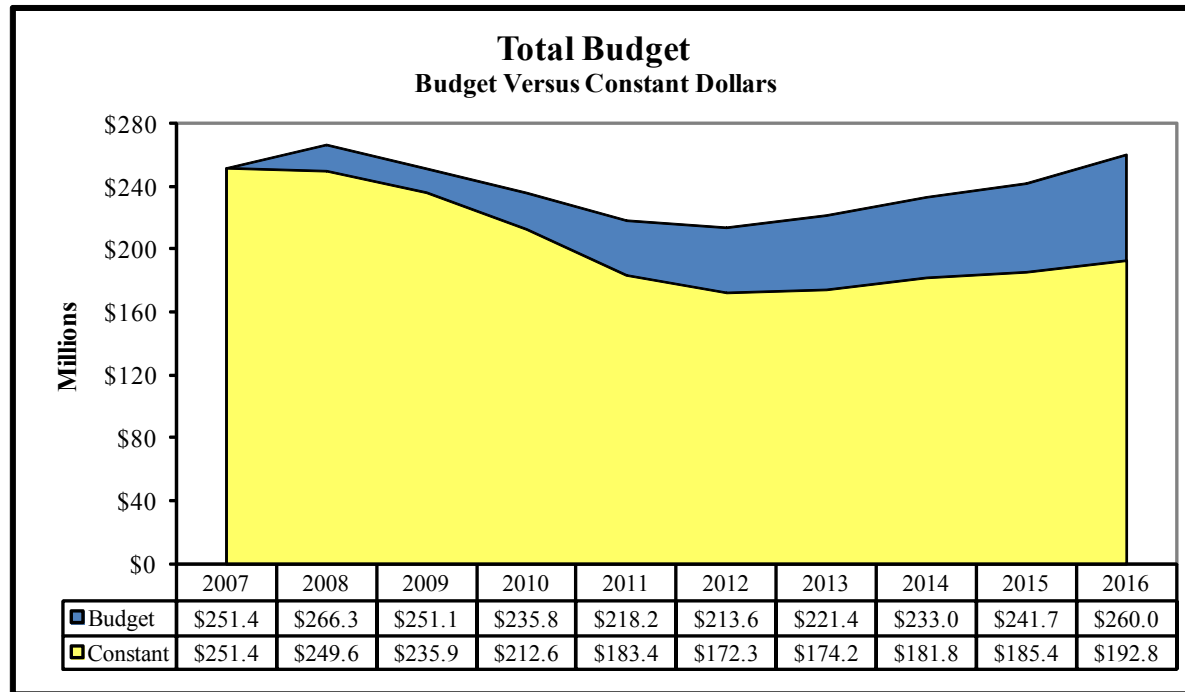
Estimated as of January 1, 2016

Series	Category	Issue Date	Retirement Date	Amount Issued	Estimated Amount Outstanding 1/1/2016	Principal Payment 2016*	Interest Payment 2016*
2006B	Public Facility	11/15/2006	9/1/2030	\$44,680,000	\$38,245,000	\$1,485,000	\$1,680,763
2007	Parks & Rec	12/1/2007	9/1/2017	\$6,490,873	\$1,647,470	\$848,735	\$51,899
			9/1/2027	\$34,965,000	\$3,150,000	\$1,550,000	\$888,969
	Public Facility	12/1/2007	9/1/2017	\$529,067	\$105,756	\$52,878	\$4,230
	Streets & Thoroughfare	12/1/2007	9/1/2017	\$20,645,059	\$4,126,774	\$2,063,387	\$165,072
			9/1/2027	\$1,735,000	\$170,000	\$85,000	\$43,244
2009A	Parks & Rec	9/10/2009	9/1/2019	\$4,013,234	\$1,608,979	\$402,268	\$48,272
	Streets & Thoroughfare	9/10/2009	9/1/2019	\$18,531,767	\$7,431,021	\$1,857,732	\$222,928
2009B	Parks & Rec	9/10/2009	9/1/2029	\$3,031,288	\$3,031,288	\$0	\$155,050
	Streets & Thoroughfare	9/10/2009	9/1/2029	\$1,268,712	\$1,268,712	\$0	\$64,895
2010	Storm Drainage	9/16/2010	9/1/2020	\$1,223,889	\$611,945	\$122,389	\$12,392
	Streets & Thoroughfare	9/16/2010	9/1/2020	\$12,226,111	\$6,113,055	\$1,222,611	\$123,789
2011A	Streets & Thoroughfare	6/1/2011	9/1/2021	\$8,753,079	\$5,090,000	\$850,000	\$148,450
2011B	Streets & Thoroughfare	6/1/2011	9/1/2024	\$6,665,000	\$3,710,000	\$480,000	\$105,918
2013A	Parks & Rec	6/20/2013	9/1/2023	\$489,499	\$391,599	\$48,950	\$15,664
	Storm Drainage	6/20/2013	9/1/2023	\$24,093	\$19,274	\$2,409	\$771
	Street Lights	6/20/2013	9/1/2023	\$1,615,346	\$1,292,277	\$161,535	\$51,691
	Streets & Thoroughfare	6/20/2013	9/1/2023	\$4,271,063	\$3,416,850	\$427,106	\$136,674
2013B	Public Facility	6/20/2013	9/1/2023	\$3,631,957	\$2,126,349	\$525,658	\$85,054
	Storm Drainage	6/20/2013	9/1/2023	\$73,232	\$55,222	\$7,309	\$2,209
		6/20/2013	9/1/2023	\$3,869,811	\$2,888,429	\$387,033	\$115,537
2013C	Parks & Rec	6/20/2013	9/1/2025	\$10,868,492	\$9,627,981	\$1,005,431	\$297,988
	Streets & Thoroughfare	6/20/2013	9/1/2025	\$4,427,349	\$3,922,019	\$409,569	\$121,387
2015A	Parks & Rec	10/14/2015	9/1/2025	\$1,615,374	\$1,615,374	\$161,762	\$42,673
	Public Facility	10/14/2015	9/1/2025	\$665,154	\$665,154	\$66,608	\$17,571
			9/1/2035	\$5,340,000	\$5,340,000	\$270,000	\$148,649
	Streets & Thoroughfare	10/14/2015	9/1/2025	\$8,504,471	\$8,504,471	\$851,630	\$224,660
2015B	Public Facility	10/14/2015	9/1/2019	\$2,215,000	\$2,215,000	\$520,000	\$97,522
2015C	Parks & Rec	10/14/2015	9/1/2027	\$17,613,040	\$17,613,040	\$214,561	\$479,805
	Streets & Thoroughfare	10/14/2015	9/1/2027	\$856,960	\$856,960	\$10,439	\$23,345
General Obligation Bonds					\$136,860,000	\$16,090,000	\$5,577,069

*Revised as of November 2015, based on actual 2015 bond issue.

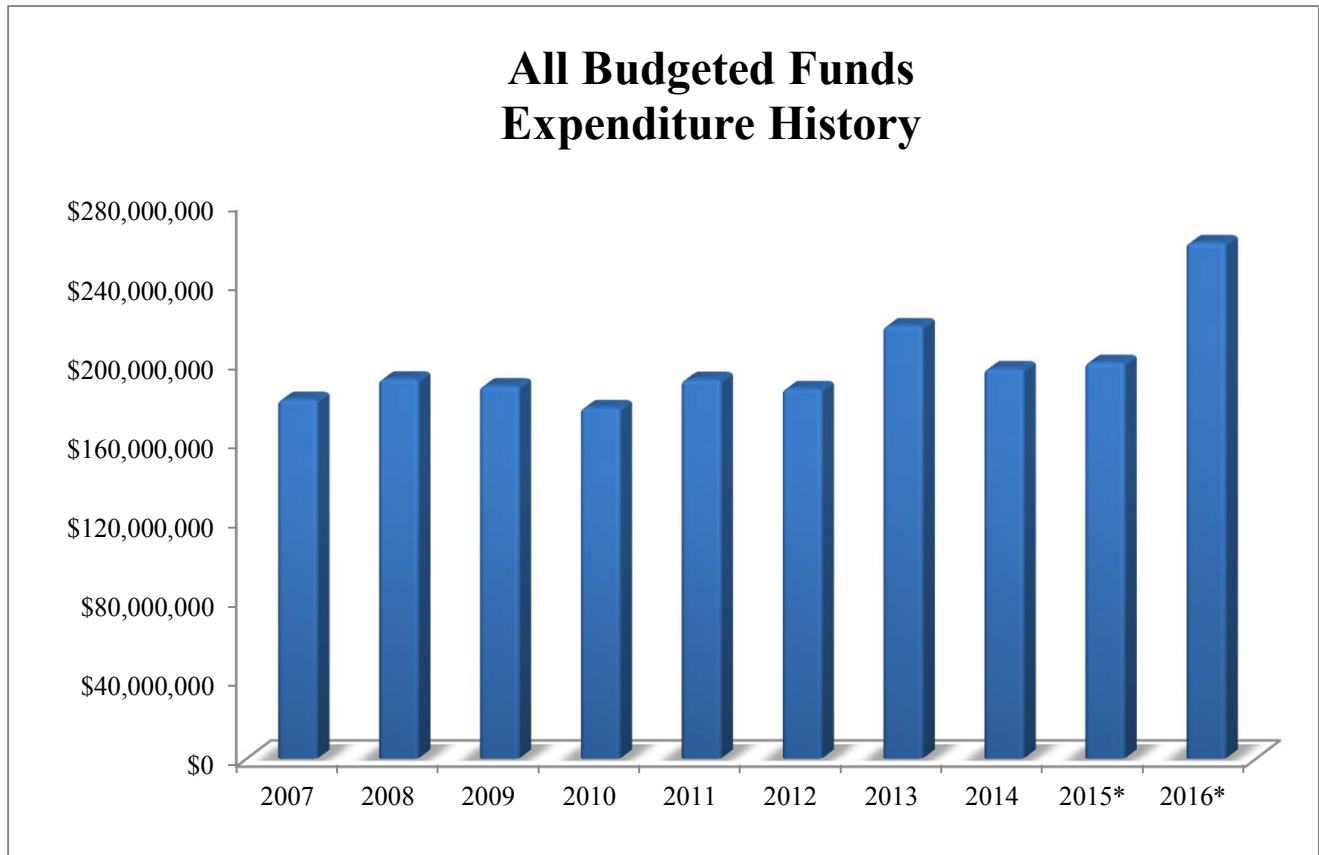
BUDGET HISTORY

The information presented below depicts Overland Park's budget history on a total budget basis and operating budget basis for the years 2007-2016. The top line of each graph indicates the budget in actual dollars while the lower line represents the same budget restated in dollars of constant 2007 purchasing power. In other words, the lower line removes inflation and represents only real growth in budget values.



City of Overland Park
EXPENDITURE SUMMARY
ALL BUDGETED FUNDS

<u>FUND</u>	Actual 2014	Estimated 2015	Budgeted 2016
General Fund	\$129,892,506	\$134,970,000	\$181,610,000
Bond and Interest	21,563,986	20,315,000	21,500,000
Business Improvement District	101,000	100,000	110,000
Golf Course Fund	4,714,347	4,930,000	6,500,000
1/8-Cent Sales Tax for Street Improvements Fund	6,160,000	4,585,000	9,465,000
Soccer Operations Fund	1,373,677	1,375,000	1,785,000
Special Alcohol Control Fund	1,028,255	885,000	3,340,000
Special Parks and Recreation Fund	1,048,689	1,515,000	1,645,000
Special Street and Highway Fund	4,550,000	4,800,000	4,830,000
Stormwater Utility Fund	7,410,291	6,472,000	7,810,000
Tax Increment Financing Fund	548,594	628,220	750,000
Transient Guest Tax - Capital Improvements	7,258,193	7,200,000	8,455,000
Transient Guest Tax - Operating	1,868,127	2,155,000	2,220,000
Transient Guest Tax Fund	9,406,272	9,690,000	9,980,000
Total Budgeted Funds	\$196,923,937	\$199,620,220	\$260,000,000



* 2015 figure is estimated expenditures. 2016 is budgeted expenditures.

KEY COMPONENTS OF THE 2016 BUDGET

The 2016 Budget continues Overland Park's commitment to providing high quality services, while safeguarding the long-term fiscal health of the City. The budget was developed based on a stable long-term financial outlook.

The 2016 Budget emphasizes City's tactical allocation of City resources towards maintenance of existing programs and services, while strategically deploying additional resources to meet growing service needs and maintain investments in service delivery infrastructure.

PRIORITY: SUSTAINABLE, BALANCED REVENUE AND EXPENDITURE STRUCTURE

◆ Preservation of a Healthy Long-Term Financial Position and Reserves

The cornerstones of Overland Park's fiscal policy are long-term planning, a balanced revenue/expenditure structure and strong financial reserves.

The prudence of such policies was evident during 2008 thru 2011. Due to long-term financial planning and a strong financial position at the beginning of the Great Recession, the City was able to continually adjust and adapt both expenditures and revenues in order to maintain essential service delivery and infrastructure, in spite of substantial revenue declines.

Since 2012, the strength of the City's financial position has steadily improved. During 2012, revenues and expenditures regained structural balance. By the beginning of 2014, City financial reserves had recovered to the targeted range of 30% of annual operating expenditures.

The 2016 Budget and 2016-2020 financial plan is structured to retain long-term financial sustainability. Moderate revenue growth is expected to accommodate minor increases in the operating budget in order to preserve existing service levels, provide strategic service expansion to meet diversifying and expanding community needs, and continue prudent investment in infrastructure maintenance and construction.

Throughout the five-year planning period, the City's financial position is anticipated to remain within establish fiscal parameters, including General Fund reserves, which are projected to remain stable at 30% of annual operating expenses.

◆ Low Property Tax Rate 12.848 mills

The adopted 2016 budget maintains a stable property tax rate 12.848 mills, roughly equivalent to the mills supporting the annual budget since 2012.

The City's property tax rate remains the lowest of any first class city in the state of Kansas. At 12.848 mills, the City's property tax rate is half to two-thirds lower than the rates of our surrounding communities which provide similar city services.

PRIORITY: STRATEGIC ALLOCATION OF RESOURCES

◆ Operational Adjustments

The 2016 budget has been developed in accordance with the financial parameters outlined as part of the City's 2016-2020 five-year financial plan. The 2016 budget holds General Fund operating expenditures to a level of moderate growth which stresses long-term sustainability. Key adjustments and additions in the 2016 budget are consistent with ensuring the five-year financial plan remains structurally balanced.

To match evolving and expanding community needs with the City's limited resources, the City continues to systematically examine operations and focus on the allocation of resources to provide essential community services within existing resources, while stressing quality of life and responsive public stewardship. The 2016 Budget emphasizes the community's and City Council's priorities of public safety, neighborhood conservation and maintenance of City assets, especially infrastructure.

Personal Services:

The 2016 budget authorizes 1,046.78 full-time equivalent (FTE) positions, including 884 full-time and 162.8 FTE part-time positions. This is an 8.62 FTE increase from 2015, after adjustments to 2015 to account for the merger of Merriam fire personnel into Overland Park and elimination of 1.49 positions due to attrition. The 2016 Budget includes a 3.14 FTE reduction attributable to the closure of Roe Pool.

PERSONNEL CHANGES 2015-2016			
	<u>FT</u>	<u>FTE/PT</u>	<u>TOTAL</u>
2015 TOTAL	855.00	166.65	1,021.65
<u>2015 Adjustments</u>			
Fire-Addition of Merriam Fire Department	18.00	0.00	18.00
Other adjustments	-1.00	-0.49	-1.49
<u>2016 Additions</u>			
Human Resources-Human Resources Representative	0.00	0.60	0.60
Information Technology-Infrastructure Specialist	1.00	0.00	1.00
Law-Assistant City Attorney II	1.00	0.00	1.00
Planning & Development-Sr. Customer Service Rep.	1.00	0.00	1.00
Planning & Development-Code Compliance Intern	0.00	0.23	0.23
Planning & Development-Multi-Disciplined Code Official	1.00	0.00	1.00
Planning & Development-Multi-Disciplined Inspector	0.00	0.46	0.46
Parks-Recycling Attendant	1.00	-.65	0.35
Police-Administrative Assistant	1.00	-.66	0.34
Police-Dispatch Supervisor	1.00	0.00	1.00
Police-Dispatchers	3.00	-1.83	1.17
Police-Police Officer	1.00	0.00	1.00
Public Works-Pavement Evaluator	0.00	0.47	0.47
Public Works-Right-of-way Inspector	0.00	0.50	0.50
Public Works-Transportation Project Inspector	1.00	0.00	1.00
Recreation Services-Administrative Clerk	0.00	0.15	0.15
Recreation Services-Soccer operations and concessions	0.00	0.49	0.49
Recreation Services- Roe Pool staff	0.00	-3.14	-3.14
2016 Addition Subtotal	12.00	-3.38	8.62
2016 TOTAL	884.00	162.78	1,046.78

In addition, wages and benefits were examined and ongoing programmatic adjustments are being made to ensure personal service costs remain stable. The budgeted compensation program for 2016 includes salary adjustments for employees of 2.75%. This compensation package will include full step increases for eligible public safety employees and a market and merit package for non-step employees.

In addition, adjustments to personnel benefits continue. Health insurance continues to be restructured within a consumer-drive plan, requiring increasing amounts of financial and health-management participation by employees.

Commodities and Contractual Services:

The 2016 budget includes strategic adjustments in some department operating budgets for commodities and contractual services to support existing services. Additional resources were allocated to the Fire Department to replace and maintain emergency response equipment. Facility Management's budget for electricity was increased based on anticipated utility-rate increases. Human Resources received funding to support annual employee readiness assessments for Fire Department first responders. The Recreation Department received additional funding to maintain the City's downtown community center. Additional funding was allocated to Informational Technology for software subscription costs.

Equipment Investment:

The 2016 budget increases investment in operating capital equipment by \$600,000 to an amount of \$3.5 million. Areas of emphasis are in Public Safety, Public Works, Parks, Recreation and Information Technology. Equipment replacement was restricted to the most critical of replacement during the recession. Funding included in the 2016 budget moves the City to a realistic, sustainable annual funding level which will provide necessary replacement of aging equipment.

PRIORITY: PROVIDING QUALITY PUBLIC SAFETY AND SAFE NEIGHBORHOODS

- ◆ Full-Time Police Dispatch Supervisor (Police) \$84,000
The addition of one full-time Dispatch Supervisor in the Police Department is included in the 2016 Budget. This addition ensures leadership is available in the dispatch center during the centers 24 hour/ 7 day a week operation, providing enhanced communication and coordination between first responders during emergency situations.
- ◆ Convert Part-Time Dispatchers to Full-Time (Police) \$100,000
The 2016 budget includes the conversion of 1.17 FTE part-time dispatchers to three full-time positions. This addition will help addresses the growing demand placed on dispatchers, which currently handle 240,000 calls per year. The addition of dispatchers will allow for improved service and response to citizens and provide enhanced communication and coordination between first responders during emergency situations

**PRIORITY: CONTINUED INVESTMENT IN CITY INFRASTRUCTURE AND INFRASTRUCTURE
MAINTENANCE**

◆ 2016 Capital Projects \$35,755,000

The City continues investing in infrastructure improvements. In 2016, \$35,755,000 of capital improvements are planned. Of this amount, \$23.0 million of projects are financed through city resources, while the remaining \$12.8 million of funds are intergovernmental, developer or private funds. Several improvements to residential street, thoroughfare, traffic signal and storm drainage infrastructure are included in the 2016 program. Other capital projects include parks and recreation projects, and equipment and technology upgrades.

Additional information regarding the capital improvement program can be found beginning on page 7.1.

◆ 2016 Maintenance Program \$16,235,000

The City's infrastructure maintenance program is funded at \$16,235,000 in 2016, a \$1.6 million increase from the adopted 2015 maintenance program, including a \$900,000 increase in street maintenance and a \$665,000 in building maintenance. The increased in the 2016 budget for infrastructure maintenance is consistent with the City's five-year strategic plan to enhance funding for infrastructure and facility maintenance, an area which was reduced significantly during the recession.

As part of the five-year financial plan adopted in 2012, the City anticipated increasing infrastructure maintenance funding annually through 2016 in order to return the maintenance program to a level that adequately addresses the City's infrastructure maintenance needs.

Additional information regarding the maintenance program can be found beginning on page 8.1.

◆ 1.97 FTE Public Works Personnel Supporting Infrastructure \$127,000

The 2016 budget include the addition of 1.97 FTE Public Works personnel to support infrastructure construction and maintenance. One full-time Transportation Project Inspector will help support infrastructure related to the City's Traffic Management System, while .47 FTE part-time (PT) Pavement Evaluators will assist in annual street inspections and evaluation to help development more effective street maintenance programs. A .50 FTE increase in a PT Right-of-Way (ROW) Inspector will support the management of the City ROW by contractors; this position is expected to be partly supported through fees for construction permits in the City's right-of-way.

PRIORITY: PRESERVING HEALTHY NEIGHBORHOODS AND COMMUNITY

- ◆ One Full-Time Customer Service Representative (Planning & Development) \$57,000
The 2016 budget includes the addition of a full-time Senior Customer Service Representative in Planning and Development Services' Community Services Division to manage licensing of residential rental properties. This position is a component of the City's new property management program; revenues from the program are anticipated to offset expenditures.
- ◆ 1.46 FTE Additional Code Compliance Officials (Planning & Development) \$92,000
The 2016 Budget includes the addition of one full-time Multi-Disciplined Code Official and .46 FTE PT Code Inspectors to accommodate additional plan review and inspections due to the increased construction activity in Overland Park. Staffing in this area was drastically reduced (from 30.5 FTE in 2007 to 21.1 FTE by 2011) during the economic downturn due to low levels of development; however construction activity has increased substantially beginning in 2010. Based on known development plans, construction is anticipated to remain at higher levels during the five-year planning period, necessitating additional resources dedicated toward development review and inspections. Development-related revenues are anticipated to at least partly offset expenditures.
- ◆ 0.23 FTE Community Services Intern (Planning & Development Services) \$0
The 2016 budget includes the addition of a part-time summer intern to work in the Community Services division supporting property code enforcement. This position is funding through the reallocation of existing division resources.
- ◆ Convert PT Recycling Attendant to Full-time (Park Services) \$18,000
The 2016 budget includes an additional 0.35 FTEs to support the City's drop-off recycling center to improve the management of the center and ensure the Recycling Center is open to the community during scheduled hours.
- ◆ Addition of City Attorney (Law) \$97,000
The 2016 budget includes the addition of a full-time City Attorney in the Law Department. With the state legislature broadening economic development incentives in recent years, current development processes have reached a level of complexity which requires substantially greater involvement by the City's Law Department in crafting development agreements. The addition of a City Attorney will provide resources to allow for increased legal involvement.

PRIORITY: PROVIDING EXCELLENT PARKS, RECREATION AND CULTURAL AMENITIES

- ◆ 0.49 FTE Personnel at the Soccer Complex (Recreation) \$20,000
The 2016 Budget includes the addition of .49 FTE part-time positions to support the field operations and concession operations at the soccer complex, based on the increasing activity occurring at the facility. All positions at the Soccer Complex are supported through the revenues generated by the Soccer Complex.

PRIORITY: PROVIDING A PROPER LEVEL OF ADMINISTRATIVE SUPPORT TO OPERATING DEPARTMENTS

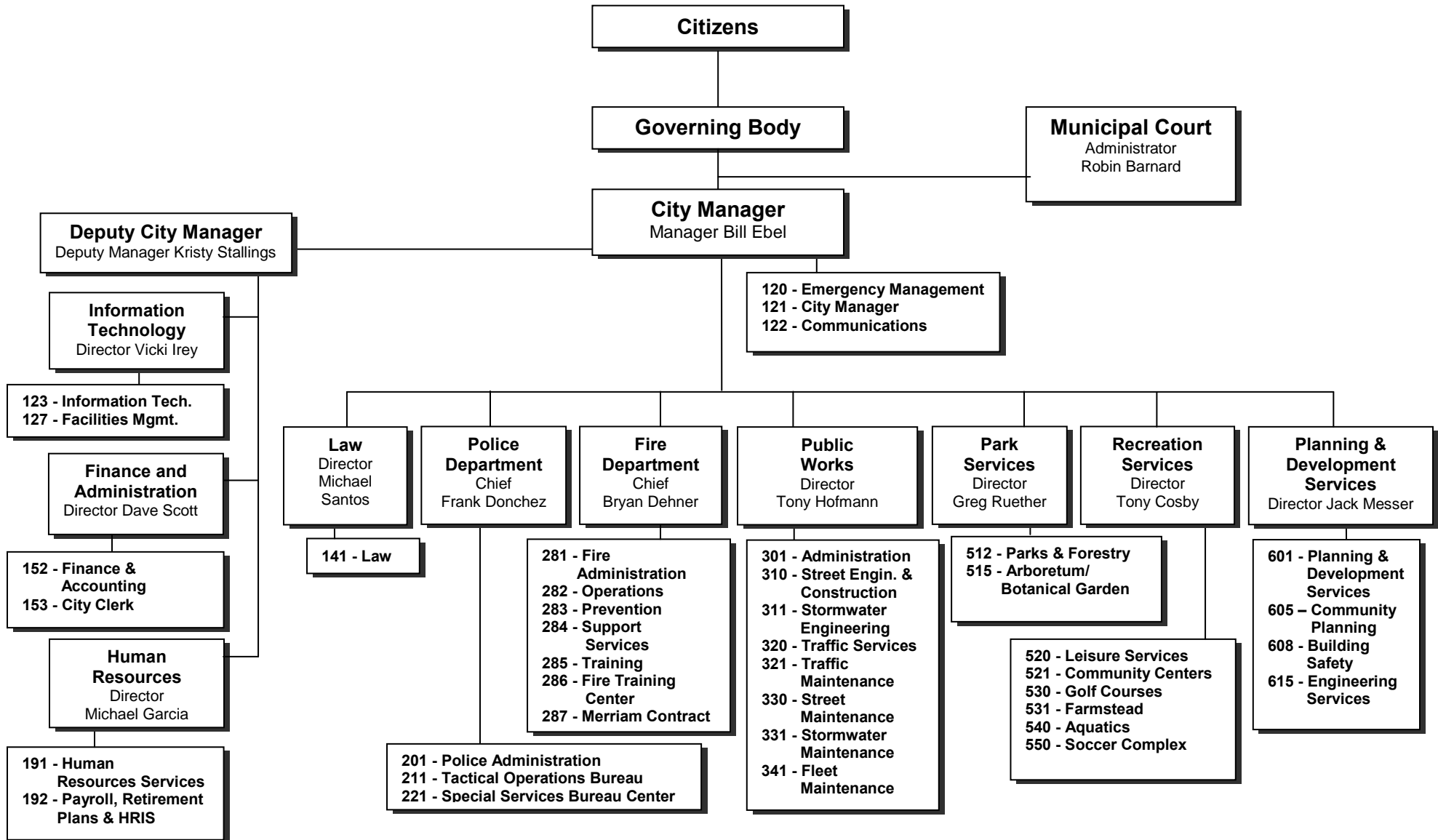
- ◆ Addition of Technology Infrastructure Specialist (Information Technology) \$138,000
The 2016 Budget includes the addition of a full-time Infrastructure Specialist in Information Technology to manage the City's extensive fiber optic network. This network provides data connections between city buildings, traffic signals, CCTV cameras, and other area Public Safety agencies. The network is a crucial component in the support and delivery of City services.
- ◆ 0.60 FTE Human Resources Representative (Human Resources) \$39,000
The 2016 Budget includes funding for a 0.60 FTE part-time Human Resources Representative in the Human Resources Department. This employee will support the recruitment function.

CITY OF OVERLAND PARK

Organizational Chart

Includes Cost Center Numbers

1.58



For Cost Center Descriptions, Expenditures and Personnel, please see cost center information included in section 6.

CITY OF OVERLAND PARK

DIVISION BY GOAL AREA

Finance & Administration (100's)	Public Safety (200's)	Public Works (300's)	Community Development (500's & 600's)
<i>Mayor & Council</i> 111 Mayor & Council <i>City Manager's Office</i> 120 Emergency Management 121 City Manager's Office 122 Communications Division <i>Information Technology</i> 123 Information Technology 127 Facilities Management & Operations <i>Municipal Court</i> 131 Municipal Court 132 Court Services <i>Law</i> 141 Law <i>Finance & Administration</i> 152 Finance 153 City Clerk <i>Human Resources</i> 191 Human Resources 192 Payroll/Retirement Plans/HRIS	<i>Police Department</i> 201 Police Administration 211 Tactical Operations Bureau 221 Special Services Bureau <i>Fire Department</i> 281 Fire Administration 282 Operations 283 Prevention 284 Support Services 285 Training 286 Fire Training Center 287 Merriam Fire Contract	<i>Public Works</i> 301 Public Works Administration 310 Street Engineering & Construction 311 Stormwater Engineering 320 Traffic Services Division 321 Traffic Maintenance 330 Street Maintenance 331 Stormwater Maintenance 341 Fleet Maintenance	<i>Parks</i> 512 Parks & Forestry 515 Arboretum Botanical Gardens <i>Recreation</i> 520 Leisure Services 521 Community Centers 530 Golf Courses 531 Deanna Rose Children's Farmstead 532 St. Andrews Golf Course Maintenance 533 Skyes/Lady Golf Course Maintenance 540 Aquatics 550 Soccer Complex <i>Planning & Development Services</i> 601 Planning & Development Services 605 Community Planning 608 Building Safety 615 Engineering Services

CITY OF OVERLAND PARK
GOAL AREA PERSONNEL SCHEDULE BY COST CENTER
BY FULL TIME EQUIVALENT (FTE)

PERSONNEL SUMMARY BY GOAL AREA

<u>ALL FUNDS</u> Goal Area	2014 Budget		2015 Budget		Changes since 2015 Budget		Changes for 2016 Budget		2016 Budget	
	FT	PT*	FT	PT*	FT	PT*	FT	PT*	FT	PT*
Finance, Administration & Econ. Dev.	124	6.60	127	6.29	-1	-0.53	2	0.6	129	6.36
Public Safety	458	19.29	464	19.30	18	0	6	-2.49	488	16.81
Public Works	129	4.51	132	2.36	0	0	1	0.97	133	3.33
Community Development	122	145.78	132	138.70	-1	0.03	3	-2.46	134	136.28
TOTAL	833	176.18	855	166.65	16	-0.5	12	-3.38	884	162.78

PERSONNEL SUMMARY BY DEPARTMENT

<u>ALL FUNDS</u>	2014 Budget		2015 Budget		Changes since 2015 Budget		Changes for 2016 Budget		2016 Budget	
	FT	PT*	FT	PT*	FT	PT*	FT	PT*	FT	PT*
Mayor and Council	13	0.00	13	0.00	0	0	0	0	13	0.00
City Manager's Office/Communications	7	0.98	9	1.45	-1	-0.53	0	0	9	0.92
Information Technology	33	0.50	33	0.50	0	0	1	0	34	0.50
Municipal Court	25	1.72	25	1.72	0	0	0	0	25	1.72
Law	12	1.02	12	1.02	0	0	1	0	13	1.02
Finance, Budget and Administration	19	2.38	20	1.60	0	0	0	0	20	1.60
Human Resources	15	0.00	15	0.00	0	0	0	0.6	15	0.60
Police	302	18.54	302	18.55	0	0	6	-2.49	308	16.06
Fire	156	0.75	162	0.75	18	0	0	0	180	0.75
Public Works	129	4.51	132	2.36	0	0	1	0.97	133	3.33
Park Services	27	19.64	32	15.84	0	0.00	1	0	33	15.85
Recreation Services	28	122.69	32	119.46	-1	0.03	0	-2.5	31	116.99
Planning and Development Services	67	3.45	68	3.40	0	0	2	0.04	70	3.44
TOTAL	833	176.18	855	166.65	16	-0.5	12	-3.38	884	162.78

PERSONNEL SCHEDULE BY COST CENTER

	2014 Budget		2015 Budget		Changes since 2015 Budget		Changes for 2016 Budget		2016 Budget	
	General Fund		General Fund		General Fund		General Fund		General Fund	
Goal Area/Cost Center	FT	PT*	FT	PT*	FT	PT*	FT	PT*	FT	PT*
FINANCE AND ADMINISTRATION GOAL AREA										
City Manager's Office										
Mayor and Council	13	0.00	13	0.00					13	0.00
Emergency Management	0	0.00	0	0.00	1 ¹				1	0.00
City Manager	5	0.00	6	0.00	-1 ¹				5	0.00
Communications	2	0.98	3	1.45		-0.53 ²			3	0.92
City Manager's Office	20	0.98	22	1.45	0	-0.53	0	0.00	22	0.92
Information Technology										
Information Technology	22	0.50	22	0.50			1 ¹¹		23	0.50
Facilities Management	11	0.00	11	0.00					11	0.00
Information Technology	33	0.50	33	0.50	0	0.00	1	0.00	34	0.50
Municipal Court										
Municipal Court	19	1.72	19	1.72					19	1.72
Court Services	6	0.00	6	0.00					6	0.00
Municipal Court	25	1.72	25	1.72	0	0.00	0	0.00	25	1.72
Law										
Law	12	1.02	12	1.02			1 ¹²		13	1.02
Law	12	1.02	12	1.02	0	0.00	1	0.00	13	1.02

PERSONNEL SCHEDULE BY FTE, CONTINUED

	2014 Budget		2015 Budget		Changes since 2015 Budget		Changes for 2016 Budget		2016 Budget	
GENERAL FUND	General Fund		General Fund		General Fund		General Fund		General Fund	
Goal Area/Cost Center	FT	PT*	FT	PT*	FT	PT*	FT	PT*	FT	PT*
Finance, Budget and Admin.										
Finance and Accounting	12	1.60	12	1.60					12	1.60
City Clerk	7	0.78	8	0.00					8	0.00
Finance, Budget and Admin.	19	2.38	20	1.60	0	0.00	0	0.00	20	1.60
Human Resources										
Human Resources	11	0.00	11	0.00			0.6 ¹³		11	0.60
Payroll	4	0.00	4	0.00					4	0.00
Human Resource	15	0.00	15	0.00	0	0.00	0	0.60	15	0.60
FINANCE AND ADMINISTRATION	124	6.60	127	6.29	0	-0.53	2	0.6	129	6.36
PUBLIC SAFETY GOAL AREA										
Police Department										
Police Administration	6	0.00	6	0.00	2 ³				8	0.00
Tactical Operations Bureau	193	16.57	192	16.58		-0.71 ³	1 ¹⁴	-0.66 ¹⁴	193	15.21
Special Services Bureau	103	1.97	104	1.97	-2 ³	0.71 ³	5 ^{15, 16}	-1.83 ¹⁵	107	0.85
Police Department	302	18.54	302	18.55	0	0.00	6	-2.49	308	16.06
Fire Department**										
Fire Administration	7	0.00	7	0.00					7	0.00
Fire Operations	137	0.00	140	0.00					140	0.00
Fire Prevention	6	0.00	6	0.00					6	0.00
Fire Support Services	0	0.75	0	0.75					0	0.75
Fire Training	6	0.00	6	0.00					6	0.00
Merriam Fire Contracts	0	0.00	3	0.00	18 ⁴				21	0.00
Fire Department	156	0.75	162	0.75	18	0.00	0	0.00	180	0.75
PUBLIC SAFETY	458	19.29	464	19.30	18	0.00	6	-2.49	488	16.81
PUBLIC WORKS GOAL AREA										
Public Works Department										
Public Works Administration	11	0.00	11	0.00					11	0.00
Street Engineering	22	1.42	22	1.42	-1 ⁵			0.97 ¹⁷	21	2.39
Traffic Services	13	0.00	13	0.00			1 ¹⁸		14	0.00
Traffic Maintenance	16	0.00	16	0.00					16	0.00
Street Maintenance	35	1.74	37	0.00	1 ⁵				38	0.00
Fleet Maintenance	8	0.00	8	0.00					8	0.00
Public Works	105	3.16	107	1.42	0	0.00	1	0.97	108	2.39
PUBLIC WORKS	105	3.16	107	1.42	0	0.00	1	0.97	108	2.39
COMMUNITY DEVELOPMENT GOAL AREA										
Park Services										
Parks and Forestry	23	7.59	27	4.72			1 ¹⁹		28	4.72
Arboretum	4	12.05	5	11.12					5	11.13
Park Services	27	19.64	32	15.84	0	0.00	1	0.00	33	15.85
Recreation Services										
Leisure Services	6	1.10	6	1.72		0.15 ⁶		0.87 ²⁰	6	2.74
Community Centers	3	45.78	5	43.33		-0.13 ⁶			5	43.20
Farmstead	5	23.85	5	24.00		0.01 ⁶			5	24.01
Aquatics	1	35.27	1	35.31				-3.86 ^{20, 21}	1	31.45
Recreation Services	15	106.00	17	104.36	0	0.03	0	-2.99	17	101.40

PERSONNEL SCHEDULE BY FTE, CONTINUED

	2014 Budget		2015 Budget		Changes since 2015 Budget		Changes for 2016 Budget		2016 Budget	
<u>GENERAL FUND</u>	General Fund		General Fund		General Fund		General Fund		General Fund	
Goal Area/Cost Center	FT	PT*	FT	PT*	FT	PT*	FT	PT*	FT	PT*
Planning and Development Services										
Planning and Development	17	1.15	17	1.15					17	1.15
Community Planning	17	1.70	18	1.65			1 ²²	-0.42 ^{19, 23}	19	1.23
Building Safety	21	0.60	21	0.60	-1 ⁷		1 ²⁴	0.46 ²⁵	21	1.06
Engineering Services	9	0.00	9	0.00	1 ⁷				10	0.00
Planning and Development Services	64	3.45	65	3.40	0	0.00	2	0.04	67	3.44
COMMUNITY DEVELOPMENT	106	129.09	114	123.60	0	0.03	3	-2.95	117	120.69
TOTAL - General Fund	793	158.14	812	150.61	18	-0.50	12	-3.87	842	146.25

	2014 Budget		2015 Budget		Changes since 2015 Budget		Changes for 2016 Budget		2016 Budget	
<u>STORMWATER UTILITY</u>	Stormwater Fund		Stormwater Fund		Stormwater Fund		Stormwater Fund		Stormwater Fund	
Goal Area/Cost Center	FT	PT*	FT	PT*	FT	PT*	FT	PT*	FT	PT*
PUBLIC WORKS GOAL AREA										
Public Works Department										
Stormwater Engineering	6	0.00	6	0.46	1 ⁸				7	0.46
Stormwater Maintenance	18	1.35	19	0.48	-1 ⁸				18	0.48
Public Works	24	1.35	25	0.94	0	0.00	0	0.00	25	0.94
COMMUNITY DEVELOPMENT GOAL AREA										
Planning and Development Services										
Engineering Services	2	0.00	2	0.00					2	0.00
Planning and Development Services	2	0.00	2	0.00	0	0.00	0	0.00	2	0.00
TOTAL - Stormwater Fund	26	1.35	27	0.94	0	0.00	0	0.00	27	0.94

	2014 Budget		2015 Budget		Changes since 2015 Budget		Changes for 2016 Budget		2016 Budget	
<u>GOLF COURSE FUND</u>	Golf Fund		Golf Fund		Golf Fund		Golf Fund		Golf Fund	
Goal Area/Cost Center	FT	PT*	FT	PT*	FT	PT*	FT	PT*	FT	PT*
COMMUNITY DEVELOPMENT GOAL AREA										
Parks and Recreation										
Golf Course Administration	2	0.00	2	0.00	-2	^{9, 10}			0	0.00
St. Andrews Golf Course	3	3.08	3	3.15	1	¹⁰			4	3.15
Skyes/Lady Golf Course	6	4.62	6	4.65					6	4.65
Parks and Recreation	11	7.70	11	7.80	-1	0.00	0	0.00	10	7.80
COMMUNITY DEVELOPMENT - Golf	11	7.70	11	7.80	-1	0.00	0	0.00	10	7.80

	2014 Budget		2015 Budget		Changes since 2015 Budget		Changes for 2016 Budget		2016 Budget	
<u>SOCCER OPERATIONS</u>	TGT Funds		TGT Funds		TGT Funds		TGT Funds		TGT Funds	
Goal Area/Cost Center	FT	PT*	FT	PT*	FT	PT*	FT	PT*	FT	PT*
COMMUNITY DEVELOPMENT GOAL AREA										
Parks and Recreation										
Soccer Complex	2	8.99	4	7.30			0.49 ²⁶		4	7.79
Parks and Recreation	2	8.99	4	7.30	0	0.00	0	0.49	4	7.79
COMMUNITY DEVELOPMENT - Soccer	2	8.99	4	7.30	0	0.00	0	0.49	4	7.79

PERSONNEL SCHEDULE BY FTE, CONTINUED

	2014 Budget		2015 Budget		Changes since 2015 Budget		Changes for 2016 Budget		2016 Budget	
<u>INTERGOVERNMENTAL</u>	TGT Funds		TGT Funds		TGT Funds		TGT Funds		TGT Funds	
Goal Area/Cost Center	FT	PT*	FT	PT*	FT	PT*	FT	PT*	FT	PT*
FAED GOAL AREA										
Municipal Court										
ADSAP (Court Services)	0	0.00	0	0.00					0	0.00
Municipal Court	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
PUBLIC SAFETY GOAL AREA										
Police Department										
Mid-American Regional Council's Terroris	0	0.00	0	0.00					0	0.00
Police Department	0	0.00	0	0.00	0	0.00	0	0.00	0	0.00
COMMUNITY DEVELOPMENT GOAL AREA										
Planning and Development Services										
Community Development Block Grant	1	0.00	1	0.00					1	0.00
Planning and Development Services	1	0.00	1	0.00	0	0.00	0	0.00	1	0.00
TOTAL - Intergovernmental Funding	1	0.00	1	0.00	0	0.00	0	0.00	1	0.00

TOTAL - All Funds	833	176.18	855	166.65	17	-0.50	12	-3.38	884	162.78
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FOOTNOTES TO GOAL AREA PERSONNEL SCHEDULE

Full-time totals include City Council members.

* The number of part-time and seasonal positions in some cost centers may vary from year to year.

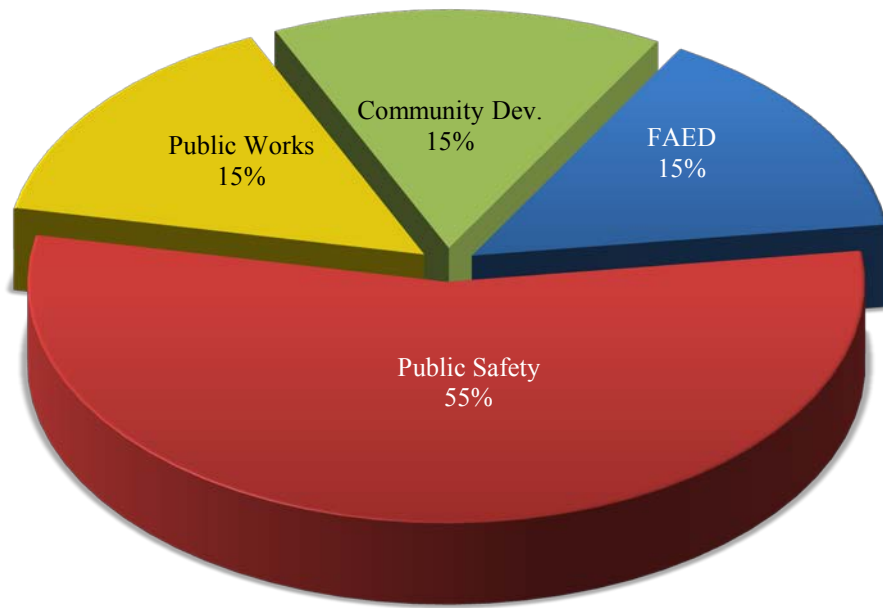
Personnel adjustments made to 2015 from those reported in the 2015 Budget include:

- 1 Transferred Emergency Management Coordinator from City Manager's Office to new cost center, Emergency Management
- 2 Eliminated part-time (.53 FTE) Assistant to the City Manager position
- 3 Police Department reassigned positions among Bureaus due to reorganization
- 4 Eighteen Merriam Fire Department employees have been converted to Overland Park employees. Expenditures related to these employees are reimburseable from Merriam.
- 5 Public Works Department reassigned positions among divisions
- 6 Recreation Department reassigned position among divisions.
- 7 Administrative Assistant position reassigned within the Planning and Development Services Department
- 8 Public Works Department reassigned positions among divisions
- 9 Eliminated full-time Golf Course Operations Manager position
- 10 Transferred full-time Administrative Assistant position from Golf Course Administration to St. Andrews Golf Course

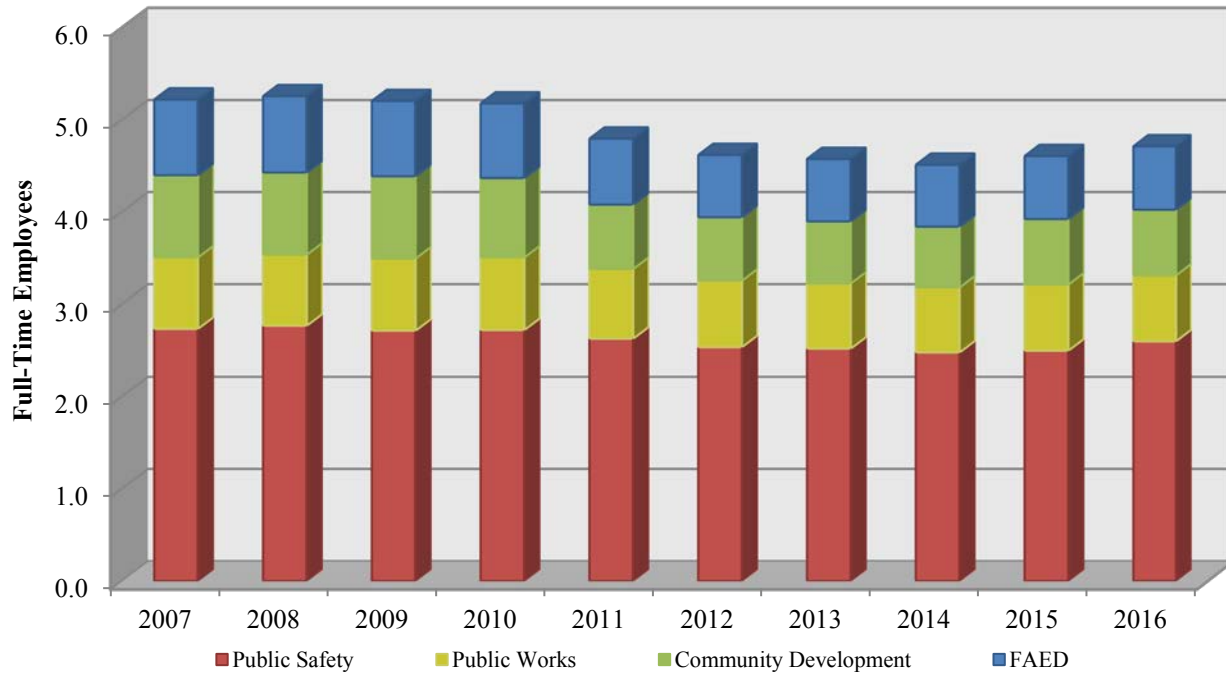
Personnel Adjustments in the 2016 Budget include:

- 11 Addition of a full-time Infrastructure Specialist position in the Information Technology Department
- 12 Addition of a full-time Assistant City Attorney II position in the Law Department
- 13 Addition of a part-time (.60 FTE) Human Resources Representative position in the Human Resources Department
- 14 Conversion of a part-time (.66 FTE) Administrative Clerk to a full-time Administrative Assistant in the Police Department
- 15 Addition of a full-time Police Dispatch Supervisor position and three full-time Police Dispatcher positions; elimination of part-time (1.83 FTE) Police Dispatcher positions
- 16 Addition of a full-time Police Officer position to offset assignment of one police officer to Federal Social Security Task Force, which will be reimbursed by Federal Government
- 17 Addition of part-time Pavement Evaluators (.47 FTE) and Right-of-Way Inspector (.50 FTE) in the Public Works Department
- 18 Addition of a full-time Transportation Project Inspector in the Public Works Department
- 19 Convert part-time (.65 FTE) Recycling Attendant to full-time and transfer position from Planning Department to the Parks Department
- 20 Increase hours (+.15 FTE) for part-time Administrative Clerk and transfer position from Aquatics division to Recreation Services.
- 21 Elimination of PT Employees (3.14 FTE) related to Roe Pool, which will be closed after 2015.
- 22 Addition of a full-time Sr. Customer Service Representative position in Community Services to manage licensing of residential rental properties
- 23 Addition of a part-time (.23 FTE) seasonal Code Compliance Intern position
- 24 Addition of a full-time Multi-Disciplined Code Official in Planning and Development Services Department
- 25 Addition of a part-time (.46 FTE) Multi-Disciplined Inspector
- 26 Increase hours (.49 FTE) for part-time soccer operations and concessions positions

2016 Budget Full-Time Employees by Goal Area



Full-Time Employees Per Thousand Population by Goal Area



PERFORMANCE MEASUREMENT INITIATIVE

In the early 2000's, the City of Overland Park began development of an organizational Performance Measurement System. This initiative included identifying and incorporating organizational performance measures as part of our management system. Even though the City has gathered workload measures for several years, the performance measurement information now gathered is has been integrated into a broader, organization-wide performance management system. These measures are used to gauge the organization's efficiency and responsiveness, improve performance and determine our effectiveness in meeting annual and long-term goals and objectives.

Components of the Performance Management System are included in the 2016 Budget document: select performance measures, program and purpose statements, goals for 2016 and recent accomplishments. The selected information is designed to monitor the outcome of program services, to determine whether or not the purpose of a program is being achieved and if programs are consistent with the long-term objectives of the City. Outcomes are evaluated based on workload, effectiveness and efficiency. 2014 performance results, 2015 projections and 2016 targets are reported in the 2016 Budget document.

The performance measurement information included in the budget document represents selected key measures for each department. This information is by no means the full extent of our performance measurement system. Departments and supporting divisions continue to gather and evaluate other performance-related data to help them manage and allocate their resources to improve the productivity of their operations.

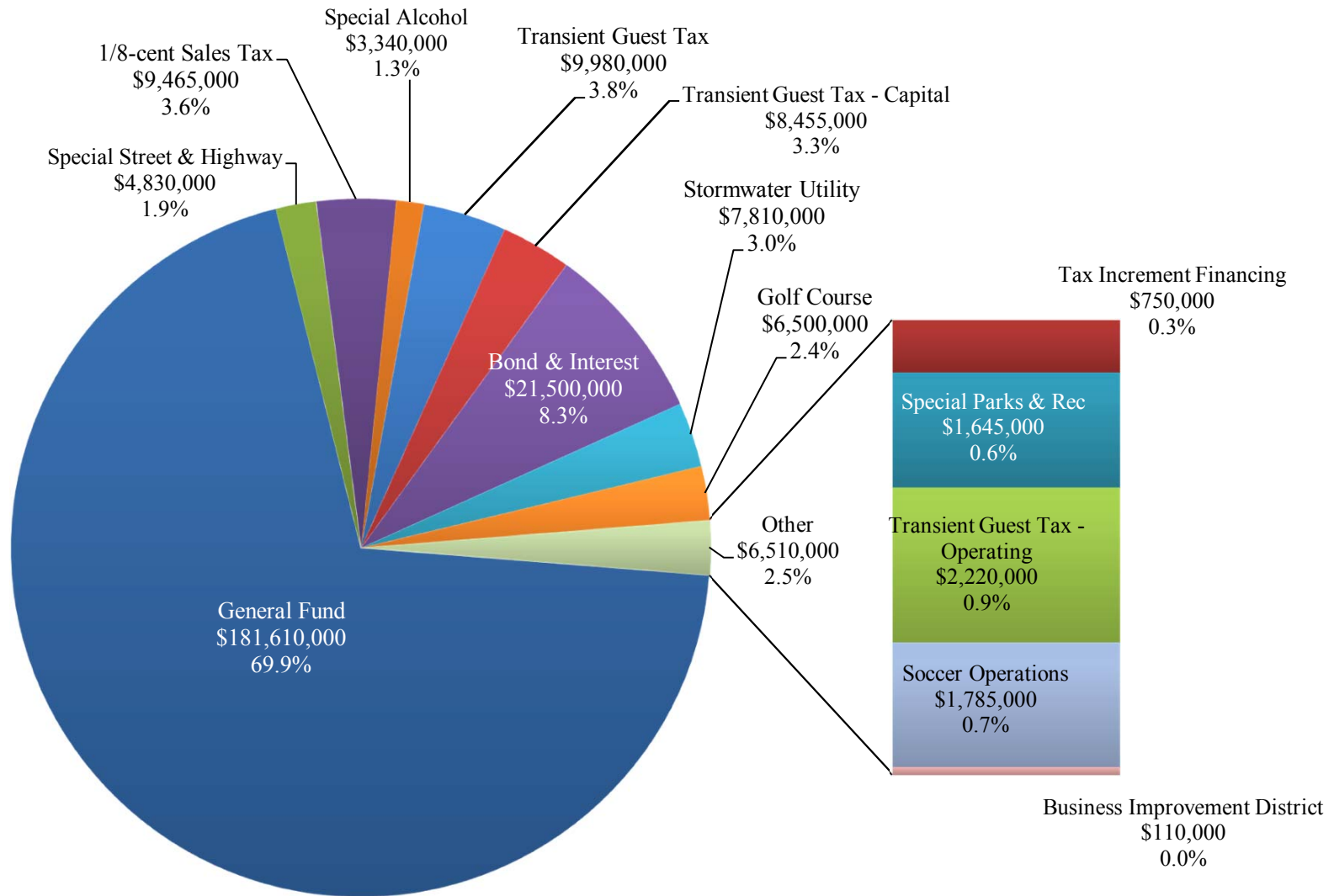
The Performance Management System continues to evolve as we continue to revamp and refine programs, services and performance measures, as well as improve the systematic capture of reliable data to support an objective evaluation of the outcome of our performance.

Key information included about each cost center includes:

- Program Description – A description of each cost center that briefly outlines its functions and responsibilities.
- Department Organizational Chart – The City is organized by cost centers. This organizational chart illustrates how cost centers relate to each other and to departments.
- Mission – A narrative that defines the purpose or goal of each cost center.
- Goals for 2016 - Aspects of the cost centers' work plan that will direct the cost centers' efforts in the upcoming year.
- Program Accomplishments – Recent accomplishments of each cost center.
- Key Performance Measures – Information and data used to determine the success of key services performed to accomplish each cost center's goal or purpose and to determine the workload of the cost center.

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2016 BUDGETED FUNDS



2016 Budget = \$260,000,000

CITY OF OVERLAND PARK

SUMMARY OF THE 2016 BUDGET

BUDGETED REVENUES	General Fund	Special St. & Highway	1/8-Cent for Street Improv.	Special Parks & Recreation	Special Alcohol Control	Transient Guest Tax		
						Operating	Capital Improvements	TGT Fund
County Collected and Distributed	\$39,772,470							
State Collected - County Distributed	-							
State Collected and Distributed	69,295,000	4,650,000	5,800,000	1,200,000	1,200,000			9,980,000
Grant Revenue								
City Collected Revenue	34,092,530	5,000	20,000	5,000	10,000	2,225	616,110	0
Total Current Revenue	143,160,000	4,655,000	5,820,000	1,205,000	1,210,000	2,225	616,110	9,980,000
Transfers	400,000			35,000		2,217,775	6,108,890	
Resources From Prior Year	38,050,000	175,000	3,645,000	405,000	2,130,000	0	1,730,000	0
Total Revenues	\$181,610,000	\$4,830,000	\$9,465,000	\$1,645,000	\$3,340,000	\$2,220,000	\$8,455,000	\$9,980,000

BUDGETED EXPENDITURES

BY GOAL AREA

Finance & Administration	\$19,478,659	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Safety	57,029,084	0	0	0	75,000	0	0	0
Public Works	13,913,992	0	0	0	0	0	0	0
Community Development	17,812,285	0	0	0	0	0	0	0
	108,234,020	0	0	0	75,000	0	0	0
Contracts with outside agencies	1,590,980	0	0	0	861,000	2,217,775	450,000	0
Maintenance	7,330,000	4,600,000	1,500,000	550,000	0	0	0	0
Debt Service	0	0	0	0	0	0	0	6,653,335
Capital Improvements	0	0	4,660,000	200,000	0	0	0	0
Citywide Contingency	3,500,000	150,000	0	0	2,404,000	2,225	0	0
Transfers	60,955,000	80,000	3,305,000	895,000	0	0	8,005,000	3,326,665
Total Expenditures by Goal Area	\$181,610,000	\$4,830,000	\$9,465,000	\$1,645,000	\$3,340,000	\$2,220,000	\$8,455,000	\$9,980,000

BY CATEGORY

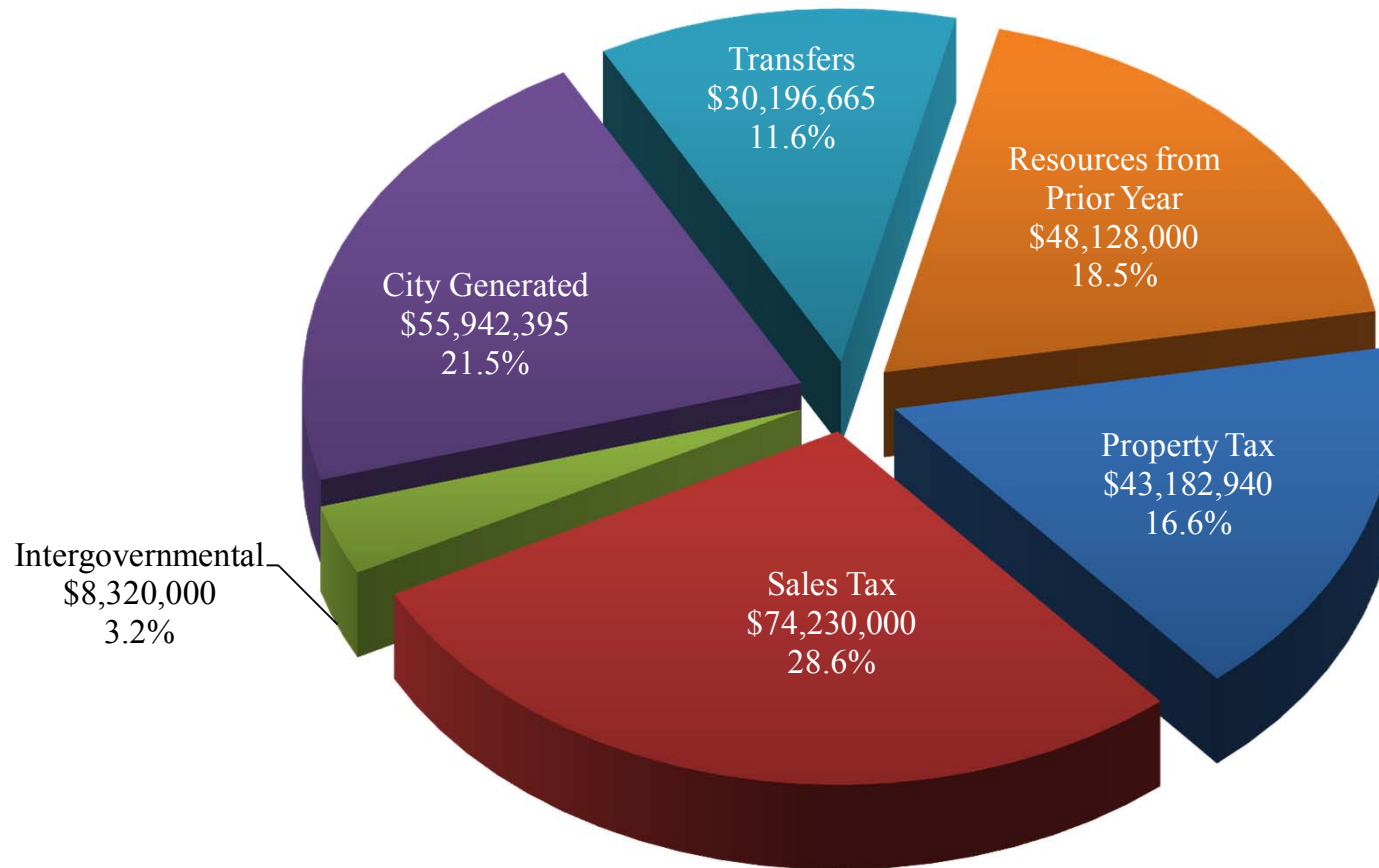
Personal Services	\$87,565,000	\$0	\$0	\$0	\$10,000	\$0	\$0	\$0
Commodities	4,710,150	-	-	-	25,000	-	-	-
Contractual Services	13,044,670	-	-	-	40,000	-	-	-
Capital Outlay	2,914,200	-	-	-	-	-	-	-
	108,234,020	-	-	-	75,000	-	-	-
Contracts with outside agencies	1,590,980	-	-	-	861,000	2,217,775	450,000	-
Maintenance	7,330,000	4,600,000	1,500,000	550,000	-	-	-	-
Debt Service	-	-	-	-	-	-	-	6,653,335
Capital Improvements	-	-	4,660,000	200,000	-	-	-	-
Citywide Contingency	3,500,000	150,000	-	-	2,404,000	2,225	-	-
Transfers	60,955,000	80,000	3,305,000	895,000	-	-	8,005,000	3,326,665
Total Expenditures by Category	\$181,610,000	\$4,830,000	\$9,465,000	\$1,645,000	\$3,340,000	\$2,220,000	\$8,455,000	\$9,980,000

CITY OF OVERLAND PARK

SUMMARY OF THE 2016 BUDGET, CONT.

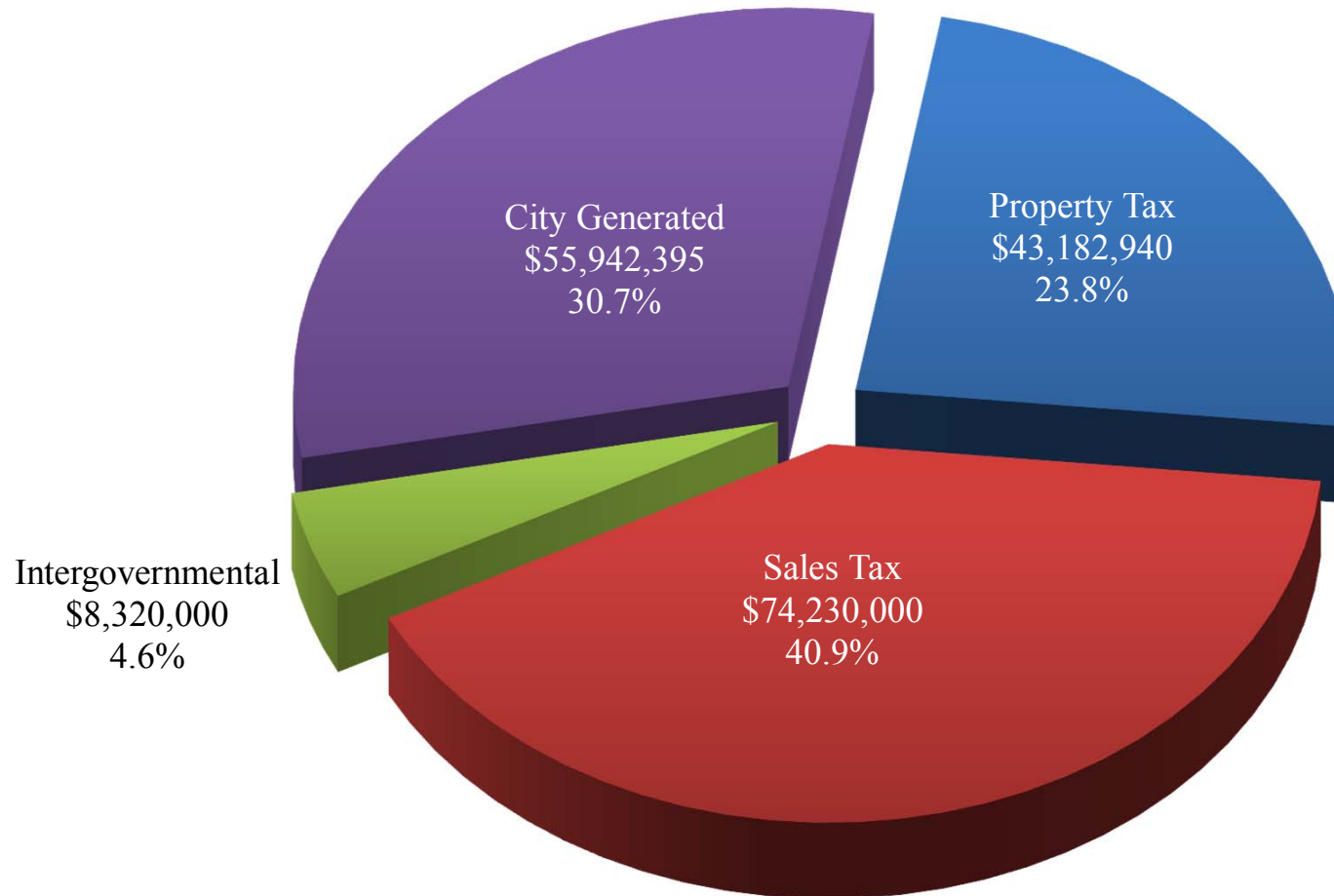
	Bond & Interest	Stormwater Utility	Golf Course	Soccer Operations	Business Improvement District	Tax Increment Financing	Total All Budgeted Funds	Capital/Maint. Projects	Total All Funds
<u>BUDGETED REVENUES</u>									
County Collected and Distributed	\$415,000	\$3,219,000				\$345,000	\$43,751,470	\$7,450,000	\$51,201,470
State Collected - County Distributed		0					0	0	0
State Collected and Distributed		0				335,000	92,460,000	0	
Grant Revenue							0	2,230,000	2,230,000
City Collected Revenue	75,000	4,323,000	5,250,000	1,560,000	110,000	70,000	46,138,865	11,820,000	57,958,865
Total Current Revenue	490,000	7,542,000	5,250,000	1,560,000	110,000	750,000	182,350,335	21,500,000	111,390,335
Transfers	20,760,000		0	0			29,521,665	30,490,000	60,011,665
Resources From Prior Year	250,000	268,000	1,250,000	225,000	0	0	48,128,000	0	48,128,000
Total Revenues	\$21,500,000	\$7,810,000	\$6,500,000	\$1,785,000	\$110,000	\$750,000	\$260,000,000	\$51,990,000	\$219,530,000
<u>BUDGETED EXPENDITURES</u>									
<u>BY GOAL AREA</u>									
Finance & Administration	\$0	\$0	\$0	\$0	\$0	\$0	\$19,478,659	\$0	\$19,478,659
Public Safety	0	0	0	0	0	0	57,104,084	0	57,104,084
Public Works	0	3,742,220	0	0	0	0	17,656,212	0	17,656,212
Community Development	0	207,780	4,670,000	1,155,000	0	0	23,845,065	0	23,845,065
	0	3,950,000	4,670,000	1,155,000	0	0	118,084,020	0	118,084,020
Contracts with outside agencies	0	0	0	0	110,000	750,000	5,979,755	0	5,979,755
Maintenance	0	1,400,000	200,000	0	0	0	15,580,000	16,235,000	31,815,000
Debt Service	21,100,000	0	0	0	0	0	27,753,335	0	27,753,335
Capital Improvements	0	1,495,000	0	0	0	0	6,355,000	35,755,000	42,110,000
Citywide Contingency	400,000	565,000	150,000	330,000	0	0	7,501,225	0	7,501,225
Transfers	0	400,000	1,480,000	300,000	0	0	78,746,665	0	78,746,665
Total Expenditures by Goal Area	\$21,500,000	\$7,810,000	\$6,500,000	\$1,785,000	\$110,000	\$750,000	\$260,000,000	\$51,990,000	\$311,990,000
<u>BY CATEGORY</u>									
Personal Services	\$0	\$2,575,000	\$1,030,000	\$555,000	\$0	\$0	\$91,735,000	\$0	\$91,735,000
Commodities	-	317,010	530,483	210,000	-	-	5,792,643	0	5,792,643
Contractual Services	-	575,990	3,073,517	370,800	-	-	17,104,977	0	17,104,977
Capital Outlay	-	482,000	36,000	19,200	-	-	3,451,400	0	3,451,400
	-	3,950,000	4,670,000	1,155,000	-	-	118,084,020	0	118,084,020
Contracts with outside agencies	-	-	-	-	110,000	750,000	5,979,755	0	5,979,755
Maintenance	-	1,400,000	200,000	-	-	-	15,580,000	16,235,000	31,815,000
Debt Service	21,100,000	-	0	-	-	-	27,753,335	0	27,753,335
Capital Improvements	-	1,495,000	-	-	-	-	6,355,000	35,755,000	42,110,000
Citywide Contingency	400,000	565,000	150,000	330,000	-	-	7,501,225	0	7,501,225
Transfers	-	400,000	1,480,000	300,000	-	-	78,746,665	0	78,746,665
Total Expenditures by Category	\$21,500,000	\$7,810,000	\$6,500,000	\$1,785,000	\$110,000	\$750,000	\$260,000,000	\$51,990,000	\$311,990,000

2016 TOTAL REVENUE BY SOURCE ALL BUDGETED FUNDS



2016 Total Revenue = \$260,000,000

2016 CURRENT CITY REVENUE BY SOURCE ALL BUDGETED FUND



2016 Current Revenue = \$181,675,335

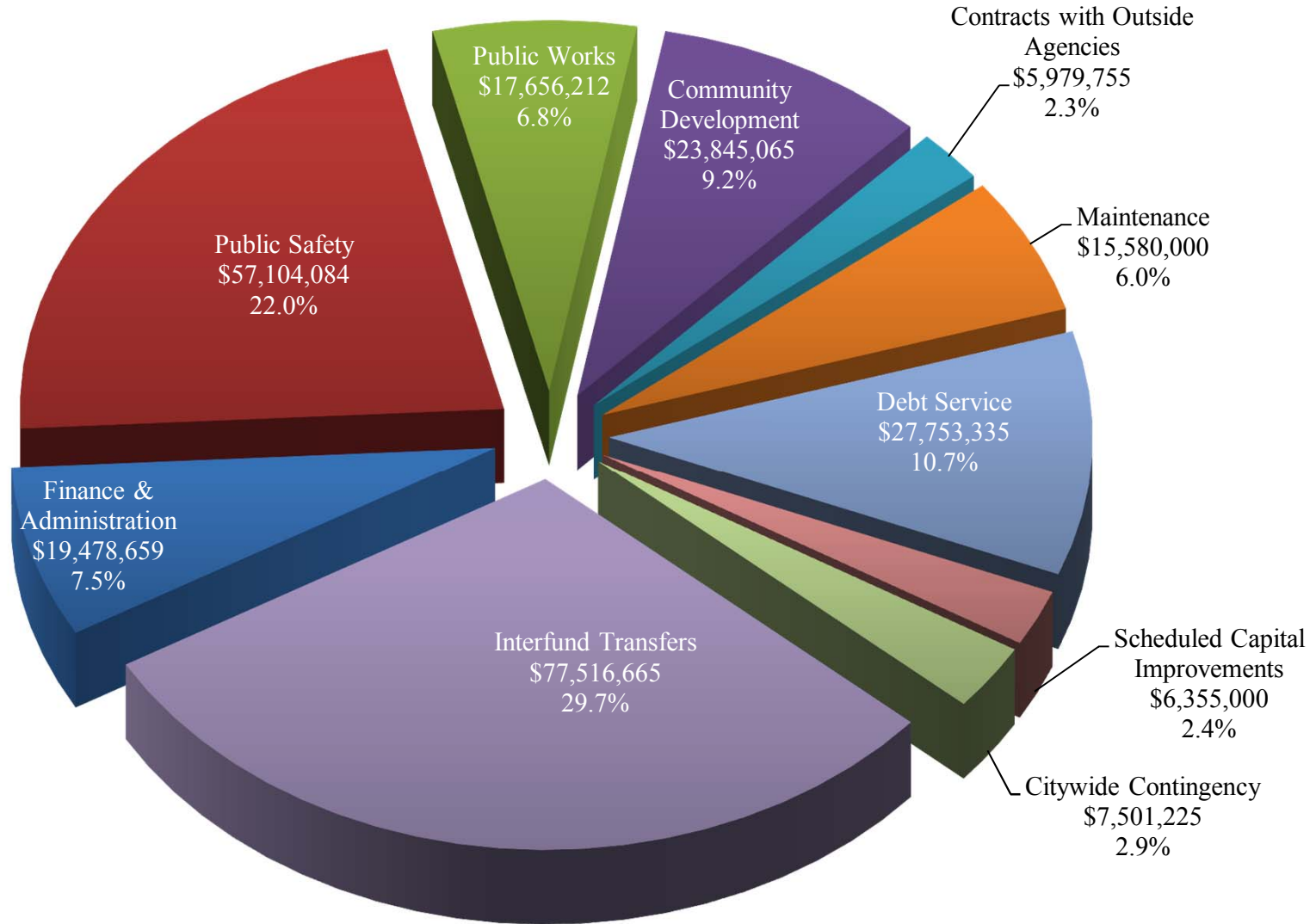
**CITY OF OVERLAND PARK
ALL FUNDS
STATEMENT OF REVENUE**

	2013	2014	Estimated 2015	Budgeted 2016
BEGINNING BALANCE	\$32,564,518	\$38,797,160	\$43,349,850	\$48,128,000
<u>Current Revenue</u>				
<u>County Collected and Distributed</u>				
Ad Valorem Property Tax	\$33,657,272	\$34,239,540	\$36,285,000	\$38,527,940
Motor Vehicle Tax	3,480,963	3,867,135	3,870,000	4,345,000
Special Assessments Tax	434,339	440,359	400,000	400,000
Delinquent Tax Collections	629,063	240,108	368,000	310,000
Delinquent Special Assessments	20,773	109	15,000	15,000
Rental Excise Tax	50,579	58,805	60,000	73,530
Special Weed & Sewer Tax	99,243	71,584	80,000	80,000
	<u>\$38,372,232</u>	<u>38,917,640</u>	<u>41,078,000</u>	<u>43,751,470</u>
<u>State Collected and Distributed</u>				
Sales Tax-City	49,815,260	51,222,740	51,625,000	52,875,000
Sales Tax-Countywide	13,248,531	14,317,012	14,045,000	14,255,000
Sales Tax-Public Safety	3,312,134	3,579,216	3,510,000	3,550,000
Sales Tax-Public Safety II	3,312,134	3,579,259	3,510,000	3,550,000
Gasoline Tax	4,529,172	4,686,155	4,650,000	4,650,000
State Highway Commission	68,617	17,307	0	0
Transient Guest Tax	8,442,580	9,396,742	9,690,000	9,980,000
Machinery and Equipment Reimbursement	0	0	0	0
Liquor Tax	3,404,502	3,565,017	3,500,000	3,600,000
	<u>\$86,132,930</u>	<u>90,363,448</u>	<u>90,530,000</u>	<u>92,460,000</u>
<u>City Collected</u>				
Franchise Taxes:	10,867,642	10,983,769	10,848,150	11,499,200
Park and Recreation Revenues:				
Golf Course Receipts	4,704,503	4,810,474	5,136,560	5,232,800
Municipal Pool Revenue	793,397	769,262	781,500	830,000
Leisure Service Revenue	2,786,831	2,933,495	2,861,050	2,908,000
Soccer Complex Revenue	1,354,193	1,308,429	1,355,000	1,557,600
Arts Commission Revenue	96,172	28,608	25,000	28,000
Arboretum Revenue	189,112	192,497	175,000	188,000
Deanna Rose Farmstead Revenue	1,437,421	1,621,162	1,522,500	1,476,300
	<u>\$11,361,629</u>	<u>11,663,927</u>	<u>11,856,610</u>	<u>12,220,700</u>

**CITY OF OVERLAND PARK
ALL FUNDS
STATEMENT OF REVENUE**

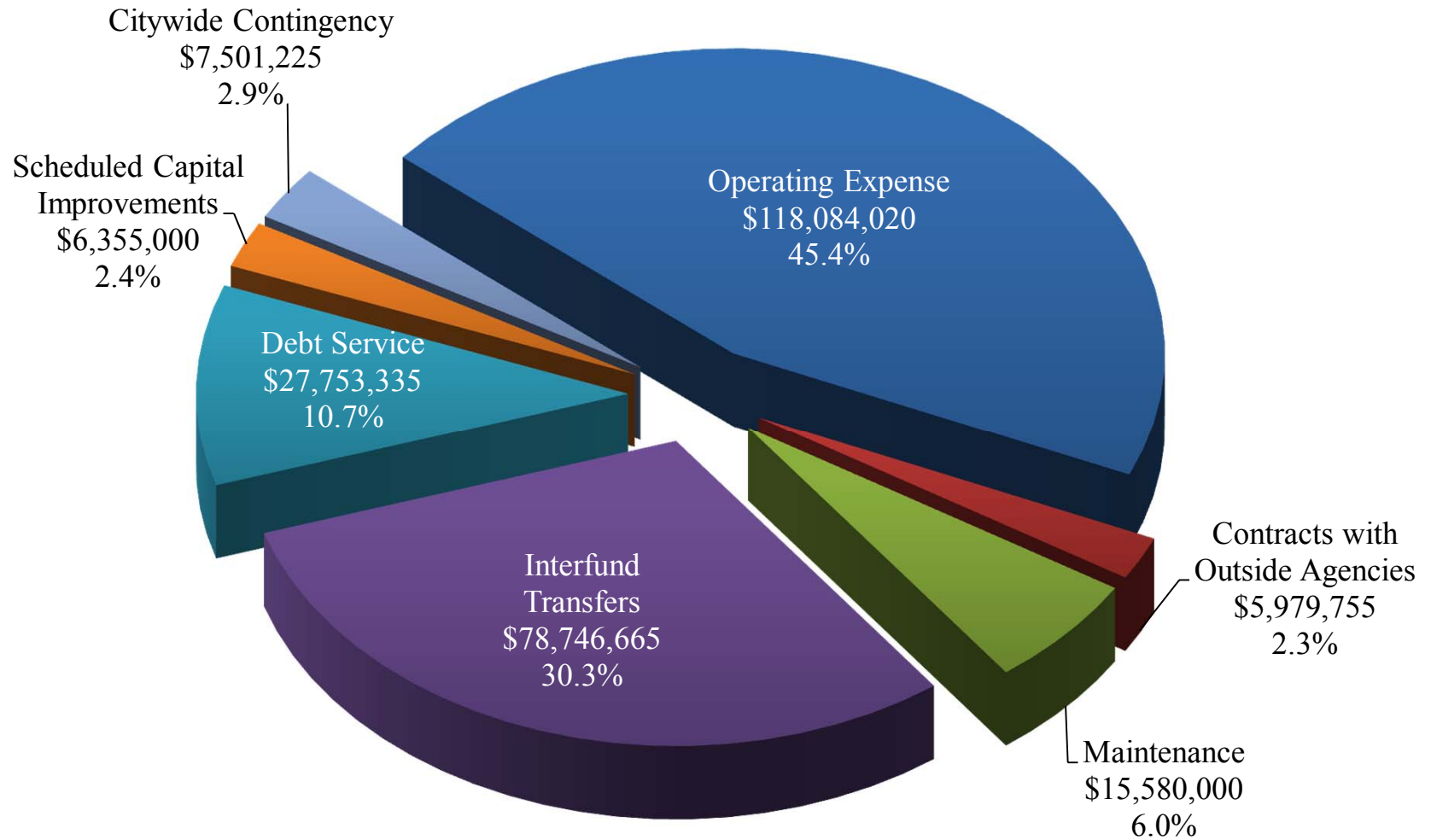
	2013	2014	Estimated 2015	Budgeted 2016
<u>City Collected (Continued)</u>				
Fines:				
Municipal Court	3,570,872	4,090,721	3,845,000	3,880,000
Court Costs	27,940	34,780	35,000	35,000
Alcohol Diversion	545,969	547,650	560,000	585,000
	<u>\$4,144,781</u>	<u>4,673,151</u>	<u>4,440,000</u>	<u>4,500,000</u>
Licenses, Fees, and Permits:				
Animal Licenses	177,305	166,217	160,850	160,416
Liquor Licenses/CMB Licenses	80,165	68,515	75,850	81,200
Other Licenses and Permits	354,828	407,022	363,080	382,884
Public Safety Permits and Fees	2,324,072	2,238,323	2,467,250	2,418,300
Building Permits	1,736,091	1,424,297	1,350,110	1,345,200
Plan Review Fees	1,633,712	1,200,205	1,195,000	1,085,000
Zoning and Planning Fees	208,479	219,361	180,500	190,000
Business Improvement Service Fees	101,398	99,213	100,000	105,000
Excise Tax/Transitional Revenue	3,578,636	3,472,562	2,560,000	2,755,000
Other Community Service Fees	100,011	115,763	99,000	114,500
	<u>\$10,294,697</u>	<u>9,411,478</u>	<u>8,551,640</u>	<u>8,637,500</u>
User Fees (Stormwater Utility Fund)	<u>3,405,471</u>	<u>3,420,512</u>	<u>3,480,000</u>	<u>3,450,000</u>
Interest Earned on Investments:	<u>418,225</u>	<u>154,301</u>	<u>244,301</u>	<u>232,835</u>
Miscellaneous Revenues:	<u>4,052,636</u>	<u>1,836,025</u>	<u>4,862,169</u>	<u>4,923,630</u>
Transfers:				
Transfer from Other Funds	655,156	890,116	400,000	1,075,000
Transfer from General Fund	17,059,077	16,671,071	15,650,000	19,450,000
Transfer from Capital Projects Fund	26,483,005	62,765	197,500	45,000
Transfer from Special Revenue Funds	252,150	250,000	250,000	200,000
Transfer from Transient Guest Tax Funds	5,744,995	5,986,554	5,890,000	3,326,665
Transfer Guest Tax Capital Improv. Fund	6,262,455	6,191,870	6,120,000	6,100,000
	<u>\$56,456,838</u>	<u>30,052,376</u>	<u>28,507,500</u>	<u>30,196,665</u>
Prior Period Adjustment:	<u>\$0</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>Total Revenue</u>	<u>\$258,071,599</u>	<u>\$240,273,787</u>	<u>\$247,748,220</u>	<u>\$260,000,000</u>

2016 CITY EXPENDITURES BY GOAL AREA ALL BUDGETED FUNDS



2016 Budget = \$260,000,000

2016 CITY EXPENDITURES BY PURPOSE ALL BUDGETED FUNDS



2016 Budget = \$260,000,000

CITY OF OVERLAND PARK
ALL FUNDS
STATEMENT OF EXPENDITURES

<u>GOAL AREA/COST CENTER</u>	Actual		Estimated	Budgeted
	2013	2014	2015	2016
<u>Finance & Administration</u>				
Mayor & Council	\$1,423,185	\$1,507,979	\$1,211,455	\$1,280,864
Convention & Tourism	2,114,803	2,356,610	2,658,300	2,667,775
Economic Development	1,115,913	1,167,418	1,274,200	1,395,980
¹ Emergency Management	0	0	161,601	180,231
City Manager	920,803	1,035,080	1,006,986	1,022,307
Communications	427,797	463,551	524,580	531,551
Information Technology	3,541,622	3,490,524	3,768,273	4,334,936
Facilities Management	3,613,578	3,528,153	3,457,567	3,814,306
Municipal Court	2,076,670	2,216,585	2,262,364	2,422,524
Municipal Court - Alcohol Diversion	495,175	511,991	529,331	556,028
Law	1,565,084	1,472,978	1,511,570	1,704,521
Finance & Accounting	1,203,290	1,266,063	1,360,163	1,478,962
City Clerk	660,447	659,860	725,225	785,148
Human Resources	1,756,581	1,633,051	1,577,466	1,774,506
Payroll	426,706	456,730	449,617	453,775
Total Finance & Administration	21,341,654	21,766,573	22,478,698	24,403,414
<u>Public Safety</u>				
Police Administration	2,702,005	2,474,495	2,339,410	2,883,928
Tactical Operations Bureau	17,869,345	18,197,904	19,022,034	20,638,424
Special Services Bureau	10,111,568	10,168,554	10,836,720	11,274,447
Fire Service Contracts	1,270,281	1,196,165	883,431	945,000
Fire Administration	1,137,548	1,251,867	1,139,861	1,288,013
Fire Operations	14,323,172	14,662,229	15,603,816	16,604,746
Fire Prevention	608,151	632,163	657,984	705,183
Fire Support Services	509,382	543,458	543,495	607,963
Fire Training	764,140	752,287	753,228	832,330
Fire Training Center	51,480	56,027	74,100	92,660
² Merriam Fire Contract	103	202,143	2,100,000	2,176,390
Total Public Safety	49,347,175	50,137,292	53,954,079	58,049,084
<u>Public Works</u>				
Public Works Administration	1,207,719	1,377,762	1,206,428	1,248,658
Street Engineering & Construction	2,260,935	2,381,677	2,463,328	2,582,525
Stormwater Engineering	796,685	782,794	996,130	1,135,730
Traffic Services	1,379,895	1,357,715	1,499,321	1,710,124
Traffic Maintenance	3,169,929	2,971,763	3,163,858	3,180,114
Street Maintenance	3,620,105	3,816,683	3,583,144	4,161,252
Stormwater Maintenance	1,950,306	2,176,423	2,422,620	2,606,490
Fleet Maintenance	897,875	1,044,637	955,197	1,031,319
Total Public Works	15,283,449	15,909,454	16,290,026	17,656,212

CITY OF OVERLAND PARK
ALL FUNDS
STATEMENT OF EXPENDITURES

<u>GOAL AREA/COST CENTER</u>	Actual		Estimated	Budgeted
	2013	2014	2015	2016
<u>Community Development</u>				
Parks & Forestry	2,928,641	2,977,766	3,116,711	3,300,542
Arboretum & Botanical Garden	739,085	862,982	848,320	897,468
Leisure Services	830,238	833,653	881,272	970,017
Community Center	1,654,862	2,012,014	1,787,636	1,907,434
Arts Commission	3,431	0	0	0
Golf Courses	4,173,225	4,360,967	4,469,750	4,670,000
Farmstead	1,539,190	1,691,455	1,634,820	1,763,227
Aquatics	1,334,786	1,339,367	1,296,636	1,239,186
Soccer Complex Operations	1,158,866	1,070,037	1,041,200	1,155,000
Planning & Development Services	1,864,774	1,886,892	1,917,049	2,048,386
Community Planning	1,880,297	1,738,692	1,971,056	2,102,897
Building Safety	2,043,469	2,101,658	2,267,805	2,419,422
Engineering Services	1,155,413	1,186,460	1,252,812	1,371,486
Business Improvement District	105,343	101,000	100,000	110,000
Total Community Development	21,411,620	22,162,943	22,585,067	23,955,065
Total Operating Expenditures and Contracts with Outside Agencies	107,383,898	109,976,262	115,307,870	124,063,775
Maintenance	12,887,114	14,403,689	12,595,000	15,580,000
Debt Service	50,920,905	24,981,954	24,015,000	27,753,335
Capital Improvements	6,332,405	6,473,000	6,490,000	6,355,000
Citywide Contingency	491,304	(1,320)	1,927,350	7,501,225
Transfers	41,258,813	41,090,352	39,285,000	78,746,665
Total Non-Operating Expenditures	111,890,541	86,947,675	84,312,350	135,936,225
Total Expenditures	\$219,274,439	\$196,923,937	\$199,620,220	\$260,000,000
ENDING BALANCE	\$38,797,160	\$43,349,850	\$48,128,000	\$0

¹ The Emergency Management cost center was created in 2015. Funding has been transferred from the City Manager's Office and the Police Department.

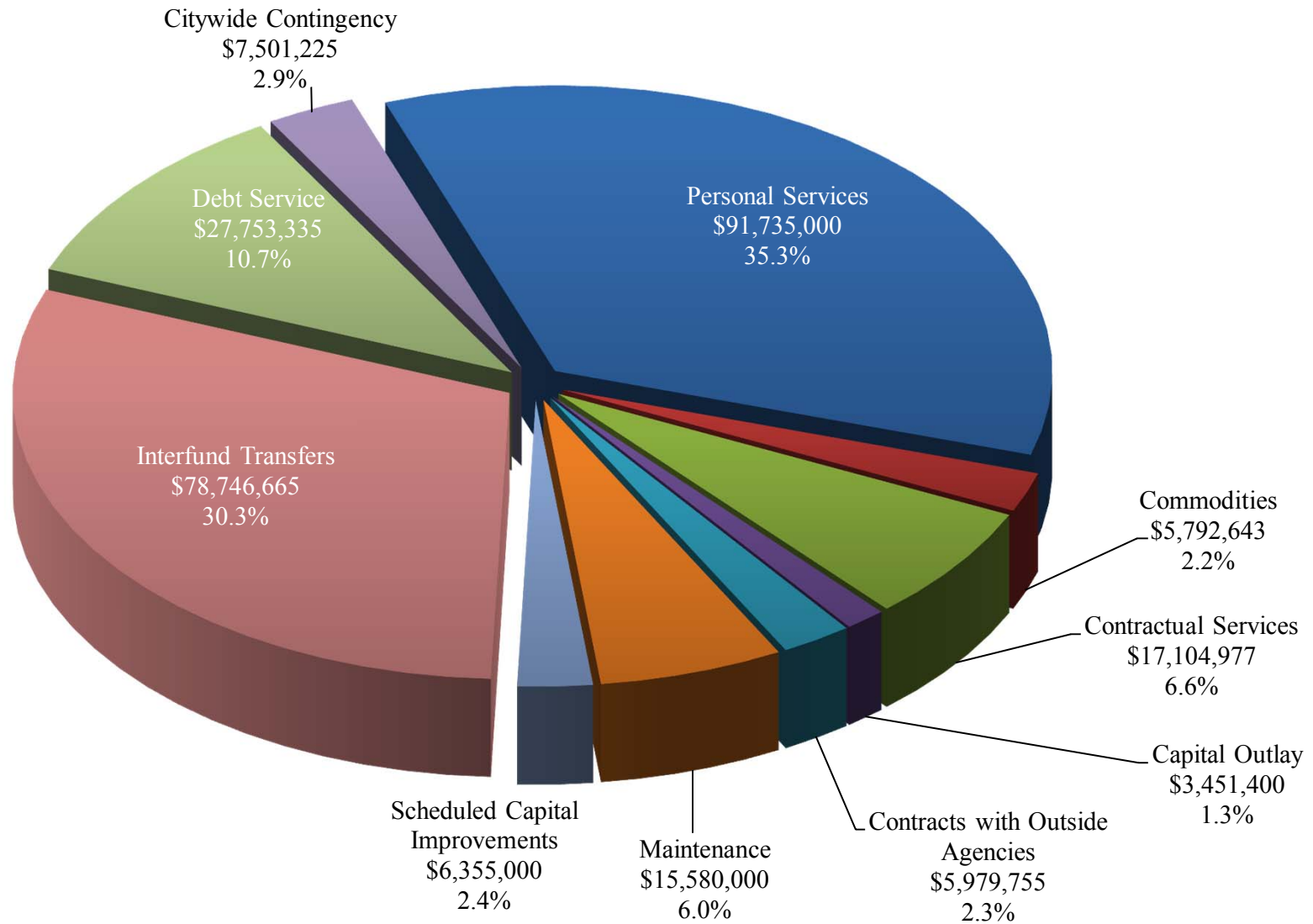
² Beginning full-time in 2015, the City of Overland Park is providing fire services to the City of Merriam on a contractual basis.

**CITY OF OVERLAND PARK
SUMMARY OF EXPENDITURES BY FUND**

GOAL AREA/COST CENTER	General Fund	Special St. & Highway	1/8-Cent for Street Imp	Special Park & Rec	Special Alcohol	Transient Guest Tax			Bond & Interest	Stormwater Utility	Golf Course	Soccer Operations	Business Imp Dist	Tax Incrmt. Financing	Total All Funds
						Operating	Capital Imp	TGT Fund							
OPERATING EXPENDITURES															
Finance & Administration															
Mayor & Council	\$419,864														\$419,864
Emergency Management	180,231														180,231
City Manager	1,022,307														1,022,307
Communications	531,551														531,551
Information Technology	4,334,936														4,334,936
Facilities Management	3,814,306														3,814,306
Municipal Court	2,422,524														2,422,524
Court Services	556,028														556,028
Law	1,704,521														1,704,521
Finance & Accounting	1,478,962														1,478,962
City Clerk	785,148														785,148
Human Resources	1,774,506														1,774,506
Payroll	453,775														453,775
Total Finance & Administration	19,478,659	-	-	-	-	-	-	-	-	-	-	-	-	-	19,478,659
Public Safety															
Police Services:															
Police Administration	2,883,928														2,883,928
Tactical Operations Bureau	20,563,424				75,000										20,638,424
Special Services Bureau	11,274,447														11,274,447
Subtotal Police Services	34,721,799	-	-	-	75,000	-	-	-	-	-	-	-	-	-	34,796,799
Fire Services:															
Fire Administration	1,288,013														1,288,013
Fire Operations	16,604,746														16,604,746
Fire Prevention	705,183														705,183
Fire Support Services	607,963														607,963
Fire Training	832,330														832,330
Fire Training Center	92,660														92,660
Merriam Fire Contract	2,176,390														2,176,390
Subtotal Police Services	22,307,285	-	-	-	-	-	-	-	-	-	-	-	-	-	22,307,285
Total Public Safety	57,029,084	-	-	-	75,000	-	-	-	-	-	-	-	-	-	57,104,084
Public Works															
Public Works Administration	1,248,658														1,248,658
Street Engineering & Constr.	2,582,525														2,582,525
Stormwater Engineering										1,135,730					1,135,730
Traffic Services	1,710,124														1,710,124
Traffic Maintenance	3,180,114														3,180,114
Street Maintenance	4,161,252														4,161,252
Stormwater Maintenance										2,606,490					2,606,490
Fleet Maintenance	1,031,319														1,031,319
Total Public Works	13,913,992	-	-	-	-	-	-	-	-	3,742,220	-	-	-	-	17,656,212
Community Development															
Parks & Forestry	3,300,542														3,300,542
Arboretum & Botanical Garden	897,468														897,468
Subtotal Parks	4,198,010	-	-	-	-	-	-	-	-	-	-	-	-	-	4,198,010
Leisure Services	970,017														970,017
Community Centers	1,907,434														1,907,434
Golf Courses										4,670,000					4,670,000
Soccer Operations											1,155,000				1,155,000
Farmstead	1,763,227														1,763,227
Aquatics	1,239,186														1,239,186
Subtotal Recreation	5,879,864	-	-	-	-	-	-	-	-	-	4,670,000	1,155,000	-	-	11,704,864

GOAL AREA/COST CENTER	General Fund	Special St. & Highway	1/8-Cent for Street Imp	Special Park & Rec	Special Alcohol	Transient Guest Tax			Bond & Interest	Stormwater Utility	Golf Course	Soccer Operations	Business Impr Dist	Tax Incrmt. Financing	Total All Funds
						Operating	Capital Imp	TGT Fund							
Community Development, Cont.															
Planning & Development Serv.	2,048,386														2,048,386
Community Planning	2,102,897														2,102,897
Building Safety	2,419,422														2,419,422
Engineering Services	1,163,706									207,780					1,371,486
Subtotal Planning	7,734,411	-	-	-	-	-	-	-	-	207,780	-	-	-	-	7,942,191
Total Community Development	17,812,285	-	-	-	-	-	-	-	-	207,780	4,670,000	1,155,000	-	-	23,845,065
TOTAL OPERATING	108,234,020	-	-	-	75,000	-	-	-	-	3,950,000	4,670,000	1,155,000	-	-	118,084,020
CONTRACTS WITH OUTSIDE AGENCIES															
Finance & Administration															
Mayor & Council					861,000										\$861,000
Convention & Tourism						2,217,775	450,000								2,667,775
Economic Development	645,980													750,000	1,395,980
Total Finance & Administration	645,980	-	-	-	861,000	2,217,775	450,000	-	-	-	-	-	-	750,000	4,924,755
Public Safety															
Fire Protection	945,000														945,000
Total Public Safety	945,000	-	-	-	-	-	-	-	-	-	-	-	-	-	945,000
Community Development															
Business Improvement District													110,000		110,000
Total Community Development	-	-	-	-	-	-	-	-	-	-	-	-	110,000	-	110,000
TOTAL CONTRACTS	1,590,980	-	-	-	861,000	2,217,775	450,000	-	-	-	-	-	110,000	750,000	5,979,755
INFRASTRUCTURE AND FACILITIES MAINTENANCE															
Finance & Administration															
Facilities Management	6,830,000														6,830,000
Total Finance & Administration	6,830,000	-	-	-	-	-	-	-	-	-	-	-	-	-	6,830,000
Public Works															
Street Maintenance	500,000	4,600,000	1,500,000												6,600,000
Stormwater Maintenance										1,400,000					1,400,000
Total Public Works	500,000	4,600,000	1,500,000	-	-	-	-	-	-	1,400,000	-	-	-	-	8,000,000
Community Development															
Parks & Forestry				550,000											550,000
Golf										200,000					200,000
Total Public Works	-	-	-	550,000	-	-	-	-	-	-	200,000	-	-	-	750,000
TOTAL MAINTENANCE	7,330,000	4,600,000	1,500,000	550,000	-	-	-	-	-	1,400,000	200,000	-	-	-	15,580,000
NON-OPERATING EXPENDITURES															
Debt Service									21,100,000		-				21,100,000
Debt Service Support Agreement								6,653,335							6,653,335
Scheduled Capital Improve.			4,660,000	200,000						1,495,000	-	-			6,355,000
Contingency	3,500,000	150,000			2,404,000	2,225	-		400,000	565,000	150,000	330,000			7,501,225
Transfer to General Fund		80,000	150,000								250,000				480,000
Transfer to Bond & Interest Fund	14,450,000			200,000			6,100,000			-		-			20,750,000
Transfer to Transient Guest Tax - Oper								2,217,775							2,217,775
Transfer to Transient Guest Tax - Cap								1,108,890							1,108,890
Transfer to Facility Maintenance Reserve	300,000														300,000
Transfer to Self Insurance Fund	100,000									25,000					125,000
Transfer to Excise Tax Reserve Fund	2,755,000														2,755,000
Transfer to Equip. Reserve Fund	1,530,000									375,000		300,000			2,205,000
Transfer to Transient Guest Tax Fund	5,000,000														5,000,000
Transfer to Capital Reserves Fund	36,820,000		3,155,000	695,000			1,905,000				1,230,000				43,805,000
TOTAL NON-OPERATING	64,455,000	230,000	7,965,000	1,095,000	2,404,000	2,225	8,005,000	9,980,000	21,500,000	2,460,000	1,630,000	630,000	-	-	120,356,225
Total Budget	181,610,000	4,830,000	9,465,000	1,645,000	3,340,000	2,220,000	8,455,000	9,980,000	21,500,000	7,810,000	6,500,000	1,785,000	110,000	750,000	260,000,000

2016 CITY EXPENDITURES BY CATEGORY ALL BUDGETED FUNDS



2016 Budget = \$260,000,000

CITY OF OVERLAND PARK

TOTAL CITY EXPENDITURES BY CATEGORY

		2016 Budget
<u>Personal Services</u>		
Salaries and Wages	\$	62,895,694
Hospital and Medical Insurance		10,934,444
Life Insurance		286,916
Required Payroll Taxes		5,637,635
Retirement		11,980,311
Total Personal Services	\$	91,735,000
<u>Commodities</u>		
Awards	\$	89,665
Office Supplies		464,590
Operating Supplies		2,887,335
Construction Supplies		284,471
Repair and Maintenance Supplies		2,066,582
Total Commodities	\$	5,792,643
<u>Contractual Services</u>		
Utilities	\$	3,386,080
Communications		418,780
Transportation		494,853
Education and Training		394,710
Insurance and Bonds		590,337
Professional Services		1,501,130
Contractual Services		9,834,450
Repair and Maintenance		4,276,809
Printing and Publishing		131,617
Leases/Rentals		615,043
Other Contractual Services		1,040,923
Total Contractual Services	\$	22,684,732
<u>Capital Outlay</u>		
Land and Buildings	\$	0
Office Equipment and Fixtures		34,500
Operating Equipment		3,416,700
Other Capital Outlay		400,200
Total Capital Outlay	\$	3,851,400
<u>Transfers/Others</u>		
Debt Service		27,753,335
Capital Improvements		6,355,000
Maintenance Improvements		15,580,000
Citywide Contingency		7,501,225
Transfers		78,746,665
Total Other Financing	\$	135,936,225
Combined Total		\$ 260,000,000

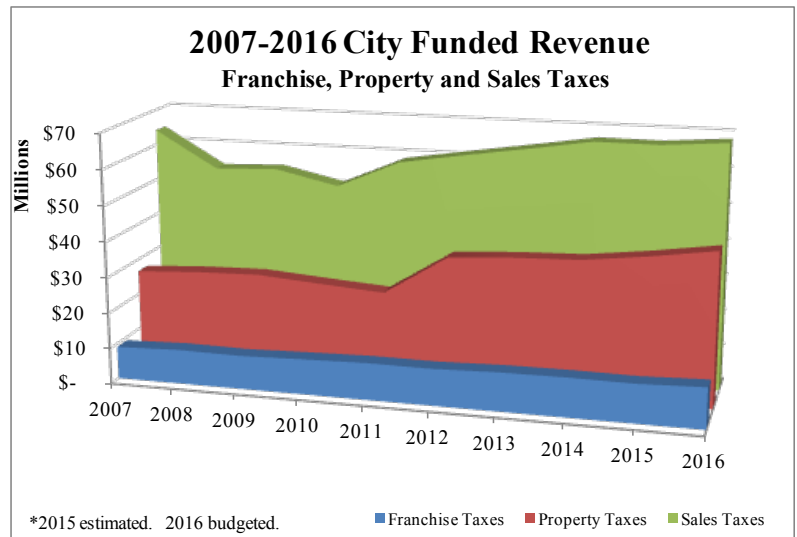
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2016 BUDGETED REVENUE – MAJOR SOURCES

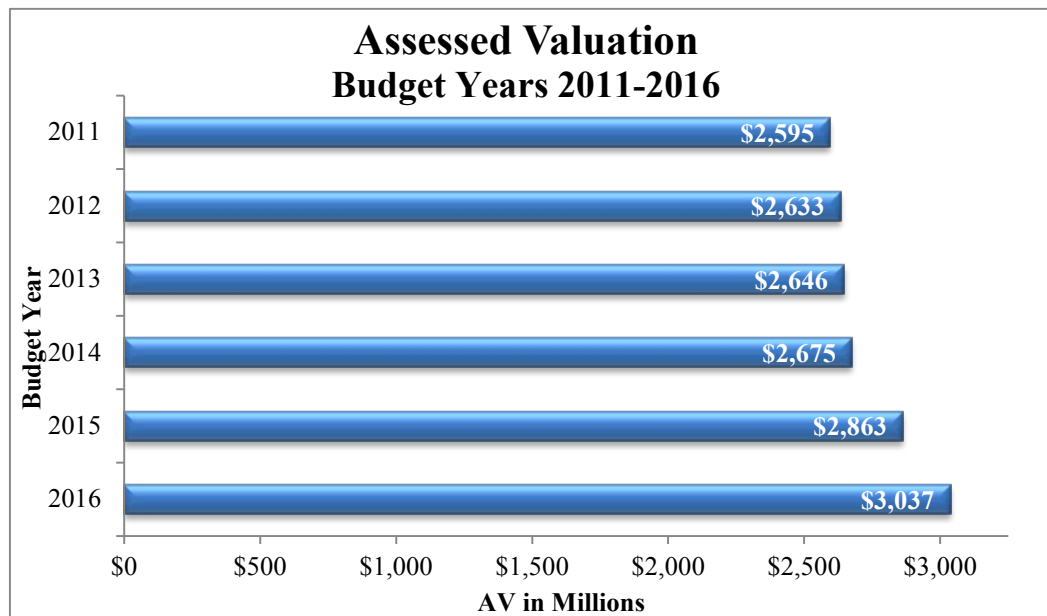
Three sources comprise the majority of City-funded revenues: property taxes, sales taxes and franchise taxes. These revenue sources are discussed in this section. Following is a chart displaying historical data for these three revenue sources.

Property Tax

Budgeted 2016 property taxes, including Ad Valorem, Delinquent Property Taxes and Motor Vehicle Taxes, total \$43,182,940 or 16.6% of total budgeted revenues. General Fund property taxes comprise \$39,637,470 or 21.8% of total General Fund budgeted revenues. Budgeted Stormwater Utility property taxes total \$3,200,470 or 41.0% of total Stormwater Utility Fund budgeted revenues. Tax increment funding of \$345,000 comprises the remainder of property tax revenues.



Property taxes are collected on the assessed valuation of taxable real and tangible personal property. The Office of the County Clerk provides the estimated assessed valuation used in budget preparation.



The assessed value for the 2016 budget has increased by 6.1% from the 2015 budget's assessed valuation. This increase reflects a 5.0% in real property values, as well as 1.5% growth from new construction, increasing the

total real estate assessed value by 6.5%. However, current state law exempts new personal property and utilities from being added to the tax rolls. Between the 2015 and 2016 budgets, personal property declined 13.9% and state assessed utilities declined 0.4%.

Based upon the projected assessed valuation, the mill levy is calculated to fund ad valorem property tax revenue requirements. In 2016, the City's total mill levy remains similar to the 2012 through 2015 budgets' mill levy, at 12.848 mills.

Overland Park's property tax rate remains approximately half the rate of similar surrounding communities, as well as the lowest rate of any first class city in Kansas. The 2016 mill levy was finalized by the County Clerk in October 2015, after all property tax appeals were resolved and the City's assessed value was certified.

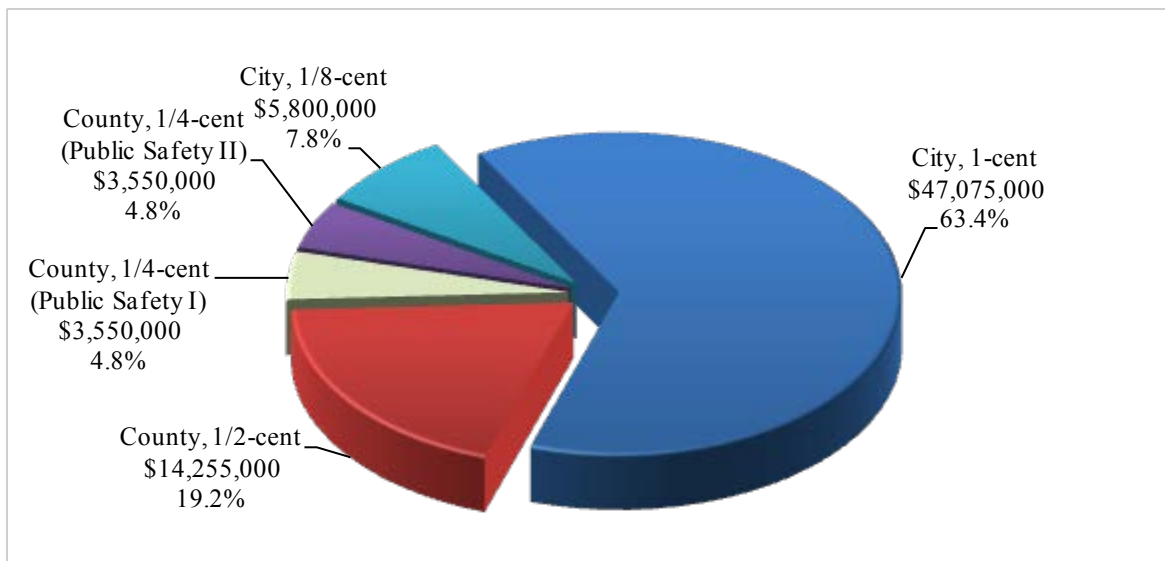
Fund	2012 Budget	2013 Budget	2014 Budget	2015 Budget	2016 Budget
General Fund	7.262	11.814	11.873	11.877	11.887
Fire Services Fund	4.593	0.000	0.000	0.000	0.000
Stormwater Utility	0.959	0.955	0.960	0.960	0.961
Total	12.814	12.769	12.833	12.837	12.848

Beginning with the 2013 Budget, the Fire Service Fund mill levy has been combined into the General Fund mill levy.

Sales Tax

Sales tax revenues are anticipated to total \$74.2 million in 2016. Collections of the City's 1-cent sales tax, which includes compensating use tax, and the City's share of the county 1/2-cent general, 1/4-cent public safety I and 1/4-cent public safety II sales tax support general operations of City government. Revenues from the City's 1/8-cent sales tax support the 1/8-Cent Sales Tax for Street Improvement Fund and finance improvements to residential streets, thoroughfares and traffic infrastructure. Overland Park voters approved this tax in 1998, and in 2003, 2009 and 2014 voters approved extensions of the tax. The sales tax is scheduled to sunset in March of 2024.

The chart below summarizes sales tax revenues by type. Further discussion of the City's 1-cent and County 1/2-cent sales taxes follows.



City Sales Tax

The City's primary source of income is a 1-cent sales tax, which includes both retail sales and compensating use tax components. The retail sales tax applies on items purchased within the City of Overland Park, while the compensating use tax applies to tangible personal property shipped to into the state for use, consumption or storage.

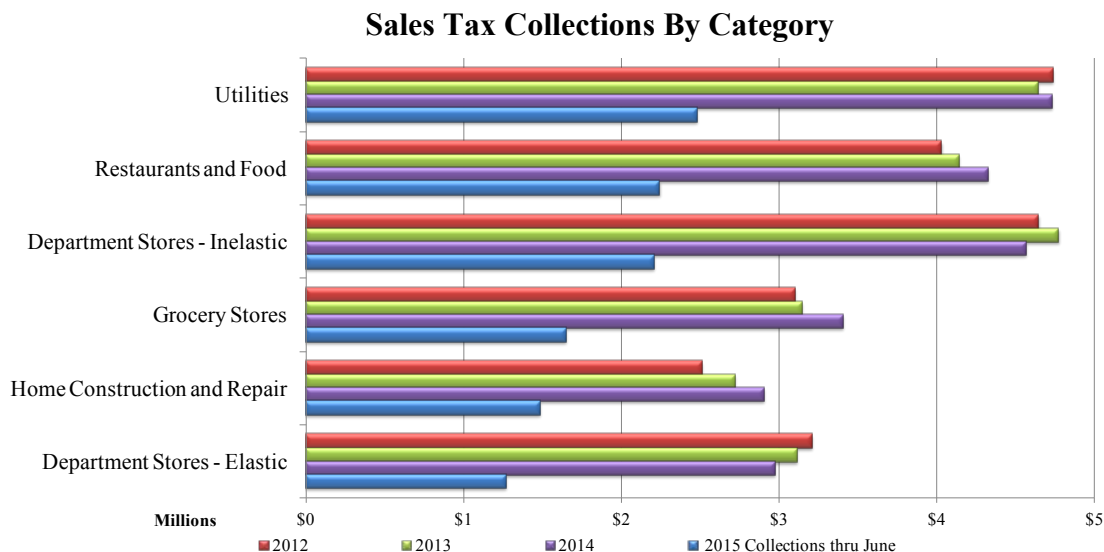
General Fund city sales tax revenues budgeted for 2016 total \$46.7 million which is an increase of 2.5% over estimated 2015 sales tax receipts. In 2016, City 1-cent sales tax revenues are projected to comprise 25.7% of General Fund resources; total City Sales Tax revenue in the General, 1/8-Cent Sales Tax and Tax Increment Financing funds comprises 28.6% of total budgeted revenues.

City sales tax revenue growth is projected using the most current quarterly forecast of sales tax. The sales tax forecast is based on historical data and is derived from the use of two different statistical models – regression and Box Jenkins. In addition, sales tax collections by business category are analyzed, and external events, which cannot be measured by the models, are considered. The table below summarizes historical sales tax performance:

General Fund Sales Tax Receipts (City 1-cent Sales & Use Tax)			General Fund Sales Tax Receipts (City 1-cent Sales & Use Tax)		
Year		% Change	Year		% Change
2007	\$46,302,259	-2.1%	2012	\$42,397,537	2.5%
2008*	\$37,605,100	-18.8%	2013	\$44,006,422	3.8%
2009*	\$38,990,945	3.7%	2014	\$45,213,365	2.7%
2010*	\$35,301,372	-9.5%	2015 Est.	\$45,600,000	3.6%
2011*	\$41,367,325	17.2%	2016 Budget	\$46,740,000	2.5%

*2008-2010 includes significant refunds of compensating use tax. 2011 growth is artificially high due to refunds in the previous year.

Since 1991, the City has captured specific sales tax data and has developed a system to categorize sales tax collections by sales type. This data has provided more accurate information regarding the diversification of the sales tax base and the total retail sales by category for the last several years. The following graph depicts the total sales tax collected in the top five categories from 2012 through June 2015. These revenue types represent over 50% of total collections.



Countywide Sales Tax

The City's allocation of the countywide sales tax is made up of three components: 1) the City's share of the countywide 1/2-cent sales tax, 2) the City's share of the County 1/4-cent public safety I sales tax, and 3) the City's share of the County 1/4-cent public safety II sales tax.

Proceeds from the three county sales taxes are distributed by the State Department of Revenue and are based on distinct distribution formulas. The total county sales taxes budgeted for 2016 are \$21,355,000, which is a 1.4% increase over estimated 2015 collections. In 2016, county sales taxes are estimated to comprise 11.8% of budgeted 2016 General Fund revenues and 8.2 % of total budgeted revenues for all funds. Historically, the City's proceeds from the countywide 1/2-cent sales tax have been relatively proportional to the City's retail sales, before use tax refunds. The 2016 budgeted amount of \$14,255,000 reflects an increase of 1.5% over estimated 2015 collections.

The County 1/4-cent Public Safety I sales tax went into effect July 1, 1995, and the County 1/4-cent Public Safety II Sales Tax went in effect on January 1, 2010. The proceeds from these taxes are distributed based on a different formula than the countywide 1/2-cent sales tax. The 2016 budgeted amount of \$3,550,000 each is projected using similar methodology at the City's 1-cent sales tax.

Franchise Tax

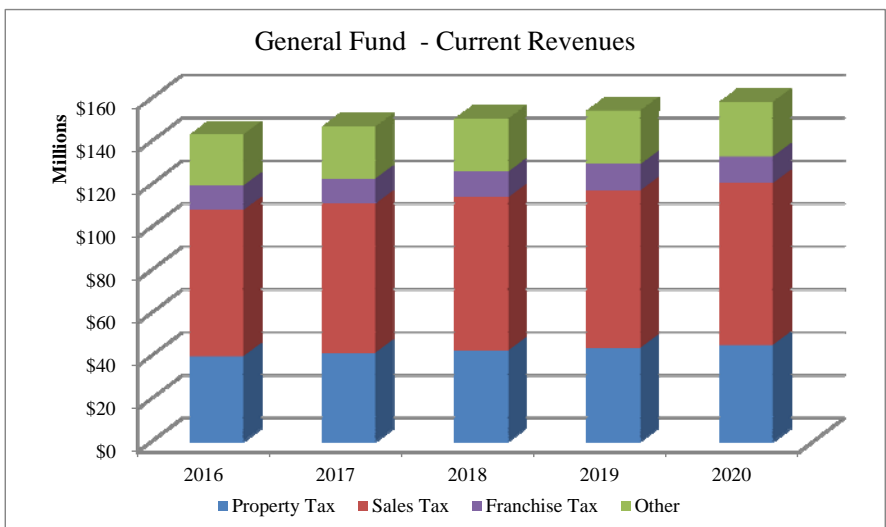
The City levies electric, telephone, gas service and telecable franchise taxes. Revenues for each source are forecasted separately; however, due to volatility of the electric and gas service components more emphasis is placed on the accuracy of the total forecasted franchise taxes. Telephone and telecable franchise taxes are related to the City's population. Electric and gas franchise taxes, while related to population, are largely driven by the weather. The 2016 revenues from this source are estimated to increase 6.0% from estimated 2015 revenues. Total budgeted franchise tax revenue for 2016 is \$11,499,200 and comprises 6.3% of budgeted General Fund revenues and 4.4% of budgeted revenues for all funds.

Other Revenues

Other revenues include city generated revenues such as fees and fines, as well as intergovernmental revenue. Other revenues are projected to grow approximately 2% annually.

Total Current Revenue: 2016-2020

Total current revenue (excludes beginning balance and transfers in) in the General Fund is anticipated to be \$143,160,000 in 2016. In 2017-2020, combined revenues are anticipated to grow approximately 2.5% annually, and reach \$158.2 million by 2020.



GENERAL FUND

Description	2016 Budget	Applicable Laws
Cash Balance - Jan, 1	Based on estimated 2015 revenues and expenditures.	
Local Ad Valorem Property Tax	Levy is based on amount needed to fund the Ad Valorem Property tax requirement for this fund, based on an assessed valuation in 2015 of \$3,036,741,557 and a property tax rate of 11.887 mills. (2% delinquency estimate was used.)	The basis of this tax is the assessed valuation of taxable real & tangible personal property in each county & special taxing district. State law requires that all real & tangible personal property shall be assessed at fair market value. Property is divided into various classes & assessed at different percentages based on classification. Each individual government controls the tax levy set for its jurisdiction. However, in accordance with state law, a Notice of Vote by the City Council approving the budget must be published when property tax dollars levied over the prior year increase, except with regard to increases attributable to new improvements to real estate; increased personal property valuation for most subclasses; property located within an added jurisdictional territory; and property that has changed in --
Motor Vehicle Tax	Based on the City's anticipated share of the estimated countywide collections.	The basis of this tax is the levy of a county average mill rate applied against the assessed valuation of registered motor vehicles within the City. The tax is payable in full annually at the time of registration. Distribution is made as the revenue is collected.
Delinquent Property Tax	Based on historical receipts.	The County Clerk is responsible for adding any lands or improvements that have previously escaped taxation to the tax rolls. Properties are placed on the tax rolls at the amount that would have been paid had the property been on the tax rolls, plus delinquent taxes paid after the due date.
Special Weed & Sewer	Based on historical receipts.	Delinquent payment of City assessments for weed & sewer charges are certified to the County Clerk & upon collection by the County, the funds are returned to the City.
Rental Excise Tax	Based on prior year receipts.	Excise tax on rental cars per K.S.A. 79-5117. Distributed semi-annually by the County.
Countywide Sales Tax	Based on 2015 forecasted sales plus 1.4 percent growth.	The proceeds of the Countywide sales tax are distributed by the State Department of Revenue based on the following formula: One-half of all revenue collected within the County shall be apportioned among the County & cities based on the total taxing effort of all cities & each entity's total taxing effort in that preceding year relative to the total taxing effort of all cities & the County in the preceding year. The remaining one-half of the revenue shall be apportioned to the County & cities in the proportion each entity's population has relative to the total population in the County. The County's share shall be calculated by the percentage of people residing in unincorporated areas.

GENERAL FUND (continued)

Description	2016 Budget	Applicable Laws
Countywide Sales Tax-Public Safety I	Based on 2015 forecasted sales plus 1.4 percent growth.	The portion of the Countywide sales tax due to the passage of the public safety sales tax is based on the following formula: One-half of all revenue collected from the additional ¼-cent sales tax shall be apportioned to the County. The remaining half shall be apportioned based on the formula used to distribute the Countywide Sales Tax as previously stated.
Countywide Sales Tax-Public Safety II	Revenues are forecasted in the same manner as the countywide Public Safety I Sales Tax.	The portion of the Countywide sales tax due to the passage of the public safety sales tax in 2008, and is based on the following formula: One-half of all revenue collected from the additional ¼-cent sales tax shall be apportioned to the County. The remaining half shall be apportioned based on the formula used to distribute the countywide sales tax as previously stated.
State Highway Commission	Based on 2015 estimated receipts from the State for agreed upon maintenance.	The State makes quarterly payments to the City for "connecting link" highways maintained by the City.
Liquor Tax	Based on estimates provided by Johnson County and 2015 projected revenues.	The State levies a 10% surtax on the sale of all alcoholic beverages sold by any club, caterer or drinking establishment. 70% of the taxes paid within city limits are returned to the respective cities & must be allocated 1/3 to each of the following funds - General, Special Park & Recreation and Special Alcohol Program.
City Sales Tax	Based on 2015 forecasted citywide sales plus 2.5 percent growth.	The City levies a 1-cent tax on all nonexempt sales within the City of Overland Park.
Kansas City Power and Light Electric Franchise Tax	Based on 2015 forecasted revenues.	The City levies a franchise tax of 3% of gross receipts from the electric utility operating within the City limits. The current franchise agreement expires on 8-11-2016.
Kansas Gas Service Franchise Tax	Based on 2015 forecasted revenues.	The City levies a franchise tax of 1% of gross receipts for gas sold to other levying entities & 2.5% of gross receipts for the sale of gas to all other customers. The agreement expires on 1-19-2021.
Atmos Energy Franchise Tax	Based on 2015 forecasted revenues.	The City levies a franchise tax of 1% of gross receipts for gas sold to other levying entities & 2.5% of gross receipts for the sale of gas to all other customers. The agreement expires on 10-11-2022.
Telecommunications Franchise Tax	Based on 2015 forecasted revenues.	The City levies telecommunications franchise tax of 3% with various companies, including Southwestern Bell, d.b.a AT&T, Verizon, Telcove Investments, Centurylink, Windstream KDL, Kansas Fiber Network, Unite Private Network, ExteNet Systems, Time Warner Cable, and Surewest.
Telecable Franchise Tax	Based on 2015 forecasted revenues.	The City levies telecable franchise tax of 4.5% with various companies, including Time Warner Cable and Surewest.

GENERAL FUND (continued)

Description	2016 Budget	Applicable Laws
Pool Memberships	Based on departmental estimates.	The Governing Body sets fees by resolution.
Pool Gate Receipts	Based on departmental estimates.	The Governing Body sets fees by resolution.
Pool Concession	Based on departmental estimates.	
Swimming Lessons	Based on departmental estimates.	The Governing Body sets fees by resolution.
Farmstead Concessions	Based on departmental estimates.	The Governing Body sets fees by resolution.
Leisure Service Fees	Based on departmental estimates.	The Governing Body sets fees by resolution.
Arts Commission	Based on departmental estimates.	
Municipal Court Fines	Based on departmental estimates.	All fines & forfeited bonds are paid to the City Treasurer by the Municipal Court.
Alcohol Diversion Fees	Based on departmental estimates.	Monitoring fee (\$420) and DUI Diversion Fee (\$500) paid by individuals in OP's diversion program.
Victim Assistance	Based on departmental estimates.	A \$1.50 victim assistance fee is assessed per incident to offset costs associated with the mandated victim assistance program.
Animal Licenses	Based on departmental estimates.	The City imposes a license fee of \$20/year (\$10/year for neutered or spayed animals) for each dog or cat kept within City limits.
Liquor Licenses and Cereal Malt Beverage (CMB) Licenses	Based on 2015 forecasted revenues.	The City collects biennial fees for drinking establishment, caterers, and private clubs located with the City of Overland Park. The fee is \$500 for the two-year license. Retail liquor stores pay \$600 for a two-year license. The City levies a fee of \$100 for each license issued for each license issue for retail sales & consumption of CMBs & \$50 for each license issue to sell CMBs for off-premise consumption.
Other Licenses and Permits	Based on 2015 forecasted revenues.	Fees are set by the Governing Body.
Alarm Permits	Based on 2015 forecasted revenues.	Ordinance APD-3006 sets forth a one time \$10 fee for an alarm permit which will be valid as long as the permit holder continuously operates an alarm system at the same location. Ordinance APD-1982 sets forth the assessment of fees against alarm users who have recorded "chargeable" false alarms as follows: \$0 for the 1st & 2nd false alarms, \$50 for the third, \$100 for the fourth, \$150 for the fifth, \$200 for the sixth and \$250 for the seventh & any subsequent false alarms.
Building Permits	Based on departmental estimate.	Resolution 3848 establishes building permit fees based on the ICC Building Valuation Data Table multiplied by the permit fee multiplier (.005).
Plan Review Fees - Engineering Services & Building Safety	Based on departmental estimate.	Resolution 3960 establishes fees for Public Permits shall be 5% of the bond amount. Resolution 3960 establishes the permit fee shall be based on the valuation of the work multiplied by the permit fee multiplier.

GENERAL FUND (continued)

Description	2016 Budget	Applicable Laws
Excise Tax/Transitional Revenue	Based on departmental estimates assuming tax rate of \$.215/sq. ft.	City Ordinance EX-2711 establishes excise tax on the act of platting real property with certain rebates as provided for in the ordinances.
Other Building Safety Fees	Based on departmental estimate.	Fees established by Resolution 3960 include: Elevator Certificate Fee - \$30 per piece of equipment per year. Third party certification required. Temporary Certificate of Occupancy (TCO) Renewals- Issuance of renewals of commercial TCO is \$500 and residential TCO renewal is \$300.
Zoning & Other Planning Fees	Based on departmental estimates.	Fees for Rezoning, Special Use Permits, Subdivision & Planning Applications are set by Resolution 3894.
Miscellaneous Revenue		Various revenues of a miscellaneous nature including but not limited to copy fees, sale of books and maps, and various reimbursements. Because of the nature of these revenues, it is difficult to make accurate estimates of the individual sources so they have been grouped for the purpose of this presentation.
Interest Earned on Investments	Based on percentage return on investments.	Home Rule powers allow City to invest temporarily idle funds, K.S.A. 12-1675 and City Ordinance No. IIM-1770 restrict the type of investments and where they may be purchased.

STORMWATER UTILITY FUND

Description	2016 Budget	Applicable Laws
Local Ad Valorem Property Tax	Levy is based on amount needed to fund the Ad Valorem Property tax requirement for this fund based on projected valuation in 2015 of \$3,036,741,557 and a property tax of .964 mills. (2% delinquency estimate was used)	The basis of this tax is the assessed valuation of taxable real & tangible personal property in each county & special taxing district therein. State law requires that all real & tangible personal property shall be assessed at fair market value.
Stormwater Utility User Fee	Based on amount of impervious service area associated with a property. Impervious surface area is measured by equivalent residential units (ERUs).	This is a user fee, set by the City's Governing Body. The fee is \$2 per equivalent residential unit (ERU). One ERU is equal to 2,485 square feet of impervious area.
Motor Vehicle Tax	Based on the City's anticipated share of the estimated county wide collections.	The basis of this tax is the levy of a county average mill rate applied against the assessed valuation of registered motor vehicles within the City. The tax is payable in full annually at the time of registration. Distribution is made as the revenue is collected.

SPECIAL STREET AND HIGHWAY FUND

Description	2016 Budget	Applicable Laws
Gasoline Tax	Based on forecasted 2015 collections.	K.S.A. 79-3425c, 79-34,141 and 79-34,142. The current basis of this revenue is a 24 cent/gallon tax on Motor Vehicles Fuel and 26 cent/gallon tax on Special Fuel. The revenue from this tax is divided as follows: \$2.5 million - County Equalization and Adjustment Fund, of the balance: 66.37% - State Freeway Fund; 33.63% - Special City and County Highway Fund; 57% is allocated to Johnson County and 43% to the cities within the County. Cities' portion is determined on a per capita basis.

1/8-CENT SALES TAX FOR STREET IMPROVEMENTS FUND

Description	2016 Budget	Applicable Laws
1/8-cent Sales Tax	Based on 2015 forecasted sales plus 1.6 percent growth.	State law K.S.A. 12-187 allow the City to impose additional sales tax with approval of the voters to be used for economic development, strategic planning, or public infrastructure projects. In 1998 voters approved levying a 1/8-cent retailers' tax for improvements to residential streets and thoroughfares. In 2003 and 2008, and 2013 voters approved extensions of this tax. City Ordinance No. ST-3019 sets the sunset date on the tax to be March 31, 2024.

SPECIAL PARKS & RECREATION FUND

Description	2016 Budget	Applicable Laws
Liquor Tax	Based on estimates provided by Johnson County and 2015 projected revenues.	The State levies a 10% surtax on the sale of all alcoholic beverages sold by any club, caterer or drinking establishment. 70% of the taxes paid within City limits are returned to the respective cities & must be allocated 1/3 to each of the following funds - General, Special Park & Recreation, and Special Alcohol Program.

SPECIAL ALCOHOL FUND

Description	2016 Budget	Applicable Laws
Liquor Tax	Based on estimates provided by Johnson County and 2015 projected revenues.	The State levies a 10% surtax on the sale of all alcoholic beverages sold by any club, caterer or drinking establishment. 70% of the taxes paid within City limits are returned to the respective cities & must be allocated 1/3 to each of the following funds - General, Special Park & Recreation, and Special Alcohol Program.

TRANSIENT GUEST TAX

Description	2016 Budget	Applicable Laws
Transient Guest Tax	Based on convention and tourism estimates.	Revenue is derived from a 9% tax on room rental for hotels and motels within Overland Park.

TRANSIENT GUEST TAX - OPERATING FUND

Description	2016 Budget	Applicable Laws
Transient Guest Tax	Based on convention and tourism estimates.	Revenue is derived from a tax on room rental for hotels and motels within Overland Park.

TRANSIENT GUEST TAX - CAPITAL PROJECTS

Description	2016 Budget	Applicable Laws
Transient Guest Tax	Based on convention and tourism estimates.	Revenue is derived from a tax on room rental for hotels and motels within Overland Park.

GOLF COURSE FUND

Description	2016 Budget	Applicable Laws
Municipal Golf Course: Memberships Green Fees Riding Carts/Pro Shop Restaurant Receipts Driving Range/Lessons	Based on departmental estimates. Based on departmental estimates. Based on departmental estimates. Based on departmental estimates. Based on departmental estimates.	Set by the Governing Body by resolution. Set by the Governing Body by resolution. Set in contract with Golf Pro. Set in contract with Golf Pro. Set in contract with Golf Pro.

SOCCER COMPLEX OPERATIONS FUND

Description	2016 Budget	Applicable Laws
Field Rental Concessions Tenant Rental Sponsorships	Based on departmental estimates. Based on departmental estimates. Based on departmental estimates. Based on departmental estimates.	Set by the Governing Body by resolution. Set by contract, approved by Governing Body Set by contract, approved by Governing Body Set by contract, approved by Governing Body

BOND AND INTEREST FUND

Description	2016 Budget	Applicable Laws
Special Assessments	Based on expected special assessment receipts from on-line improvements - 5% delinquency.	
Transfers	Amount needed in revenues to cover current year expenditures.	

BUSINESS IMPROVEMENT DISTRICT

Description	2016 Budget	Applicable Laws
Business Service Fees	Estimates provided by the Downtown Business Improvement District Advisory Board which are based on the number of businesses located within downtown Overland Park.	Ordinance Number BID-2979 states a fee is to be levied annually to applicable businesses located within the Downtown Business Improvement District, based on the proximity to the core downtown area, and the square footage of building.

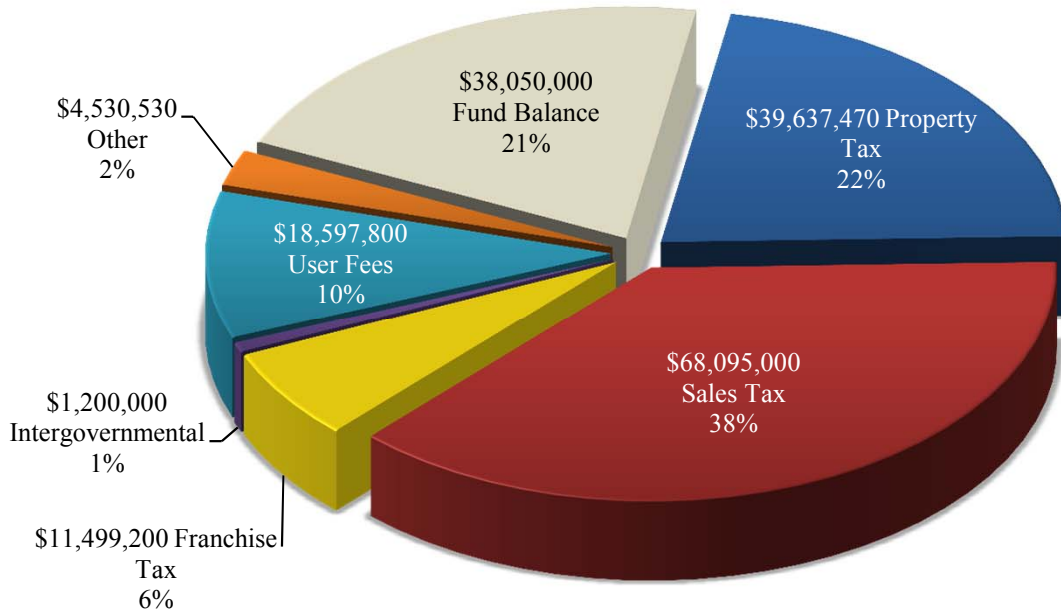
Tax Increment Financing

Description	2016 Budget	Applicable Laws
Ad Valorem Property Tax	Tax Increment Financing is a tool which pledges future gains in taxes to finance the current improvements which will result in those gains. TIF property tax revenue is directly related to the incremental value increase of the property within the Tax Increment District. Ad Valorem tax revenues includes incremental portion of other taxing jurisdictions.	
Sales Tax	TIF sales tax revenue is directly related to the incremental increase in sales tax revenue after improvements to the property. Sales tax revenue is based on the City's portion of the sales tax rate, at 1.125%	

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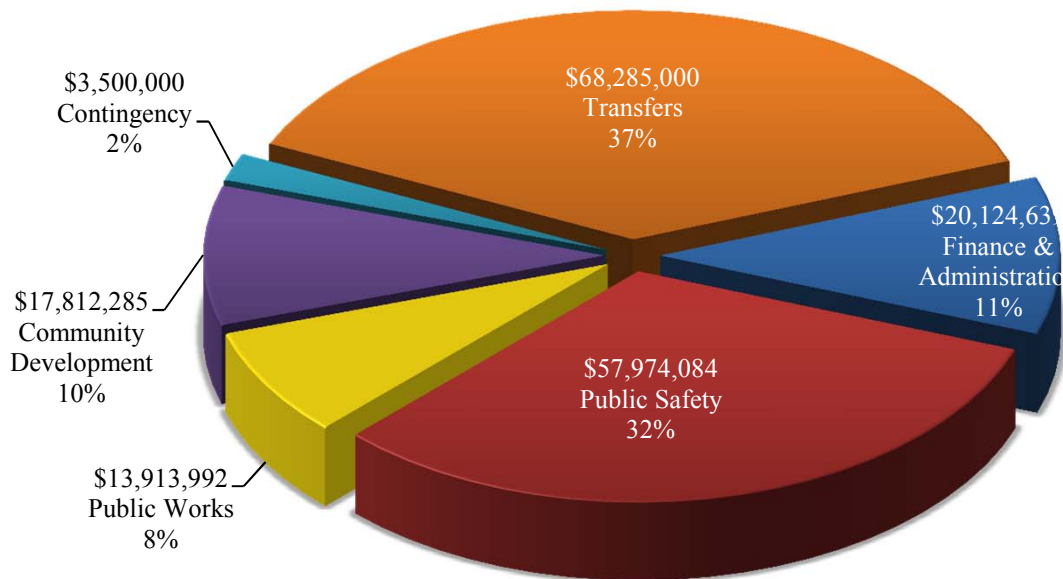
City of Overland Park 2016 Budget

General Fund Revenues



Total GF Revenues = \$181,610,000

General Fund Expenditures



Total GF Expenditures = \$181,610,000

CITY OF OVERLAND PARK GENERAL FUND

The General Fund is utilized by the City to account for those resources and activities that are traditionally associated with government, which are not required to be accounted for in another fund. The General Fund is typically involved with day- to-day operations of the City. The majority of this fund's expenditures are to support current year operating costs. In addition, certain capital equipment items may be included in the capital outlay classification. All other capital improvements of a major nature are recorded in other funds.

	Actual		Estimated	Budget
	2013	2014	2015	2016
<u>STATEMENT OF REVENUE</u>				
BEGINNING BALANCE	<u>\$23,216,450</u>	<u>\$29,061,020</u>	<u>\$34,521,194</u>	<u>\$38,050,000</u>
<u>Current Revenue</u>				
<u>County Collected and Distributed</u>				
Ad Valorem Property Tax	\$30,973,223	\$31,508,575	\$33,275,000	\$35,327,470
Motor Vehicle Tax	3,202,904	3,577,873	3,585,000	4,020,000
Delinquent Tax Collections	559,270	220,778	325,000	290,000
Rental Excise Tax	46,064	54,405	55,000	55,000
Special Weed & Sewer Tax	99,243	71,584	80,000	80,000
	<u>34,880,704</u>	<u>35,433,215</u>	<u>37,320,000</u>	<u>39,772,470</u>
<u>State Collected and Distributed</u>				
Sales Tax-City	44,006,422	45,213,365	45,600,000	46,740,000
Sales Tax-Countywide	13,248,531	14,317,012	14,045,000	14,255,000
Sales Tax-Public Safety	3,312,134	3,579,216	3,510,000	3,550,000
Sales Tax-Economic Development	3,312,134	3,579,259	3,510,000	3,550,000
¹ State Highway Commission	68,617	17,307	0	0
Liquor Tax	1,134,834	1,188,339	1,150,000	1,200,000
	<u>65,082,672</u>	<u>67,894,498</u>	<u>67,815,000</u>	<u>69,295,000</u>
<u>City Collected</u>				
Franchise Taxes	<u>10,867,642</u>	<u>10,983,769</u>	<u>10,848,150</u>	<u>11,499,200</u>
Fines:				
Victim Assistance Program Fees	27,940	34,780	35,000	35,000
Municipal Court	3,570,872	4,090,721	3,845,000	3,880,000
Diversion Monitoring Fee	545,969	547,650	560,000	585,000
	<u>4,144,781</u>	<u>4,673,151</u>	<u>4,440,000</u>	<u>4,500,000</u>

CITY OF OVERLAND PARK GENERAL FUND

	Actual		Estimated	Budget
	2013	2014	2015	2016
<u>STATEMENT OF REVENUE</u>				
<u>City Collected (Continued)</u>				
Parks and Recreation Revenues:				
Municipal Pool Revenue	793,397	769,262	781,500	830,000
Leisure Service Revenue	2,786,831	2,933,495	2,861,050	2,908,000
Arts Commission Revenue	96,172	28,608	25,000	28,000
Arboretum Revenue	189,112	192,497	175,000	188,000
Deanna Rose Farmstead Revenue	1,437,421	1,621,162	1,522,500	1,476,300
	<u>5,302,933</u>	<u>5,545,024</u>	<u>5,365,050</u>	<u>5,430,300</u>
Licenses, Fees and Permits:				
Animal Licenses	177,305	166,217	160,850	160,416
Liquor Licenses/CMB Licenses	80,165	68,515	75,850	81,200
Other Licenses and Permits	354,828	407,022	363,080	382,884
Public Safety Permits and Fees	90,083	89,052	85,250	82,500
Ambulance Fees	2,143,976	2,120,706	2,300,000	2,250,000
Other Fire Permits & Fees	90,013	28,565	82,000	85,800
Building Permits	1,736,091	1,424,297	1,350,110	1,345,200
Plan Review Fees	1,633,712	1,200,205	1,195,000	1,085,000
Zoning and Planning Fees	208,479	219,361	180,500	190,000
Excise Tax	3,578,636	3,472,562	2,560,000	2,755,000
Other Community Service Fees	100,011	115,763	99,000	114,500
	<u>10,193,299</u>	<u>9,312,265</u>	<u>8,451,640</u>	<u>8,532,500</u>
Interest Earned on Investments:	336,900	105,948	200,000	158,000
² Unassign (Assign) Fund Balance	50,000	(300,000)	0	0
³ Reimbursement	1,494,604	726,990	3,324,266	3,608,130
Miscellaneous Revenues:	274,278	426,095	334,700	364,400
	<u>1,818,882</u>	<u>853,085</u>	<u>3,658,966</u>	<u>3,972,530</u>
Transfers from Other Funds:	444,679	551,725	400,000	400,000
Total Revenue	<u>\$156,288,942</u>	<u>\$164,413,700</u>	<u>\$173,020,000</u>	<u>\$181,610,000</u>

CITY OF OVERLAND PARK GENERAL FUND

	Actual		Estimated	Budget
	2013	2014	2015	2016
<u>STATEMENT OF EXPENDITURES</u>				
<u>GOAL AREA/COST CENTER</u>				
<u>Finance and Administration</u>				
Mayor & Council	\$646,427	\$524,036	\$375,955	\$419,864
Economic Development	657,918	618,824	645,980	645,980
⁴ Emergency Management	0	0	161,601	180,231
City Manager	920,803	1,035,080	1,006,986	1,022,307
Communications	427,797	463,551	524,580	531,551
Information Technology	3,541,622	3,490,524	3,768,273	4,334,936
Facilities Management	3,613,578	3,528,153	3,457,567	3,814,306
Municipal Court	2,076,670	2,216,585	2,262,364	2,422,524
Court Services	495,175	511,991	529,331	556,028
Law	1,565,084	1,472,978	1,511,570	1,704,521
Finance & Accounting	1,203,290	1,266,063	1,360,163	1,478,962
City Clerk	660,447	659,860	725,225	785,148
Human Resources	1,756,581	1,633,051	1,577,466	1,774,506
Payroll	426,706	456,730	449,617	453,775
Total Finance & Administration	17,992,098	17,877,426	18,356,678	20,124,639
<u>Public Safety</u>				
Police Administration	2,702,005	2,474,495	2,339,410	2,883,928
Tactical Operations Bureau	17,848,370	18,153,592	18,982,134	20,563,424
Special Services Bureau	10,111,568	10,168,554	10,836,720	11,274,447
OPFD Contracts	1,270,281	1,196,165	883,431	945,000
OPFD Administration	1,137,548	1,251,867	1,139,861	1,288,013
OPFD Operations	14,323,172	14,662,229	15,603,816	16,604,746
OPFD Prevention	608,151	632,163	657,984	705,183
OPFD Support Services	509,382	543,458	543,495	607,963
OPFD Training	764,140	752,287	753,228	832,330
Fire Training Center	51,480	56,027	74,100	92,660
⁵ Merriam Fire Contract	103	202,143	2,100,000	2,176,390
Total Public Safety	49,326,200	50,092,980	53,914,179	57,974,084
<u>Public Works</u>				
Public Works Administration	1,207,719	1,377,762	1,206,428	1,248,658
Street Engineering & Construction	2,260,935	2,381,677	2,463,328	2,582,525
Traffic Services	1,379,895	1,357,715	1,499,321	1,710,124
Traffic Maintenance	3,169,929	2,971,763	3,163,858	3,180,114
Street Maintenance	3,620,105	3,816,683	3,583,144	4,161,252
Fleet Maintenance	897,875	1,044,637	955,197	1,031,319
Total Public Works	12,536,458	12,950,237	12,871,276	13,913,992

CITY OF OVERLAND PARK GENERAL FUND

	Actual		Estimated	Budget
	2013	2014	2015	2016
<u>STATEMENT OF EXPENDITURES</u>				
<u>Community Development</u>				
Parks & Forestry	2,928,641	2,977,766	3,116,711	3,300,542
Arboretum & Botanical Garden	739,085	862,982	848,320	897,468
Leisure Services	830,238	833,653	881,272	970,017
Community Centers	1,654,862	2,012,014	1,787,636	1,907,434
⁶ Arts Commission	3,431	0	0	0
Farmstead	1,539,190	1,691,455	1,634,820	1,763,227
Aquatics	1,334,786	1,339,367	1,296,636	1,239,186
Planning & Development Services Admin.	1,864,774	1,886,892	1,917,049	2,048,386
Community Planning	1,880,297	1,738,692	1,971,056	2,102,897
Building Safety	2,043,469	2,101,658	2,267,805	2,419,422
Engineering Services	965,278	1,000,396	1,061,562	1,163,706
Total Community Development	15,784,051	16,444,875	16,782,867	17,812,285
<u>Non-Operating</u>				
⁷ Citywide Contingency	0	0	1,500,000	3,500,000
Infrastructure & Facilities Maintenance	4,600,000	5,410,000	6,220,000	7,330,000
⁸ Transfers to Other Funds	26,989,115	27,116,988	25,325,000	60,955,000
Total Non-Operating	31,589,115	32,526,988	33,045,000	71,785,000
Total Expenditures	\$127,227,922	\$129,892,506	\$134,970,000	\$181,610,000
ENDING BALANCE	\$29,061,020	\$34,521,194	\$38,050,000	\$0

¹ The Kansas Department of Transportation discontinued providing funding for maintenance of a state highway within the City in 2014.

² In 2013, unassigned \$50,000 of fund balance used for economic development activities. In 2014, assigned fund balance of \$300,000 for Other Post Employment Benefits (OPEB).

³ Beginning in 2015, Reimbursements includes reimbursement by the City of Merriam for expenditures from the Merriam Fire Services Contract.

⁴ The Emergency Management Cost Center was added in 2015 with resources combined from the Police Department and the City Manager's Office.

⁵ In 2014, the City of Merriam began contracting with Overland Park to provide limited emergency medical response services. Beginning in 2015, the contract was expanded to include all fire and emergency medical services.

⁶ Beginning in 2013, the Arts Commission has been moved into Leisure Services

⁷ Actual 2013 and 2014 contingency expenditures have been allocated to appropriate cost centers.

⁸ 2016 Budget amount includes projected fund balance. The State of Kansas requires budgeted ending to be zero. Projected fund balance is shown as a transfer to the unbudgeted Capital Improvements Fund.

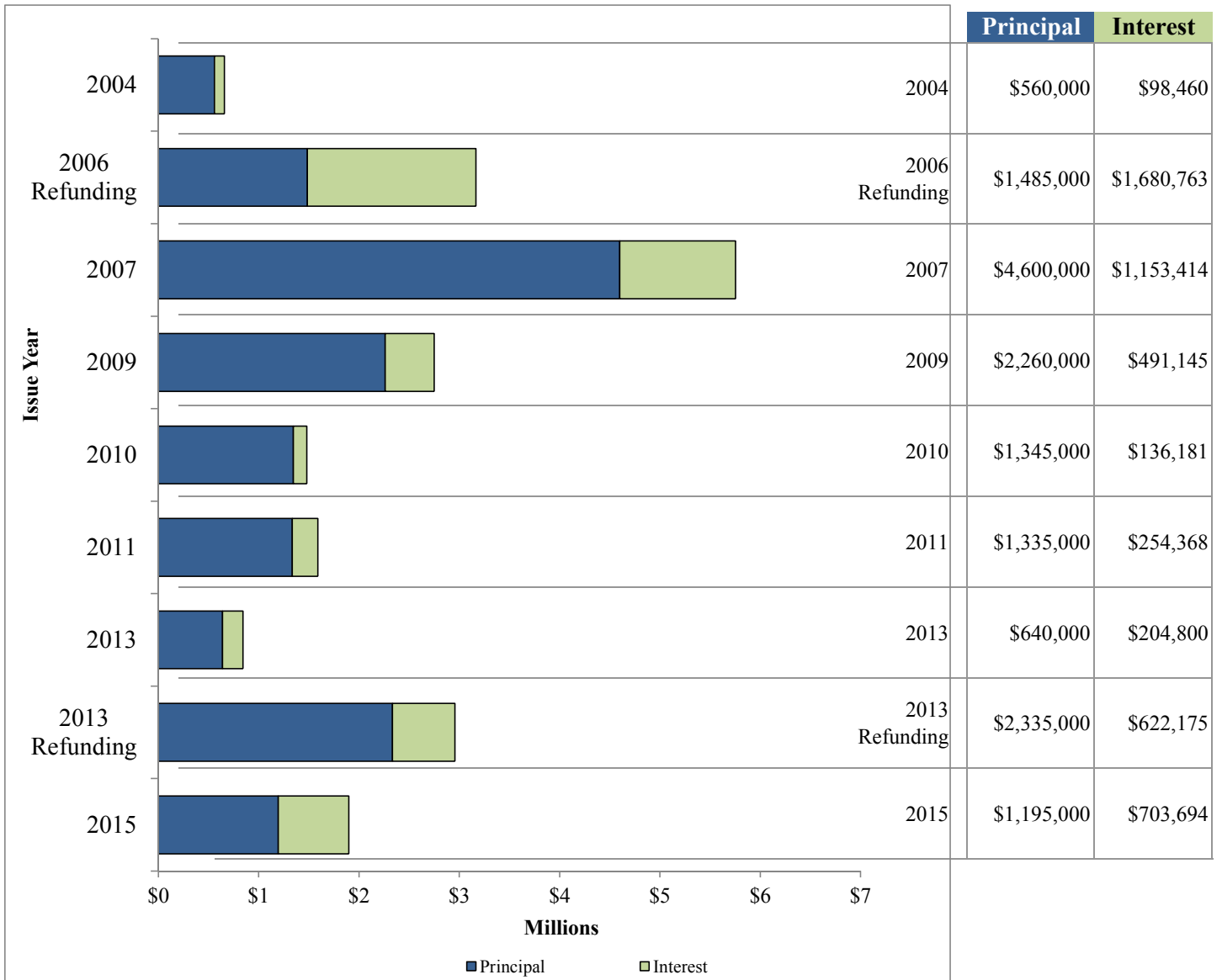
CITY OF OVERLAND PARK BOND AND INTEREST FUND

The Bond and Interest Fund is a budgeted fund of the City. It is used to account for the payment of debt service costs associated with the City's general long-term debt. All city debt service is paid from the Bond and Interest Fund, with the exception of golf course debt, which is paid from the Golf Course Fund.

	Actual		Estimated	Budget
	2013	2014	2015	2016
STATEMENT OF REVENUE				
BEGINNING BALANCE	\$250,000	\$250,000	\$250,000	\$250,000
<u>Current Revenue</u>				
<u>County Collected and Distributed</u>				
Special Assessment Tax	\$434,339	\$440,359	\$400,000	\$400,000
Delinquent Special Assessments	20,773	109	15,000	15,000
	455,112	440,468	415,000	415,000
<u>City Collected</u>				
Federal Reimbursement - Interest Subsidy	73,632	71,438	71,500	70,000
Interest Earned on Investments	31,612	1,350	3,500	5,000
	105,244	72,788	75,000	75,000
Transfers and Miscellaneous:				
Miscellaneous	321,001	0	0	10,000
Bond Refunding Revenue	25,845,655	0	0	0
Transfer from General Fund	14,704,937	14,608,860	13,450,000	14,450,000
Transfer from Capital Projects Fund	398,086	0	5,000	0
Transfer from Special Parks & Recreation	250,000	250,000	250,000	200,000
Transfer from Stormwater Utility Fund	2,150	0	0	0
Transfer from TGT Capital Improve Fund	6,262,455	6,191,870	6,120,000	6,100,000
	47,784,284	21,050,730	19,825,000	20,760,000
TOTAL REVENUE	\$48,594,640	\$21,813,986	\$20,565,000	\$21,500,000
STATEMENT OF EXPENDITURES				
<u>Non-Operating Expenses</u>				
<u>Debt Service</u>				
Bond Principal	\$16,278,964	\$15,965,000	\$15,130,000	\$15,755,000
Bond Interest	5,875,349	5,597,236	5,085,000	5,345,000
Bond Refunding	25,702,773	0	0	0
Contingency, Commission and Postage	487,554	1,750	100,000	400,000
TOTAL EXPENDITURES	\$48,344,640	\$21,563,986	\$20,315,000	\$21,500,000
ENDING BALANCE	\$250,000	\$250,000	\$250,000	\$0

2016 Budgeted Debt Service Payments

By Series



**CITY OF OVERLAND PARK
BOND AND INTEREST FUND
PRINCIPAL SUMMARY BY SERIES**

DESCRIPTION	Actual		Estimated 2015	Budget 2016
	2013	2014		
<u>Series 2002</u>				
Storm Drainage	0	0	0	0
Streets & Thoroughfares	0	0	0	0
	0	0	0	0
<u>Series 2003</u>				
Public Facility	127,673	0	0	0
Storm Drainage	6,534	0	0	0
Streets & Thoroughfares	935,793	0	0	0
	1,070,000	0	0	0
<u>Series 2004</u>				
Public Facility	500,000	520,000	540,000	560,000
	500,000	520,000	540,000	560,000
<u>Series 2004 Refunding Issue</u>				
1998 Refunding: Oak Park Mall Parking Deck	0	0	0	0
	0	0	0	0
<u>Series 2006</u>				
Streets & Thoroughfares	998,767	998,767	0	0
Traffic Signal Improvements	29,126	29,126	0	0
Overland Park Community Center	1,037,107	1,037,107	0	0
	2,065,000	2,065,000	0	0
<u>Series 2006 Refunding Issue</u>				
2001 Refunding: Convention Center	1,330,000	1,380,000	1,430,000	1,485,000
<u>Series 2007 Bond Issue</u>				
Parks & Recreation	2,398,735	2,398,735	2,398,735	2,398,735
Public Facilities	52,878	52,878	52,878	52,878
Streets & Thoroughfares	2,153,387	2,153,387	2,153,387	2,148,387
	4,605,000	4,605,000	4,605,000	4,600,000
<u>Series 2009 Bond Issue</u>				
Parks & Recreation	402,300	402,291	402,280	402,268
Streets & Thoroughfares	1,857,700	1,857,709	1,857,720	1,857,732
	2,260,000	2,260,000	2,260,000	2,260,000

PRINCIPAL SUMMARY BY SERIES, Cont.

DESCRIPTION	Actual		Estimated	Budget
	2013	2014	2015	2016
<u>Series 2009 Refunding Issue</u>				
Parks & Recreation	4,862	0	0	0
Parks & Recreation: Westlinks Golf Course ¹	21,036	0	0	0
Public Facility	67,496	0	0	0
Storm Drainage	2,087	0	0	0
Streets & Thoroughfares	154,519	0	0	0
	<u>250,000</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>Series 2010 Bond Issue</u>				
Storm Drainage	122,389	122,389	122,389	122,389
Streets & Thoroughfares	1,222,611	1,222,611	1,222,611	1,222,611
	<u>1,345,000</u>	<u>1,345,000</u>	<u>1,345,000</u>	<u>1,345,000</u>
<u>Series 2011 Bond Issue</u>				
Streets & Thoroughfares	2,020,000	2,005,000	1,335,000	1,330,000
	<u>2,020,000</u>	<u>2,005,000</u>	<u>1,335,000</u>	<u>1,330,000</u>
<u>Series 2013 Bond Issue</u>				
Parks & Recreation	0	48,950	48,950	48,950
Storm Drainage	0	2,409	2,409	2,409
Streets & Thoroughfares	0	427,106	427,106	427,106
Street Lights	0	161,535	161,535	161,535
	<u>0</u>	<u>640,000</u>	<u>640,000</u>	<u>640,000</u>
<u>Series 2013 Refunding Issue</u>				
Parks & Recreation	118,024	97,935	1,024,552	1,005,431
Public Facilities	297,269	455,493	537,103	525,658
Storm Drainage	5,994	9,185	7,383	7,309
Streets & Thoroughfares	430,398	579,637	1,377,189	796,602
Traffic Signal Improvements	3,315	2,750	28,773	0
	<u>855,000</u>	<u>1,145,000</u>	<u>2,975,000</u>	<u>2,335,000</u>
<u>Series 2015 Bond Issue</u>				
Various Projects	0	0	0	
	<u>0</u>	<u>0</u>	<u>0</u>	
TOTAL PRINCIPAL	<u>\$16,300,000</u>	<u>\$15,965,000</u>	<u>\$15,130,000</u>	<u>\$14,555,000</u>
<u>Less Golf Course Fund Expenditures ¹</u>	(21,036)	0	0	0
TOTAL PRINCIPAL - BOND & INTEREST FUND	<u>\$16,278,964</u>	<u>\$15,965,000</u>	<u>\$15,130,000</u>	<u>\$14,555,000</u>

¹ Debt service relating to the City's golf courses are is funded from the Golf Course Fund, not the Bond and Interest Fund.

**CITY OF OVERLAND PARK
BOND AND INTEREST FUND
INTEREST SUMMARY BY SERIES**

DESCRIPTION	Actual		Estimated 2015	Budget 2016
	2013	2014		
<u>Series 2002</u>				
Storm Drainage	303	0	0	0
Streets & Thoroughfares	23,660	0	0	0
	<u>23,963</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>Series 2003</u>				
Public Facility	15,997	0	0	0
Storm Drainage	819	0	0	0
Streets & Thoroughfares	117,256	0	0	0
	<u>134,072</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>Series 2004</u>				
Public Facility	152,080	135,580	117,900	98,460
	<u>152,080</u>	<u>135,580</u>	<u>117,900</u>	<u>98,460</u>
<u>Series 2004 Refunding Issue</u>				
1998 Refunding: Oak Park Mall Parking Deck	50,425	0	0	0
	<u>50,425</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>Series 2006</u>				
Parks & Recreation	335,421	44,077	0	0
Streets & Thoroughfares	200,270	42,448	0	0
Traffic Infrastructure	3,216	1,238	0	0
	<u>538,907</u>	<u>87,763</u>	<u>0</u>	<u>0</u>
<u>Series 2006 Refunding Issue</u>				
2001 Refunding: Convention Center	1,846,363	1,793,163	1,737,963	1,680,763
<u>Series 2007 Bond Issue</u>				
Parks & Recreation	1,228,716	1,132,767	1,036,817	940,868
Public Facilities	10,576	8,460	6,345	4,230
Streets & Thoroughfares	466,722	380,585	294,450	208,316
	<u>1,706,014</u>	<u>1,521,812</u>	<u>1,337,612</u>	<u>1,153,414</u>
<u>Series 2009 Bond Issue</u>				
Parks & Recreation	231,487	223,440	213,381	203,322
Streets & Thoroughfares	417,858	380,705	334,264	287,823
	<u>649,345</u>	<u>604,145</u>	<u>547,645</u>	<u>491,145</u>

INTEREST SUMMARY BY SERIES, Cont.

DESCRIPTION	2013	2014	Estimated 2015	Budget 2016
<u>Series 2009 Refunding Issue</u>				
Parks & Recreation	146	0	0	0
Parks & Recreation: Westlinks Golf Course ¹	631	0	0	0
Public Facility	2,025	0	0	0
Storm Drainage	63	0	0	0
Streets & Thoroughfares	4,636	0	0	0
	<u>7,501</u>	<u>0</u>	<u>0</u>	<u>0</u>
<u>Series 2010 Bond Issue</u>				
Storm Drainage	19,735	17,287	14,840	12,392
Streets & Thoroughfares	197,146	172,694	148,242	123,789
	<u>216,881</u>	<u>189,981</u>	<u>163,082</u>	<u>136,181</u>
<u>Series 2011 Bond Issue</u>				
Streets & Thoroughfares	361,568	321,167	281,067	254,368
	<u>361,568</u>	<u>321,167</u>	<u>281,067</u>	<u>254,368</u>
<u>Series 2013 Bond Issue</u>				
Parks & Recreation	3,475	17,622	16,643	15,664
Storm Drainage	171	867	819	771
Streets & Thoroughfares	30,325	153,759	145,216	136,674
Street Lights	11,469	58,152	54,922	51,691
	<u>45,440</u>	<u>230,400</u>	<u>217,600</u>	<u>204,800</u>
<u>Series 2013 Refunding Issue</u>				
Parks & Recreation	45,422	227,950	225,991	297,988
Public Facilities	25,400	124,349	101,167	85,054
Storm Drainage	512	2,507	2,430	2,209
Streets & Thoroughfares	70,811	352,017	344,890	236,924
Traffic Signal Improvements	1,276	6,402	6,347	0
	<u>143,421</u>	<u>713,225</u>	<u>680,825</u>	<u>622,175</u>
<u>Series 2015 Bond Issue</u>				
Various Projects	0	0	1,306	703,694
TOTAL INTEREST	<u>\$5,875,980</u>	<u>\$5,597,236</u>	<u>\$5,085,000</u>	<u>\$5,345,000</u>
<u>Less Golf Course Fund Expenditures ¹</u>	(631)	0	0	0
TOTAL INTEREST - BOND & INTEREST FUND	<u>\$5,875,349</u>	<u>\$5,597,236</u>	<u>\$5,085,000</u>	<u>\$5,345,000</u>

¹ Debt service relating to the City's golf courses are is funded from the Golf Course Fund, not the Bond and Interest Fund.

CITY OF OVERLAND PARK

BUSINESS IMPROVEMENT DISTRICT FUND

The Business Improvement District Fund is utilized to account for the revenues received from a business improvement service fee levied annually to applicable businesses located within the City's Downtown Improvement District. The use of these revenues is restricted to the promotion of the City's Downtown Improvement District.

	Actual		Estimated	Budget
	2013	2014	2015	2016
STATEMENT OF REVENUE				
BEGINNING BALANCE	\$0	\$0	\$0	\$0
<u>Current Revenue</u>				
<u>City Collected</u>				
Licenses, Fees, and Permits:				
Business Improvement Service Fee	\$101,398	\$99,213	\$100,000	\$105,000
Interest	3,945	1,787	0	5,000
	<u>105,343</u>	<u>101,000</u>	<u>100,000</u>	<u>110,000</u>
TOTAL REVENUE	<u>\$105,343</u>	<u>\$101,000</u>	<u>\$100,000</u>	<u>\$110,000</u>
 STATEMENT OF EXPENDITURES				
<u>Goal Area/Cost Center</u>				
<u>Community Development</u>				
Planning & Research				
Business Improvement District	\$105,343	\$101,000	\$100,000	\$110,000
TOTAL EXPENDITURES	<u>\$105,343</u>	<u>\$101,000</u>	<u>\$100,000</u>	<u>\$110,000</u>
 ENDING BALANCE	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>

CITY OF OVERLAND PARK GOLF COURSE FUND

The Golf Course Fund is utilized to account for revenues, including membership fees, green fees, cart rentals and pro-shop sales, received from the City's golf courses. Golf course revenues are used to fund the operation and maintenance of the City's golf courses, as well as used to finance capital improvements to the golf courses.

	Actual		Estimated	Budget
	2013	2014	2015	2016
STATEMENT OF REVENUE				
BEGINNING BALANCE	\$631,553	\$909,060	\$1,033,494	\$1,250,000
<u>Current Revenue</u>				
<u>City Collected</u>				
Golf Course Revenue	\$4,704,503	\$4,810,474	\$5,136,560	\$5,232,800
Miscellaneous Revenue	21,291	24,584	8,130	15,100
Interest Earned on Investments	1,856	3,723	1,816	2,100
	<u>4,727,650</u>	<u>4,838,781</u>	<u>5,146,506</u>	<u>5,250,000</u>
TOTAL REVENUE	<u>\$5,359,203</u>	<u>\$5,747,841</u>	<u>\$6,180,000</u>	<u>\$6,500,000</u>
STATEMENT OF EXPENDITURES				
<u>Goal Area/Cost Center</u>				
<u>Parks & Recreation</u>				
Golf Course Administration	\$237,272	\$278,603	\$236,294	\$0
St Andrew's Operations & Maint	1,864,639	1,969,482	2,016,304	2,262,660
Skyes/Lady Operations & Maint	2,071,314	2,112,882	2,217,152	2,407,340
	<u>4,173,225</u>	<u>4,360,967</u>	<u>4,469,750</u>	<u>4,670,000</u>
<u>Non-Operating Expenses</u>				
Debt Service	21,667	0	0	0
Scheduled Maintenance Improvements	0	70,000	200,000	200,000
Contingency	0	80	10,250	150,000
	<u>21,667</u>	<u>70,080</u>	<u>210,250</u>	<u>350,000</u>
<u>Transfers to Other Funds</u>				
Transfer to General Fund	250,000	250,000	250,000	250,000
Transfer to Workmans Comp Fund	2,100	3,300	0	0
Transfer to Self Insurance Fund	3,151	0	0	0
Transfer to Capital Projects Fund	0	30,000	0	1,230,000
	<u>255,251</u>	<u>283,300</u>	<u>250,000</u>	<u>1,480,000</u>
TOTAL EXPENDITURES	<u>\$4,450,143</u>	<u>\$4,714,347</u>	<u>\$4,930,000</u>	<u>\$6,500,000</u>
ENDING BALANCE	<u>\$909,060</u>	<u>\$1,033,494</u>	<u>\$1,250,000</u>	<u>\$0</u>

CITY OF OVERLAND PARK
1/8-CENT SALES TAX FOR STREET IMPROVEMENTS FUND

The 1/8-Cent Sales tax for Street Improvements Fund accounts for those revenues received from the City's 1/8-cent sales tax to be used for neighborhood streets, thoroughfare, traffic management systems improvements and related expenditures. This sales tax was originally approved by Overland Park voters in November of 1998 for a period of five years. In 2003, 2008 and 2014, voters approved extensions of the sales tax . The tax is currently set to expire in March of 2024.

	Actual		Estimated	Budget
	2013	2014	2015	2016
STATEMENT OF REVENUE				
BEGINNING BALANCE	\$2,298,032	\$2,855,866	\$2,456,380	\$3,645,000
<u>Current Revenue</u>				
<u>State Collected and Distributed</u>				
Sales Tax-City	\$5,534,779	\$5,691,072	\$5,700,000	\$5,800,000
<u>City Collected</u>				
Interest Earned on Investments	7,445	6,677	1,120	10,000
Transfer from Capital Projects Fund	23,610	62,765	72,500	10,000
	31,055	69,442	73,620	20,000
TOTAL REVENUE	\$7,863,866	\$8,616,380	\$8,230,000	\$9,465,000
 STATEMENT OF EXPENDITURES				
<u>Non-Operating Expenses</u>				
Capital Improvements				
Residential Streets Reconstruction	\$1,455,000	\$2,285,000	\$2,270,000	\$2,910,000
Thoroughfare/Street/Bridge Improvements	2,353,000	2,175,000	965,000	1,700,000
Streetlighting	0	200,000	100,000	0
Sidewalk Reconstruction	50,000	50,000	100,000	50,000
	3,858,000	4,710,000	3,435,000	4,660,000
Maintenance Improvements				
Street Maintenance	500,000	500,000	500,000	1,000,000
Stormwater Maintenance	0	300,000	0	0
Traffic Management Systems	500,000	500,000	500,000	500,000
	1,000,000	1,300,000	1,000,000	1,500,000
Transfer to General Fund	150,000	150,000	150,000	150,000
Scheduled Future Capital Improvements	0	0	0	3,155,000
	150,000	150,000	150,000	3,305,000
TOTAL EXPENDITURES	\$5,008,000	\$6,160,000	\$4,585,000	\$9,465,000
ENDING BALANCE	\$2,855,866	\$2,456,380	\$3,645,000	\$0

CITY OF OVERLAND PARK SOCCER OPERATIONS FUND

The Soccer Operations Fund is utilized to account for revenues, including field rental, tenant rental, sponsorships and concessions, received from the operation of the Overland Park Soccer Complex. Soccer revenues are used to fund the operation and maintenance of the City's Soccer Complex. Debt Service related to the soccer complex is funded and paid through the Bond and Interest Fund.

	Actual		Estimated	Budget
	2013	2014	2015	2016
STATEMENT OF REVENUE				
BEGINNING BALANCE	\$316,740	\$305,613	\$242,870	\$225,000
<u>Current Revenue</u>				
<u>City Collected</u>				
Field Rental Revenue	\$849,758	\$827,081	\$875,000	\$937,800
Tenant Rental Revenue	96,380	81,786	85,000	89,000
Concession Revenue	317,920	289,816	310,000	325,000
Sponsorship Revenue	72,000	88,300	85,000	205,000
Miscellaneous Revenue	18,135	21,446	0	800
Interest Earned on Investments	1,596	2,505	2,130	2,400
	<u>1,355,789</u>	<u>1,310,934</u>	<u>1,357,130</u>	<u>1,560,000</u>
 TOTAL REVENUE	 <u>\$1,672,529</u>	 <u>\$1,616,547</u>	 <u>\$1,600,000</u>	 <u>\$1,785,000</u>
 STATEMENT OF EXPENDITURES				
<u>Goal Area/Cost Center</u>				
<u>Parks & Recreation</u>				
Soccer Operations	<u>\$1,158,866</u>	<u>\$1,070,037</u>	<u>\$1,041,200</u>	<u>\$1,155,000</u>
<u>Non-Operating Expenses</u>				
Transfer to Equipment Reserve Fund	200,000	300,000	300,000	300,000
Transfer to Workmans Comp Fund	2,700	3,600	0	0
Transfer to Self Insurance Fund	5,350	0	0	0
Contingency	0	40	33,800	330,000
	<u>208,050</u>	<u>303,640</u>	<u>333,800</u>	<u>630,000</u>
 TOTAL EXPENDITURES	 <u>\$1,366,916</u>	 <u>\$1,373,677</u>	 <u>\$1,375,000</u>	 <u>\$1,785,000</u>
 ENDING BALANCE	 <u>\$305,613</u>	 <u>\$242,870</u>	 <u>\$225,000</u>	 <u>\$0</u>

CITY OF OVERLAND PARK SPECIAL ALCOHOL CONTROL FUND

The Special Alcohol Control Fund is one of two special revenue funds budgeted by the City that is used to account for revenue received through the State of Kansas from a state tax on liquor. State law requires that all monies received by this fund be expended only for the purchase, establishment, maintenance or expansion of services, education and programs on alcoholism and drug prevention.

	Actual		Estimated	Budget
	2013	2014	2015	2016
STATEMENT OF REVENUE				
BEGINNING BALANCE	\$1,344,564	\$1,687,493	\$1,855,521	\$2,130,000
<u>Current Revenue</u>				
<u>State Collected and Distributed</u>				
Liquor Tax	\$1,134,834	\$1,188,339	\$1,150,000	\$1,200,000
<u>City Collected</u>				
Interest Earned on Investments	5,828	7,945	9,479	10,000
Miscellaneous	0	0	0	0
	5,828	7,945	\$9,479	10,000
TOTAL REVENUE	\$2,485,226	\$2,883,776	\$3,015,000	\$3,340,000
STATEMENT OF EXPENDITURES				
<u>Goal Area/Cost Center</u>				
<u>Finance & Administration</u>				
Mayor & Council:				
Drug/Alcoholism Council allocation	\$776,758	\$983,943	\$835,500	\$861,000
Misc. and Contingency	0	0	9,600	2,404,000
	776,758	983,943	\$845,100	3,265,000
<u>Public Safety</u>				
Police Administrative Services:				
DARE Program	20,975	44,312	39,900	75,000
TOTAL EXPENDITURES	\$797,733	\$1,028,255	\$885,000	\$3,340,000
ENDING BALANCE	\$1,687,493	\$1,855,521	\$2,130,000	\$0

CITY OF OVERLAND PARK SPECIAL PARK AND RECREATION FUND

The Special Park and Recreation Fund is one of two special revenue funds budgeted by the City which is used to account for revenue received through the State of Kansas from a state tax on liquor. State law requires that all monies received by this fund be expended for the purchase, establishment, maintenance or expansion of services, programs and facilities.

	Actual		Estimated	Budget
	2013	2014	2015	2016
STATEMENT OF REVENUE				
BEGINNING BALANCE	\$106,188	\$455,594	\$597,816	\$405,000
<u>Current Revenue</u>				
<u>State Collected and Distributed</u>				
Liquor Tax	\$1,134,834	\$1,188,339	\$1,200,000	\$1,200,000
<u>City Collected</u>				
Interest Earned on Investments	1,563	2,572	2,184	5,000
Transfer from Capital Projects	215,654	0	120,000	35,000
	217,217	2,572	122,184	40,000
<u>Miscellaneous</u>				
Miscellaneous	0	0	0	0
TOTAL REVENUE	\$1,458,239	\$1,646,505	\$1,920,000	\$1,645,000

STATEMENT OF EXPENDITURES

<u>Goal Area/Cost Center</u>				
<u>Community Development</u>				
Scheduled Capital Improvements	\$226,556	\$245,000	\$690,000	\$200,000
Scheduled Maintenance Improvements	526,089	553,689	575,000	550,000
Transfer to Bond & Interest Fund	250,000	250,000	250,000	200,000
Future Capital Projects/Contingency	0	0	0	695,000
TOTAL EXPENDITURES	\$1,002,645	\$1,048,689	\$1,515,000	\$1,645,000
ENDING BALANCE	\$455,594	\$597,816	\$405,000	\$0

CITY OF OVERLAND PARK SPECIAL STREET AND HIGHWAY FUND

The Special Street and Highway Fund is a fund of the City which is employed to account for those revenues received from the State of Kansas tax on gasoline and expenditures incurred in the repair and maintenance of City streets and highways. State law restricts the use of these funds to non-capital street and highway expenditures.

	Actual		Estimated	Budget
	2013	2014	2015	2016
STATEMENT OF REVENUE				
BEGINNING BALANCE	\$99,571	\$178,937	\$316,971	\$175,000
<u>Current Revenue</u>				
<u>State Collected and Distributed</u>				
Gasoline Tax	\$4,529,172	\$4,686,155	\$4,650,000	\$4,650,000
<u>City Collected</u>				
Interest Earned on Investments	194	1,879	8,029	5,000
TOTAL REVENUE	\$4,628,937	\$4,866,971	\$4,975,000	\$4,830,000
STATEMENT OF EXPENDITURES				
<u>Goal Area/Cost Center</u>				
<u>Public Works</u>				
Infrastructure Maintenance Expenditures	\$4,450,000	\$4,550,000	\$4,500,000	\$4,600,000
Transfer to General Fund	0	0	50,000	80,000
Contingency	0	0	250,000	150,000
TOTAL EXPENDITURES	\$4,450,000	\$4,550,000	\$4,800,000	\$4,830,000
ENDING BALANCE	\$178,937	\$316,971	\$175,000	\$0

CITY OF OVERLAND PARK STORMWATER UTILITY FUND

The Stormwater Utility Fund is utilized to account for revenues, including property tax and user fees, relating to the City's stormwater management system. Revenues of this fund are used to fund the operations, maintenance, capital improvements and debt service of the City's stormwater management program.

	Actual		Estimated	Budget
	2013	2014	2015	2016
STATEMENT OF REVENUE				
BEGINNING BALANCE	\$1,882,013	\$760,147	\$104,621	\$268,000
<u>Current Revenue</u>				
<u>County Collected and Distributed</u>				
Ad Valorem Property Tax	\$2,503,762	\$2,548,829	\$2,690,000	\$2,855,470
Delinquent Tax	69,793	19,330	43,000	20,000
Motor Vehicle Tax	278,059	289,262	285,000	325,000
Rental Car Excise Tax	4,515	4,400	5,000	18,530
	<u>2,856,129</u>	<u>2,861,821</u>	<u>3,023,000</u>	<u>3,219,000</u>
<u>City Collected</u>				
User Fees	3,405,471	3,420,512	3,480,000	3,450,000
Transfer from Other Funds	210,477	338,391	0	675,000
Miscellaneous	116,500	119,650	119,500	186,000
Interest Earned on Investments	12,401	14,391	12,879	12,000
	<u>3,744,849</u>	<u>3,892,944</u>	<u>3,612,379</u>	<u>4,323,000</u>
TOTAL REVENUE	<u>\$8,482,991</u>	<u>\$7,514,912</u>	<u>\$6,740,000</u>	<u>\$7,810,000</u>
STATEMENT OF EXPENDITURES				
<u>Operating</u>				
Public Works - Stormwater Engineering	\$796,685	\$782,794	\$996,130	\$1,135,730
Public Works - Stormwater Maintenance	1,950,306	2,176,423	2,422,620	2,606,490
Planning - Stormwater Management	190,135	186,064	191,250	207,780
Maintenance Projects	2,311,025	2,520,000	100,000	1,400,000
Scheduled Capital Improvements	2,247,849	1,518,000	2,365,000	1,495,000
	<u>7,496,000</u>	<u>7,183,281</u>	<u>6,075,000</u>	<u>6,845,000</u>
<u>Transfers to Other Funds</u>				
Transfers to Equipment Reserve	200,000	200,000	375,000	375,000
Transfers to Bond & Interest	2,150	0	0	0
Transfers to Workmans Comp Fund	17,200	30,200	0	0
Transfer to Self Insurance Fund	3,744	0	0	25,000
	<u>223,094</u>	<u>230,200</u>	<u>375,000</u>	<u>400,000</u>
<u>Non-Operating Expenses</u>				
Contingency	3,750	(3,190)	22,000	565,000
TOTAL EXPENDITURES	<u>\$7,722,844</u>	<u>\$7,410,291</u>	<u>\$6,472,000</u>	<u>\$7,810,000</u>
ENDING BALANCE	<u>\$760,147</u>	<u>\$104,621</u>	<u>\$268,000</u>	<u>\$0</u>

CITY OF OVERLAND PARK

TAX INCREMENT FINANCING FUND

The Tax Increment Financing (TIF) fund accounts for public revenues and expenditures related to the City's adopted Tax Increment Fund districts. Tax Increment Financing is a tool which pledges future gains in taxes to finance the current improvements which will result in those gains. TIF is designed to channel funding toward improvements in areas where development/redevelopment may not otherwise occur. When an area is developed or redeveloped, there is an increase in the value of the property. The increased site value and investment creates more taxable property, which increases tax revenues. The increased tax revenues are the "tax increment." TIFs pledge the future increased revenue for repayment of eligible costs associated with the improvements. There are currently two active TIF districts in Overland Park: Cherokee South and Valley View shopping centers.

	Actual		Estimated	Budget
	2013	2014	2015	2016
STATEMENT OF REVENUE				
BEGINNING BALANCE	(\$16,119)	(\$19,660)	(\$20,853)	\$0
<u>Current Revenue</u>				
<u>County Collected and Distributed</u>				
Ad Valorem Property Tax	\$180,287	\$182,136	\$320,000	\$345,000
	180,287	182,136	320,000	345,000
<u>State Collected and Distributed</u>				
Sales Tax-City	274,059	318,303	325,000	335,000
<u>City Collected</u>				
Contributions	0	50,376	4,073	70,000
Interest earnings	108	(3,414)	0	0
	108	46,962	4,073	70,000
TOTAL REVENUE	\$438,335	\$527,741	\$628,220	\$750,000
STATEMENT OF EXPENDITURES				
<u>Goal Area/Cost Center</u>				
<u>Finance, Administration & Economic Development</u>				
Administrative Costs	\$8,713	\$7,811	\$28,220	\$50,000
TIF Contractual Payment	449,282	540,783	600,000	700,000
	457,995	548,594	628,220	750,000
TOTAL EXPENDITURES	\$457,995	\$548,594	\$628,220	\$750,000
ENDING BALANCE	(\$19,660)	(\$20,853)	\$0	\$0

CITY OF OVERLAND PARK TRANSIENT GUEST TAX FUND

The Transient Guest Tax Fund of the City is utilized to account for the revenues received from a 9% tax on transient guests occupying a room in a hotel or motel located within the City. All transient guest tax revenues are receipted into this fund before being transferred to the Transient Guest Tax Operating and Capital Improvement Funds for expenditure.

	Actual		Estimated	Budget
	2013	2014	2015	2016
STATEMENT OF REVENUE				
BEGINNING BALANCE	\$344,206	\$9,529	\$0	\$0
<u>Current Revenue</u>				
<u>State Collected and Distributed</u>				
Transient Guest Tax	\$8,442,580	\$9,396,742	\$9,690,000	\$9,980,000
<u>City Collected</u>				
Interest Earned on Investments	9,890	1	0	0
TOTAL REVENUE	\$8,796,676	\$9,406,272	\$9,690,000	\$9,980,000
STATEMENT OF EXPENDITURES				
<u>Non-Operating Expenses</u>				
OPDC Hotel Appropriation	\$3,042,152	\$3,419,718	\$3,800,000	\$6,653,335
	3,042,152	3,419,718	3,800,000	6,653,335
<u>Transfers to Other Funds</u>				
Transfers to Transient Guest Tax - Operating	1,853,344	1,868,127	2,153,300	2,217,775
Transfers to Transient Guest Tax - Capital	3,891,651	4,118,427	3,736,700	1,108,890
	5,744,995	5,986,554	5,890,000	3,326,665
TOTAL EXPENDITURES	\$8,787,147	\$9,406,272	\$9,690,000	\$9,980,000
ENDING BALANCE	\$9,529	\$0	\$0	\$0

CITY OF OVERLAND PARK
TRANSIENT GUEST TAX - CAPITAL IMPROVEMENT FUND

The Transient Guest Tax - Capital Improvement Fund of the City expends a portion of the revenues received from a tax on transient guests occupying a room in a hotel or motel located within the City on capital project expenditures relating to tourism and convention activities.

	Actual		Estimated	Budget
	2013	2014	2015	2016
STATEMENT OF REVENUE				
BEGINNING BALANCE	\$2,091,320	\$2,343,561	\$1,991,836	\$1,730,000
<u>Current Revenue</u>				
<u>Transfer from Other Funds</u>				
Transfer from TGT Funds	\$3,891,651	\$4,118,427	\$3,736,700	\$1,108,890
Transfer from General Fund	2,354,140	2,062,211	2,200,000	5,000,000
	<u>6,245,791</u>	<u>6,180,638</u>	<u>5,936,700</u>	<u>6,108,890</u>
<u>City Collected</u>				
Convention Center Operations	1,701,330	512,893	0	0
Interest Earned on Investments	4,887	8,937	1,464	16,110
Miscellaneous	0	204,000	1,000,000	600,000
	<u>1,706,217</u>	<u>725,830</u>	<u>1,001,464</u>	<u>616,110</u>
TOTAL REVENUE	<u>\$10,043,328</u>	<u>\$9,250,029</u>	<u>\$8,930,000</u>	<u>\$8,455,000</u>
STATEMENT OF EXPENDITURES				
<u>Goal Area/Cost Center</u>				
<u>Finance & Administration</u>				
Convention Center Administrative	<u>\$0</u>	<u>\$0</u>	<u>\$50,000</u>	<u>\$50,000</u>
<u>Non-Operating Expenses</u>				
Convention Center Capital	<u>261,459</u>	<u>488,483</u>	<u>455,000</u>	<u>400,000</u>
	<u>261,459</u>	<u>488,483</u>	<u>455,000</u>	<u>400,000</u>
<u>Transfers to Other Funds</u>				
Transfers to Bond & Interest	6,262,455	6,191,870	6,120,000	6,100,000
Reserve for Future Capital/Maintenance	1,175,853	512,893	400,000	1,905,000
Armark Reserve/Global Spectrum Reserve	0	64,947	175,000	0
	<u>7,438,308</u>	<u>6,769,710</u>	<u>6,695,000</u>	<u>8,005,000</u>
TOTAL EXPENDITURES	<u>\$7,699,767</u>	<u>\$7,258,193</u>	<u>\$7,200,000</u>	<u>\$8,455,000</u>
ENDING BALANCE	<u>\$2,343,561</u>	<u>\$1,991,836</u>	<u>\$1,730,000</u>	<u>\$0</u>

CITY OF OVERLAND PARK

TRANSIENT GUEST TAX - OPERATING FUND

The Transient Guest Tax - Operating Fund of the City expends a portion of the revenues received from a tax on transient guests occupying a room in a hotel or motel located within the City on the promotion of tourism within the City.

	Actual		Estimated	Budget
	2013	2014	2015	2016
STATEMENT OF REVENUE				
BEGINNING BALANCE	\$0	\$0	\$0	\$0
<u>Current Revenue</u>				
<u>Transfer from Other Funds</u>				
Transient Guest Tax Fund	\$1,853,344	\$1,868,127	\$2,153,300	\$2,217,775
<u>City Collected</u>				
Interest	0	0	1,700	2,225
TOTAL REVENUE	\$1,853,344	\$1,868,127	\$2,155,000	\$2,220,000

STATEMENT OF EXPENDITURES

<u>Goal Area/Cost Center</u>				
<u>Finance & Administration</u>				
Convention and Tourism Contract	\$1,853,344	\$1,868,127	\$2,153,300	\$2,217,775
<u>Non-Operating Expenses</u>				
Citywide Contingency	0	0	1,700	2,225
TOTAL EXPENDITURES	\$1,853,344	\$1,868,127	\$2,155,000	\$2,220,000
ENDING BALANCE	\$0	\$0	\$0	\$0

CITY OF OVERLAND PARK
CAPITAL PROJECTS FUND (not budgeted)

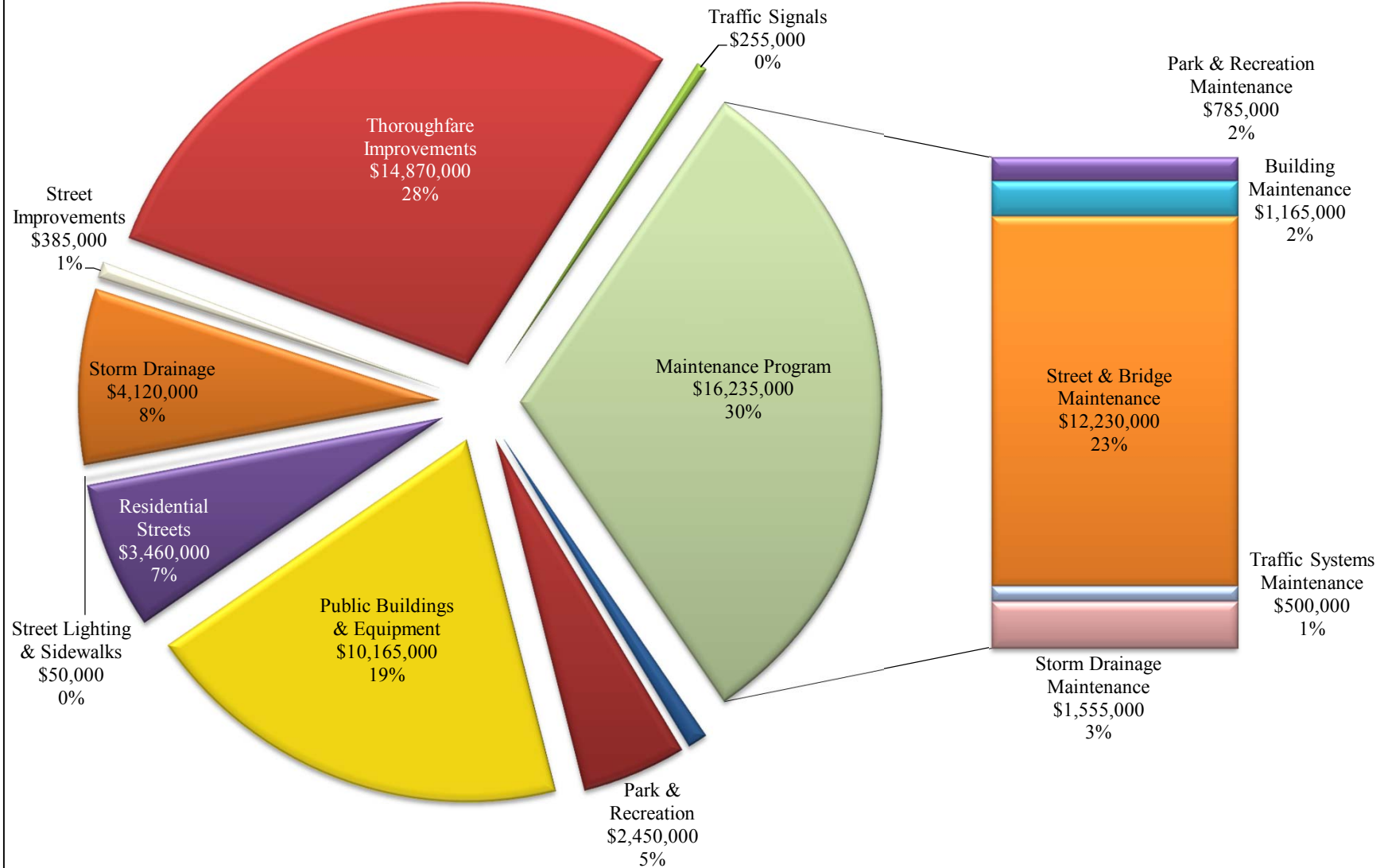
The Capital Projects Fund is employed by the City to account for the financing and construction of capital improvement and major maintenance projects. This fund is not included in the group of funds which state law requires for the adoption of a formal budget; however, the City does, as part of its annual budget process, develop a capital improvements program which represents the City's goal for the current year's budget and the succeeding four-year period.

	Actual		Estimated	Budget
	2013	2014	2015	2016
STATEMENT OF REVENUE				
<u>County Collected and Distributed</u>				
Intergovernmental	\$11,054,045	\$6,771,774	\$11,900,000	\$7,450,000
<u>State Collected and Distributed</u>				
Intergovernmental	2,164,116	4,670,848	14,385,000	0
<u>Federal Government</u>				
Intergovernmental	4,425,676	212,504	3,475,000	2,230,000
<u>City Collected</u>				
Bond Proceeds	7,265,069	3,500,000	9,910,000	7,850,000
Special Assessment Bond Proceeds	0	0	0	380,000
Miscellaneous	45,614	277,589	60,000	0
Escrow Funds	1,329,212	1,324,120	80,000	80,000
Excise Tax	3,033,240	0	2,140,000	3,025,000
Intergovernmental	1,570,564	7,670,929	500,000	0
Private Contributions	77,850	521,584	905,000	485,000
Interest Earned on Investments	0	16	0	0
	13,321,549	13,294,238	13,595,000	11,820,000
<u>Transfers and Miscellaneous</u>				
Transfers from other Funds:				
General Fund	4,960,388	5,672,954	6,220,000	7,330,000
Stormwater Utility Fund	4,558,874	4,038,000	2,465,000	2,895,000
Special Revenue Funds	10,060,645	11,358,689	10,200,000	11,010,000
Equipment Reserve Fund	797,282	500,301	2,195,000	1,085,000
Capital Improvement Fund	1,565,721	5,075,919	3,395,000	7,670,000
Golf Course Fund	0	100,000	200,000	200,000
Intergovernmental	6,082,862	858,866	300,000	300,000
Capital Project Closeouts	11,218,809	11,888,745	0	0
	39,344,579	39,509,198	24,975,000	30,490,000
TOTAL REVENUE	\$70,309,964	\$64,458,560	\$68,330,000	\$51,990,000
STATEMENT OF EXPENDITURES				
<u>Capital Improvements and Major Maintenance Program</u>				
Public Buildings	\$119,985	\$863,018	5,465,000	4,725,000
Public Equipment	1,630,819	1,732,699	3,185,000	5,440,000
Fire Department Buildings	57,660	53,287	0	0
Fire Department Equipment	568,514	8,121	0	0
Parks & Recreation	1,885,018	1,113,158	1,410,000	2,450,000
Bridge Replacement	710,486	5,759,566	470,000	-
Residential Streets/Neighborhood Imp.	4,193,146	3,028,182	2,820,000	3,460,000
Sidewalk Construction	0	50,000	100,000	50,000
Street Lighting	2,184,504	21,509	150,000	-
Street Improvements	8,946,459	11,946,709	14,000,000	385,000
Thoroughfare Improvements	12,380,071	8,324,358	15,345,000	14,870,000
Traffic Signals	973,110	1,138,645	915,000	255,000
Storm Drainage	4,844,014	1,146,159	10,225,000	4,120,000
Building Maintenance	630,014	1,374,451	500,000	1,165,000
Fire Facility Maintenance	75,635	97,471	0	0
Street & Bridge Maintenance	21,352,102	23,233,094	12,050,000	12,230,000
Traffic Systems Maintenance	817,880	621,777	500,000	500,000
Storm Drainage Maintenance	4,063,474	1,607,617	350,000	1,555,000
Parks Maintenance	395,019	746,839	845,000	785,000
TOTAL EXPENDITURES	\$65,827,912	\$62,866,660	\$68,330,000	\$51,990,000

PROJECTED CAPITAL IMPROVEMENTS PROGRAM				2016-2020
2017	2018	2019	2020	Total
\$3,525,000	\$3,425,000	\$4,120,000	\$4,120,000	\$22,640,000
0	0	0	0	0
0	6,640,000	2,000,000	2,000,000	12,870,000
0	3,100,000	1,350,000	3,230,000	15,530,000
0	0	0	0	380,000
0	0	0	250,000	250,000
80,000	80,000	80,000	80,000	400,000
4,945,000	1,700,000	2,125,000	2,750,000	14,545,000
0	0	0	0	0
50,000	50,000	50,000	0	635,000
0	0	0	0	0
5,075,000	4,930,000	3,605,000	6,310,000	31,740,000
8,485,000	8,625,000	6,780,000	7,470,000	38,690,000
2,900,000	2,970,000	2,550,000	2,550,000	13,865,000
13,590,000	11,400,000	10,375,000	13,210,000	59,585,000
1,570,000	2,885,000	1,475,000	1,000,000	8,015,000
5,250,000	5,015,000	1,070,000	3,205,000	22,210,000
530,000	3,270,000	200,000	200,000	4,400,000
300,000	300,000	300,000	300,000	1,500,000
0	0	0	0	0
32,625,000	34,465,000	22,750,000	27,935,000	148,265,000
\$41,225,000	\$49,460,000	\$32,475,000	\$40,365,000	\$215,515,000
-	-	-	-	\$4,725,000
4,420,000	3,435,000	1,715,000	3,475,000	18,485,000
0	0	0	0	-
0	0	0	0	-
580,000	6,520,000	2,280,000	2,425,000	14,255,000
-	300,000	-	3,000,000	3,300,000
3,000,000	3,000,000	3,000,000	2,740,000	15,200,000
50,000	50,000	50,000	50,000	250,000
900,000	-	-	100,000	1,000,000
850,000	590,000	-	-	1,825,000
12,040,000	16,270,000	8,400,000	10,900,000	62,480,000
380,000	380,000	380,000	335,000	1,730,000
350,000	1,150,000	1,150,000	1,150,000	7,920,000
1,050,000	1,800,000	500,000	900,000	5,415,000
0	0	0	0	-
12,830,000	12,250,000	12,350,000	12,450,000	62,110,000
500,000	500,000	500,000	500,000	2,500,000
2,770,000	1,790,000	1,370,000	1,370,000	8,855,000
1,505,000	1,425,000	780,000	970,000	5,465,000
\$41,225,000	\$49,460,000	\$32,475,000	\$40,365,000	\$215,515,000

2016 Capital Improvement and Maintenance Programs

Total = \$52,460,000

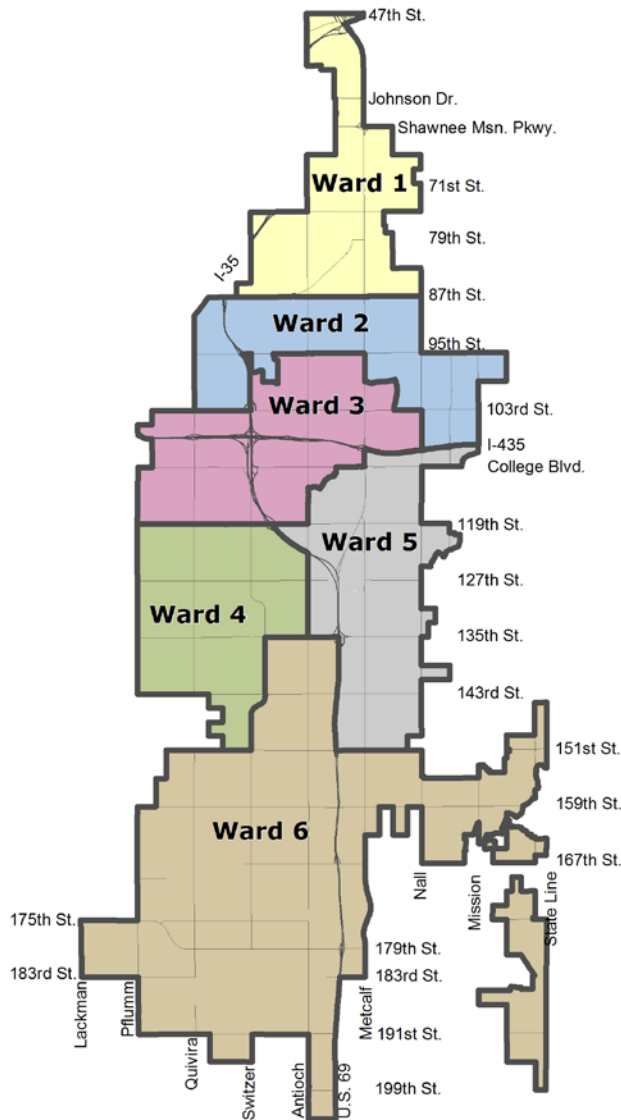


2016 Capital Projects=\$36,225,000

2016 Maintenance Projects=\$16,235,000

DESCRIPTION OF CITY

The City of Overland Park was incorporated as a city of the first class on May 20, 1960, under the provisions of K.S.A. 12-1026h. In November of 1962, the City adopted the Mayor-Council-City Manager form of government. The Mayor is elected by the City-at-large, and two Councilmembers are elected from each of the six wards. All elected officials serve terms of four years with biennial elections to allow for Councilmembers to serve staggered terms. The City Manager is responsible for the implementation of Governing Body policy and the day-to-day operation of the City.



Located in the northeastern part of Johnson County, Kansas, Overland Park is the second largest city in the State of Kansas and one of 113 incorporated cities existing in the Kansas City metropolitan region. There are approximately 75 square miles within the corporate boundaries of the City. Considered one of the cleanest, safest and more affluent suburbs in the area, Overland Park is one of the foremost retail and employment centers in the metropolitan area.

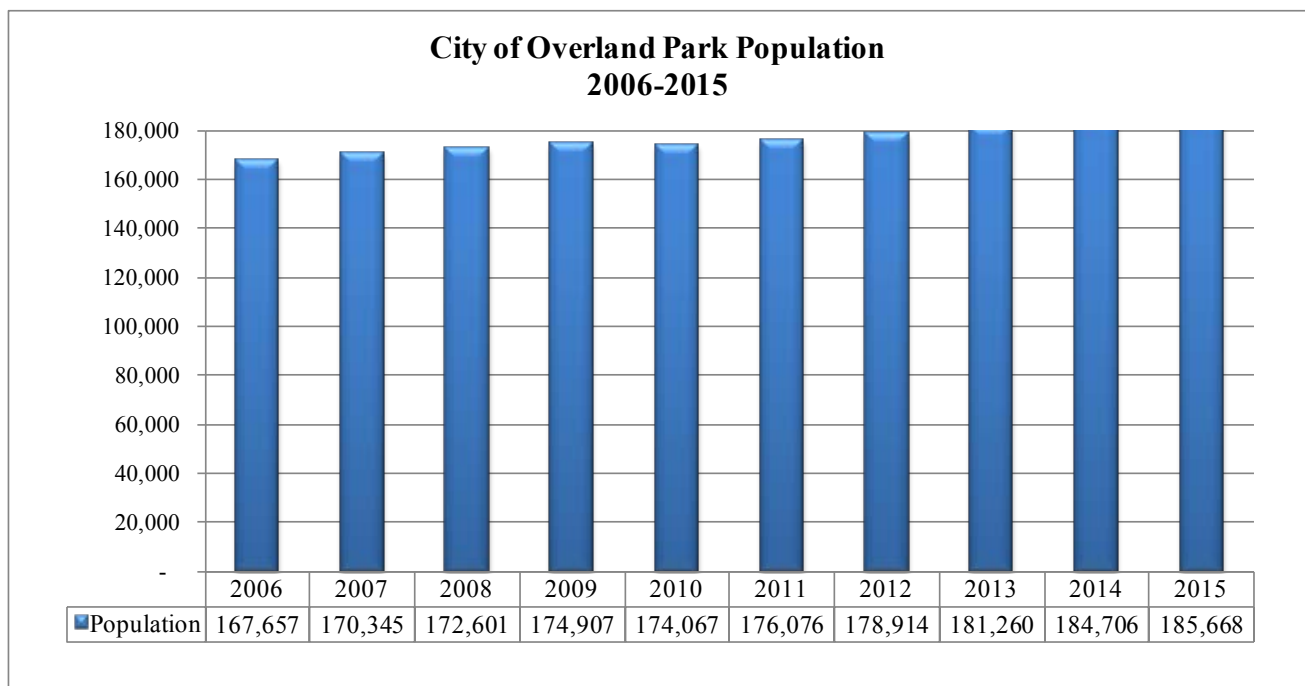
Independent agencies provide water and sanitary sewer services on an area-wide district basis. Private corporations own and operate electric, telecommunications, telephone, natural gas and sanitation disposal services. These utilities are constantly upgraded to ensure adequate supplies for Overland Park's future growth.

Overland Park concentrates its efforts toward providing excellent service in the areas of public safety through its law enforcement and fire protection functions; community development through its building code enforcement, environmental health regulatory functions and parks and recreation programs and services; traffic control and maintenance through the City's public works operations; and financial stability and the coordination of the various areas of City responsibility through its administrative services functions.

POPULATION AND DEMOGRAPHICS

Overland Park is the second largest city in Kansas. Since the incorporation of Overland Park in 1960, the population has grown from 28,000 in 1960 to an estimated 185,668 in 2015. Currently, Overland Park represents approximately one-third of Johnson County's total population. Johnson County has grown from a population of 144,000 in 1960 to an estimated 566,933 by 2013.

Overland Park's population is affluent and highly educated. According to information from the 2014 American Community Survey from the US Census Bureau, over half the adult population has a college degree and the per capita income in the City is 45% higher than the national average. Fifty-five percent of the population is composed of working-age adults, while 31% are juveniles and 14% are seniors.



Sources: U.S. Census, County and City

Population Facts

2015 Population	185,668
2015 Land Area	75.6 sq. miles
2015 Population Density	2,456/sq. mile

Income

2014 Per Capita Income	\$41,954
2014 Median Family Income	\$95,857

Education (2014)

High School Graduate or higher	95.7%
Bachelor's degree or higher	55.6%

Population Characteristics (2014)

% Juvenile (<25)	30.8%
% Career Age (25-65)	54.7%
% Seniors(>65)	14.5%
Median Age	37.8

Households & Housing (2014)

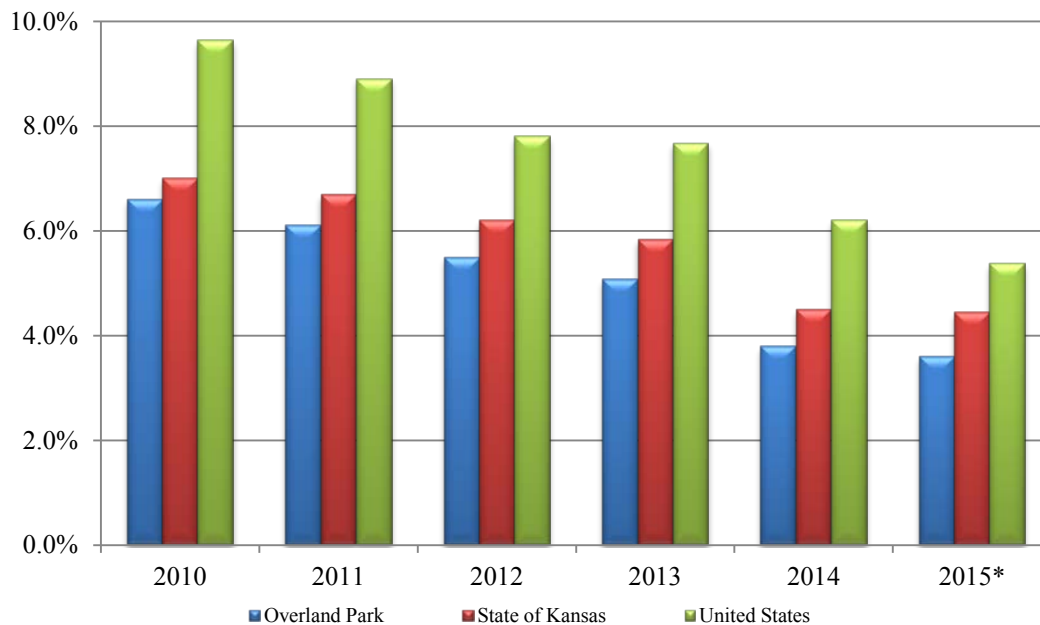
Number of Housing Units	80,293
Average Household Size	2.39
Housing Vacancy Rate	3.4%
Average Sale Price of House	\$308,092

Source: 2015 data: City of Overland Park; 2014 data: 2014 American Community Survey (US Census Bureau)

EMPLOYMENT INFORMATION

The resiliency of Overland Park's economy is demonstrated by the continuation of an unemployment rate significantly lower than the national average. Overland Park's unemployment rate for 2015 averages (thru September 2015) at 3.6%, compared to 4.4% statewide and 5.4% nationally.

Rate of Unemployment Annual Average 2010 to 2015



Source: Kansas Labor Information Center & US Bureau of Labor Statistics
*2015 data thru September 2015

The table below lists the top five employers within the City of Overland Park.

Major Employers	Estimated Employees
Sprint/Nextel	7,500
Shawnee Mission School District	4,461
Blue Valley School District	3,331
Johnson County Community College	2,615
Black & Veatch Engineering Consultants	2,087

Source: Overland Park , 2015 Comprehensive Annual Financial Report

DEVELOPMENT ACTIVITY

Overland Park continues to grow residentially and develop commercially. The tables below highlight square feet and estimated construction values of new construction for single family and commercial development from 2009 through October 2015.

SQUARE FEET OF NEW CONSTRUCTION

Year	Single Family Permits	Commercial and Industrial Permits
2009	629,163	424,170
2010	1,110,238	84,748
2011	1,528,997	483,139
2012	1,976,901	952,685
2013	2,341,957	1,371,973
2014	2,175,710	334,630
2015*	1,836,769	1,083,731

*2015 thru October

Source: City of Overland Park

ESTIMATED CONSTRUCTION COST

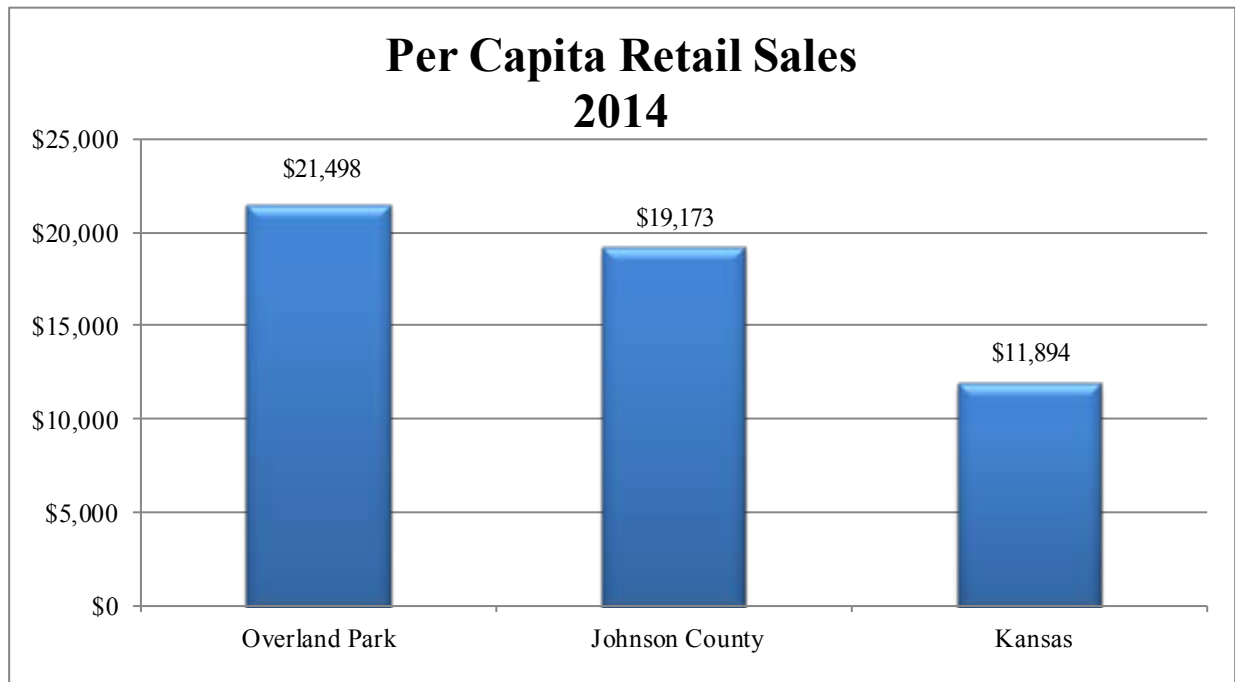
Year	Single Family Permits	Commercial and Industrial Permits
2009	\$34,455,070	\$59,285,096
2010	\$60,090,121	\$10,231,100
2011	\$87,338,569	\$31,523,835
2012	\$121,901,483	\$156,152,363
2013	\$137,508,269	\$162,932,894
2014	\$128,284,193	\$144,063,263
2015*	\$106,356,478	\$242,493,242

*2015 thru October

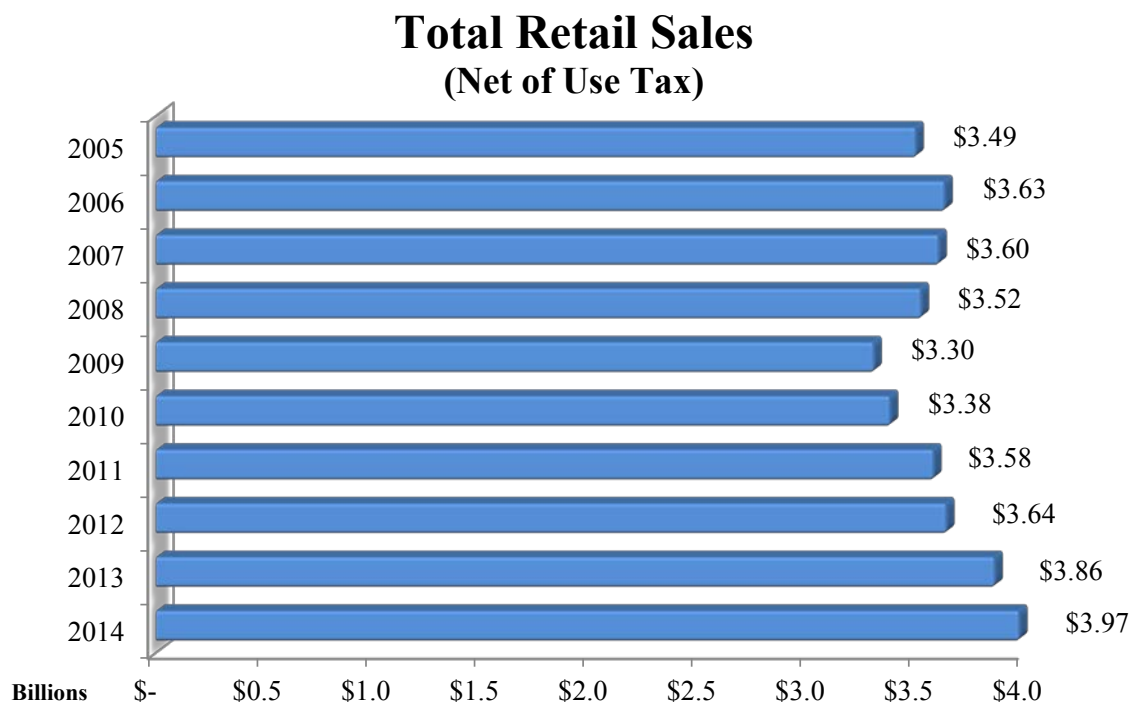
Source: City of Overland Park

RETAIL SALES ACTIVITY

The City's retail activity level continues to be one of the best in the Kansas City metropolitan area, as demonstrated in retail sales per capita.



Retail sales have exhibited traditionally strong growth, increasing from \$181 million in 1970 to \$3.63 billion by 2006, before declining during the Great Recession. Since 2009, sales tax has steadily climbed, reaching \$3.97 billion in 2014. The chart below depicts retail sales activity since 2005.



PROPERTY TAXES

The City's mill levy to support the 2016 Budget is 12.848 mills. Overland Park currently has the lowest property tax rate of any first class city in Kansas. The City levies a property tax to support general government services and stormwater management.

2016 Budget Mill Levy Comparison

Fund	2015 Budget Mill Levy Rate	2016 Budget Mill Levy Rate	Change
General /Fire Fund	11.877	11.887	0.010
Stormwater Utility Fund	0.960	0.961	0.001
TOTAL MILL RATE	12.837	12.848	0.011

NOTE: Mill levy was finalized in November 2015, following the County's certification of the final assessed valuation.

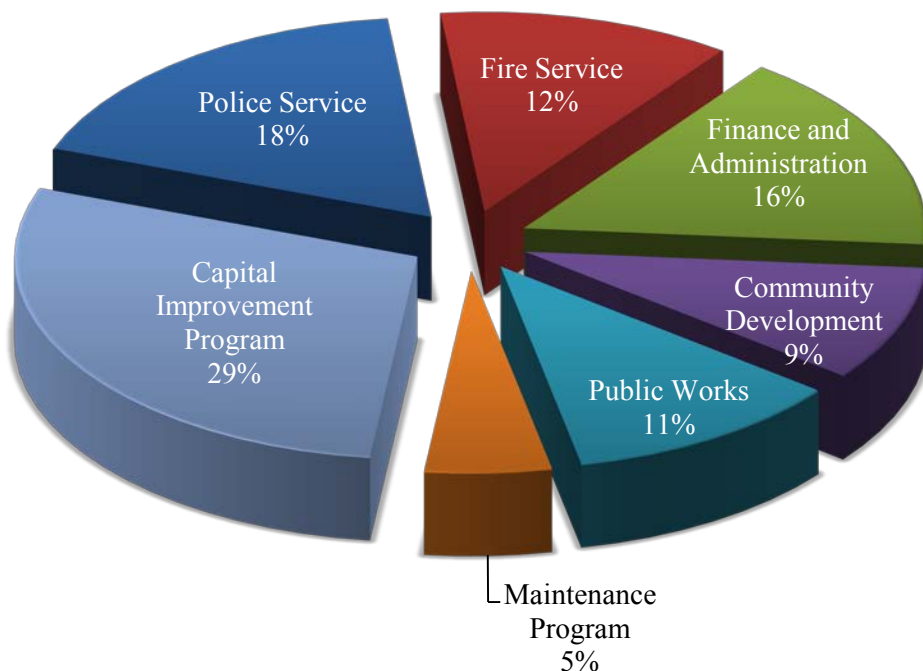
Based on this tax rate, the owner of various types of property will pay the following property taxes to the City in 2016:

City of Overland Park Representative Tax Payments

Property Type	Market Value	2016 Budget Tax Amount
Home	\$250,000	\$369
Office Building	\$1,000,000	\$3,212
Shopping Center	\$10,000,000	\$32,120

Approximately one-third of the property tax collected is used to support Public Safety services, which includes Police and Fire services.

Where Property Tax Dollars are Spent



FINANCE & ADMINISTRATION



GOAL: To administer City government in an effective and efficient manner, which maintains and promotes confidence in public officials; to ensure economical government services financed by a fair and equitable tax system; to provide sound management planning; to promote effective participation with intergovernmental units; and to be responsive to service needs of citizens by providing channels of communication.

COST CENTERS:

- Mayor and Council
- Convention and Tourism
- Economic Development

- Emergency Management
- City Manager
- Communications
- Information Technology
- Facilities Management

- Municipal Court
- Court Services

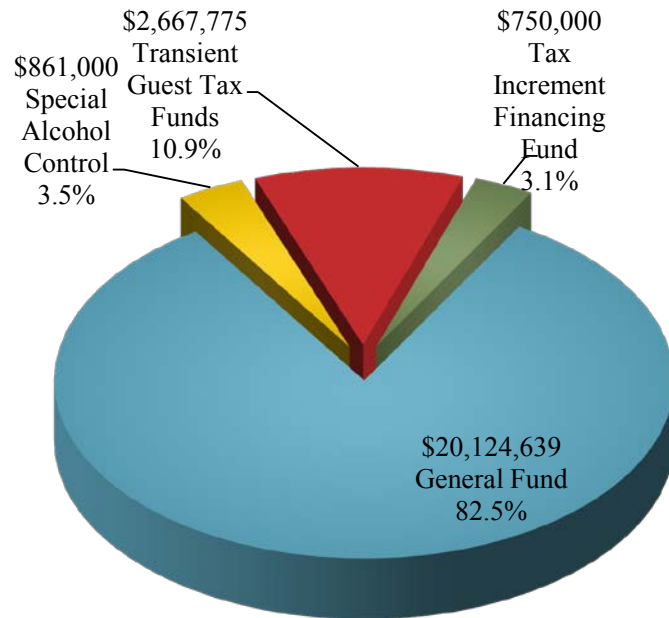
- Law

- Finance & Accounting
- City Clerk
- Citywide Contingency
- Transfer to Other Funds
- Bond and Interest

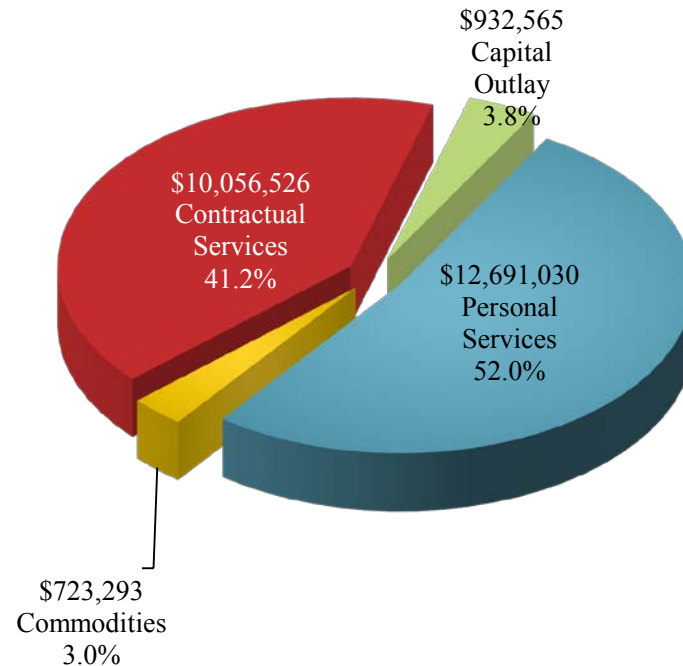
- Human Resources Services
- Payroll, HRIS & Administration

2016 CITY OPERATING AND CONTRACTUAL EXPENDITURES BY FUND AND MAJOR PURPOSE

2016 Expenditures = \$24,403,414



FUNDS

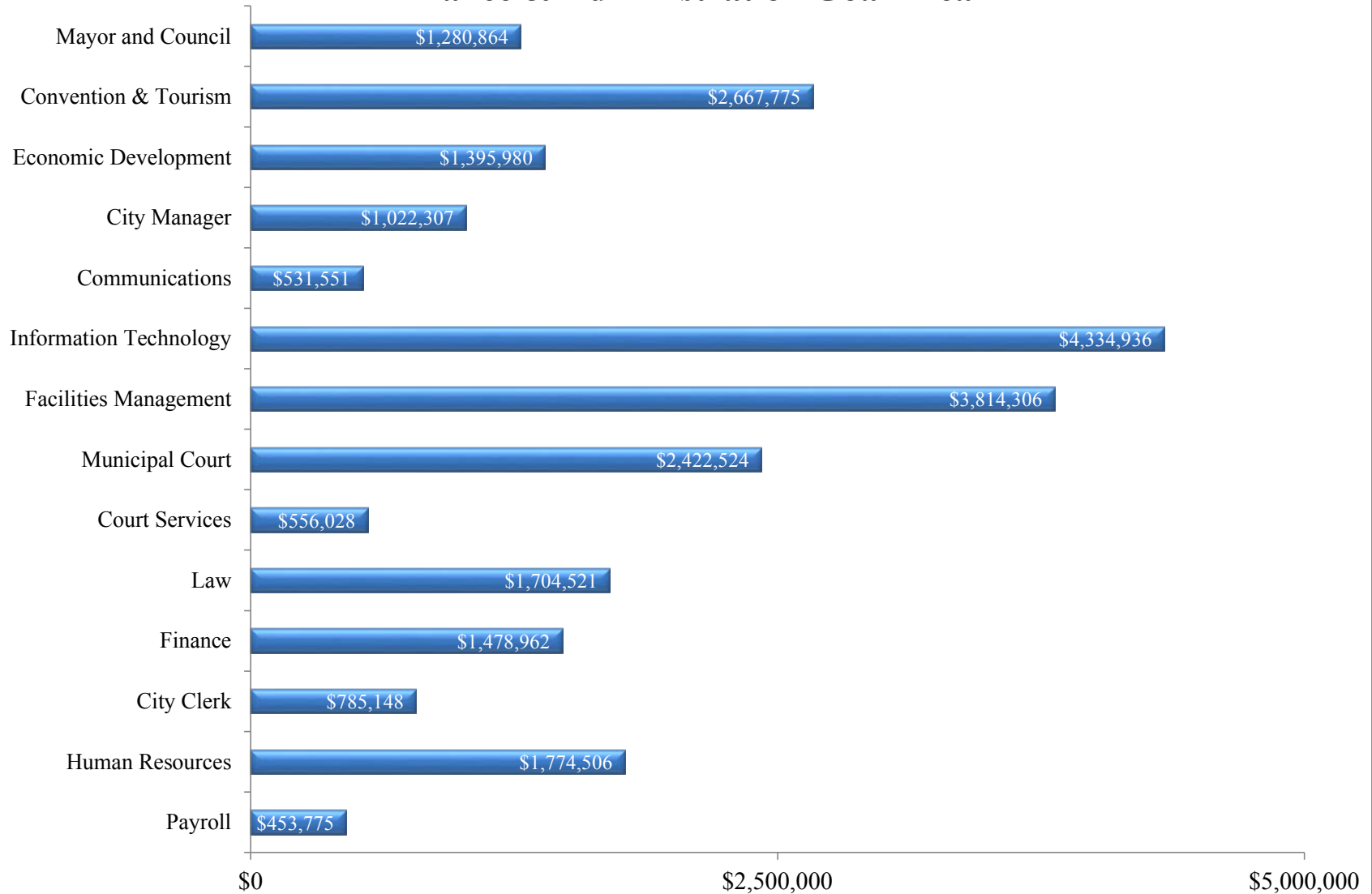


EXPENDITURE TYPE

Finance and Administration Goal Area

2016 OPERATING AND CONTRACTUAL EXPENDITURES

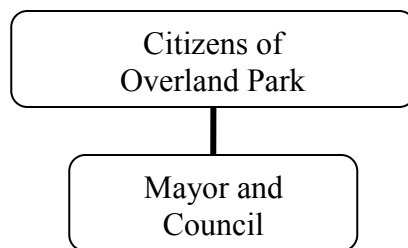
Finance & Administration Goal Area



PROGRAM DESCRIPTION

The Governing Body consists of the Mayor and twelve councilmembers. The Mayor is elected at-large and serves a four-year term. Two councilmembers are elected from each of the City's six wards and serve staggered four-year terms.

The Governing Body is responsible for providing direction to staff in policy determination, citizen participation and intergovernmental relations.

MAYOR AND COUNCIL - ORGANIZATIONAL CHART**MISSION STATEMENT**

To effectively govern the City of Overland Park by:

- ❖ *Encouraging and expanding citizen participation in the community,*
- ❖ *Providing City staff with policy direction, and*
- ❖ *Promoting cooperation and communication between the City and other government agencies.*

AGENCY LOCATOR

Finance, Administration and Economic Development

Mayor and Council
Mayor and Council ←

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Mayor and Council in 2016:

- *Encouraging and expanding citizen participation in the community:*
 - ◆ Promote substantive front-end citizen participation and engagement in policy decisions by scheduling public hearings on the formulation of the annual budget, Capital Improvements Program and other program initiatives of the City.
 - ◆ Promote citizen participation by filling vacancies on City boards and commissions while striving for geographical representation from various segments of the community.
 - ◆ Actively initiate communication regarding City policies, programs and services with residents, business owners and others. Respond promptly to requests and inquiries from citizens, businesses and organizations.
- *Providing City staff with policy direction:*
 - ◆ Provide City staff with direction for the provision of high quality services to the public by establishing and effectively implementing policies, goals and objectives.
 - ◆ Approve a 2017 Budget by August 2016 that provides the resources necessary to achieve City goals and objectives.
 - ◆ Approve a 2017-2021 Capital Improvements Program by March 2016 that provides the resources necessary to achieve the adopted goals and objectives of the City.
- *Promoting cooperation and communication between the City and other government agencies:*
 - ◆ Adopt a 2017 National and State Legislative Program by December 2016 that clearly identifies issues of concern to the City and possible legislative action to address these concerns.
 - ◆ Maintain membership and participation in the Mid-America Regional Council and other regional organizations. Support and encourage the development of regional approaches to address area-wide problems.
 - ◆ Maximize influence on legislative and financial issues through representation at various National League of Cities and League of Kansas Municipalities annual meetings.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Mayor and Council include:

- *Encouraging and expanding citizen participation in the community:*
 - ◆ Citizen Participation- Promoted citizen participation by filling vacancies on City boards and commissions.
- *Providing City staff with policy direction:*
 - ◆ 2015 Budget – Approved the 2015 Budget by August 2014 that provided the resources necessary to achieve City goals and objectives.
 - ◆ 2016-2020 Capital Improvements Program – Approved a Capital Improvements Program by March 2015 that provided the resources necessary to achieve the adopted goals and objectives of the City.
 - ◆ Economic Development – Provided policy direction and support to activities designed to expand and develop a comprehensive economic development program.

- ◆ Vision Metcalf –Continued with implementation plan to revitalized and regenerate the Metcalf Corridor.
- *Promoting cooperation and communication between the City and other government agencies:*
 - ◆ Convention and Visitors Bureau (CVB) – Appointed a Convention and Tourism Committee to review recommended programs and expenditures of the CVB. Provided support to CVB operations, focusing on the promotion and solicitation of conventions and tourism within the City.

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$218,834	\$195,442	\$220,734
Commodities	13,243	13,200	13,200
Contractual	291,959	187,100	185,930
Capital Outlay	0	0	0
Transfers/Others	0	0	0
TOTAL	<u>\$524,036</u>	<u>\$395,742</u>	<u>\$419,864</u>

Special Alcohol Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	982,443	835,500	861,000
Capital Outlay	0	0	0
Transfers/Others	1,500	2,082,500	2,404,000
TOTAL	<u>\$983,943</u>	<u>\$2,918,000</u>	<u>\$3,265,000</u>

PERSONNEL (full-time equivalent):

Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Mayor	1	1	1
Council President	1	1	1
Council Member	11	11	11
Total Full-time Employees:	<u>13</u>	<u>13</u>	<u>13</u>
Part-Time			
	0.00	0.00	0.00
Total Part-time Employees:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL FTEs	<u>13.00</u>	<u>13.00</u>	<u>13.00</u>

PROGRAM DESCRIPTION

Transient Guest Tax is a 9% tax on guests occupying a room in a hotel or motel located within the City.

All transient guest tax revenues are receipted into the Transient Guest Tax Funds. This funding is used to finance Economic Development activities within the City, such as Operations, Maintenance and Debt Service relating to the City's Convention Center, Soccer Complex and funding for the Overland Park Convention and Visitors Bureau.

EXPENDITURES:

Transient Guest Tax Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	0	0	0
Capital Outlay	0	0	0
Transfers/Others	9,406,272	8,600,000	9,980,000
TOTAL	<u>\$9,406,272</u>	<u>\$8,600,000</u>	<u>\$9,980,000</u>
 Transient Guest Tax Capital Fund	 <u>2014 Actual</u>	 <u>2015 Budget</u>	 <u>2016 Budget</u>
Personal Services	\$0	\$0	\$0
Commodities	\$0	\$0	\$0
Contractual	\$18,678	\$50,000	\$0
Capital Outlay	\$135,053	\$400,000	\$0
Transfers/Others	\$6,526,622	\$8,440,000	\$8,005,000
TOTAL	<u>\$6,680,353</u>	<u>\$8,890,000</u>	<u>\$8,005,000</u>
 Transient Guest Tax Operating Fund	 <u>2014 Actual</u>	 <u>2015 Budget</u>	 <u>2016 Budget</u>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	1,868,127	1,911,110	2,217,775
Capital Outlay	0	0	0
Transfers/Others	0	3,890	2,225
TOTAL	<u>\$1,868,127</u>	<u>\$1,915,000</u>	<u>\$2,220,000</u>

PROGRAM DESCRIPTION

The City of Overland Park provides limited funding to promote economic development activities.

Through general city funding, the City contracts with the Overland Park Economic Development Council and the Downtown Overland Park Partnership to promote economic development within the city.

The City also promotes economic development through the limited use of economic development tools, including Tax Increment Financing (TIF). The Tax Increment Financing fund accounts for public revenues and expenditures related to the City's adopted Tax Increment Fund districts. Tax Increment Financing is a tool which pledges future gains in taxes to finance the current improvements which will result in those gains.

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	618,824	645,980	645,980
Capital Outlay	0	0	0
Transfers/Others	0	0	0
TOTAL	<u>\$618,824</u>	<u>\$645,980</u>	<u>\$645,980</u>
 Tax Increment Financing Fund	 <u>2014 Actual</u>	 <u>2015 Budget</u>	 <u>2016 Budget</u>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	548,595	720,000	750,000
Capital Outlay	0	0	0
Transfers/Others	0	0	0
TOTAL	<u>\$548,595</u>	<u>\$720,000</u>	<u>\$750,000</u>

PROGRAM DESCRIPTION

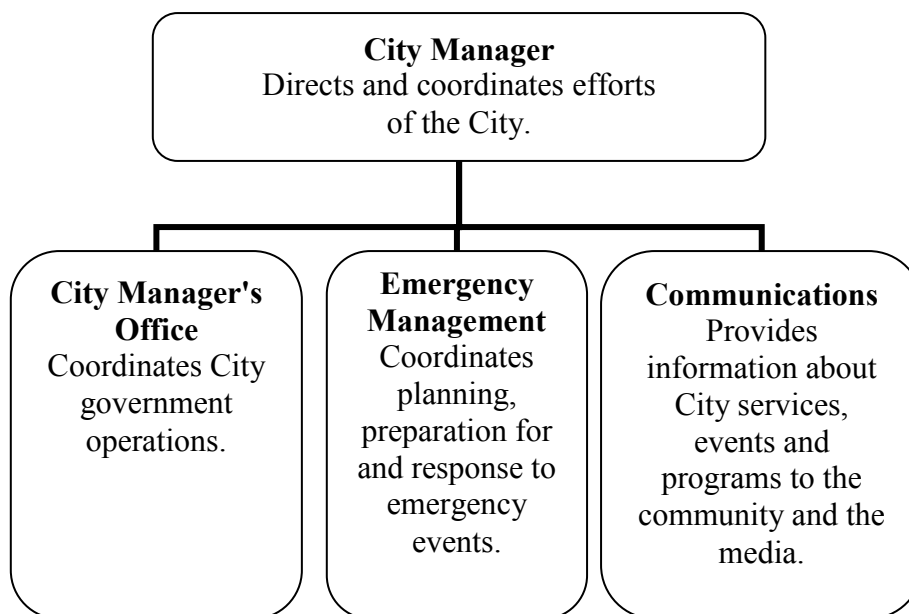
The Emergency Management Division is responsible for coordinating planning, preparation for and response to events such as natural disasters, crowd control issues, preparation and response to terrorism attacks, dignitary protection, private and public risk and threat assessments, private and public asset protection and special event planning and response plans.

This Division also assists in the coordination of regional preparation and response to homeland security matters.

MISSION STATEMENT

To prevent, mitigate and recover from natural disasters and other major events by:

- ❖ *Maintaining a Citywide emergency operations response capability.*

CITY MANAGER'S OFFICE - ORGANIZATIONAL CHART**AGENCY LOCATOR**

**Finance,
Administration and
Economic Development**
City Manager's Office
City Manager's
Office
Emergency
Management ←
Communications

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Emergency Management Division in 2016:

- *Maintaining a Citywide emergency operations response capability:*
 - ◆ Maintain an updated Emergency Operations Plan.
 - ◆ Conduct disaster-training exercises, which list measurable objectives, and develop an evaluation form identifying problem areas needing improvement.
 - ◆ Continue participation with the Olathe School District Crisis Management Team.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the City Manager's Office include:

- *Maintaining a Citywide emergency operations response capability:*
 - ◆ Coordinated Citywide Emergency Management Training –

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$0	\$0	\$113,081
Commodities	0	0	2,565
Contractual	0	0	64,585
Capital Outlay	0	0	0
Transfers/Others	0	0	0
TOTAL	<u>\$0</u>	<u>\$0</u>	<u>\$180,231</u>

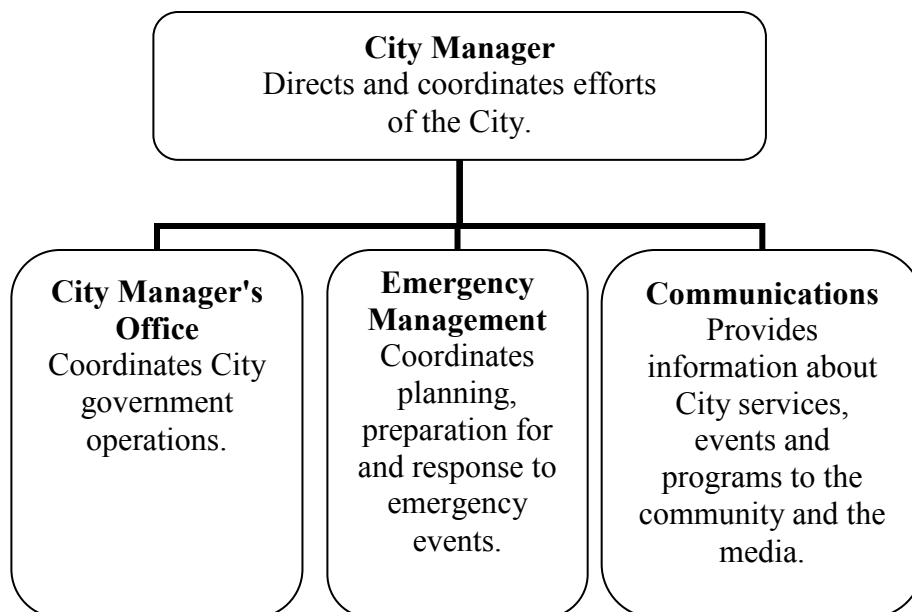
PERSONNEL (full-time equivalent):

Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Emergency Management Coordinator	0	0	1
Total Full-time Employees:	<u>0</u>	<u>0</u>	<u>1</u>
Part-Time			
Administrative Intern	0.00	0.00	0.00
Total Part-time Employees:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL FTEs	<u>0.00</u>	<u>0.00</u>	<u>1.00</u>

PROGRAM DESCRIPTION

The City Manager's Office is the executive administrative branch of the City that manages the City's day-to-day operations and implements policies set by the Governing Body. The City Manager's Office is responsible for the general management of Citywide goals, objectives and policies established by the Governing Body, as they are implemented into the City's daily operations.

**CITY MANAGER'S OFFICE -
ORGANIZATIONAL CHART**

**MISSION STATEMENT**

*To administer,
implement and ensure
the delivery of
customer-focused
services to citizens,
businesses, institutions,
visitors and employees
by:*

- ❖ *Coordinating
and managing
City
government
operations.*

AGENCY LOCATOR

**Finance, Administration and
Economic Development**

City Manager's Office
City Manager's Office ←
Emergency Management
Communications

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the City Manager's Office in 2016:

- *Coordinating and managing City government operations:*
 - ◆ Administer and implement the policies set forth by the Governing Body.
 - ◆ Prepare and present the 2017 Operating Budget and 2017-2021 Capital Improvements Program.
 - ◆ Coordinate and manage Citywide government operations.
 - ◆ Coordinate the development of the State and National Legislative Programs.
 - ◆ Coordinate Economic Development programs of the City.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the City Manager's Office include:

- *Coordinating and managing City government operations:*
 - ◆ Leading Change – Continue to lead organizational efforts to rethink and redesign processes to achieve improvements in measures of performance such as cost, quality, service and speed, as well as to enhance current community service levels and safeguard the long-term financial health of the City.
 - ◆ Performance Measurement System – The City continues to utilize a Citywide performance measurement system as part of our management system. This information is used to gauge the organization's efficiency and responsiveness, improve performance and determine our effectiveness in meeting annual and long-term goals and objectives.
 - ◆ Hotel and Convention Center – Coordinated operations of the Sheraton Hotel and Overland Park Convention Center.
 - ◆ 2015 Operating Budget and 2016-2020 Capital Improvements Plan – Prepared and presented the City's 2015 Operating Budget and 2016-2020 Capital Improvements Program to maximize the decision-making ability of the Governing Body. Submitted a recommended budget that provides a balanced program of services, based on current financial limits, and sets forth financial strategies and plans for the future.
 - ◆ National Legislative Program – Coordinated the development of a National Legislative Program for Governing Body consideration and approval. Coordinated legislative activities and worked to influence legislation affecting the City during the 2014 and 2015 federal legislative session.
 - ◆ State Legislative Program – Coordinated the formulation of a State Legislative Program for Governing Body consideration and approval. Coordinated legislative activities and worked to influence legislation affecting the City during the 2014 and 2015 state legislative session.
 - ◆ Economic Development – Coordinated implementation of economic development initiatives of the Governing Body including various incentive programs including Economic Development Revenue Bonds and tax abatements, Transportation Development Districts and Community Improvement Districts.

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$868,378	\$902,545	\$817,567
Commodities	8,215	8,950	10,150
Contractual	156,924	148,490	194,590
Capital Outlay	1,564	0	0
Transfers/Others	0	0	0
TOTAL	<u>\$1,035,081</u>	<u>\$1,059,985</u>	<u>\$1,022,307</u>

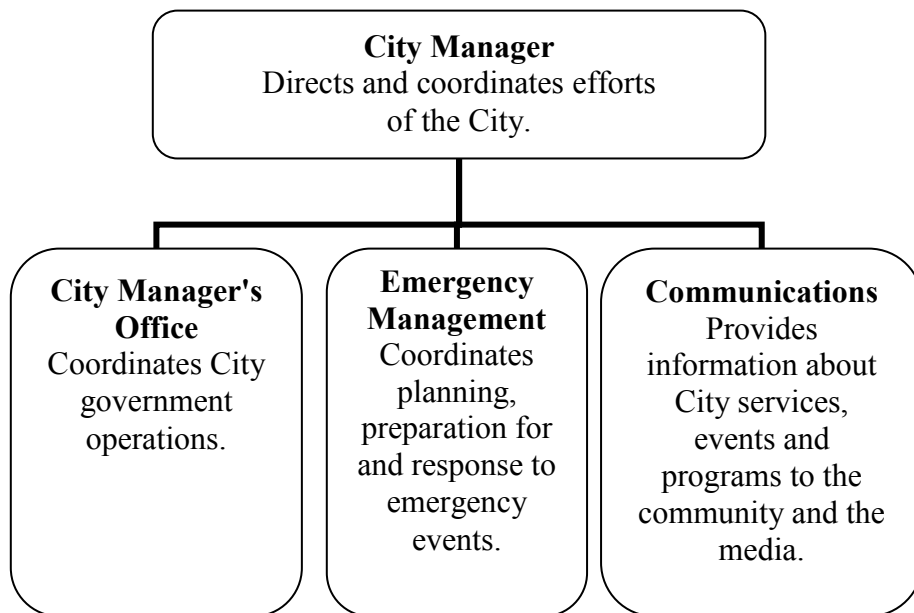
PERSONNEL (full-time equivalent):

Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
City Manager	1	1	1
Deputy City Manager	1	1	1
Assistant City Manager	1	1	1
Emergency Management Coordinator	0	1	0
Executive Assistant	1	1	1
Executive Assistant to CM & GB	1	1	1
Total Full-time Employees:	<u>5</u>	<u>6</u>	<u>5</u>
Part-Time			
Administrative Intern	0.00	0.00	0.00
Total Part-time Employees:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL FTEs	<u>5.00</u>	<u>6.00</u>	<u>5.00</u>

PROGRAM DESCRIPTION

The Communications Division of the City Manager's Office is responsible for disseminating information to Overland Park citizens and the media about City services, events, and programs.

**CITY MANAGER'S OFFICE -
ORGANIZATIONAL CHART**

**MISSION STATEMENT**

To communicate and provide information about City services, events and programs that highlight the image and quality of life in Overland Park by:

- ❖ *Providing community and media relations,*
- ❖ *Providing print, video and web-based information and*
- ❖ *Providing reception, switchboard and mail services.*

AGENCY LOCATOR

**Finance,
Administration and
Economic Development**
City Manager's
Office
City Manager's
Office
Emergency
Management
Communications ←

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Communications Division in 2016:

- *Provide community and media relations:*
 - ◆ To communicate and provide information about City services, events and programs that highlight the image and quality of life in Overland Park for 2016 through the use of the City's website, email newsletters, the Overview (newsletter mailed to all City residents), press releases, social media, and videos.
 - ◆ Work with a designer to further incorporate "infographics" into various communications processes.
 - ◆ Develop a strategic plan to further incorporate and use social media for the entire city.
 - ◆ To work with the city's Information Technology Department to provide more interactive features.

2014-2015 PROGRAM ACCOMPLISHMENTS

Accomplishments of the Communications Division include:

- *Provide community and media relations:*
 - ◆ Furthered use of social media tools such as Facebook, Twitter, Pinterest, Flickr and YouTube to distribute information about Overland Park. Online fans of Overland Park on Facebook, Twitter and YouTube continue to gradually increase. Updated Facebook and Twitter updated on a daily basis. Began looking at other social media outlets.
 - ◆ Incorporating videos as part of a new communications process for the city.
- *Provide print and Web-based information:*
 - ◆ Nearly 1.7 million visits were made to the City's Web site, www.opkansas.org.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
Percent of residents rating the effectiveness of communication from the city as good or very good:	78%	N/A	75%
Percent of residents rating city's efforts to keep residents informed as good or very good:	68%	N/A	70%
Percent of residents rating the quality of life in Overland Park as good or very good:	92%	N/A	90%
WORKLOAD MEASURES			
Number of visits to web site:	1,839,964	1,900,000	1,950,000
Number of copies of Overview distributed:	306,500	312,000	314,000
Number of copies of City Source distributed:	60,720	61,680	62,000
Number of annual media contacts:	400	400	400

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$301,296	\$342,004	\$325,256
Commodities	62,916	80,025	78,100
Contractual	99,276	126,160	128,195
Capital Outlay	63	4,000	0
Transfers/Others	0	0	0
TOTAL	<u>\$463,551</u>	<u>\$552,189</u>	<u>\$531,551</u>

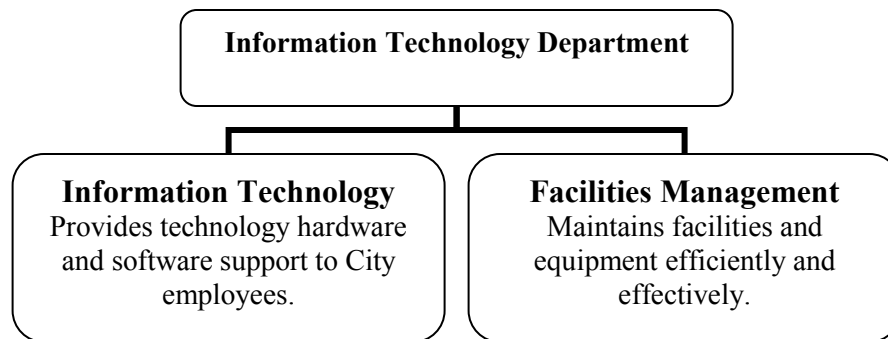
PERSONNEL (full-time equivalent):

Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Manager, Communications	1	1	1
Communications Assistant	0	1	1
SB Operator/Receptionist	1	1	1
Total Full-time Employees:	<u>2</u>	<u>3</u>	<u>3</u>
Part-Time			
City Manager Intern	0.00	0.53	0.00
Switchboard Operator/Receptionist	0.98	0.92	0.92
Total Part-time Employees:	<u>0.98</u>	<u>1.45</u>	<u>0.92</u>
TOTAL FTEs	<u>2.98</u>	<u>4.45</u>	<u>3.92</u>

PROGRAM DESCRIPTION

The Information Technology Division provides City employees with the services required to meet technical needs.

**INFORMATION TECHNOLOGY DEPARTMENT -
ORGANIZATIONAL CHART**

**MISSION STATEMENT**

To provide high- quality technology to City employees to enhance their ability to serve citizens by:

- ❖ *Providing & Maintaining Hardware, Software & Network Services in support of City services and operations,*
- ❖ *Providing Data Redundancy & Disaster Recovery to assure optimal system availability,*
- ❖ *Replacing Equipment and Technology as appropriate, and*
- ❖ *Providing and Maintaining Communication Systems & Service.*

AGENCY LOCATOR

**Finance, Administration
and Economic
Development**

Information
Technology

*Information
Technology*

*Facilities
Management &
Operations*

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Information Technology Department in 2016:

- *Provide & Maintain Hardware, Software & Network Services:*
 - ◆ The IT Project Portfolio Management system is a ranking by the Executive Leadership Team and the Technology Advisory Committee of projects submitted to the Information Technology Department. Major projects to be completed in 2016 will be ranked in the fourth quarter of 2015. Throughout the year, new project proposals are reviewed by the Technology Advisory Committee and are ranked for inclusion in the IT Project Portfolio. This ranking will drive the 2016 IT Program Goals.
 - ◆ Potential projects for 2016 include:
 - Hardware
 - Citywide equipment replacement as needed, including workstations, printers, etc.
 - Complete an upgrade of the Police in-car and Fire in-vehicle mobile data terminals (MDT) – scheduled 2016 CIP projects.
 - Complete an upgrade/replacement of the mobile in-car video systems in Police patrol vehicles (scheduled 2016 CIP project).
 - Complete phase 1 of the upgrade of the City's phone system to voice over IP (VOIP) – scheduled 2016 CIP project. This project will include the review and consolidation of existing telephone services.
 - Complete study and selection of a Voice over IP (VoIP) solution to replace existing legacy PBX phone system.
 - Deployment of an estimated 50 new mobile devices.
 - Software/Applications
 - Implementation of an Enterprise Resource Planning (ERP) solution to replace current PeopleSoft Human Resources Information System (HRIS) and JD Edwards EnterpriseOne Financial Management System.
 - Completion of study, selection and implementation of AP automation to replace current system (Syncada).
 - Complete development and deployment of mobile application to facilitate scanning and inventory of all city fixed assets.
 - Continue to provide support to the Police Intergraph computer assisted dispatch (CAD), mobile clients to include Mobile for Public Safety (MPS) and I/MOBILE, and the records management system (I/LEADS). Coordinate the upgrade of CAD/MPS (scheduled 2016 CIP project), the transition of the Intergraph database from Oracle to Microsoft SQL, and the plan to replace I/LEADS in 2017.
 - Complete an upgrade or replacement of the Fire Department FireHouse records management system (scheduled 2016 CIP project).
 - Work with Police and Fire to provide the programs and tools necessary, to facilitate the increased use of data analytics and business intelligence, in day-to-day operations.
 - Network & Security
 - Completion of equipment refresh for Network Edge equipment due in 2016 per five year cycle.
 - Upgrade of wireless access points scheduled in 2016 per four year cycle.
 - Replace Intergraph and agency traffic firewalls.
 - Replace any substandard cabling to accommodate VoIP project.
 - Deploy Security Information and Event Management appliance (SIEM).

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Information Technology Department include:

- *Provide & Maintain Hardware, Software & Network Services:*
 - ◆ **Hardware**
 - Completed an upgrade of the video display systems and controls in the City Council Chamber and Conference Room 1.
 - Completed the upgrade and replacement of the City Council Chamber video and presentation systems – scheduled for 2015.
 - Deployed field fingerprint identification (MorphoIDent) for select Police Department operations in 2015.
 - Completed the upgrade of the Police NICE 911 and radio recording system.
 - Worked with Police and Fire to develop a plan and strategy for mobile technology relative to the 2016 MDT replacement and other opportunities to introduce technology to enhance field operations.
 - Worked with the Police Department to develop a plan for the in-car mobile video upgrade in 2016. This effort will include the review of body-worn cameras.
 - Reconfiguration of mobile device deployment environment.
 - Deployment of an estimated 50 new mobile devices.
 - ◆ **Software/Applications**
 - Implementation of solution to replace current licensing, permitting, and code enforcement system, Tidemark (Energov).
 - Completed redesign and development of new OP Cares citizen contact and request solution leveraging Energov platform.
 - Implementation of software used to codify, publish, and provide on-line viewing and searching capabilities for the full municipal code including the unified development ordinance to replace Folio (enCode Plus).
 - Completion of study and selection of an Enterprise Resource Planning (ERP) solution to replace current PeopleSoft Human Resources Information System (HRIS) and JD Edwards EnterpriseOne Financial Management System.
 - Completed consolidation of all fleet maintenance Computerized Maintenance Management System (CMMS) activities into an enterprise-wide CMMS solution (Lucity).
 - Completion of study, selection and implementation of Agenda software to replace ColdFusion based custom developed application.
 - Implementation of Recreation Services point-of-sale and reservation system (eTrak plus)
 - Completed support in selection and support of Parks Department Volunteer Sign-up tool to replace Sign-up Genius (Volgistics).
 - Implementation of Public Education On Line Registration for Fire Department educational events (eTrak plus).
 - Supported OPKANSAS web redesign initiative to enhance user experience and adhere to ADA regulations.
 - Creation of interface between PeopleSoft and Everbridge to maintain employee information and notifications for the purpose of emergency management.
 - Complete Sharepoint 2013 upgrade in support of document imaging platform.
 - Completed the transition to a hosted solution for PowerDMS. Police and Fire use this application/service for policy review and training documentation.
 - Continue to work with the Police and Fire Departments on the development and implementation of statistical data/business intelligence tools and the data mining/sharing.
 - Reviewed and assessed the Police Property bar coding and record tracking system.

- Assisted the Fire Department in the review of the existing FireHouse records management application and develop a strategy and plan to upgrade or replace this application in 2016.
- Worked with the Police and Fire Departments to review and identify opportunities to further utilize mobile devices, applications, and technology to enhance and improve operational efficiencies.
- Completed search improvements through Intergraph INFORMER.
- Upgraded the City's card access control system in 2015.
- Worked with the Fire Department to develop and implement on-line forms and public education registration.
- Google Phase 2 Training including Drive, Docs, Sheets, Slides and Forms.
- Google Phase 2 departmental document conversion to Google Apps.
- ◆ Network & Security
 - Upgraded the City's primary internet connection from 50 Mbps to 1 Gbps – scheduled for May 1, 2015.
 - Virtual Desktop solutions deployed where feasible.
 - Deployment of Endpoint Encryption solution.
 - Migration of 110 servers on Microsoft Server 2003 operating system to Microsoft Server 2013.
 - Deployment of KACE endpoint system management product.
 - Replacement of Internet and PD traffic Firewalls.
 - Upgraded server connectivity to 10G.
 - Developed and deployed security training for users.
 - Researched and deployed social hacking testing.
- *Data Redundancy and Disaster Recovery:*
 - ◆ Performed data backups per schedule.
 - ◆ Deployment of redundant core routers.
- *Equipment Replacement:*
 - ◆ Completed upgrade or replacement of 80 VDI stations, 19 laptops, 90 desktops.
 - ◆ Replacement of 5 wireless access points and legacy controllers per ER plan.
 - ◆ Replacement of 12 network switches per ER plan.
- *Communication Systems & Services:*
 - ◆ Supported and maintained 1,771 hard-wired phones, 1,295 voicemail accounts, 350 cell phones, 318 wireless data cards (including PW AVL), and 142 pagers based on service in place as of 12/31/14.
 - ◆ Retained a consultant and develop a plan for deployment of VOIP. This plan and effort will include phasing considerations and the development of the request for proposal (RFP) for the VOIP system.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
System availability, based on uptime of servers/network switches:	99.6%	99.8%	99.9%
Percent of employees rating the following as good or very good:			
· Computer & Printer Hardware Services	49%	75%	80%
· City's intranet system	80%	85%	90%
· Telephone Services	50%	50%	50%
· Help Desk	63%	80%	80%
· Satisfaction with Network Services	50%	60%	70%
· Satisfaction with Application Services	45%	60%	70%
· Satisfaction with Desktop Services	53%	60%	70%
· Overall Satisfaction with IT Services	61%	70%	80%
WORKLOAD MEASURES			
Number of PCs /Laptops supported:	955	950	930
Number of virtual desktops supported:	153	175	200
Number of help desk calls:	12,149	10,000	10,000
Number of new PCs installed/replaced:	475	300	300
Number of servers maintained:	262	280	295
Number of employee telephones maintained:	1,771	1,775	1,775

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$2,602,813	\$2,663,653	\$2,706,901
Commodities	25,271	31,060	31,060
Contractual	479,368	823,390	1,145,800
Capital Outlay	383,072	448,500	451,175
Transfers/Others	0	0	0
TOTAL	<u><u>\$3,490,524</u></u>	<u><u>\$3,966,603</u></u>	<u><u>\$4,334,936</u></u>

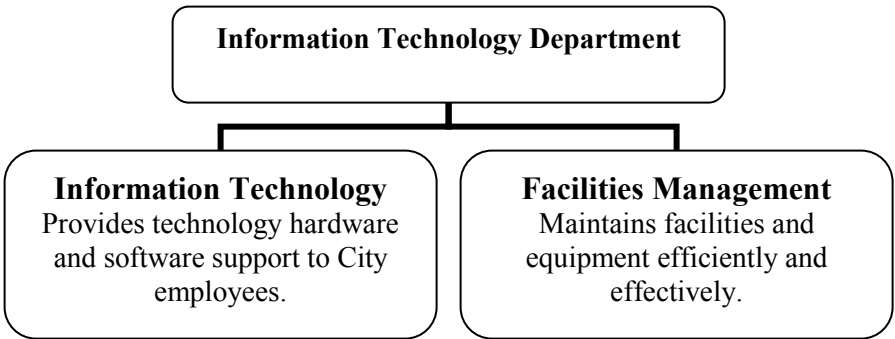
PERSONNEL (full-time equivalent):

Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Chief Information Officer	1	1	1
Developer, Senior	0	1	0
Developer	0	0	1
Help Desk Support Specialist, Senior	2	2	2
Infrastructure Specialist	0	0	1
Manager, Applications & Development	2	2	2
Manager, Technical Operations	1	1	1
Network Administrator	4	0	0
Network Architect	0	4	4
PC Technician	1	2	2
PC Technician, Senior	2	1	1
Programmer/Analyst	1	0	0
Programmer/Analyst, Senior	8	0	0
Software Architect	0	1	1
Systems Analyst	0	1	2
Systems Analyst, Senior	0	5	4
Systems Architect	0	1	1
Total Full-time Employees:	<u>22</u>	<u>22</u>	<u>23</u>
Part-Time			
Administrative Assistant	0.50	0.50	0.40
Systems Architect	0.00	0.00	0.10
Total Part-time Employees:	<u>0.50</u>	<u>0.50</u>	<u>0.50</u>
TOTAL FTEs	<u>22.50</u>	<u>22.50</u>	<u>23.50</u>

PROGRAM DESCRIPTION

The Facilities Management Division maintains the physical environment in which facility occupants work and conduct business with citizens and customers.

INFORMATION TECHNOLOGY DEPARTMENT -
ORGANIZATIONAL CHART



MISSION STATEMENT

To provide a positive physical environment that is conducive to the efficient conduct of City business by:

- ❖ *Effectively maintaining facilities while minimizing operating costs.*

AGENCY LOCATOR

**Finance,
Administration and
Economic Development**
Information
Technology
 *Information
 Technology
Facilities
 Management &
 Operations* ←

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Facilities Management Division in 2016:

- *Effectively maintain facilities and equipment while minimizing operating costs:*
 - ◆ Continue to monitor, evaluate, and upgrade systems to improve the energy efficiency of City facilities and equipment.
 - ◆ Work with Convention Center staff to ensure the proper care and operation of the Convention Center equipment and facilities.
 - ◆ Work with Sheraton Hotel staff to ensure the proper care and operation of the hotel facilities.
 - ◆ Replace the roof system of the W. Jack Sanders Justice Center.
 - ◆ Continue to monitor air quality of City facilities.
 - ◆ Remodel existing areas as requested by City departments.
 - ◆ Work with other City departments to promote teamwork and to increase productivity of City staff.
 - ◆ Evaluate all mechanical, flooring and roof systems for replacement as a part of the Maintenance Program.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Facilities Management Division include:

- *Effectively maintain facilities and equipment while minimizing operating costs:*
 - ◆ Remodeled kitchen and office areas at Dennis Garrett Public Works (DGPW) facility.
 - ◆ Replaced the roof system on the main administration building and car wash facility at the Dennis Garrett Public Works facility.
 - ◆ Replaced carpet in City Manager's office suite, Jack Sanders Justice Center Police Chief's suite and Patrol area, and Parks & Recreation offices.
 - ◆ Replaced domestic hot water system at TRCC.
 - ◆ Replaced carpet in public use areas at Matt Ross Community Center.
 - ◆ Remodeled Jack Sanders Justice Center Patrol area.
 - ◆ Replaced Chiller system at Tomahawk Ridge Community Center.
 - ◆ Replaced gymnasium wall divider at Tomahawk Ridge Community Center.
 - ◆ Replaced air duct system in gymnasium at Tomahawk Ridge Community Center.
 - ◆ Remodeled Fire Station 2 kitchen area to meet Fire staff needs.
 - ◆ Performed preventive maintenance on city equipment and facilities.
 - ◆ Continued to retrofit lighting fixtures, where cost effective, to LED technology.
 - ◆ Installed new infrared garage heat system at Dennis Garrett Public Works.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
Percent of respondents rating the overall condition of the building and common areas as good or excellent:	67%	80%	80%
EFFICIENCY / WORKLOAD MEASURES			
Number of square feet maintained:	561,219	561,219	561,219
Cost per square foot maintained	\$6.24	\$6.31	\$6.44
Number of square feet maintained per FTE	56,122	56,122	56,122

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$970,949	\$1,016,096	\$1,052,838
Commodities	386,590	392,653	386,103
Contractual	2,150,157	2,189,395	2,295,265
Capital Outlay	20,456	41,400	80,100
Transfers/Others	0	0	0
TOTAL	<u>\$3,528,152</u>	<u>\$3,639,544</u>	<u>\$3,814,306</u>

PERSONNEL (full-time equivalent):

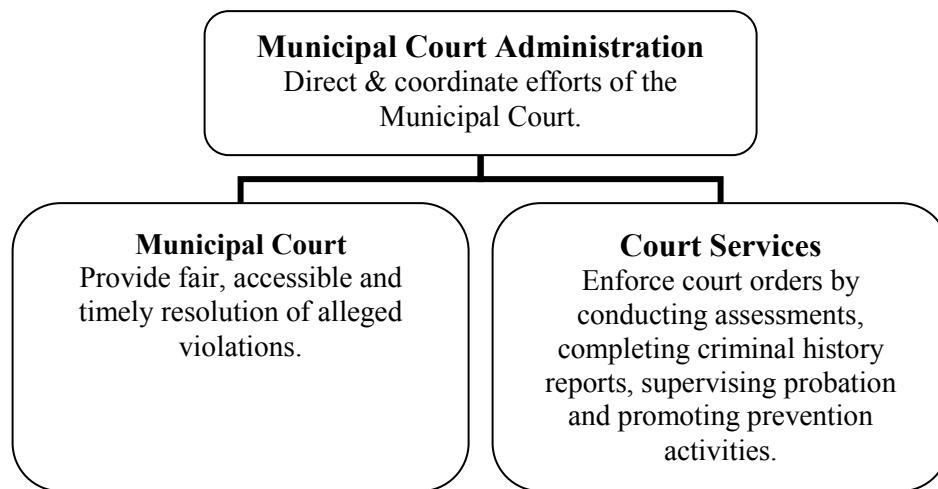
Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Manager, Facilities Management	1	1	1
Supervisor, Facilities Mgmt	2	2	2
Building Maintenance Worker I	2	2	1
Building Maintenance Worker II	5	5	6
Electronic & Communications Systems Specialist	1	1	1
Total Full-time Employees:	<u>11</u>	<u>11</u>	<u>11</u>
Part-Time			
None	0.00	0.00	0.00
Total Part-time Employees:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL FTEs	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>

PROGRAM DESCRIPTION

The Municipal Court is the judicial branch of the City. Traffic violations and violations of Overland Park City ordinances are handled in this court.

In the Municipal Court there are no jury trials. A judge, under the Code of Criminal Procedure, the Code of Municipal Courts, the Kansas Rules of Evidence, and the Overland Park Municipal Code, conducts all trials.

**MUNICIPAL COURT -
ORGANIZATIONAL CHART**

**MISSION STATEMENT**

To provide fair, accessible and timely resolution of alleged violations in the Overland Park Municipal Court by:

- ❖ *Providing access to justice in an expeditious and timely manner,*
- ❖ *Ensuring equality, fairness and integrity,*
- ❖ *Ensuring court facilities are safe, accessible and convenient to use, and*
- ❖ *Instilling public trust and confidence.*

AGENCY LOCATOR

Finance, Administration and Economic Development

Municipal Court
Municipal Court ←
Court Services

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Municipal Court in 2016:

- *Provide fair, accessible, and timely resolution of alleged violations:*
 - ◆ Maintain 95% target rate for A & B misdemeanors or resolution within 90 days.
 - ◆ Maintain cost per charge of less than \$50.
 - ◆ Maintain collection rate above 85%.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Municipal Court include:

- *Provide fair, accessible, and timely resolution of alleged violations:*
 - ◆ Time to disposition for A & B misdemeanors was 55 days (<90).
 - ◆ Cost per charge was \$40.83 (<\$50).
 - ◆ Collection rate was 89% (>85%).

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
Percent of survey respondents reporting they were treated with courtesy, respect and concern by:			
·Court Clerk	97%	100%	100%
·Municipal Judge	92%	100%	100%
Percent of fines assessed that are collected in same year	89%	85%	85%
EFFICIENCY / WORKLOAD MEASURES			
Number of cases filed:	42,126	40,000	41,000
Number of cases closed:	27,597	25,000	26,000
Clearance rate:	66%	75%	75%
Total revenues collected:	\$4,689,536	\$4,300,000	\$4,500,000
Caseload per clerk FTE :	3,373	3,100	3,300

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$1,496,712	\$1,627,676	\$1,707,179
Commodities	60,702	76,060	65,950
Contractual	646,021	677,700	649,395
Capital Outlay	13,150	0	0
Transfers/Others	0	0	0
TOTAL	<u>\$2,216,585</u>	<u>\$2,381,436</u>	<u>\$2,422,524</u>

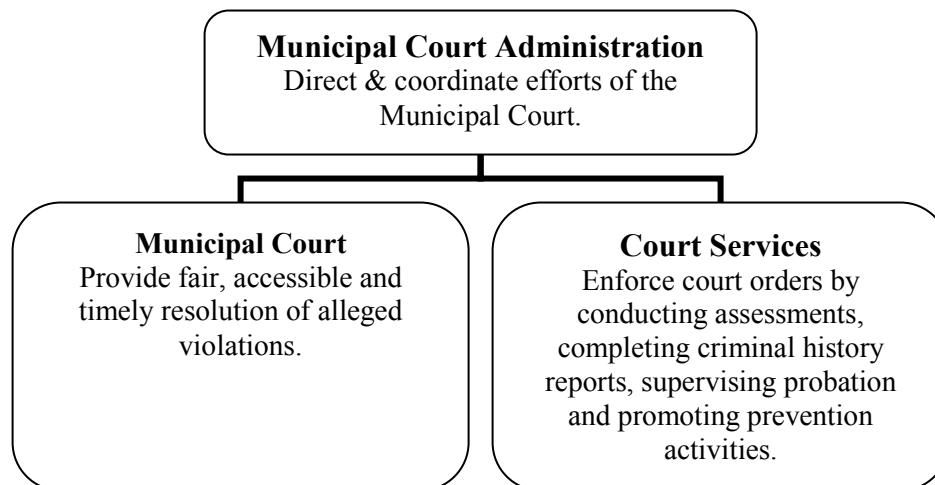
PERSONNEL (full-time equivalent):

Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Presiding Judge	1	1	1
Municipal Court Judge	1	1	1
Court Administrator	1	1	1
Supervisor, Court Security	1	1	1
Court Clerk, Deputy	1	1	1
Court Clerk, Senior	3	3	3
Court Clerk	8	8	8
Court Security Officer	3	3	3
Total Full-time Employees:	<u>19</u>	<u>19</u>	<u>19</u>
Part-Time			
Court Security Officer	0.50	0.50	0.50
Judge Pro Tem	0.22	0.22	0.22
Court Clerk	1.00	1.00	1.00
Total Part-time Employees:	<u>1.72</u>	<u>1.72</u>	<u>1.72</u>
TOTAL FTEs	<u>20.72</u>	<u>20.72</u>	<u>20.72</u>

PROGRAM DESCRIPTION

The Court Services Division of the Municipal Court provides service in four basic areas: Pre-Sentence Investigations and Drug Alcohol Evaluations, Monitoring and Supervision, Education Programs, and Community Outreach.

**MUNICIPAL COURT -
ORGANIZATIONAL CHART**

**MISSION STATEMENT**

To enforce court orders by:

- ❖ *Conducting assessments,*
- ❖ *Completing criminal history reports,*
- ❖ *Supervising probation, and*
- ❖ *Promoting prevention activities within the community.*

AGENCY LOCATOR

**Finance, Administration and
Economic Development**

Municipal Court

Municipal Court

Court Services ←

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Court Services Division in 2016:

- *Supervising Probation:*
 - ◆ Recidivism rate will be maintained at less than 30% during 2016.
 - ◆ Percentage of cases in active compliance will be maintained at greater than 80% during 2016.
 - ◆ 100% of diversion/probation program participants feel they are treated with courtesy and respect by probation officer.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Court Services Division include:

- *Supervising Probation:*
 - ◆ The 2014 recidivism rate was 18% (<30%).
 - ◆ Percentage of cases in active compliance was 87% (>80%).
 - ◆ Percentage of diversion/probation program participants who felt they were treated with courtesy and respect by probation officer was 100% (goal = 100%).

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
Percent of diversion/probation program participants that are involved with the court system again within two years:	18%	25%	25%
Percent of survey respondents reporting they were treated with courtesy, respect and concern by probation officer:	100%	100%	100%
EFFICIENCY / WORKLOAD MEASURES			
Number of assessments conducted:	475	500	600
Number of people monitored on diversion or probation:	1,386	1,450	1,500
Number of individuals monitored per FTE:	476	485	500

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$485,829	\$521,670	\$520,548
Commodities	1,447	6,000	4,150
Contractual	23,806	29,520	31,330
Capital Outlay	910	0	0
Transfers/Others	0	0	0
TOTAL	<u>\$511,992</u>	<u>\$557,190</u>	<u>\$556,028</u>

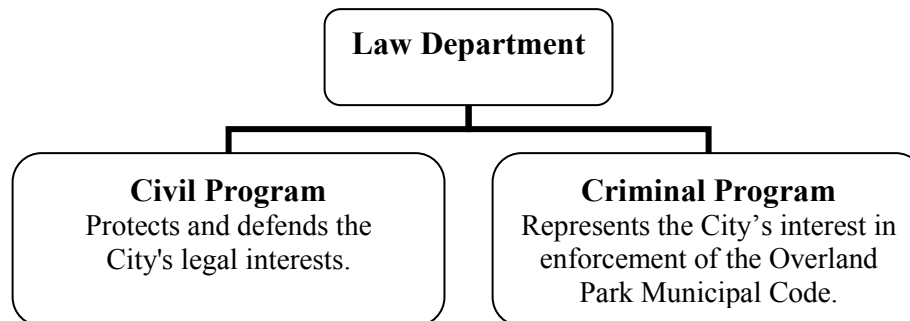
PERSONNEL (full-time equivalent):

Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Supervisor, Court Services	1	1	1
Probation Officer	2	3	3
Probation/Court Security Officer	1	0	0
Substance Abuse Specialist	1	1	1
Court Clerk	1	1	1
Total Full-time Employees:	<u>6</u>	<u>6</u>	<u>6</u>
Part-Time			
None	0.00	0.00	0.00
Total Part-time Employees:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL FTEs	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>

PROGRAM DESCRIPTION

The Law Department provides legal advice and counsel to the Governing Body, City Manager, City departments and City boards and commissions; attends all City Council Meetings and meetings of various committees, boards and commissions; drafts ordinances, resolutions, contracts, deeds, leases, advisory opinions and other legal instruments; and processes claims against the City and its officers and employees before state and federal judicial and administrative agencies in civil litigation proceedings.

**LAW DEPARTMENT -
ORGANIZATIONAL CHART**

**MISSION STATEMENT**

To protect and defend the City's legal interests and to represent the City's interest in enforcement of the Overland Park Municipal Code by:

- ❖ *Preparation of appropriate legislative documents, contracts and opinions, and representation of the City in civil litigation;*
- ❖ *Provide legal expertise and assist in the development of policy; and*
- ❖ *Prosecuting violations of the Municipal Code and managing the diversion and victim assistance programs.*

AGENCY LOCATOR

**Finance, Administration
and Economic
Development**
Law
Law ←

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Law Department in 2016:

- *Preparation of appropriate legislative documents, contracts and opinions and representation of the City in civil litigation and in the business and operation of the City to include but not limited to the following:*
 - ◆ Legal opinion service - Provide prompt legal opinion service to Council and City staff.
 - ◆ Legislative support service - Monitor all proposed state and federal legislation impacting municipalities during the 2016 legislative sessions.
 - ◆ Contract support services – Reviewing, negotiating, and approving as to form all City agreements.
 - ◆ Preparation of ordinances, resolutions and administrative policies.
 - ◆ Provide legal assistance service and civil litigation support service.
 - ◆ Continue implementation and monitoring of the City's e-discovery program to ensure compliance with the City's legal obligations regarding the Kansas Open Records Act and federal and state evidence rules relating to litigation document production.
 - ◆ Provide legal support for public infrastructure construction projects.
 - ◆ Provide legal support for the acquisition of property for public project.
 - ◆ Provide legal support for the creation and assessment of improvement districts.
 - ◆ Provide legal assistance for economic development projects.
 - ◆ Provide legal assistance regarding human resource matters.
 - ◆ Provide legal assistance and support for Police Department forfeiture actions.
 - ◆ Provide legal assistance and support for the Police Department's accreditation efforts.
 - ◆ Provide legal assistance regarding all City operations and projects.
- *Prosecuting violations of the Municipal Code and managing the diversion and victim assistance programs to include but not limited to the following:*
 - ◆ Effectively and efficiently prosecute cases both in the Municipal Court and cases on appeal to the District Court.
 - ◆ Effectively and efficiently manage criminal cases, to include diversion, probation, victim assistance and other related functions of the criminal justice system.
 - ◆ Assist the Police Department, code enforcement officers and other City staff in preparing cases for prosecution in the Municipal Court.
 - ◆ Assist the Police Department, the Court, Information Technology and other departments in the ongoing operation of e-ticketing.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Law Department include:

- *Preparation of legislative documents, contracts and opinions and representation of the City in civil litigation and generally in the day-to-day business of the City to include but not limited to the following:*
 - ◆ Provided legal support for economic development projects to include: 159th /US 69 Bluhawk, Corbin Park, West Park, Hawthorne, Prairiefire, Q95, Glenwood Commons, Promontory, Central Square, City Place, US Bank, Crossroads 80, Crystal Springs, Highlands Village, Ranchmart and Brookridge. Such assistance included but is not limited to drafting and/or reviewing ordinances, resolutions, staff

comments, development or redevelopment agreements, funding agreements and the review and processing of certificates of expenditures.

- ◆ Provided legal support for Sprint subleases to include the following: Softbank, United Lex Lease Amendment, Brightstar and SBUS. Such assistance includes but is not limited to drafting and/or reviewing ordinance, resolutions, staff comments, and related agreements.
- ◆ Provided legal support regarding planning and development projects.
- ◆ Provided legal advice concerning zoning and land use matters.
- ◆ Provided legal support to City Planning Commission and Planning Commission subcommittees.
- ◆ Provided legal support for comprehensive review of the Uniform Development Code and sign code.
- ◆ Provided legal support for application of excise tax.
- ◆ Provided legal support for code compliance matters.
- ◆ Provided legal support and guidelines for code enforcement in newly annexed areas.
- ◆ Provided legal support for building safety and permitting.
- ◆ Provided legal support for community service matters.
- ◆ Provided legal support for Neighborhood Stabilization Plan Steering Committee and Neighborhood Stabilization Plan Council Subcommittee.
- ◆ Provided legal support for downtown OP BID compliance and regulations.
- ◆ Provided legal support for parks services, including, parks, trails, the Arboretum, and relationship with ARFOP.
- ◆ Provided legal support for recreation and leisure services, including, fall festival, farmers' market, farmstead, golf courses, pools, recreation centers and soccer complex. Provided legal support and project management support for the City's annexation and review of 2008 annexation service plan and related County resolution.
- ◆ Provided legal support for the voluntary island annexation of the 175/State Line Partners, LLC property and related County ROW.
- ◆ Provided written and oral testimony to support the City's legislative program to include matters related to annexation, public safety, finance and other matters identified by the City's legislative program.
- ◆ Provided legal support regarding updates to the public towing resolution.
- ◆ Provided legal support regarding development of an animal fostering ordinance.
- ◆ Provided legal support regarding concealed and open carry of handguns.
- ◆ Represented the City in open records matters and legal support for compliance with KORA.
- ◆ Provided legal support for public meetings and for compliance with KOMA.
- ◆ Provided legal support for City's record retention policy.
- ◆ Provided legal review of counsel regarding all City contracts.
- ◆ Provided legal support regarding claims filed against the City.
- ◆ Provided legal support concerning personnel, pension and other human resources related matters.
- ◆ Provided legal advice to the Police Department concerning public safety operations, public protests, homeland security and emergency management and operations.
- ◆ Prosecuted forfeiture actions for the Police Department.
- ◆ Provided legal support for Police Department and Code Services e-ticketing programs.
- ◆ Provided legal support for changes in the Police Department hiring process.
- ◆ Provided legal support for administrative licensing cases, such as massage, alcohol licensing and precious metal dealers.
- ◆ Provided legal support for grand jury arboretum issues.
- ◆ Provided legal support for the police department with a long-overdue project to review and revise its operating policies and procedure.
- ◆ Provided legal support and training to the Independent Citizen's Advisory Board Regarding Racial and Other Non-Based Policing.

- ◆ Provided legal support to police department on implementing new policies regarding tattoo and physical fitness standards.
 - ◆ Provided legal advice concerning City-related procurement matters.
 - ◆ Provided legal support concerning franchising issues.
 - ◆ Provided legal support for street light pole attachment and city-owned conduit use agreements.
 - ◆ Provided legal support for AT&T Gigapower and Google Fiber agreements.
 - ◆ Provided legal support for fiber installation steering committee.
 - ◆ Provided legal support to community development committee on development of an ecigarette ordinance.
 - ◆ Provided legal assistance for numerous public infrastructure projects.
 - ◆ Provided legal support for City's health benefit plan and pension plans to include implementation of Qualified Domestic Relations Order (QDRO) procedures.
 - ◆ Acquired property interests necessary for public improvement projects through condemnation.
 - ◆ Provided legal support for the City's cell tower leases, including but not limited to contract negotiation and rent increase notifications.
 - ◆ Provided legal support for the City's network connectivity, including but not limited to contract negotiations related to same.
 - ◆ Negotiated an Interlocal Cooperative Agreement among Jackson County, Missouri, Kansas City, Missouri, Loch Lloyd Golf Course and the City for the reconstruction of Kenneth Road Bridge.
 - ◆ Provided legal support for the City's acquisition of property for a Fire Station.
 - ◆ Provided legal support for the City's merger with Merriam FD.
 - ◆ Provided legal support related to Affordable Care Act issues.
 - ◆ Provided legal support for the City's Trademark.
 - ◆ Provided legal support for the issuance of bonds for facilities and infrastructure.
 - ◆ Provided contract assistance for Overland Park Development Corporation.
 - ◆ Provided legal support and analysis regarding the City's Human Resources programs.
 - ◆ Provided legal and drafting advice for code revisions.
- *Provide legal expertise and assist in the development of policy:*
- ◆ Provided policy training for employees and supervisory staff concerning City policies, including equal opportunity, anti-harassment, alcohol/drug use, commercial drivers' license standards and constitutional issues.
 - ◆ Generated a bi-monthly Overland Park Police Department legal bulletin to keep commissioned officers abreast of changes in the law.
 - ◆ Provided training to the Police Department on trends and developments in the law.
- *Prosecuting violations of the Municipal Code and managing the diversion and victim assistance programs:*
- ◆ Approximately 42,126 new cases were filed in the Municipal Court during 2014, and in that year, Law Department prosecutors processed approximately 872 DUI cases and approximately 8,472 non-DUI cases, including cases involving illegal drugs, substance abuse, thefts, violations of property maintenance and building codes and traffic offenses. The Prosecution Division also handled appeals to the District Court and administration of approximately 410 cases were filed in 2014 that will be processed through the Department's Victim Assistance Program.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
Percent of non-DUI charges disposed by:			
·Bench trial	8.5%	8.7%	10.0%
·Plea/Sentencing	70.5%	70.0%	68.0%
·Dismissal	11.7%	13.0%	13.0%
·Diversion	9.3%	8.3%	9.0%
Percent of DUI charges disposed by:			
·Bench trial	7.1%	7.2%	11.0%
·Diversion	49.3%	37.2%	41.0%
·Plea/Sentencing	43.1%	54.8%	47.0%
·Dismissal	0.5%	0.9%	0.9%
Percent of charges dismissed due to speedy trial:	0.0%	0.0%	0.0%
Percent of external survey respondents rating responsiveness of prosecutors as good or very good:	93.5%	93.0%	100.0%
WORKLOAD MEASURES			
Legal opinions given:	341	511	511
Number of charges filed:			
·DUI	613	621	621
·Non-DUI:			
·Hazardous traffic (moving)	19,907	18,258	18,258
·Non-hazardous traffic (non-moving)	17,904	15,089	15,089
·Parking	791	616	616
·Theft	516	531	531
·Animal Control	330	463	463
·Drug related	424	341	341
·Codes	432	325	325
·Other	1,209	1,158	1,158
Total	42,126	37,402	37,402

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$1,266,612	\$1,402,936	\$1,516,771
Commodities	15,012	26,120	26,120
Contractual	189,555	162,070	161,630
Capital Outlay	1,800	0	0
Transfers/Others	0	0	0
TOTAL	<u>\$1,472,979</u>	<u>\$1,591,126</u>	<u>\$1,704,521</u>

PERSONNEL (full-time equivalent):

Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Director, Law/City Attorney	1	1	1
Deputy City Attorney	1	1	1
Assistant City Attorney, Senior	2	2	2
Assistant City Attorney II	0	0	1
Administrative Prosecutor	1	1	1
Prosecutor	2	2	2
Executive Legal Assistant	2	2	2
Secretary, Legal	2	2	2
Administrative Clerk	1	1	1
Total Full-time Employees:	<u>12</u>	<u>12</u>	<u>13</u>
Part-Time			
Contract Victim Asst. Coordinator	0.50	0.50	0.50
Prosecutor	0.52	0.52	0.52
Total Part-time Employees:	<u>1.02</u>	<u>1.02</u>	<u>1.02</u>
TOTAL FTEs	<u>13.02</u>	<u>13.02</u>	<u>14.02</u>

PROGRAM DESCRIPTION

The Finance Department administers the City's financial planning and budgeting systems. This information assists the City Council in making policy decisions relating to public funds and providing services in the most efficient and effective manner possible.

The department is also responsible for safekeeping of funds, payment of City bills, and maintaining all financial records.

Overland Park has a long-standing record of fiscal responsibility based upon sound financial planning and budgeting. These factors have helped the City earn a triple-A bond rating from Standard and Poor's and Moody's Investors Service every year since 1987.

FINANCE DEPARTMENT**Financial Management**

Promotes the efficient and effective use of the City's financial resources and maintains the financial health of the City.

MISSION STATEMENT

To promote the efficient and effective use of the City's financial resources and maintain the financial health of the City by:

- ❖ *Developing, implementing and monitoring annual operating, maintenance and capital improvements program budgets through the use of proper financial accounting, analysis and reporting,*
- ❖ *Planning and evaluating the City's financial position through the use of a five-year financial plan,*
- ❖ *Directing the cash management of City funds, and*
- ❖ *Providing financial direction to City departments.*

AGENCY LOCATOR

**Finance and,
Administration**

Finance Department ➡

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Finance Department in 2016:

- ◆ *Providing financial support and direction to City departments:*
 - ◆ Provide training to City employees on the City's new Enterprise Resource Planning system.
 - ◆ Review and update key citywide financial administrative policies that will help streamline operations.
 - ◆ Review the financial reporting information requirements of all City departments and improve on the financial reporting for all City departments.
- *Developing, implementing and monitoring annual operating and capital improvements program budgets through the use of proper financial accounting, analysis and reporting:*
 - ◆ Implement a new Enterprise Resource Planning system that operates the accounting, payroll and human resource applications.
 - ◆ Earn the Government Finance Officers Association (GFOA) Certificate of Excellence for Financial Reporting for the 2015 financial statements and the GFOA Award for the 2016 Budget.
 - ◆ Monitor the 2016 Budget, develop a 2017 Budget, and create the 2017-2021 Capital Improvements Program, Maintenance Program & financial forecast.
 - ◆ Enhance the City's financial transparency by increasing the amount of financial information reported on the City's website.
- *Directing the cash management of City funds:*
 - ◆ Issued General Obligation bonds in 2016 to fund various capital improvement projects.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Finance Department include:

- ◆ *Providing financial support and direction to City departments:*
 - ◆ Developed financial reports that aid in monitoring the financial aspects of economic development projects (TIF, CID and TDD projects).
- *Developing, implementing and monitoring annual operating and capital improvements program budgets through the use of proper financial accounting, analysis and reporting:*
 - ◆ Received the GFOA Certificate of Achievement for the 2013 and 2014 Financial Statements and GFOA Award for the 2014 and 2015 Operating Budget documents.
 - ◆ Coordinated development of the 2015 and 2016 Budgets and the 2016-2020 Capital Improvements Program, Maintenance Program, and financial forecast.
 - ◆ Issued and evaluated a Request for Proposal (RFP) for Enterprise Resource Planning software that operates the accounting, payroll and human resource applications.
 - ◆ Updated the Financial and Economic Trend Report and the Cost Recovery Study data.
 - ◆ Prepared reports on the City's interim financial statements and reviewed these reports semi-annually with the Finance, Administration and Economic Development Committee.
 - ◆ Developed automated monthly financial reports to provide management additional information to monitor the City's financial operations.

Directing the cash management of City funds:

- ◆ Issued and evaluated a Request for Proposal (RFP) for Banking Services that included bank depository, credit card depository and procurement card program.
- ◆ Prepared reports on the City's investment portfolio and reviewed these reports semi-annually with the Finance, Administration and Economic Development Committee.
- ◆ Issued General Obligation bonds in 2015 to fund various capital improvement projects.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
Percent of actual to budgeted:			
· General fund revenues	104%	98%	95%
· Expenditures	94%	95%	95%
Accuracy rate in forecasting annual city revenue estimates:			
· Sales tax	102%	98%	98%
· All other non-sales tax revenues	106%	98%	98%
Debt Service as a Percent of Operating Expenditures:	15%	13%	15%
Investment interest rate earned as a % of:			
· 2-year T-bill rate	104%	95%	100%
· Kansas Municipal Investment Pool Benchmark Rate	103%	91%	100%
Percent of vendors paid within 30 days from date of invoice:	64%	63%	70%
EFFICIENCY/WORKLOAD MEASURES			
Operating Expenditures Per Capita	\$528	NA	NA
Revenues per capita:	\$732	NA	NA
Debt Per Capita	\$736	\$800	<\$1000
Number of checks, ACH & Wire payments:	8,861	8,500	8,500
Average value of funds invested:	\$95.5M	\$100 M	\$100 M
Number of Internal Audits Prepared:	193	200	200

EXPENDITURES:

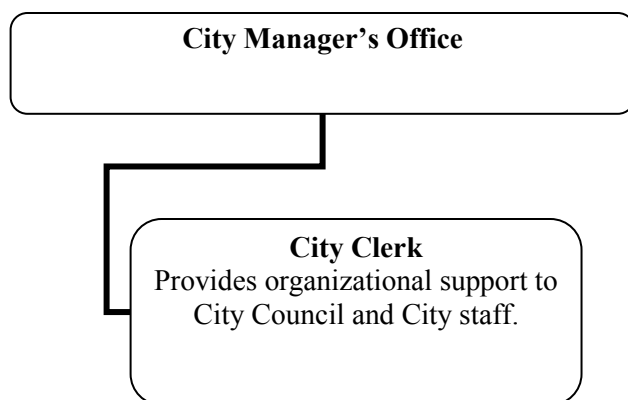
General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$1,056,866	\$1,184,129	\$1,231,460
Commodities	51,073	64,160	60,725
Contractual	152,124	183,462	186,777
Capital Outlay	6,000	0	0
Transfers/Others	0	0	0
TOTAL	<u><u>\$1,266,063</u></u>	<u><u>\$1,431,751</u></u>	<u><u>\$1,478,962</u></u>

PERSONNEL (full-time equivalent):

Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Chief Financial Officer	1	1	1
Asst Chief Financial Officer	1	1	1
Internal Auditor	1	1	1
Supervisor, Accounting & Finance	0	0	1
Supervisor, Accounts Payable	1	1	0
Accountant, Senior	1	1	2
Accountant II	2	2	2
Accountant I	2	2	1
Accounting Clerk, Senior	3	3	2
Accounting Clerk	0	0	1
Total Full-time Employees:	<u>12</u>	<u>12</u>	<u>12</u>
Part-Time			
Administrative Assistant	0.80	0.72	0.72
Audit Assistant	0.80	0.88	0.88
Total Part-time Employees:	<u>1.60</u>	<u>1.60</u>	<u>1.60</u>
TOTAL FTEs	<u>13.60</u>	<u>13.60</u>	<u>13.60</u>

PROGRAM DESCRIPTION

The City Clerk's division prepares City Council agendas; records and maintains all Council records, proceedings and ordinances; provides information concerning Council proceedings and ordinances to the general public and other City departments; and issues various licenses and permits including animal, cereal malt beverage, drinking establishment, private club, caterer and massage therapy.

CITY CLERK DIVISION**MISSION STATEMENT**

To provide organizational support to City Council and City staff by:

- ❖ *Providing an accurate record of Council, Committee and Planning Commission meetings,*
- ❖ *Performing records management and contract administration,*
- ❖ *Processing applications for licenses and permits,*
- ❖ *Facilitating the City's risk management program, and*
- ❖ *Responding to customer service requests.*

AGENCY LOCATOR

City Manager's Office
*City Manager's
 Office
 Communications
 City Clerk* ←

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the City Clerk Division in 2016:

- *Providing an accurate record of Council, Committee and Planning Commission meetings:*
 - ◆ To ensure meeting minutes are completed in a timely manner and accurately document discussion and the action taken, by completing meeting minute transcription within three to four weeks of the meeting date and so corrections are required on less than five percent of the minutes transcribed.
- *Performing records management and contract administration:*
 - ◆ To respond to records requests in a timely manner, by responding within three days of requests 100 percent of the time.
 - ◆ To provide electronic access to information, by continuing a work-flow process to scan all contracts, ordinances and resolutions into the imaging system upon approval.
 - ◆ To continue to work on a searchable, electronic index for archive room records.
 - ◆ To continue to work on imaging backlog of Deed and Easement records.
- *Processing applications for licenses and permits:*
 - ◆ To follow ordinance timelines and provide good customer service, by issuing animal licenses within 10 days of receipt; special animal permits within 15 days of receipt; drinking establishments, caterers, and private clubs within 20 days of receipt; cereal malt beverage licenses within 15 days of receipt; retail liquor licenses within 2 days of receipt; and massage licenses within 21 days of receipt.
- *Facilitating the City's risk management program:*
 - ◆ To ensure compliance with requirement to report any incidents involving auto/property loss, injury or damage claimed by the general public within 48 hours of the incident, by working with Departments to clarify timeframes and to review reporting forms to ensure documentation of incidents.
 - ◆ To ensure that all claims are handled expeditiously, by forwarding all incident reports and claims received to the City's risk manager within 24 hours of receipt.
- *Responding to customer service requests:*
 - ◆ To meet the needs of Overland Park residents, by responding to all "OPCares" service requests within 24 hours of receipt and by providing excellent customer service in handling all emails, phone calls and walk-ins.
 - ◆ To provide assistance to Council and City staff, by researching and providing information as requested.
 - ◆ To assist the Finance Department by accurately tracking accounts receivables, i.e., Business Improvement District payments and other miscellaneous payments.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the City Clerk Division include:

- *Providing an accurate record of Council, Committee and Planning Commission meetings:*
 - ◆ Transcribed 168 hours of meeting minutes during 2014 with 99 percent accuracy.
 - ◆ Attended and recorded 167 hours of meetings of the Council, Committees and Planning Commission.

- ◆ Implemented process for approval of Committee meeting minutes. Continue to work on improving turnaround time for meeting completion.
- ◆ Implemented format change to assist users in locating specific items within the approved minutes. Plan to communicate process and enable links to Planning Commission pages to access minutes drafts and excerpts for Planning Commission items advancing to Council.
- *Performing records management and contract administration:*
 - ◆ Completed annual review/update of Records Management policy including list of designated records custodians and records retention schedules for each department. Retention periods for electronically stored/imaged records were also reviewed.
 - ◆ Responded to records requests within three days 100% of the time.
 - ◆ Processed 61 resolutions, 44 ordinances, 38 bid openings, 365 contracts and 258 legal advertisements during 2014.
 - ◆ Completed quantitative purchase of stationery, including review of proof documents for compliance to specifications for margins, logo colors and font.
 - ◆ Continuing to image and index City deed and easement documents stored in Archive Room.
 - ◆ Continuing e-filing of documents filed with the County for all City Departments.
 - ◆ Maintaining electronic records of Board and Committee Appointments, the Governing Body Policy Manual and minutes posted to the Web site.
 - ◆ Will implement a new agenda management system by July 2015.
- *Processing applications for licenses and permits:*
 - ◆ Continuing use of social media (Facebook/Twitter) for animal licensing information/renewal notices.
 - ◆ During 2014 on average, animal licenses were issued within 6 days of receipt; special animal permits within 16 days of receipt; drinking establishment, caterers and private club licenses within 16 days of receipt; cereal malt beverage licenses within 14 days of receipt; retail liquor within 4 days of receipt; and massage licenses within 13 days of receipt, improving or matching the established goal for all license types, except for special animal permits.
 - ◆ Continuing animal foster permits for residents fostering animals.
 - ◆ Continuing process to review potential hardware/software to replace current permit tracking system.
 - ◆ Implementing online (fillable forms) for license and permit applications and combining applications by using check boxes instead of a second application.
- *Facilitating the City's risk management program.*
 - ◆ Tracked 115 incident reports involving vehicle or property damage, 263 incidents involving injury or damage to the general public and 51 summons/claims received during 2014.
 - ◆ Worked with risk manager to ensure claims were received and related invoices and subrogation were handled in a timely manner.
- *Responding to customer service requests:*
 - ◆ Citywide Survey of customer service provided by City Clerk personnel reflected ratings of 97 percent for Quality of Service, 93 percent for Speed of Service, 92 percent for Staff Courtesy and 95 percent for Staff Knowledge.
 - ◆ Implemented fee changes for parade personnel fees in conjunction with the Police and Public Works Departments for 2015.
 - ◆ Coordinated Annual Calendar of Meetings to provide an annual notice in writing of the date, time and place of all regular meetings of the Governing Body according to Resolution No. 3947 – Council and Committee Procedures.
 - ◆ Continuously review and update information for the Web site to ensure information is current.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
Percent of customers rating the following as good or excellent:			
·Quality of customer service	98%	100%	100%
·Courtesy/friendliness of staff	98%	100%	100%
·Timeliness/speed of service	98%	100%	100%
·Meeting of expectations	98%	100%	100%
Average number of days to transcribe and distribute minutes for review:			
·City Council	25	30	30
·Committee	27	30	30
·Planning Commission	16	15	15
·Other	21	20	20
Average number of days to issue licenses and permits from time of receipt of application to mailing:			
·Animal license	6	10	10
·Special animal permits	16	15	15
·Dangerous animal permits	12	10	10
·Drinking establishments, caterers, & private clubs	16	21	21
·Cereal Malt Beverage (CMB) license	14	14	14
·Retail liquor license	4	5	5
·Massage therapy permits	13	21	21
EFFICIENCY/WORKLOAD MEASURES			
Number of permits and licenses processed per FTE:	6,126	6,500	6,500
Number of licenses and permits issued:			
·Animal license	13,908	13,500	13,500
·Special animal permits	307	300	300
·Dangerous animal permits	4	3	3
·Drinking establishments, caterers, and private clubs	115	185	144
·Cereal Malt Beverage (CMB) license	95	90	90
·Retail liquor license	20	30	25
·Massage therapist permits	371	300	300
Hours of meetings for which minutes were transcribed:	167	180	180

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$582,730	\$624,765	\$646,528
Commodities	14,242	23,000	23,000
Contractual	62,889	115,630	115,620
Capital Outlay	0	0	0
Transfers/Others	0	0	0
TOTAL	<u>\$659,861</u>	<u>\$763,395</u>	<u>\$785,148</u>

PERSONNEL (full-time equivalent):

Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
City Clerk	1	1	1
Assistant City Clerk	1	1	1
Customer Service Representative, Senior	2	2	2
Customer Service Representative	0	1	1
Recording Secretary	3	3	3
Total Full-time Employees:	<u>7</u>	<u>8</u>	<u>8</u>
Part-Time			
Customer Service Representative	0.60	0.00	0.00
Document Imaging Clerk	0.18	0.00	0.00
Total Part-time Employees:	<u>0.78</u>	<u>0.00</u>	<u>0.00</u>
TOTAL FTEs	<u>7.78</u>	<u>8.00</u>	<u>8.00</u>

PROGRAM DESCRIPTION

The City of Overland Park budgets contingency funds to be used for unexpected expenditures throughout the year. At the end of the budget year, expenditures charged to the contingency account are then transferred to the appropriate accounts from which the expenditures should have occurred. Following are contingency allocations for the City's primary operating funds.

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	0	0	0
Capital Outlay	0	0	0
Transfers/Others	0	3,500,000	3,500,000
TOTAL	\$0	\$3,500,000	\$3,500,000
Stormwater Utility Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$560	\$0	\$0
Commodities	0	0	0
Contractual	-3,750	0	0
Capital Outlay	0	0	0
Transfers/Others	0	2,160,000	565,000
TOTAL	-\$3,190	\$2,160,000	\$565,000
Golf Course Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$80	\$0	\$0
Commodities	0	0	0
Contractual	0	0	0
Capital Outlay	0	0	0
Transfers/Others	0	1,245,000	1,380,000
TOTAL	\$80	\$1,245,000	\$1,380,000
Soccer Complex Operations	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$40	\$0	\$0
Commodities	0	0	0
Contractual	0	0	0
Capital Outlay	0	0	0
Transfers/Others	0	369,000	330,000
TOTAL	\$40	\$369,000	\$330,000

PROGRAM DESCRIPTION

Kansas State Law requires that interfund transfers be budgeted. Funding is transferred from the General Fund to other funds, such as the Bond and Interest Fund, special revenues funds and the Capital Projects Fund, from where the money is then expended. Following are transfer allocations for the City's primary operating funds.

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	0	0	0
Capital Outlay	0	0	0
Transfers/Others	32,526,988	58,650,000	68,285,000
TOTAL	<u>\$32,526,988</u>	<u>\$58,650,000</u>	<u>\$68,285,000</u>
 Stormwater Utility Fund	 <u>2014 Actual</u>	 <u>2015 Budget</u>	 <u>2016 Budget</u>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	0	0	0
Capital Outlay	0	0	0
Transfers/Others	4,268,200	2,650,000	3,295,000
TOTAL	<u>\$4,268,200</u>	<u>\$2,650,000</u>	<u>\$3,295,000</u>
 Golf Course Fund	 <u>2014 Actual</u>	 <u>2015 Budget</u>	 <u>2016 Budget</u>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	0	0	0
Capital Outlay	0	0	0
Transfers/Others	353,300	450,000	450,000
TOTAL	<u>\$353,300</u>	<u>\$450,000</u>	<u>\$450,000</u>
 Soccer Complex Operations Fund	 <u>2014 Actual</u>	 <u>2015 Budget</u>	 <u>2016 Budget</u>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	0	0	0
Capital Outlay	0	0	0
Transfers/Others	303,600	300,000	300,000
TOTAL	<u>\$303,600</u>	<u>\$300,000</u>	<u>\$300,000</u>

PROGRAM DESCRIPTION

The City of Overland Park budgets the vast majority of the City's bond and interest payments out of the Bond and Interest Fund. This fund is used to account for the payment of debt service costs associated with the City's general long-term debt. Revenue is transferred into this fund from the City's General Fund.

EXPENDITURES:

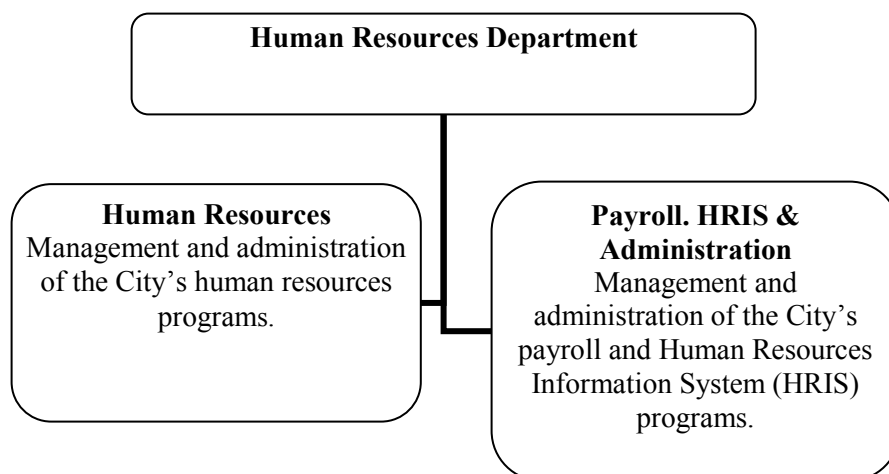
Bond and Interest Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	0	0	0
Capital Outlay	0	0	0
Transfers/Others	21,563,986	22,000,000	21,500,000
TOTAL	<u>\$21,563,986</u>	<u>\$22,000,000</u>	<u>\$21,500,000</u>

PROGRAM DESCRIPTION

The Human Resources Department is comprised of two cost centers: Human Resources and Payroll, Human Resource Information Systems (HRIS) and Administration.

The Human Resources cost center manages the human resources management programs for the City including: employment, employer-employee relations, compensation administration, benefits administration, safety loss and prevention, workers' compensation, and employee training and development.

**HUMAN RESOURCES -
ORGANIZATIONAL CHART**

**MISSION STATEMENT**

To provide comprehensive human resources programs and services that enable the City to attract, engage and retain the best possible workforce through:

- ❖ *Effective and inclusive recruitment, selection and orientation,*
- ❖ *Competitive, financially responsible, and legally compliant compensation and benefits programs,*
- ❖ *Positive reward and recognition programs,*
- ❖ *Confidential employee relations and conflict resolution support,*
- ❖ *Focused safety and loss prevention training and enforcement, and*
- ❖ *Ongoing training and development of City leadership and staff.*

AGENCY LOCATOR

**Finance, Administration
and Economic Development**
Human Resources
Human Resources ←
Payroll, HRIS

2016 PROGRAM GOALS

The City of Overland Park's work plan includes several objectives that will direct the efforts of the Human Resources cost center in 2016:

- *Provide effective and inclusive recruitment, selection and orientation:*
 - ◆ Develop a managers' guide for hiring interns that includes instructions, internship guidelines, agreements, etc.
 - ◆ Conduct an analysis to evaluate recruitment strategy of minorities, women, and veterans.
 - ◆ Evaluate Equal Employment Opportunity Plan and revise data as appropriate.
- *Provide competitive, financially responsive, and legally compliant compensation and benefits programs:*
 - ◆ Conduct annual market surveys and perform analysis of wage rates for the entire City to ensure that the City's rates of pay remain competitive and responsive to the current economic challenges.
 - ◆ Coordinate the FAED Committee's performance and compensation review of Municipal Court Judges.
 - ◆ Continue reviewing and implementing cost-saving strategies to control health care costs.
 - ◆ Conduct competitive selection process(es) for expiring benefit contract(s) (Group Health Plan).
 - ◆ Provide employees with information necessary to set retirement goals.
 - ◆ Coordinate a competitive selection process to select a vendor for the City's Service Recognition Award Program.
- *Provide focused safety and loss prevention training and enforcement:*
 - ◆ Update the City's Safety and Loss Prevention Program, Alternative Duty & Work Conditioning Program, and Hazard Communication Program.
 - ◆ Conduct field audits of City facilities and work sites to identify unsafe practices and conditions.
 - ◆ Coordinate Defensive Drivers' Training for drivers of city-owned vehicles with preventable vehicle collisions.
 - ◆ Facilitate/coordinate workers' compensation training to managers and supervisors to provide the fundamental concept of workers' compensation procedures that assists injured workers in obtaining prompt care and facilitate a quicker transition back to work after illness or injury.
 - ◆ In concert with the Police Department, research and develop protocols for a Fir-for-Duty Program for police officers.
 - ◆ Establish and maintain a strong safety culture throughout the City by focusing on safety awareness, training and accountability.
 - Reduce injury/illness frequency rate by 5%.
 - Reduce vehicular frequency rate by 15%.
 - Reduce injury/illness severity rate by 15%.
 - Reduce lost time incident rate by 5%.
 - Reduce workers compensation total costs by 15%.
- *Provide ongoing training and development of City leadership and staff:*
 - ◆ Coordinate and facilitate the City's Leadership Forum program.
 - ◆ Develop a training module on effective interviewing for managers and supervisors.
 - ◆ Develop and facilitate employee policy briefings to ensure employees are trained on current City policies.
 - ◆ In conjunction with the Leadership Council, develop strategies and revise programs which align the City's mission, vision and core values.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Human Resources cost center include:

- *Provide effective and inclusive recruitment, selection and orientation:*
 - ◆ Developed a recruitment strategy to increase diversity in the workforce, i.e., women, minorities, disabled, and veterans.
 - ◆ Developed a new employee orientation program for full-time employees and revised the program for part-time employees to ensure that all new hires are properly oriented to the City.
 - ◆ Developed new hire training materials for managers and supervisors.
 - ◆ Conducted annual audits of work locations to ensure federal and state legal compliance for employment law posters.
 - ◆ Increased use of social media to recruit and select new hires.
- *Provide competitive, financially responsive, and legally compliant compensation and benefits programs:*
 - ◆ Ensured that all benefit plans and pay systems were updated as necessary to comply with federal and state legislation to include Genetic Information and Notification Act, Health Insurance Portability and Accountability Act, Fair Labor Standards Act, COBRA, Americans with Disabilities Act Amendment, and the Patient Protection and Affordable Care Act.
 - ◆ Developed and distributed employee benefits statements showing the cost of employer-provided benefits.
 - ◆ Opened an onsite employee health center (OP Care Center).
 - ◆ Added critical illness insurance and vision insurance plans.
 - ◆ Conducted a competitive selection process for the administration of the City's Flexible Compensation Benefit Program.
 - ◆ Coordinated the selection process for employee benefits consulting services.
 - ◆ Coordinated and provided staff support for the \$54.3 million Municipal Employees Pension Plan.
 - ◆ Coordinated and provided staff support for the \$93.6 million Police Department Retirement Plan.
 - ◆ Coordinated and provided staff support for the \$34.1 million Fire Department Retirement Plan.
 - ◆ Coordinated and provided staff support for the \$24.4 million State of Kansas Deferred Compensation Plan administered by Great-West Financial.
 - ◆ Coordinated and provided staff support for the \$14.4 million ICMA Deferred Compensation Plan.
 - ◆ Coordinated and provided staff support for the \$4.2 million Retiree Health Care Benefit Plan.
 - ◆ Provided staff support for the Kansas Public Employees Retirement System and the Kansas Police and Firemen's Retirement System.
- *Provide positive reward and recognition programs:*
 - ◆ Continued to administer a web-based rewards and recognition program.
 - ◆ Updated the Living the Values website to coincide with the City's core values.
- *Provide focused safety and loss prevention training and enforcement:*
 - ◆ Administered 15 random breath alcohol and 68 Department of Transportation drug tests.
 - ◆ Proactively addressed slip/fall injuries related to snow/ice conditions in high risk departments with the implementation of a heavy duty foot traction device called Yaktrax.
 - ◆ Developed Accident Determination Guidelines to assist the Safety Council in determining the preventability of incidents.

- ◆ Successfully incorporated ergonomic interventions that focused on identifying risk factors that may cause high cost musculoskeletal disorder injuries/illnesses. This reduced the ergonomic injury trend from the previous year by 3%.
 - ◆ Administered the City's Safety and Loss control programs to reduce the cost and frequency of the City's injury/illnesses claims.
 - Reduced injury/illness frequency rate by 12%.
 - Reduced the injury/illness severity rate by 27%.
 - Reduced workers' compensation cost per \$100 of payroll by 7%.
 - Reduced lost time incident rate by 61%.
 - Reduced total workers compensation net incurred cost by 23%.
 - ◆ Coordinated the selection of Third Party Administrator for the City's Workers' Compensation Program.
 - ◆ Revised the contract with service provider for the Medical Review Officer services.
- *Provide ongoing training and development of City leadership and staff:*
- ◆ Coordinated and facilitated the City's 2013/2014 and 2014/2015 Leadership Forum programs.
 - ◆ Conducted Crucial Confrontation training to supervisors and employees.
 - ◆ Provided FLSA-Child Labor Provisions training to supervisors in select departments.
 - ◆ Coordinated and conducted employee policy briefings to all employees that include topics on conditions of employment, non-fraternization, social media, technology security, the Fair Labor Standards Act, the Family and Medical Leave Act, discrimination and sexual harassment, drug and alcohol abuse.
 - ◆ Coordinated Family and Medical Leave Act training for supervisors and managers.
 - ◆ Facilitated a newly formed Leadership Council intended to develop future leaders whose mission is to review, refine and execute the City's mission, vision, and core values.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
Employee turnover rate	4.20%	4.00%	4.00%
Employees rating the City's benefit package satisfactory or above:	65%	70%	70%
Workforce that represents diverse populations:	11.0%	13.0%	13.0%
Personnel problems/issues resolved without a formal filing:	73%	100%	100%
Average number of days from recruitment until hiring:			
·Management	66	90	90
·Commissioned	63	60	60
·Firefighters/Paramedics	93	100	100
·Non-commissioned	86	60	60
Injury/Illness severity rate:	\$0.11	\$0.12	\$0.11
Workers' compensation cost per \$100 of payroll:	\$1.13	\$1.10	\$1.00
Eligible workforce participating in training/development activities:	23%	95%	90%
Eligible employees participating in health insurance program:	91%	93%	96%
Eligible employees participating in wellness program:	55%	49%	52%

EFFICIENCY/WORKLOAD MEASURES

Average benefit cost per employee (per payroll dollar):

·Commissioned Employees	\$0.45	\$0.50	\$0.50
·Fire Safety Employees	\$0.48	\$0.52	\$0.52
·All other	\$0.48	\$0.47	\$0.47
Full-time employees receiving benefits:	808	858	871
·Commissioned Police Employees	253	250	251
·Fire Safety Employees	150	180	180
·All other	405	428	440
Number of vacancies filled:			
·Management	10	6	6
·Commissioned	16	25	25
·Firefighters/Paramedics	18	10	10
·Non-commissioned	53	55	55
·Part-time/temporary	357	495	495

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$1,182,955	\$1,330,427	\$1,414,422
Commodities	13,386	12,010	12,150
Contractual	436,459	318,054	346,644
Capital Outlay	250	0	1,290
Transfers/Others	0	0	0
TOTAL	<u>\$1,633,050</u>	<u>\$1,660,491</u>	<u>\$1,774,506</u>

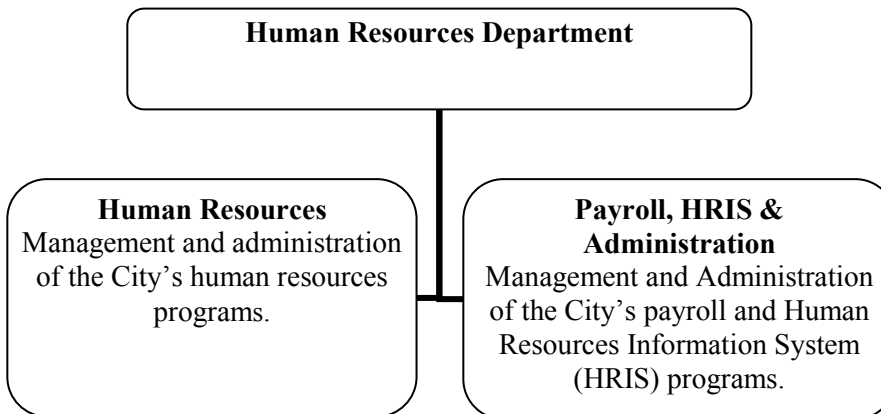
PERSONNEL (full-time equivalent):

Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Chief Human Resources Officer	1	1	1
Manager, Human Resources	2	2	2
Admin, Safety & Loss Prevention	1	1	1
Benefits Coordinator	1	1	1
Compensation Specialist, Senior	1	0	0
Human Resources Assistant, Senior	2	1	1
Human Resources Representative	1	1	1
Retirement Plans Assistant, Senior	1	1	0
Training & Development Specialist, Sr	1	1	1
Human Resources Specialist	0	1	1
Human Resources Assistant	0	1	2
Total Full-time Employees:	<u>11</u>	<u>11</u>	<u>11</u>
Part-Time			
Human Resources Representative	0.00	0.00	0.60
Total Part-time Employees:	<u>0.00</u>	<u>0.00</u>	<u>0.60</u>
TOTAL FTEs	<u>11.00</u>	<u>11.00</u>	<u>11.60</u>

PROGRAM DESCRIPTION

The Payroll, Human Resources Information Systems (HRIS) & Administration Division administers the City's payroll and human resources information system programs.

**HUMAN RESOURCES -
ORGANIZATIONAL CHART**

**MISSION STATEMENT**

To administer the City's payroll program and design and oversee the maintenance of the information contained within the City's Human Resources Information System (HRIS) by:

- ❖ *Preparing, distributing and documenting all payroll, direct deposits and payroll tax disbursements,*
- ❖ *Providing technical support to HRIS users, and*
- ❖ *Providing employee records administrative support to departments.*

AGENCY LOCATOR

Finance, Administration and Economic Development

Human Resources
Human Resources
Payroll/ HRIS ◀

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Payroll, HRIS and Administration Division in 2016:

- *Preparing, disbursing, and documenting all payroll checks, direct deposits, and payroll tax disbursements:*
 - ◆ Report accurate tax information to federal, state, and local taxing authorities.
 - ◆ Provide salary and benefits reports for the annual budget and planning processes.
 - ◆ Report group health insurance coverage in accordance with the Patient Protection and Affordable Care Act of 2010.
- *Providing technical and administrative support to HRIS users:*
 - ◆ Provide technical support for reporting group health insurance coverage in accordance with the Patient Protection and Affordable Care Act of 2010.
 - ◆ Analyze, implement and document a new human resource information system (HRIS).
- *Providing employee records administrative support to departments:*
 - ◆ Scan and electronically store workers' compensation records and retirement plan documentation.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Payroll, HRIS and Administration Division include:

- *Preparing, disbursing, and documenting all payroll checks, direct deposits, and payroll tax disbursements:*
 - ◆ Successfully administered a \$57,463,440 payroll including the production of 29,366 pay vouchers and 2,899 payroll checks.
- *Providing technical and administrative support to HRIS users:*
 - ◆ Enhanced employee self-service by modifying the online open enrollment eBenefits module to accommodate changes in the City's health plan.
 - ◆ Provided technical support for reporting group health insurance coverage in accordance with the Patient Protection and Affordable Care Act of 2010.
 - ◆ Updated and streamlined the payroll processing function through the creation of audit reports and system processing flags.
 - ◆ Provided functional requirements for the HRIS request for proposal.
- *Providing employee records administrative support to departments:*
 - ◆ Continued scanning of employee Official Personnel Files and background investigation files.
 - ◆ Began scanning workers' compensation records to reduce paper storage and make records more accessible.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
Percent of employees who rate their overall Satisfaction with the Payroll Services as good or very good:	93%	93%	95%
WORKLOAD MEASURES			
Total number of payroll disbursements issued:	32,265	35,675	35,675
Total amount of all disbursements:	\$57,463,440	\$58,442,965	\$59,768,157

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$431,038	\$437,251	\$417,745
Commodities	7,653	9,470	10,020
Contractual	18,039	26,560	26,010
Capital Outlay	0	0	0
Transfers/Others	0	0	0
TOTAL	<u>\$456,730</u>	<u>\$473,281</u>	<u>\$453,775</u>

PERSONNEL (full-time equivalent):

Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Manager, Payroll, HRIS & Admin	1	1	1
HRIS/Payroll Specialist	1	1	1
Payroll Coordinator	1	1	1
Records Technician	1	1	1
Total Full-time Employees:	<u>4</u>	<u>4</u>	<u>4</u>
Part-Time			
None	0.00	0.00	0.00
Total Part-time Employees:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL FTEs	<u>4.00</u>	<u>4.00</u>	<u>4.00</u>



PUBLIC SAFETY

GOAL: Provide protection and security for life and property that allow for freedom of movement, tranquility in the community and peace of mind for the continuance of a high quality of life.

COST CENTERS:

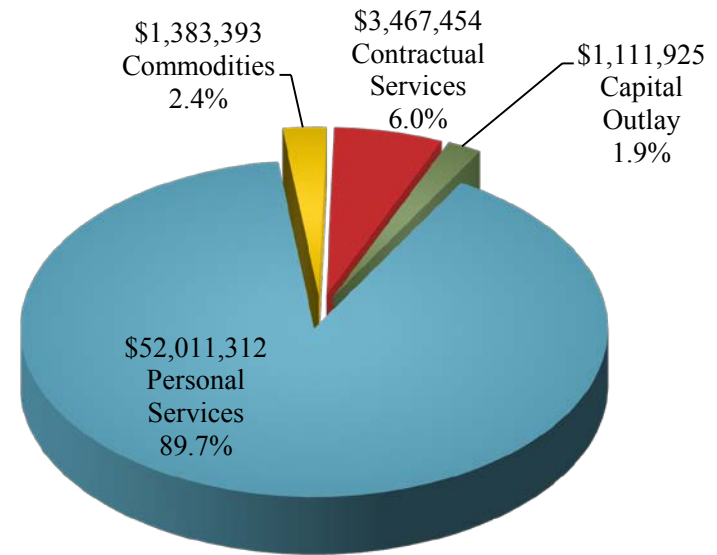
- Police Administration
- Tactical Operations Bureau
- Special Services Bureau
- Fire Administration
- Fire Operations
- Fire Prevention
- Fire Support Services
- Fire Training
- Fire Training Center
- Merriam Fire Contract

2016 CITY OPERATING AND CONTRACTUAL EXPENDITURES BY FUND AND MAJOR PURPOSE

2016 Expenditures = \$57,974,084



FUNDS

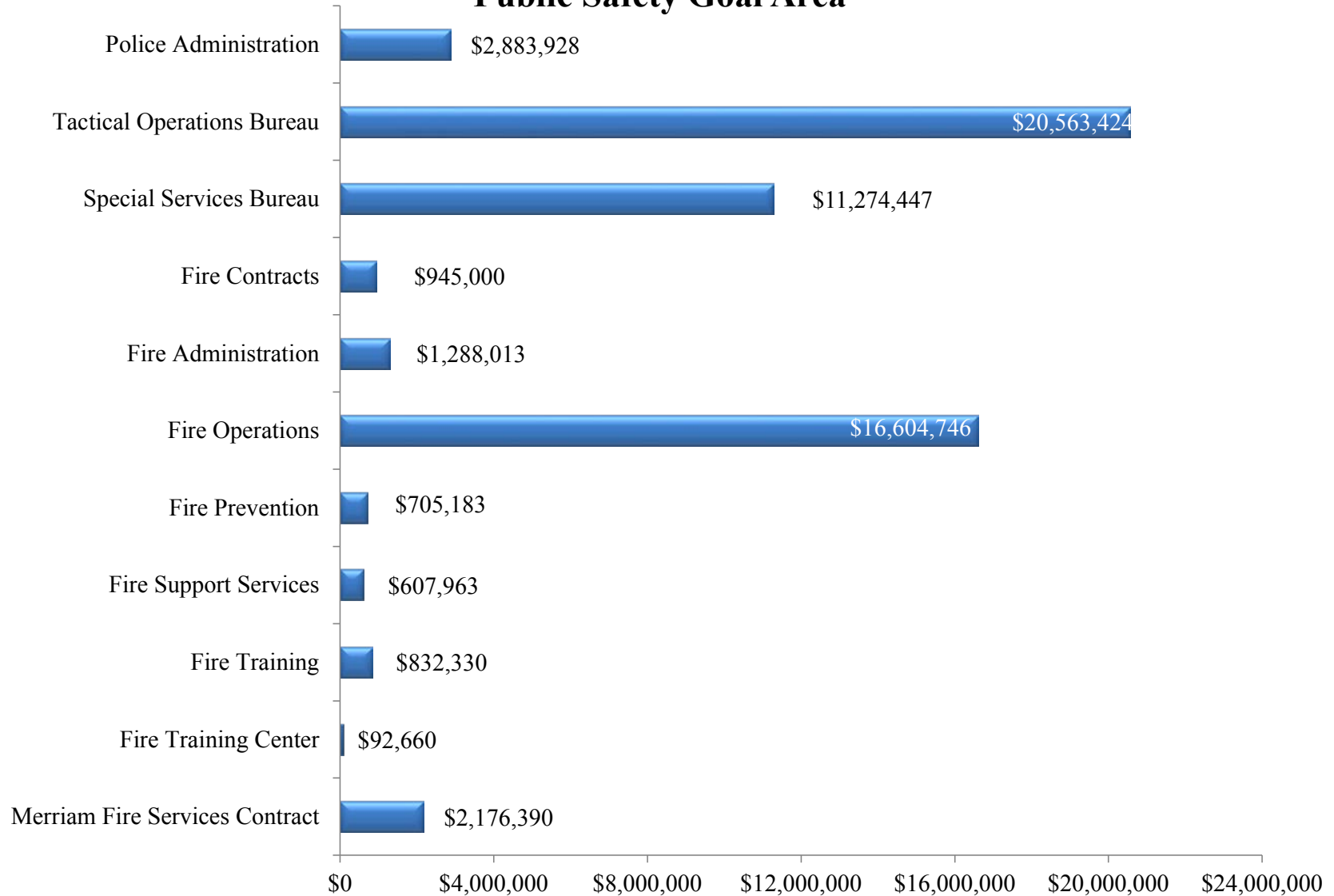


EXPENDITURE TYPE

Public Safety Goal Area

2016 OPERATING AND CONTRACTUAL EXPENDITURES

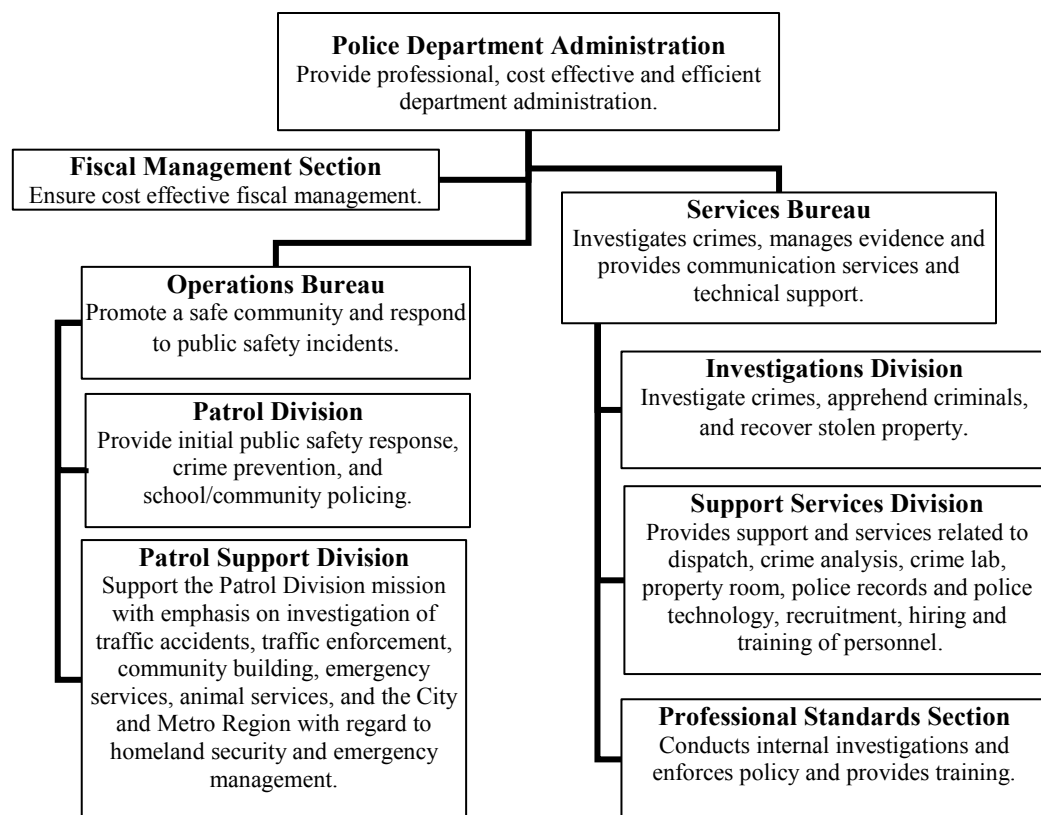
Public Safety Goal Area



PROGRAM DESCRIPTION

Police Administration is responsible for overseeing the operations of the Overland Park Police Department and the Police Fiscal Management Section.

The Police Fiscal Management Section manages Police Department budgeting, financial and grants management, fixed asset inventory maintenance, uniform and equipment issuance, invoice tracking, and administration of the alarm program.

POLICE DEPARTMENT - ORGANIZATIONAL CHART**MISSION STATEMENT**

Our first and highest priority is the safety and welfare of the citizens of the Overland Park community and the men and women who protect them.

The Police Administration Division shall:

- ❖ *Efficiently and effectively manage the Police Department.*
- ❖ *Maintain and administer sound fiscal policies*

AGENCY LOCATOR

Public Safety
Police

Police Administration ←
Operations Bureau
Services Bureau

2016 PROGRAM GOALS

The City of Overland Park's Police Department work plan contains several items that will direct the efforts of the Police Department Administration in 2016:

- *Efficiently and effectively manage the Department:*
 - ◆ Provide appropriate police protection, taking into account changing socioeconomic, cultural and racial demographics.
 - ◆ Work within the short-term and long-term fiscal framework of the City Council's and City Manager's initiatives.
 - ◆ Further position the organization as information driven, strategically positioned and tactically flexible.
 - ◆ Develop new policing strategies.
 - ◆ Continue and expand upon the implementation of crime-reduction initiatives.
 - ◆ Equip the Department with an enhanced technological capability.
 - ◆ Improve the quality and sophistication of supervision of each level.
 - ◆ Maintain positive City Council and citizen relationships.
 - ◆ Continue developing partnerships with community diversity organizations.
 - ◆ Complete, implement and/or distribute the operations plan for the Department, performance measures quarterly report, Chief's Annual Report and benchmark cities survey and analysis.
 - ◆ Enhance leadership skills of senior staff and focus on leadership development and a succession plan
 - ◆ Develop and maintain positive working relationship with area police departments.
- *Maintaining and administering sound fiscal policies:*
 - ◆ Properly prepare and submit all annual budget documents.
 - ◆ Actively pursue grant funding, and properly prepare and submit all grant reports in a timely manner.
 - ◆ Maintain fiscal responsibility throughout the entire Police Department by assisting, and providing guidance and expertise in the purchase of goods and services, payment of invoices, and safeguarding of department assets.
 - ◆ Maintain Department uniform and equipment inventory.
 - ◆ Manage the alarm process to ensure alarms are processed in a timely and accurate manner.
 - ◆ Educate residential and commercial users on how to use their security systems responsibly.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Police Department Administration include:

- *Efficiently and effectively manage the Department:*
 - ◆ Comprehensive resource deployment strategy plan was designed for the Department:
 - Established geographic districts for deployment of patrol resources.
 - Continued scheduling officer assignments daily and hourly consistent with crime analysis in the City for crime suppression.
 - Continued the work on the Police Technology Program and numerous other initiatives to further the Department as an information-driven organization.
 - Continued to expand and implement new crime initiatives in targeted areas of the City.

- Continued research into the changing trends of the City.
- ◆ Enhanced leadership capabilities of Police Department staff:
 - Continued to provide leadership opportunities for all supervisors to enhance leadership capabilities through training and assignments.
- ◆ Establishment of significant criminal intelligence gathering capability:
 - Continued OPPD detective assignment to the Regional Computer Forensics Laboratory.
 - Continued to improve data dissemination capabilities to Patrol and other divisions/personnel within the Police Department, through weekly department meetings focusing on specific areas of the City.
 - Continued our participation by assignment of a Crime Analyst to the Regional Terrorism Early Warning Analysis Center.
 - Continue work on the Remote Alarm Verification Electronic Network (RAVEN) project.
- ◆ Continued development of partnerships:
 - Continued conversations to participate in a regional “real-time crime center” with other law enforcement agencies in the Kansas City metropolitan area.
 - Continued to develop relationships with diverse community organizations and to enhance relationships with citizens in our community.
 - Continued to serve as host and maintained our CAD and RMS Intergraph partnership with the Johnson County Sheriff’s Department, Johnson County Park Police, Johnson County Emergency Communications Center, and police agencies in Leawood, Shawnee, Prairie Village, Olathe, Roeland Park, Mission, Merriam, Spring Hill, Gardner and Lenexa.
 - Continued to work with the FBI as a board member of the Joint Terrorism Task Force.
 - Continued direction of the Benchmark Cities Survey.
 - Continued a partnership with probation and parole agencies to enhance intelligence gathering and services to individuals on supervision in specific at-risk areas of the City.
 - Continued partnership with Johnson County Mental Health to provide us with a mental health co-responder to assist in addressing mental health issues involving citizen calls for service.
- ◆ Comprehensive review of Police Department processes, policies and procedures.
 - Workgroup committees, established in 2013, continued their review, analysis and identification of potential areas for improvement in processes, policies, response, etc.
 - Instituted a language learning program to develop officers fluent in Spanish.
 - Continued to work with IT, City officials and Johnson County agencies to transition Intergraph to the County.
 - Initiated LPO Training for OPPD staff.
 - Initiated the Fort Riley Mentoring Program to develop possible recruits exiting military service.
 - Prescription Drug Boxes were installed at W. Jack Sanders and Myron E. Scafe buildings.
 - Developed a physical fitness program.
 - Implemented a ride-along program.
 - Increased recruiting and minority application recruiting efforts.
- *Maintaining and administering sound fiscal policies:*
 - During 2014, managed and reported on seven active grants with a total award amount of \$179,104.
 - During 2014, Overland Park Police were summoned to 6,102 alarm calls. Of these, 4,351 were false alarms, 1,707 were cancelled false alarms and 44 were valid alarms.
 - During 2014, assessed \$93,850 for 763 alarm penalty fees and collected false alarm and permit fees totaling \$101,200.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
Substantiated citizen complaints	8	5	0
Percentage of residents satisfied with quality of police protection:	89%	100%	100%
Retention rate of recruits one year after Academy graduation	80%	90%	100%
EFFICIENCY/WORKLOAD MEASURES			
Number of Commissioned personnel	250	250	251
Average number of Calls for Service handled per officer	354	357	357
Number of officers per 1,000 citizens	1.4	1.4	1.4
Turnover rate of commissioned personnel	6.0%	6.4%	3.0%

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$2,226,580	\$2,278,517	\$2,537,168
Commodities	10,197	8,500	128,500
Contractual	233,601	175,520	218,260
Capital Outlay	4,117	0	0
Transfers/Others	0	0	0
TOTAL	<u><u>\$2,474,495</u></u>	<u><u>\$2,462,537</u></u>	<u><u>\$2,883,928</u></u>

PERSONNEL (full-time equivalent):

Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Chief of Police	1	1	1
Police Officer	1	1	1
Supervisor, Police Administration	1	1	1
Admin, Police Fiscal Management	0	0	1
Administrative Assistant	3	3	3
Inventory Control Clerk	0	0	1
Total Full-time Employees:	<u>6</u>	<u>6</u>	<u>8</u>
Part-Time			
None	0.00	0.00	0.00
Total Part-time Employees:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL FTEs	<u>6.00</u>	<u>6.00</u>	<u>8.00</u>

PROGRAM DESCRIPTION

The Operations Bureau consists of two divisions; the Patrol Division /Patrol Support Division, and the Fleet Operations/Civilian Support Section.

The Patrol Division is comprised of four patrol shifts; Day Shift, Evening Shift, Midnight Shift and Day/Evening Relief Shift.

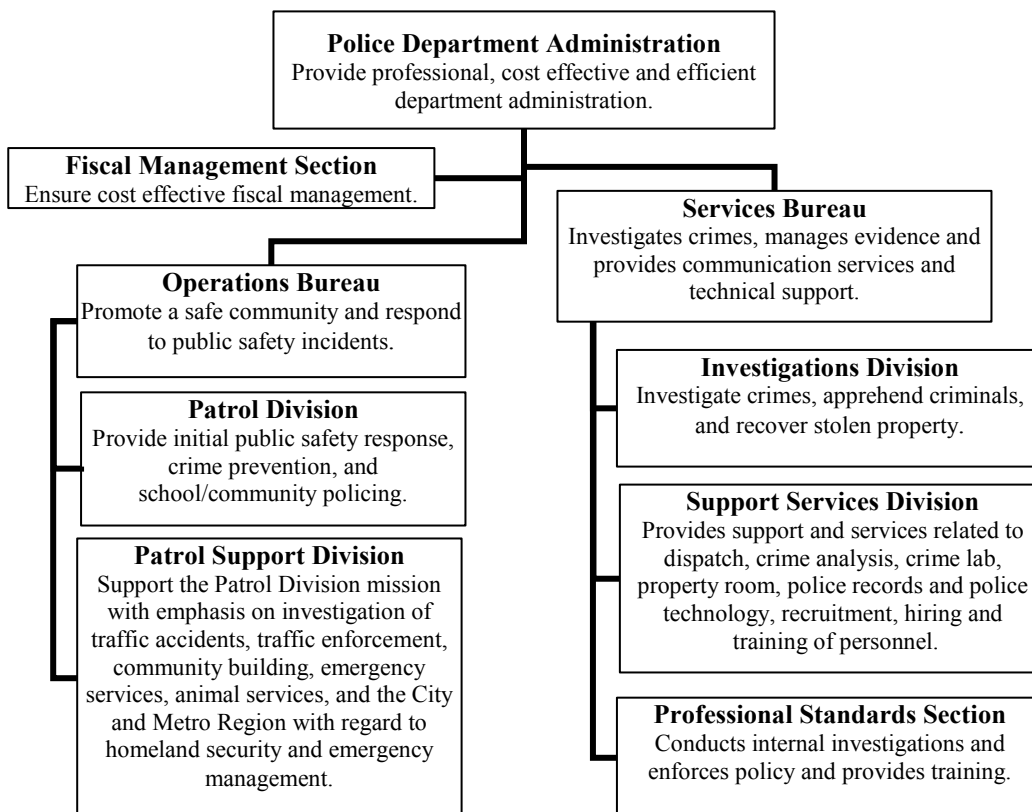
The Patrol Support Division consists of three sections; Emergency Services, Traffic and Community Policing. The division mission emphasizes investigation of traffic accidents, traffic enforcement, community building, emergency services and animal services.

The Emergency Services Section provides support to the Patrol Division by answering calls for service and directing resources to address city-wide public safety concerns. The Emergency Services Section includes special units that maintain a high level of readiness to facilitate a quick and effective police response to a wide range of situations, including; Canine, Explosive Ordinance Disposal (EOD), Special Weapons and Tactics (SWAT), Dive, and Critical Incident Negotiations.

The Traffic Section includes the Traffic Safety Unit, Animal Control Unit, Motorist Assist Unit and school crossing guards.

The Community Policing Section Officers are assigned to Community Oriented Policing and Problem Solving (COPPS), School Resource (SRO), Gangs, and Crime Prevention units.

The Fleet Operations Section is responsible for the management of the fleet vehicles.

POLICE DEPARTMENT - ORGANIZATIONAL CHART**MISSION STATEMENT**

To promote a safe community and to respond to major incidents and disasters by:

- ❖ *Responding to events and calls for service;*
- ❖ *Interdicting and enforcing laws;*
- ❖ *Investigating incidents;*
- ❖ *Preventing and reporting crime;*
- ❖ *Providing a safe environment for vehicular and pedestrian traffic;*
- ❖ *Providing coordinated Emergency services; and*
- ❖ *Providing administrative and managerial support.*

AGENCY LOCATOR**Public Safety**

Police

Police Administration

Operations Bureau ←

Services Bureau

2016 PROGRAM GOALS

The City of Overland Park's Police Department work plan contains several items that will direct the efforts of the Patrol Division in 2016:

- *Responding to events and calls for service:*
 - ◆ The Police Department responded to 60,014 calls for service in 2014. The Patrol Division handled approximately 53% of all calls for service. The Patrol Division made 3,066 arrests and wrote 16,442 reports in 2014.
- *Interdicting:*
 - ◆ The Patrol Division's main program goals for 2016 are to provide quality police service by delivering quick response to calls for service, excellent investigations and reporting of crimes, accidents and incidents, and to reduce traffic accidents through enforcement, visibility and education. Additionally, Patrol Division supervisors will continue to provide a positive working environment for employees through collaboration and inclusion, employee recognition and development with a focus on the City's Mission, Vision and Core Values.
 - ◆ The Patrol Division will focus on conducting alcohol initiatives to reduce underage drinking and abuse.
- *Reporting and preventing crime:*
 - ◆ Maximize the strategic deployment of Patrol Division resources to more effectively and efficiently address crime trends and traffic issues by utilizing intelligence gathered from multiple sources, which include crime analysis, intelligence from other law enforcement and physical observation, to address the problems in our community. Officers will become familiar with and address problems in their assigned districts.
- *Responding to events and calls for service:*
 - ◆ The Patrol Division's main priority is handling calls for service in a timely manner and providing quality service to the citizens of Overland Park.
 - ◆ The officers in the Patrol Division are assigned to districts which allow them to be strategically placed throughout the city to assist in a timely response. In addition to district responsibility, officers will continue the use of the Intergraph in-car computer technology, coupled with the strategic deployment of officers, to enhance the efficiency and information sharing capability of the patrol officers.

The City of Overland Park's Police Department work plan contains several items that will direct the efforts of the Patrol Support Division in 2016:

- *Responding to events and calls for service and provide a safe environment for vehicular and pedestrian traffic:*
 - ◆ Investigate at least 50% of the reported traffic crashes in the City.
 - ◆ Reduce serious injury and/or fatal traffic crashes by working high accident locations.
 - ◆ Target locations of alcohol related crashes.
 - ◆ Conduct DUI enforcement with saturated enforcement and DUI check lanes.
 - ◆ Investigate traffic complaint areas.
 - ◆ Provide education and assistance in installation of child safety restraints.
 - ◆ Provide motorist assist services in the city.
 - ◆ Manage and maintain the school crossing guard program.
 - ◆ Assist with special event management, including parades, runs, funerals, and civic events.
 - ◆ Educate the public on matters related to wild animals and safe handling of domestic animals.
 - ◆ Educate citizens and enforcement of ordinances related to animals.
 - ◆ Investigations related to animal cruelty, neglect and abandonment.
- *Responding to events and calls for service:*

- ◆ Maintain a well-trained and equipped Explosive Ordnance Disposal team.
- ◆ Maintain a well-trained and equipped Dive and Fast Water Rescue Team.
- ◆ Develop and enhance the Department's capability to respond to civil disturbance, crowd control, dignitary protection and special events.
- ◆ Maintain a well-trained and equipped SWAT Team.
- ◆ Engage in strategic problem solving for the purpose of investigating and apprehending most active career criminals and gang members.
- ◆ Participate in a regional effort to provide a regional response capability for a WMD event.
- ◆ Develop and enhance the Department's capability to assess risks to private and public structures through risk analysis evaluations and remediation planning.
- *Educating school age children and providing a safe environment in schools:*
 - ◆ School Resource Officers (SRO) – Provide crime education, prevention, interdiction, investigation, and other related services to middle and high schools in the City.
- *Interdicting:*
 - ◆ Community Oriented Policing and Problem Solving Section (COPPS) – Partner with the neighborhoods and businesses to problem solve in our Community.
 - ◆ Actively participate in building partnerships with neighborhoods and businesses in the Neighborhood Conservation Area to problem-solve.
 - ◆ Partner with Apartment Communities through Crime Free Multi-Housing training.
 - ◆ Provide education and mentorship to our middle and high school age students on crime prevention, alcohol/drug abuse prevention and other related services.
 - ◆ Interdict and investigate crime at our middle and high schools.
 - ◆ Provide public education through presentations on Crime Prevention.
 - ◆ Partner with Johnson County Mental Health to enhance client services.

The City of Overland Park's Police Department work plan contains several items that will direct the efforts of the Fleet Operations and Civilian Support Section in 2016:

- *Providing administrative and managerial support:*
 - ◆ Direct the efforts of the Fleet Operations and Civilian Support Section.
 - ◆ Maintain the Police, Planning and IT Department's vehicle fleets.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Patrol Division include:

- *Interdicting:*
 - ◆ The Patrol Division focuses traffic enforcement efforts in three areas. The first is to address high accident locations, the second is to address traffic complaint areas and the third is to reduce alcohol related accidents. In 2014, the Patrol Division issued 27,763 traffic citations, which were 73% of all the tickets written, and a 50% increase from the previous year.
 - ◆ In 2014, Patrol officers arrested 478 individuals for driving under the influence of alcohol or drugs which was a slight increase from 2013.
 - ◆ The Patrol officers conducted 22 tavern checks in 2014.
 - ◆ The Patrol Division focused on the importance of Field Interview Forms (FIFs), which are used to track suspicious activity and known criminals. In 2014, the Patrol Division wrote 2,354 FIFs.
- *Reporting and preventing crime:*
 - ◆ The Patrol Division focused resources on addressing areas where calls for service were highest and areas where the potential for crime was high. Through dedicated patrols and increased citizen contact, auto burglaries decreased slightly in 2014 and was at the lowest number since 2004.

- ◆ In addition, Patrol officers made some substantial arrests in the course of their investigations, which resulted in multiple clearances of other crimes. Following are two examples of these successful investigations:
 - While working hotel/motel enforcement in the area of I-435 and Metcalf, officers conducted a car stop and contacted 3 people. Unknown to them at the time one of the people in the car assaulted a Mission officer earlier that night and fled from a traffic stop. They discovered the person in question was a convicted felon and ended up arresting him on a drug possession charge. During the search of the vehicle they located a gun in the center console, but could not tie it to the arrested person at the time. They later discovered Olathe PD had an active case involving the gun in question. The officers' efforts helped Olathe PD and Mission PD to file additional criminal charges.
 - While investigating suspicious activity, officers discovered four people selling counterfeit World Series tickets. The officers confiscated 128 counterfeit tickets and arrested and charged two people with federal crimes. In addition, their efforts led to additional investigations and arrests in Boston, New York and Atlanta.

Recent accomplishments of the Patrol Support Division include:

- Emergency Services Section accomplishments during 2014 include:
 - ◆ 451 Total Arrests
 - ◆ 310 Warrant Arrests
 - ◆ 26 Narcotic Arrests
 - ◆ 6 Alcohol Arrests
 - ◆ 64 Accident Reports
 - ◆ 780 Incident Reports
 - ◆ 2,014 Tickets
 - ◆ 3 SWAT Team Activations
 - ◆ 43 EOD Team Activations
 - ◆ 12 DIVE Team Activations
- Traffic Unit accomplishments during 2014 include:
 - ◆ 2,249 accidents worked
 - ◆ 52% of accidents worked for entire Department
 - ◆ 2 critical injury crashes worked
 - ◆ 3 fatality crashes worked
 - ◆ 147 DUI arrests
 - ◆ 9,901 citations issued
 - ◆ 13 DUI saturation patrols
 - ◆ 2 DUI Check lanes
 - ◆ 111 Operation Impact hours worked
 - ◆ 234 Operation Impact citations
 - ◆ 2 drug recognition expert exams
 - ◆ 267 Commercial Motor Vehicle inspections
 - ◆ 6,170 self-initiated incidents
- Animal Control Unit accomplishments during 2014 include:
 - ◆ 2,561 dispatched calls
 - ◆ 223 citations issued
 - ◆ 75 % efficiency rating
- Motorist Assist Unit Accomplishments during 2014 include:
 - ◆ 484 dispatched calls
 - ◆ 202 school crossings worked
 - ◆ 701 self-initiated calls
 - ◆ 34 citations issued
- Community Policing Section accomplishments during 2014 include:
 - ◆ 1,899 calls for service
 - ◆ 6,772 self-initiated events
 - ◆ 1,128 traffic tickets issued
 - ◆ 2,060 reports submitted
 - ◆ 418 arrests made
 - ◆ 119 traffic accidents investigated
 - ◆ 72 field interviews
 - ◆ 22 residential security surveys
 - ◆ 5,745 citizens contacted thru 125 public presentations
 - ◆ Two crime free multi-housing trainings conducted
 - ◆ 561 school presentations
 - ◆ 546 Co-Responder contacts
 - ◆ 1,193 reports reviewed by C.I.T Off.
 - ◆ 21 commercial security surveys
- Fleet Operations Section accomplishments during 2014 include the following:
 - ◆ The Fleet Operations Unit managed the maintenance and repair of a fleet of 167 Police Department vehicles with an estimated value of over \$5,000,000. In addition, Police Fleet Operations coordinated fleet maintenance for 46 vehicles assigned to other City departments.

- ◆ Fleet Operations was responsible not only for the maintenance and repair of the Police Department's vehicles, but the purchasing and outfitting as well.
- ◆ Fleet Operations was the initial user of Lucity, a new Fleet Maintenance and Asset tracking program designed to centralize several databases and streamline maintenance operations.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
Response Times (in minutes)			
· Priority 1	6.1	6.1	6.1
· Priority 2	10.0	9.6	9.8
Animal Control Activity			
· Response time (in minutes)	42.3	31.0	30.0
· Animal bites	70	72	72
EFFICIENCY / WORKLOAD MEASURES			
Calls for Service	60,296	60,762	62,500
Accidents:			
· Fatality	3	6	5
· Injury	843	800	800
· Non-injury	3,479	3,514	3,500
· Alcohol-related	163	160	160
DUI Arrests	659	726	825
Animal Control Activity:			
· Calls handled by Animal Control Officers	2,561	2,692	3,100
· Calls handled by other officers	859	800	900
Number of Special Events	63	60	60
Percent of Cost Recovery for Special Events	22.0%	18.5%	20.0%
TAC Training Hours	6,504	6,504	6,504
TAC Calls for Service	133	101	117

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$16,367,696	\$18,199,755	\$18,720,837
Commodities	565,201	347,343	345,093
Contractual	808,152	772,796	811,869
Capital Outlay	412,543	661,300	685,625
Transfers/Others	0	0	0
TOTAL	<u>\$18,153,592</u>	<u>\$19,981,194</u>	<u>\$20,563,424</u>

Special Alcohol Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$6,480	\$6,000	\$10,000
Commodities	21,445	21,000	25,000
Contractual	7,387	15,000	40,000
Capital Outlay	9,000	0	0
Transfers/Others	0	0	0
TOTAL	<u>\$44,312</u>	<u>\$42,000</u>	<u>\$75,000</u>

PERSONNEL (full-time equivalent):

Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Police Lieutenant Colonel	1	1	1
Police Major	2	2	2
Police Sergeant	24	24	23
Police Captain	8	7	8
Police Officer	151	151	152
Supervisor, Animal Control	1	1	1
Manager, Fleet Ops & Civilian Sup Services	1	1	0
Supervisor, Fleet Operations	0	0	1
Animal Control Officer I	2	2	2
Animal Control Officer II	3	3	2
Administrative Assistant	0	0	1
Total Full-time Employees:	<u>193</u>	<u>192</u>	<u>193</u>
Part-Time			
Administrative Clerk	0.66	0.66	0.00
Fleet Services Technician	2.09	2.09	2.09
Mail Clerk	0.74	0.71	0.00
Parking Enforcement/Motorist Asst.	2.15	1.83	1.83
School Crossing Guard	10.31	10.58	10.58
School Crossing Guard Coordinator	0.62	0.71	0.71
Total Part-time Employees:	<u>16.57</u>	<u>16.58</u>	<u>15.21</u>
TOTAL FTEs	<u>209.57</u>	<u>208.58</u>	<u>208.21</u>

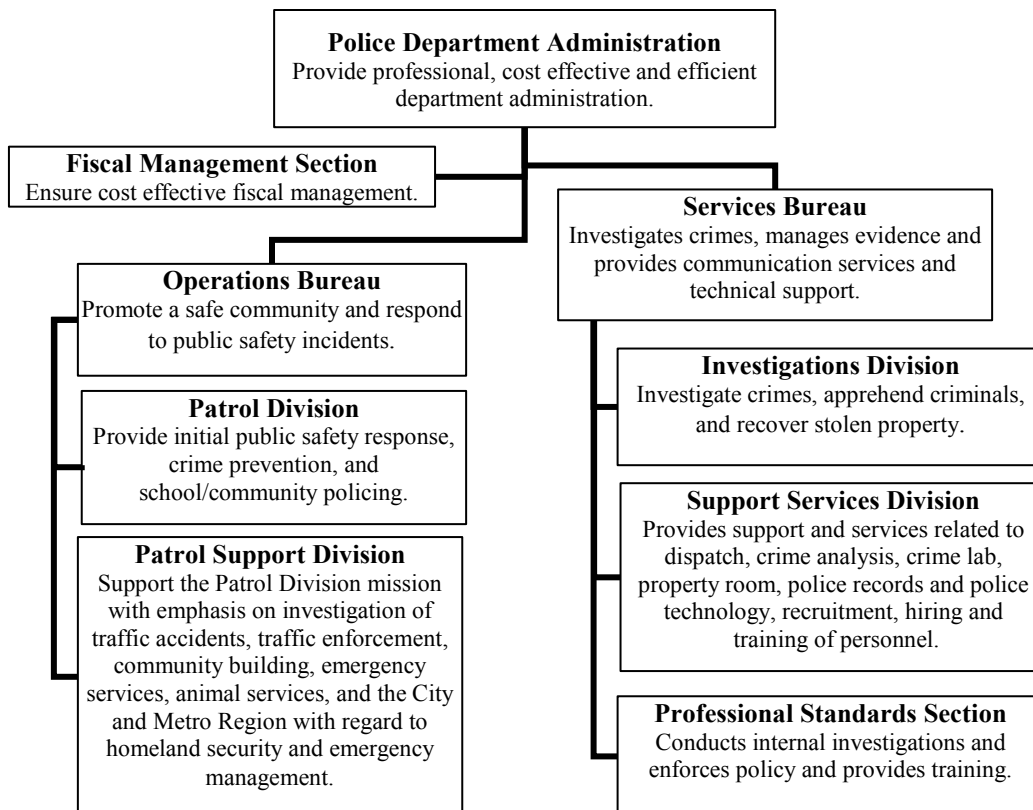
PROGRAM DESCRIPTION

The Services Bureau consist of the Investigations Division, the Support Services Division and the Professional Standards Section.

The Investigations Division is comprised of the Crimes Against Persons, Crimes Against Property, Financial Crimes, Special Victims, and Vice/Narcotics Units. The Investigation Division investigates crimes not cleared by the Patrol or Patrol Support Divisions. The Crimes Against Persons Unit investigates Homicide, Robbery, Assault and Battery and tracks career criminals. The Crimes Against Property Unit handles Burglary, Theft, and Auto Crimes. The Financial Crimes Unit investigates Forgery, Identity Theft and Organized Retail Crime. The Special Victims Unit investigates sex crimes, to include online cyber crimes. The Vice/Narcotics Unit investigates the unlawful production, distribution and use of drugs, and vice-related crime.

The Support Services Division is comprised of the Communications, Personnel, Property and Records, Technology and Crime Analysis. The Property Unit ensures a proper chain of custody is maintained for items submitted to, stored in, and checked out of the Property Room. The Crime Lab Unit responds to major crime scenes, and provides videography and related technical support. The Records Unit coordinates storage and dissemination of police reports. The Crime Analysis Unit reviews, analyzes and develops reports and crime data. The Communications Unit answers administrative and 911 telephone lines and dispatches appropriate resources. The Technology Section oversees general Intergraph operations, department technology and provides electronic surveillance support. The Personnel Section is responsible for the recruiting/hiring process, promotional process, and oversight for Police Department personnel actions.

The Professional Standards Section is responsible for conducting internal investigations, inspections of Police sections, implementation of the evaluation process, and maintenance and oversight for all policies. The Training Section oversees the training of personnel and coordination of the police academy.

POLICE DEPARTMENT - ORGANIZATIONAL CHART**MISSION STATEMENT**

Provide a safe community and environment by:

- ❖ *Performing high-quality investigations and achieving a high crime clearance rate,*
- ❖ *Identifying and apprehending suspects and criminal offenders,*
- ❖ *Maintaining custody of property and analyzing evidence,*
- ❖ *Promoting safe neighborhoods through partnerships, education, and enforcement,*
- ❖ *Conduct internal investigations and provide on-going professional training*
- ❖ *Providing communications, administration and technological support to the Department, and*
- ❖ *Administer an effective personnel selection process.*

AGENCY LOCATOR

Public Safety
Police
Police Administration
Operations Bureau
Services Bureau ←

2016 PROGRAM GOALS

The City of Overland Park's Police Department work plan contains several items that will direct the efforts of the Investigations Division in 2016:

- *Performing high-quality investigations and achieving a high crime clearance rate:*
 - ◆ Maintain a clearance rate for violent crimes of at least the average of the last three years.
 - ◆ Maintain a clearance rate for property crimes of at least the average of the last three years.
 - ◆ Maintain a clearance rate of at least the average of the last three years for fraud and forgery crimes.
- *Identifying and apprehending suspects and criminal offenders:*
 - ◆ Maintain a sophisticated information and intelligence gathering capability in reference to ongoing criminal initiatives, enterprises and career criminals.
 - ◆ Maintain an effective Organized Retail and Financial Crime investigative and interdiction capability.
 - ◆ Maintain effective narcotics investigations by dismantling the networks of street-level dealers in at-risk areas of the City.
 - ◆ Maintain an aggressive Vice component designed to interdict prostitution and discourage such activities from taking place in our hotels and apartment communities.
 - ◆ Identify, converse with and develop cases on internet child predators, including those who view and share child pornography.

The City of Overland Park's Police Department work plan contains several objectives that will direct the Support Services Division's efforts in 2016:

- *Maintaining custody of all recovered property and evidence:*
 - ◆ Ensure a property management and handling system which accounts for 100% of recovered property and evidence submissions to, and storage in the Property Room.
 - ◆ Appropriately return recovered items to their rightful owner or properly dispose of unclaimed items in a timely manner.
 - ◆ Maintain and verify Property Room inventories and integrity by appropriately conducting inventories, audits and procedural reviews.
- *Providing communications, administration and technological support to the Department:*
 - ◆ Work to increase the number of private and public remote camera viewing capabilities.
 - ◆ Coordinate and facilitate the maintenance and upgrade of appropriate Intergraph systems.
 - ◆ Answer in the timeliest manner possible all calls for public safety services through administrative and 911 calls.
 - ◆ Dispatch units to handle calls for public safety services.
 - ◆ Work with the Information Technology Department to coordinate software upgrades and resolve technology and software related issues.
 - ◆ Provide Evidence Technician services for criminal investigations.
 - ◆ Provide tactical, analytical and strategic crime analysis reports.
- *Administering an effective personnel selection process:*
 - ◆ Administer the recruiting, hiring and promotion processes.
 - ◆ Support Civil Service Commission functions related to hiring, promotions, and discipline of police officers.
 - ◆ Oversee the Police Chaplains.
 - ◆ Oversee Police Volunteers.
 - ◆ Oversee Department polygraph program.
- *Providing administrative and managerial support:*
 - ◆ Manage the logistical needs of the Police Department.

The City of Overland Park's Police Department work plan contains several items that will direct the efforts of the Professional Standards Section in 2016:

- *Providing administrative and managerial support:*
 - ◆ Cross train members of Professional Standards and Policy Units.
 - ◆ Conduct inspections of divisions and units within the Department as directed.
 - ◆ Conduct thorough and timely investigations of citizen complaints.
 - ◆ Review and update Written Directives.
 - ◆ Support the Non-Bias Policing Board.
 - ◆ Administer the Power DMS Program – (Written Directives).
 - ◆ Administer the Administrative Investigative Management (AIM) program.
 - ◆ Conduct quarterly audits of critical functions.
 - ◆ Administer the Vehicle Tow Program.
 - ◆ Administer the Secondary Employment Program.
 - ◆ Administer the Building Security Program.
 - ◆ Conduct annual CJIS compliance checks.
- *Administering an effective and an ongoing professional development program:*
 - ◆ Provide departmental training in compliance with Federal, State, and City requirements.
 - ◆ Design training which encompasses Department needs and individual career objectives.
 - ◆ Incorporate quality training from outside instructors when feasible. In 2014, we scheduled IACP Leadership in Police Organizations for Police Supervisors and held Advanced FTO training for Field Training Officers.
 - ◆ The Department has begun the process to receive National accreditation from "CALEA" (Commission of Accreditation of Law Enforcement Agencies). This is normally a three year process to achieve full accreditation. The professional Standards Unit will be tasked with overseeing and managing this process.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Investigations Division include:

- *Performing high-quality investigations and achieving a high crime clearance rate:*
 - ◆ The three-year average for the clearance of violent crimes was 75.7%. Detectives cleared 71.5% of all violent crimes in 2014. The three-year average for non-violent crimes clearances was 21.4%. During 2014, detectives cleared 21.1% of all non-violent crimes. The dollar value of recovered stolen property in 2014 was \$2,836,409. The three-year average clearance rate for fraud/forgery was 38.8%. In 2014, detectives cleared 25.1% of fraud/forgery cases.
 - ◆ The OPPD conducted 3,024 hours of dedicated enforcement at Oak Park Mall during 2014. This enforcement action resulted in 493 total arrests for the year. The holiday enforcement, which is conducted from October through December, resulting in 139 arrests (22% felonies).
 - ◆ The OPPD Financial Crimes Unit participates on the Kansas City Financial Crimes Task Force. The Unit opened 11 financial cases with the Secret Service and 5 financial cases with the US Postal Service in 2014.
 - ◆ The Vice Unit was tasked with combating promotion of illicit prostitution via Internet websites. In 2014, the OPPD Vice Unit conducted 6 Vice Stings which resulted in 48 prostitution related arrests. The Vice Unit investigated 14 prostitution leads and 9 massage complaints.
 - ◆ The Cyber Crimes Unit had 8 prosecutable cases for distributing child pornography/child sexual abuse offenses, while 22 cases were referred to other law enforcement agencies due to jurisdiction. In addition, 11 Cyber Crime search warrants were served.
 - ◆ The Vice Unit processed 314 massage applications in 2014.
 - ◆ The Narcotics Unit developed 26 new confidential informants in 2014. The Narcotics Unit served 15 search warrants and arrested 21 individuals for felony drug possession/distribution of narcotics.

Recent accomplishments of the Support Services Division include:

➤ *Maintaining custody of property and analyzing evidence:*

- ◆ In 2014, the Crime Lab Unit:
 - Processed 562 items submitted for latent print processing by other officers.
 - Responded to 12 major crime scene call outs, and 142 other crime scenes.
 - Collected 1,489 items of evidence at crime scenes.
 - Responded to 53 autopsies.
 - Processed 231 recovered stolen autos.
 - Obtained 24 Combined DNA Index System (CODIS) hits and DNA matches, two of which directly lead to homicide suspects.
 - Provided Basic Evidence Training.
- ◆ In 2014, the Property Unit:
 - Processed 30,575 property item transfers.
 - Processed 12,095 intake Items.
 - Transferred 1,635 items to the Johnson County Crime Lab for examination.
 - Transferred 242 items to the OP Crime Lab Unit for examination.
 - Handled 2,269 interim or internal transfers.
 - Coordinated disposal of 6,514 items.
- ◆ In 2014, the Records Unit handled:
 - 907 Municipal Court Discovery Requests.
 - 2,155 District Court Discovery Requests.
 - 1,576 Public Report Disseminations.
 - 2,729 Office of Personnel Management Records Checks.
 - 995 Civilian Fingerprints Requests.
 - 8,428 Public Window Contacts.
 - 8,564 phone calls requesting police follow-up or assistance.
- ◆ In 2014, the Crime Analysis Unit:
 - Hired and trained 3 new crime analyst.
 - Assisted with several homicide investigations.
 - Completed 200+ special projects.
 - Attended numerous metro-wide meetings and briefings to gather crime and intelligence information related to robbery, sex offenses, burglary, auto crimes, gangs, terrorism, and organized retail theft.
 - Prepared a weekly CFS Report for the Patrol Division.
 - Processed numerous requests for Special Use Permits or Cereal Malt Beverage renewals.
 - Prepared a yearly summary of overdoses and deaths from Heroin or Oxycodone.
 - Reviewed 5,000+ outside agency crime bulletins to gather crime and intelligence information related to robbery, sex offenses, burglary, auto crimes, gangs, terrorism, and organized retail theft.
 - Provided data for the Benchmark City Survey.
 - Produced the OPPD Annual Report.
 - Produced 52 Weekly Deployment Briefings containing crime trends, patterns, hot spots and persons of interest related to robbery, sex offenses, burglary, auto crimes, gangs, terrorism, and organized retail theft.
 - Produced 12 monthly ABSTRAT summaries.
 - Produced 6 monthly COMPSTAT presentations (numerous spreadsheets, Powerpoints, graphs, charts).
 - Produced quarterly and yearly KBI statistical reports.
 - Produced the PD's portion of the City Manager's Performance Measures.
 - Completed numerous Clery Act requests and KORA Requests.

- Created several Analyst Notebook timelines and link charts for criminal investigations.
 - Created numerous crime maps.
 - Produced 52 Weekly Arrest Report Bulletins.
 - Produced 52 Weekly FIF Summary Report Bulletins.
 - Produced 52 Weekly Warrant Report Bulletins.
 - Produced 52 Weekly Student Contact Reports.
 - Ran a monthly “Shots Fired” Report with Summaries.
 - Conducted 1,000+ searches for stolen property or suspects in LeadsOnline pawn database.
 - Researched hundreds of names in REJIS, Coplink, TLO, I/LEADS, KCJIS, KASPER, MO LENS, etc.
- ◆ In 2014, the Technology Unit:
- Bid, purchased and installed a new L3 system in Sanders Booking to cover an interview room. Also, added an encoder so we have remote viewing for this room.
 - Ordered all replacement cameras, camcorders and protective cases for the PD.
 - Selected, purchased and assembled equipment on the 2014 equipment replacement schedule.
 - Administered the PD's Genetec video network system. Maintained the system, the federations, the users, and the cameras. Completed a migration from Omnicast to Security Center. This was a large project and required us to recreate our system from scratch as well as visiting, loading new software for and training over 125 users. The change went smoothly and the system was down for a minimal amount of time. The PD continues to be a well-regarded Genetec site. We received a visit from a group of officials and consultants from Brussels, Belgium who were working on a city-wide video project. They asked for input on our successes in OP and the KC Metro.
 - Maintained Professional Standards interview recording equipment. We had a \$30,000 budget to replace the system. We removed existing gear, ran new cables and installed Canon HD cameras. We connected these cameras to the Security Center server and installed a wall mounted LCD monitor. Total cost for the equipment was \$6,565, \$23,435 under budget.
 - At the request of the City Manager's Office, assisted in planning a complete video system for the OP Convention center. This included bidding the project and overseeing the installation and configuration of the system. The result was a 94 camera system running Security Center that the PD can access 24hrs a day. The final phase (parking lot cameras) is being installed now. In addition to the cameras, we were able to install 230vac power at five parking lot poles where the OPCC can now charge users for access and install 110vac power at both entrances to the parking lot.
 - Following the success of the Convention Center camera project, we were asked to do the same job at the Sheraton Hotel. We planned a system with 74 interior cameras and 17 exterior cameras to include two 5 megapixel cameras that will be able to provide video of most license plates as vehicle enter the parking area. This system will also run Security Center software and will be available to the PD for remote viewing. Construction is underway at this time.
 - Purchased items for the 2014 JAG grant which included digital photography gear and digital video forensic equipment.
 - Worked with our Information Technology Department to complete the Windows 7 transition in the Police Technology Lab.
 - Supported instruction at the Johnson County Police Academy and mentored the BV CAPS program. Met with several interns from the US Army and discussed jobs in electronic surveillance. Taught a photography class to a group of new evidence technicians.
 - Used the audio forensic system to clarify audio on a DEA body-wire recording, a Jackson County Homicide interview and an Overland Park 911 call concerning a rape case. We were able to make the audio evidence more intelligible in each of these cases.

- Pulled video in the field from numerous cases including homicides, robberies, burglaries, thefts and assaults. Assisted Lenexa PD with a homicide in their city. Processed over 60 video cases in the lab for OPPD and outside agencies and completed many more requests for help with video playback, video codecs, copies to place in Property, stills from video clips and Photoshop work. Our biggest video forensic case of the year was the Jewish Community Campus homicides. We responded to the scene and spent several days collecting all video evidence in this case and creating video files requested by the court.
- Completed numerous requests for covert equipment installation and monitoring. Completed installations at twelve locations for Investigations Detectives and COPPS Officers to further investigations, cover problem areas and help with neighborhood issues.
- ◆ In 2014, the Dispatch Unit:
 - Answered 88,456 calls via 911 lines.
 - Answered 146,819 calls via administrative lines.
 - Entered and dispatched 60,296 calls for service.
 - Processed 148,480 police events.
 - Completed 2,159 REJIS validations.
- *Administering an effective personnel selection process:*
 - Recruiting and Hiring Activities – Attended 23 career fairs in 2014. These fairs, coupled with advertisements via the Internet and newspapers, resulted in the hiring of 16 new police officers using the on-line hiring process.
 - 611 applications for police officer were accepted in 2014.
 - 611 police officer applications were processed during 2014.
 - Recruited and hired 31 civilian positions during 2014.
 -

Recent accomplishments of Professional Standards Section include:

- *Providing administrative and managerial support:*
 - ◆ Conducted 28 citizen complaint investigations during 2014.
 - ◆ Reviewed and updated 47 policies during 2014.
 - ◆ Processed requests from 140 officers for secondary employment during 2014.
- *Providing an ongoing professional development program:*
 - ◆ Continued leadership development and supervisory career track programs.
 - ◆ Enhanced Field Training and Evaluation Program through developmental training.
 - ◆ Effectively managed current staff of Police Volunteers.
 - ◆ Provided departmental training in compliance with Federal, State, and City requirements.
 - ◆ Training - All police officers received at least the minimum 40 hours of required training.
 - ◆ Designed training which encompass Department needs and individual career objectives.
 - ◆ Supported Civil Service Commission functions related to hiring, promotions, and discipline of police officers.
 - ◆ 16 Police Officers were hired in 2014 and provided Police Academy and FTO training.
 - ◆ The Overland Park Police Officers averaged 57 hours of in-house training for 2014.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
Percent of crimes cleared:			
·Part 1 Violent Crime	72.0%	74.0%	75.0%
·Part 1 Non-Violent Crime	33.5%	31.0%	35.0%
·Part 2 Crime	57.0%	64.0%	62.0%
Percent of stolen property value recovered	40.8%	28.0%	32.5%
EFFICIENCY / WORKLOAD MEASURES			
Crime and Clearance Data:			
·Part I crimes	249	254	266
·Part I non-violent crimes	3,568	3,644	3,776
·Part II crimes	4,051	4,720	4,492
·Stolen property value	\$6,959,292	\$5,362,656	\$6,594,233
Narcotics arrests	422	645	783
Prostitution Arrests	50	47	37

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$9,099,073	\$10,192,794	\$10,216,539
Commodities	352,753	358,050	240,350
Contractual	613,450	791,780	666,658
Capital Outlay	103,278	64,450	150,900
Transfers/Others	0	0	0
TOTAL	<u>\$10,168,554</u>	<u>\$11,407,074</u>	<u>\$11,274,447</u>

PERSONNEL (full-time equivalent):

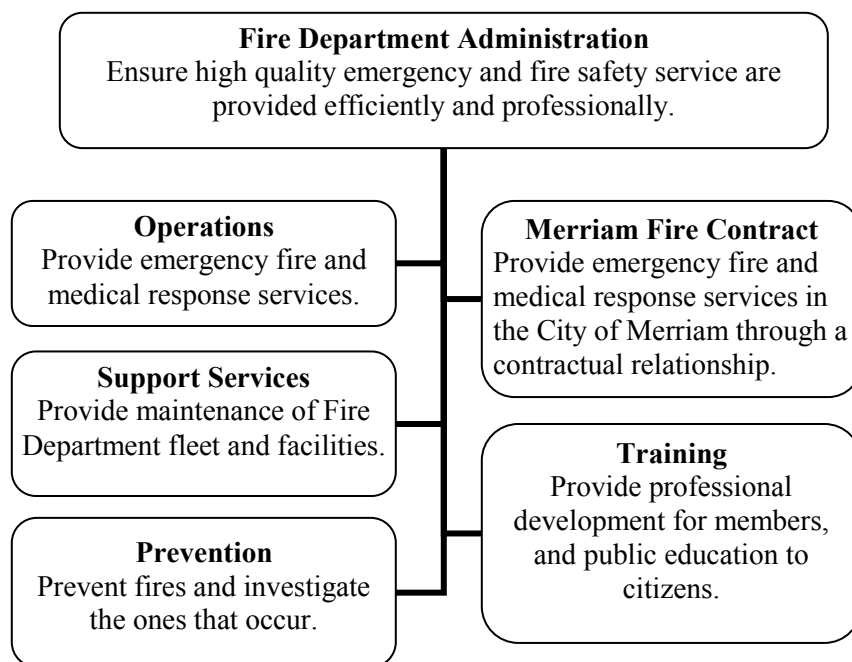
Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Police Lieutenant Colonel	1	1	1
Police Major	3	2	2
Police Captain	6	8	7
Police Sergeant	5	5	6
Police Officer	48	47	47
Admin, Police Fiscal Mgmt	1	1	0
Administrative Assistant	1	1	1
Police Dispatcher	10	10	15
Police Dispatcher, Senior	7	7	5
Crime Analyst	2	2	3
Crime Analyst, Senior	4	4	3
Inventory Control Clerk	1	1	0
Police Records Technician	5	5	5
Police Report Technician	0	0	1
Property Control Technician	3	3	3
Supervisor, Crime Analysis	1	1	1
Supervisor, Police Records	1	1	1
Supervisor, Property Unit	1	1	1
Supervisor, Police Dispatch	3	4	5
Total Full-time Employees:	<u>103</u>	<u>104</u>	<u>107</u>
Part-Time			
Mail Clerk - Police	0.00	0.00	0.71
Police Dispatcher	1.83	1.83	0.00
Property Control Clerk	0.14	0.14	0.14
Total Part-time Employees:	<u>1.97</u>	<u>1.97</u>	<u>0.85</u>
TOTAL FTEs	<u><u>104.97</u></u>	<u><u>105.97</u></u>	<u><u>107.85</u></u>

PROGRAM DESCRIPTION

Fire Administration is responsible for ensuring that the Overland Park Fire Department (OPFD) is fulfilling its mission to the citizens and patrons of Overland Park. This division constantly evaluates the effectiveness of service delivery and the costs associated with delivering fire protection and emergency medical services.

Fire Administration communicates the philosophies and mission of the Fire Department to employees to empower employees to use their skills and abilities to their maximum potential.

**FIRE DEPARTMENT -
ORGANIZATIONAL CHART**

**MISSION STATEMENT**

OPFD is a value-driven team of dedicated professionals committed to providing emergency, educational and specialized services for the purpose of saving lives and reducing property loss for the community we serve.

❖ *Providing effective leadership, management and administrative support to all areas of the department.*

AGENCY LOCATOR**Public Safety**

Fire
Administration ←
Operations
Prevention
Support Services
Training

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Fire Administration Division in 2016:

- *Provide leadership, management and administrative support to the Fire Department:*
 - ◆ Maintain highly valued services to internal and external customers. Performance measures will be utilized to assist in gauging effectiveness. The division will adjust accordingly to the changing and growing needs of the citizens. Measures include response times, patient contact times, code save rates and injury rates.
 - ◆ To enhance the quality of life in Overland Park, the Prevention Division, in conjunction with resources in the Planning and Development Services Department's Building Safety Division, will strive to prevent the occurrence of fire and injury through education and code enforcement. Performance measures include both commercial and residential fire loss, number of inspections conducted, business compliance rate, public education deliveries, and demographics of the program's audience.
 - ◆ In support of the Fire Department's mission, the Training Division will continue to develop employees. Performance measures include fire & EMS training hours, officer development program delivery, and employee retention within the probationary year.
 - ◆ Continue to explore service contracts with our fire-service partners to increase service to our citizens, while ensuring efficient investment of resources.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Fire Administration include:

- *Provide leadership, management and administrative support to the Fire Department:*
 - ◆ The Department continued to meet community needs. Operational call load in 2014 was 21,341 and included response areas formally contracted to other fire service providers.
 - ◆ Overland Park citizens ranked OPFD high in service satisfaction in the recent ETC survey.
 - ◆ Accomplished the 2014 fire department budget expenses at \$99.45 per capita population.
 - ◆ Executed the 2015 Fire Services Contract between the City of Merriam and City of Overland Park to transition 21 Merriam employees into the Overland Park Fire Department.
 - ◆ Established Squad House 47, providing ALS first-response to the eastern contract area of Overland Park.
 - ◆ Obtained the highest fire protection rating possible from the Insurance Services Office. OPFD is now one of the few departments in the country with an ISO classification of 1.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
Percent of fees bills that were collected:			
·EMS	66%	65%	65%
·Contract training	94%	100%	100%
·Facility rental	3%	100%	100%
·Miscellaneous	81%	95%	95%

EXPENDITURES:

General Fund (Fire Administration)	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$936,659	\$925,064	\$979,178
Commodities	152,631	115,390	132,075
Contractual	138,328	159,400	157,860
Capital Outlay	24,248	0	18,900
Transfers/Others	0	0	0
TOTAL	<u>\$1,251,866</u>	<u>\$1,199,854</u>	<u>\$1,288,013</u>
General Fund (Outside Contracts)	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	1,196,165	1,225,000	945,000
Capital Outlay	0	0	0
Transfers/Others	0	0	0
TOTAL	<u>\$1,196,165</u>	<u>\$1,225,000</u>	<u>\$945,000</u>

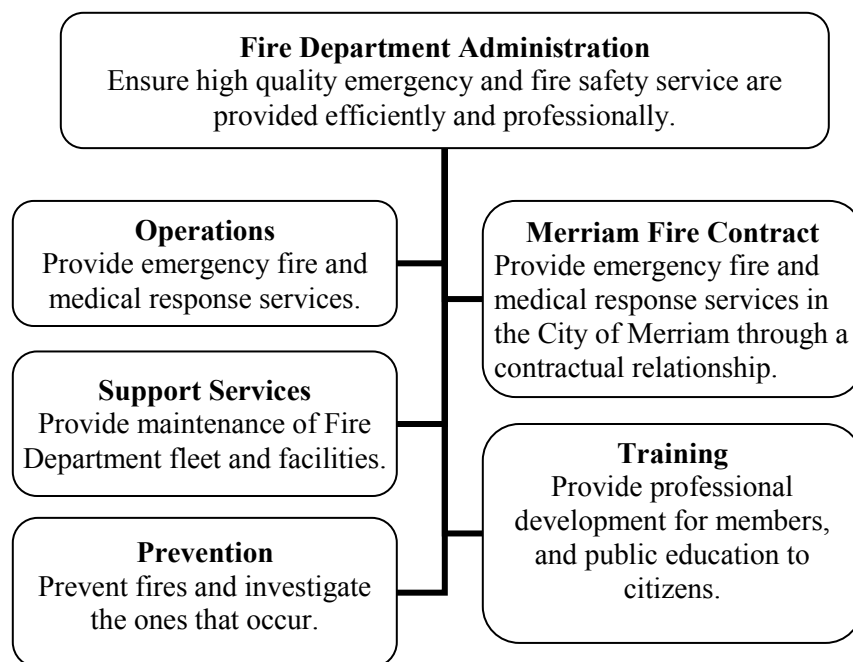
PERSONNEL (full-time equivalent):

Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Fire Chief	1	1	1
Deputy Fire Chief	1	1	1
Deputy Chief of Admin Services	1	1	1
Risk Management Officer	1	1	1
Manager, Media	1	1	1
Administrative Assistant	1	1	1
Administrative Clerk	1	1	1
Total Full-time Employees:	<u>7</u>	<u>7</u>	<u>7</u>
Part-Time			
None	0.00	0.00	0.00
Total Part-time Employees:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL FTEs	<u>7.00</u>	<u>7.00</u>	<u>7.00</u>

PROGRAM DESCRIPTION

The Fire Operations Division provides emergency fire and medical response services to the citizens and patrons of Overland Park. In addition, non-emergency calls for service are provided when the request falls within the scope of the Overland Park Fire Department's (OPFD) mission. Special operation services are provided in the areas of hazardous materials, water rescues and high-angle rescue.

**FIRE DEPARTMENT -
ORGANIZATIONAL CHART**

**MISSION STATEMENT**

*To prevent the loss
of life and property
by:*

- ❖ *Providing
timely and
effective fire
suppression,
EMS and
Special
Operations
response and
mitigation.*

AGENCY LOCATOR**Public Safety**

Fire

Administration

Operations ←

Prevention

Support Services

Training

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Fire Operations Division in 2016.

- *Providing timely and effective fire suppression, EMS and Special Operations response and mitigation:*
 - ◆ Ensure performance standards are met for the services provided.
 - Analyze data and effectiveness measures in accordance with Standards of Cover.
 - Develop and implement strategies to improve baseline response measures.
 - Minimize accident and injury rates.
 - ◆ Increase the use of alternative response vehicle (ARV) and squad resources to improve response time performance, optimize the effective response force for EMS incidents and reduce demand on heavy fire apparatus.
 - ◆ Develop and implement collaborative strategies with neighboring jurisdictions and contractual partners to improve fire, emergency medical and special operations service efficacy. Monitor the effectiveness of the Johnson County Inter-local (Mutual Aid) system.
 - ◆ Monitor response effectiveness and efficiency metrics relating to service enhancements with the Merriam consolidation and the former northern and eastern contract areas.
 - ◆ Continue collaborative analysis and planning efforts relating to the southern contract area fire service provision.
 - ◆ Plan and transition operational resources from the 159th Street station to the new public safety facility upon project completion.
 - ◆ Maximize technology, processes and equipment to respond and more efficiently mitigate fire, emergency medical and special operations incidents.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Fire Operations Division include:

- *Providing timely and effective fire suppression, EMS and Special Operations response and mitigation:*
 - ◆ In 2014 responded to 21,341 calls for service, including 17,549 requests for EMS aid.
 - ◆ Completed the first full year of applying and measuring Standards of Cover as an Internationally Accredited Agency, by the Commission on Fire Accreditation International (CFAI).
 - ◆ Expanded contractual partnership into full fire services consolidation with the City of Merriam, improving operational response efficiency and expanded Advanced Life Support (ALS) service coverage at a reduced cost for both municipalities.
 - ◆ Deployed a new 40 hour/week two-person ALS squad resource to reduce demand for larger fire apparatus response to Emergency Medical Service (EMS) incidents during peak call volume periods. This resource also provides for targeted response time improvement and improved resource reliability.
 - ◆ Completed analysis for ALS service enhancement in the eastern contract area. Received approval for staffing and related resources to deploy a new 24/7 ALS squad resource from a residential occupancy based "Squad House" station concept. This has already demonstrated

significant improvements to ALS response time and efficiency in heavy demand zones, removing the need for costly contractual service provision in that area.

- ◆ Repositioned a three-person fire response apparatus from the 119th Street and Hardy station to the 138th Street and Switzer station to improve response resource reliability south of 135th Street. This was done in concert with the aforementioned service enhancements north of 135th Street.
- ◆ Completed the first year of the Johnson County EMS System Medical Director program. This collaborative program is essential for continued clinical excellence and the provision of progressive emergency medical care. This program has been enhanced with the addition of a county EMS system quality assurance manager.
- ◆ Joined in a new Johnson County EMS system Cardiac Arrest Registry venture modeled off of the gold-standard method of reporting cardiac arrest metrics. This will enhance our ability to reliably capture, track and analyze data to ensure patients receive the best possible care. Moving forward we will have access to hospital outcome data for all cardiac arrest field resuscitations – this will serve to further improve the service we provide and to guide future changes and implementations.
- ◆ Expanded the Alternative Response Vehicle (ARV) concept to relieve response demand on larger fire apparatus in high demand areas.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
Average response time within Overland Park (minutes):			
·Emergency (Code 1)	3:44	4:00	4:00
·Non-emergency (Code 2)	5:07	5:00	5:00
Emergency responses within 5 minutes or less within the City	81.7%	80%	80%
Number of Civilian fire injuries	2	<5	<5
Number of Civilian fire deaths	1	1	0
WORKLOAD MEASURES			
Number of runs:			
·Structure fires	104	160	160
·Total fire incidents	3,761	3,980	3,980
·EMS	17,549	18,630	18,630
·HAZMAT	278	270	270

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$14,242,183	\$15,449,936	\$16,064,121
Commodities	127,477	189,260	136,635
Contractual	221,816	207,000	203,490
Capital Outlay	70,753	167,500	200,500
Transfers/Others	0	0	0
TOTAL	<u>\$14,662,229</u>	<u>\$16,013,696</u>	<u>\$16,604,746</u>

PERSONNEL (full-time equivalent):

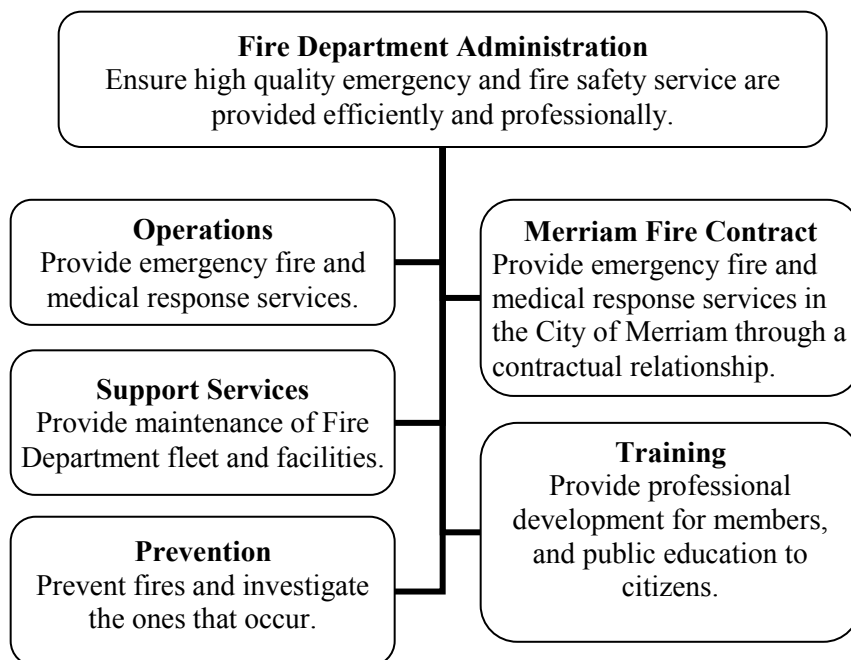
Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Fire Battalion Chief	6	6	6
EMS Chief	1	1	1
Fire Captain/EMT	14	14	14
Fire Captain/Paramedic	1	1	1
Fire Lieutenant/EMT	8	8	8
Fire Lieutenant/Paramedic	4	4	4
Lieutenant/EMS	8	7	7
Fire Medic	26	29	29
Firefighter	58	58	59
Paramedic	11	12	11
Total Full-time Employees:	<u>137</u>	<u>140</u>	<u>140</u>
Part-Time			
None	0.00	0.00	0.00
Total Part-time Employees:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL FTEs	<u>137.00</u>	<u>140.00</u>	<u>140.00</u>

PROGRAM DESCRIPTION

The Fire Department Prevention Division conducts fire and life safety inspections on all existing occupancies within the Department's first response area. The Prevention Division, in conjunction with the Planning and Development Service Department's Building Safety Division, also assists with limited plan reviews and performs acceptance testing on new buildings under construction, focusing on tactical response issues.

The Prevention Division also conducts fire investigations to determine the origin and cause of all fires and to learn better ways to prevent accidental fires through public education and safer building construction.

**FIRE DEPARTMENT -
ORGANIZATIONAL CHART**

**MISSION STATEMENT**

To preserve the life, safety and welfare of the citizens and property within the City of Overland Park by:

- ❖ *Providing code management, safety inspections, and education services to the community.*

AGENCY LOCATOR**Public Safety**

Fire
Administration
Operations
Prevention ◀
Support Services
Training

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Prevention Division in 2016:

- *Providing code management, safety inspections, and fire investigation services to the community:*
 - ◆ Perform fire inspections on existing commercial properties as required by ordinance.
 - ◆ Maintain or reduce the average number of re-inspections per property. With the implementation of the service fee program, distribution and use of the Fire Inspection Safety Handbook, and Notice to Appear procedure, the average number of re-inspections is expected to remain steady or be reduced.
 - ◆ Licensed daycares, group licensed daycares, schools, group homes, colleges, preschools, assisted living facilities, hospitals, ambulatory surgical centers, jail and detention facilities, and hotel/motels will be inspected annually by the fire department per the Kansas State Fire Marshal's MOU agreement.
 - ◆ The division will continue to assist law enforcement in a regional effort to preplan critical infrastructure/key resource (CI/KR) occupancies that are considered by the Department of Homeland Security to be of high consequence if damaged or attacked.
 - ◆ Continue to analyze the impact and importance of the Fire Inspection Handbook for business owners.
 - ◆ Continue to assist with the re-accreditation process regarding existing buildings and risk assessment related items.
 - ◆ Continue to work closely with the Building Safety, Planning and Permit Services divisions for better customer service.
 - ◆ Replace the fire inspector's field computers with a more versatile and efficient tablet computer that has an integrated camera, cloud access, apps and a better system to pull up statistics, enabling inspectors to be more efficient while performing inspections.
 - ◆ Assist the fire operations division with targeted pre-plans in the city.

2014 - 2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Prevention Division include:

- *Providing code management, safety inspections and fire investigation services to the community:*
 - ◆ The average fire inspection visit per business continues to be low in 2014 at 1.31.
 - ◆ Added five more fire investigators. This now provides four per shift and four in the prevention division, with a total of 16 fire department qualified and 3 police detectives assigned and certified as fire investigators.
 - ◆ Continue to partner with KDHE to present home daycare education classes to all new home daycare providers operating in Johnson County.
 - ◆ Total number of fire inspections for 2014 = 3,187.
 - ◆ Total of all types of fire inspections and contacts with the public = 6,061.
 - ◆ Total number of re-inspections 2014 = 913.
 - ◆ Fires investigated by the shift investigator or "on call" investigator as requested = 421.
 - ◆ Total number of fires investigated by company officers and shift investigators = 681.

- ◆ Continue to update the "New Construction Project Update" folder. This folder includes special meeting notes and developer correspondence details on new construction projects and is accessible to all fire personnel to view and keep up on projects occurring in their respective coverage areas.
- ◆ Continue to update our website to inform about sprinkler systems, blasting, smoke detectors, etc.
- ◆ Continue to enter all fire investigations into the BATS or Bomb Arson Tracking System per the Kansas State Fire Marshal's Office.
- ◆ Added a full-time fire inspector to our prevention team, as a result of the Merriam merger.
- ◆ Developed a fire inspector manual. This manual gives the new fire inspector important information as a new employee on what to expect as a fire inspector, important contact phone numbers, divisional procedures etc.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
Average number of inspections per business:	1.31	1.50	1.50
Percent of businesses requiring reinspection:	23%	25%	25%
WORKLOAD MEASURES			
Number of inspections completed::	3,187	3,500	3,500
Number of reinspections:	913	1000	1000

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$622,459	\$658,245	\$673,613
Commodities	7,191	10,150	9,790
Contractual	2,512	4,720	4,680
Capital Outlay	0	19,500	17,100
Transfers/Others	0	0	0
TOTAL	<u><u>\$632,162</u></u>	<u><u>\$692,615</u></u>	<u><u>\$705,183</u></u>

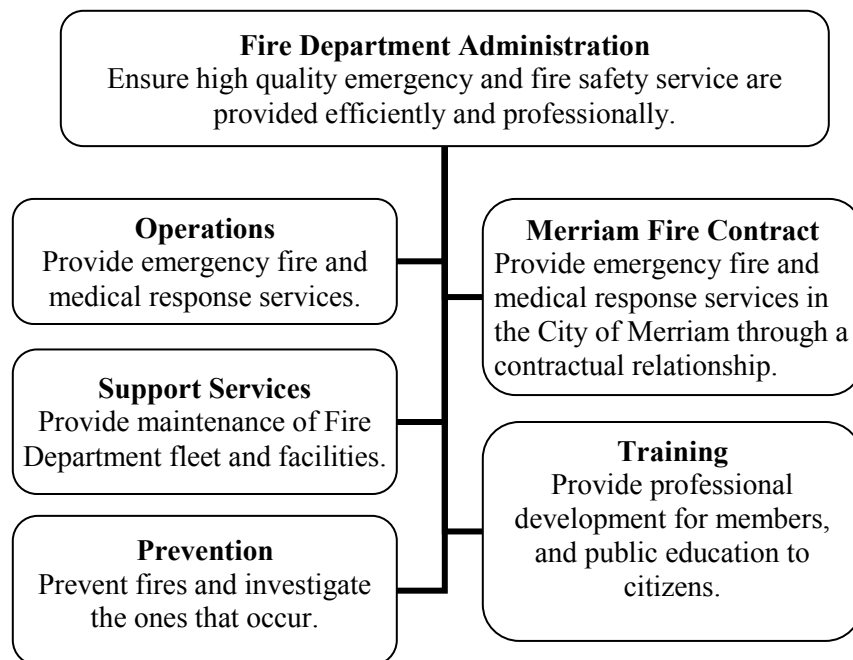
PERSONNEL (full-time equivalent):

Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Fire Marshal	1	1	1
Fire Inspector, Senior	2	2	2
Fire Inspector	2	2	2
Administrative Assistant	1	1	1
Total Full-time Employees:	<u>6</u>	<u>6</u>	<u>6</u>
Part-Time			
None	0.00	0.00	0.00
Total Part-time Employees:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL FTEs	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>

PROGRAM DESCRIPTION

The Fire Support Services Division of the Fire Department provides for the upkeep of the fleet, facilities, and equipment. Responsibilities include writing the specifications for equipment and vehicles and purchasing station supplies, equipment, vehicles and trucks.

**FIRE DEPARTMENT -
ORGANIZATIONAL CHART**

**MISSION STATEMENT**

To support Fire Department operations by:

- ❖ *Providing well-maintained facilities,*
- ❖ *Assuring fleet availability, and*
- ❖ *Purchasing equipment and supplies.*

AGENCY LOCATOR**Public Safety**

Fire

Administration

Operations

Prevention

Support Services ←

Training

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Fire Support Services Division in 2016:

- *Providing well-maintained facilities, assuring fleet availability and purchasing equipment and supplies:*
 - ◆ Provide proper service for all department vehicles by scheduling preventative maintenance, repairs, pump and aerial certifications, and safety inspections.
 - ◆ Inspect all facilities quarterly to assure they meet safety standards.
 - ◆ Acquire and prepare new vehicles.
 - ◆ Replace tools and equipment as scheduled and directed by operations.
 - ◆ Provide necessary equipment for new employees. Assess and replace equipment as needed.
 - ◆ Assess and update personal protective equipment (PPE) for firefighters and paramedics to maintain various standards.
 - ◆ Work with Facilities Management to ensure that Fire Department buildings are well maintained.
 - ◆ Work with Facilities Management to plan for future projects including kitchen remodeling, concrete replacement, roof repairs, and painting.
 - ◆ Work with city engineers, architects and project managers during the construction phase of a new Public Safety Facility.
 - ◆ Maintain the inventory management system to track all equipment.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Fire Support Services Division include:

- *Providing well-maintained facilities, assuring fleet availability and purchasing equipment and supplies:*
 - ◆ Filled an open part-time support services technician position to assist with daily logistical needs and contingent support for city-wide snow plowing capability.
 - ◆ Worked with city engineers and architects to complete the design phase of a new Public Safety Facility that will replace Fire Station 5. The construction contract was awarded to Crossland Construction with anticipated completion in 2016.
 - ◆ Coordinated with the related departments of the City of Merriam, Overland Park and Johnson County to transition the Merriam fire station and response vehicles to serve the new consolidated mission.
 - ◆ Coordinated with related OP City departments and community stakeholders to receive a special use permit, then procure and prepare a residential occupancy at 10418 Reeds Road as a "Squad House" Advanced Life Support station concept.
 - ◆ Worked with the Public Works Department, dealers and service centers to maintain fire department vehicles.
 - ◆ Accepted delivery and placed a new engine (pumper) assigned to Station 2 at 9^{5th} and Grant. This apparatus replaced a 2001 E-One pumper truck (Engine 42) which had over 122,000 miles, modernizing the current firefighting capabilities at Station 2, while also improving upon safety features and mechanical efficiencies.

- ◆ Accepted delivery and placed two new ambulances into existing fire stations. One ambulance was assigned to Station 2 at 95th and Grant and the second ambulance was assigned to Station 1 at 75th and Conser. These apparatus will replace the existing 2010 International AEV ambulance (Medic 1141) which has had over 130,000 miles, and 2009 International AEV ambulance (Medic 1142) which has over 166,000 miles; modernizing the current ALS transport capabilities at Station 1 and Station 2, while also improving upon safety features and mechanical efficiencies. The new ambulances will bring the ambulance fleet in line under the same chassis and will add additional 4-wheel-drive capability to the system.
- ◆ Assembled specifications and completed a pre-purchase order for a new rescue engine to be delivered in October of 2015 and assigned to the 119th and Hardy station. This apparatus will replace the current 2004 E-One rescue truck (Rescue 43) which is temporarily housed at the 138th and Switzer station. The replacement will significantly enhance the versatility and mission capability of the current apparatus to include compressed-air foam fire extinguishment while also while also improving upon safety features and mechanical efficiencies. This apparatus will continue to serve as our primary hazardous materials response team vehicle.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
Average operational readiness of fleet:			
·Fire apparatus	88%	91%	95%
·Ambulances	89%	90%	95%
·Staff vehicles	98%	98%	95%
WORKLOAD MEASURES			
Number maintained:	45	48	48
·Fire apparatus	18	18	18
·Ambulances	5	5	5
·Staff vehicles	22	20	20

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$13,304	\$26,946	\$26,929
Commodities	210,947	237,500	242,500
Contractual	275,970	292,654	318,534
Capital Outlay	43,237	15,000	20,000
Transfers/Others	0	0	0
TOTAL	<u>\$543,458</u>	<u>\$572,100</u>	<u>\$607,963</u>

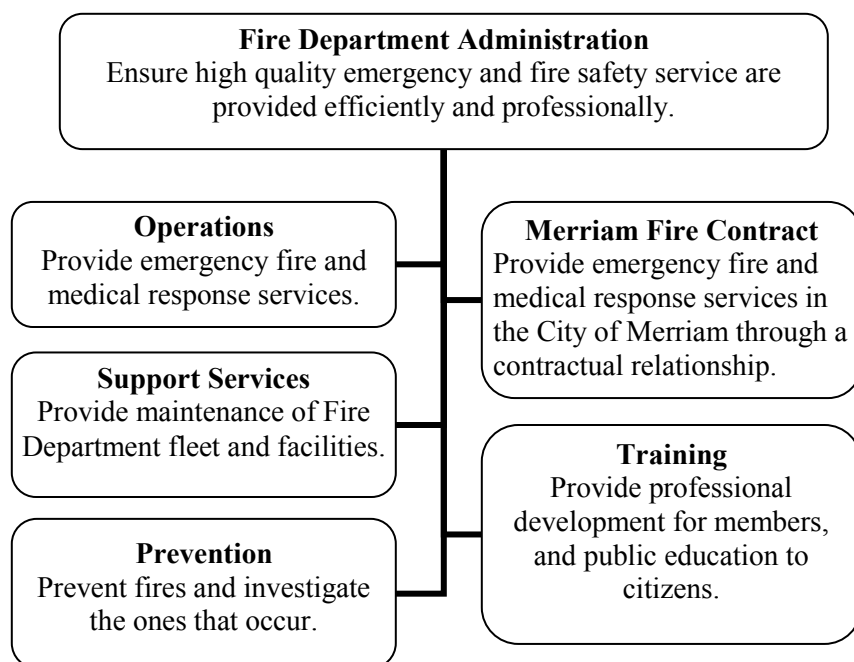
PERSONNEL (full-time equivalent):

Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
None	0	0	0
Total Full-time Employees:	0	0	0
Part-Time			
Support Services Tech	0.75	0.75	0.75
Total Part-time Employees:	0.75	0.75	0.75
TOTAL FTEs	0.75	0.75	0.75

PROGRAM DESCRIPTION

The Fire Training Division is responsible for providing professional development for Overland Park Fire Department employees, and public education to citizens.

**FIRE DEPARTMENT -
ORGANIZATIONAL CHART**

**MISSION STATEMENT**

*To change, modify
or improve
firefighting and EMS
skills by:*

- ❖ *Providing
effective
professional
development
and training
that meets the
needs of all
personnel in
the
Department,
and*
- ❖ *Provide
leadership
development
in all aspects
of our
organization.*

AGENCY LOCATOR**Public Safety**

Fire

Administration

Operations

Prevention

Support Services

Training ◀

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Fire Training Division in 2016:

- *Providing effective professional development and training that meets the needs of professional personnel in the Department:*
 - ◆ Meet the training performance indicators identified in the *Fire Service Self Assessment Manual* published by the Center for Public Safety Excellence.
 - ◆ Continue to develop a comprehensive training program using the priority levels defined by senior staff.
 - ◆ Ensure all members meet and sustain minimum requirements for assigned tasks.
 - ◆ Provide training opportunities for SORT members six times a year and document that members attend at least five out of the six offerings.
 - ◆ Monitor national consensus standards annually to ensure objective based lessons meet current standards and OPFD practices.
 - ◆ Achieve an overall minimum customer satisfaction rating of 3.0 on programs where Level I evaluations are used.
 - ◆ Achieve a cost per instructional hour of training of \$10.50 per instructional hour.
 - ◆ Deliver EMS continuing education lectures via video conferencing.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Fire Training Division include:

- *Providing effective professional development and training that meets the needs of professional personnel in the Department:*
 - ◆ Hosted Unified Command for Multi Hazard Incidents and EMS Quality Management from the National Fire Academy.
 - ◆ Started the Heart Safe CPR compression program.
 - ◆ Two captains were accepted into the National Fire Academy Managing Officer program.
 - ◆ Hosted ICS 300 from the Mid America Regional Council.
 - ◆ Hosted the 80-hour Hazardous Materials Technician program from the Kansas State Fire Marshal's Office.
 - ◆ Hosted the two-day Honor Guard Clinic.
 - ◆ Completed the Rope Rescue and Confined Space Academy for new members of the technical rescue team.
 - ◆ Hosted the Electrical Safety Trailer from KCPL.
 - ◆ Hosted 80-hour Fire Arson Class from the KS Chapter of the IAAL.
 - ◆ Hosted the KS KHP Truck Testing Trailer.
 - ◆ Conducted Paramedic, Firefighter and Driver/Aerial academies.
 - ◆ Sent three members to TEEX for dry chemical training.
 - ◆ Reached over 65,000 citizens with various types of public education programs.
 - ◆ Revised recruit academy and fire probationary program.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
Percent of firefighters qualified or certified to NFPA 1001 (Firefighter competencies):			
·Firefighter 1	100%	100%	100%
·Firefighter 2	100%	100%	100%
Percent of paramedics who are certified in ACLS:	91%	95%	100%
Academy recruits graduating from the academy:	100%	100%	100%
Academy recruits completing probation:	100%	100%	100%

WORKLOAD MEASURES

Number of training courses:			
·Overland Park Fire Department	378	375	400
·All other	57	110	125
Number of instructional hours:			
·Overland Park Fire Department	63,896	65,000	65,000
Average number of participants per course	9	10	10

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$658,039	\$683,887	\$701,715
Commodities	16,113	28,000	28,350
Contractual	78,134	80,985	83,365
Capital Outlay	0	0	18,900
Transfers/Others	0	0	0
TOTAL	<u><u>\$752,286</u></u>	<u><u>\$792,872</u></u>	<u><u>\$832,330</u></u>

PERSONNEL (full-time equivalent):

Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Training Chief	1	1	1
Training Officer	2	2	2
ALS Training Officer	1	1	1
Public Education Specialist	1	1	1
Administrative Assistant	1	1	1
Total Full-time Employees:	<u>6</u>	<u>6</u>	<u>6</u>
Part-Time			
None	0.00	0.00	0.00
Total Part-time Employees:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL FTEs	<u>6.00</u>	<u>6.00</u>	<u>6.00</u>

PROGRAM DESCRIPTION

The Fire Training Center Division is responsible for the operation of the Overland Park Fire Training Center and provides external training for industrial clients by the Overland Park Fire Department.

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Fire Training Center Division in 2016:

- *Provide training for external clients that includes:*
 - ◆ ACLS training for healthcare providers.
 - ◆ CPR and first aid for citizens.
 - ◆ Fire extinguisher training for private industry .
 - ◆ Haz Woper training for the private sector.
 - ◆ Specialized training topics for members of the fire service throughout the region
 - ◆ Improve the speaker's bureau to include department wide topics to the citizens of Overland Park.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Fire Training Center Division include:

- *Provide external training for private sector and citizens that included:*
 - ◆ ACLS training for health care providers.
 - ◆ Bi-monthly CPR programs in heart saver, health care provider and first aid.
 - ◆ Fire extinguisher training to citizens and private industry and business.
 - ◆ Haz Woper training for local hospitals in the county.
 - ◆ Support activities in the contract agreement with Johnson County Community College.

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$0	\$0	\$0
Commodities	42,435	74,000	74,000
Contractual	13,592	4,000	18,660
Capital Outlay	0	0	0
Transfers/Others	0	0	0
TOTAL	<u>\$56,027</u>	<u>\$78,000</u>	<u>\$92,660</u>

PROGRAM DESCRIPTION

The City of Merriam contracts with Overland Park to provide Fire and Emergency Medical Services. Expenses incurred by Overland Park for the provision of these services are reimbursed by the City of Merriam.

Overland Park commenced providing services for Merriam in 2014, with 2015 being the first year funding was allocated through the City's budget process. Reimbursement from the City of Merriam for the Merriam Fire Contract is received as revenue in the City's General Fund.

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of related to the Merriam Fire Contract in 2016:

- ◆ Continue to focus on the professional development needs of recently transitioned firefighters and officers.
- ◆ Continue efforts to align Prevention goals with the expectation of the Merriam City Council.
- ◆ Execute the 2016 Training & Development Package developed by the Training Chief.
- ◆ Work to confirm Merriam's ISO rating to align with Overland Park's 1 public protection classification (PPC) and Accreditation.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of related to the Merriam Fire Contract include:

- ◆ Transitioned 21 Merriam employees to the City of Overland Park.
- ◆ Added a 40-hr Fire Inspector in the Merriam Contract area to be the point of contact for inspection/permit needs and discontinued the use of the company inspection program.
- ◆ Executed the 2015 Training & Development Package developed by the Training Chief.
- ◆ Worked to re-determine Merriam's ISO rating to align with Overland Park's 1 public protection classification (PPC) and Accreditation.

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$181,638	\$180,410	\$2,091,212
Commodities	13,533	8,348	46,100
Contractual	6,971	2,700	42,078
Capital Outlay	0	0	0
Transfers/Others	0	0	0
TOTAL	<u>\$202,142</u>	<u>\$191,458</u>	<u>\$2,179,390</u>

PERSONNEL (full-time equivalent):

Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Fire Inspector	0	0	1
Fire Captain/EMT	0	0	3
Fire Lieutenant/EMT	0	0	3
Firefighter	0	0	11
Paramedic	0	3	3
Total Full-time Employees:	<u>0</u>	<u>3</u>	<u>21</u>
Part-Time			
None	0.00	0.00	0.00
Total Part-time Employees:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL FTEs	<u>0.00</u>	<u>3.00</u>	<u>21.00</u>



PUBLIC WORKS

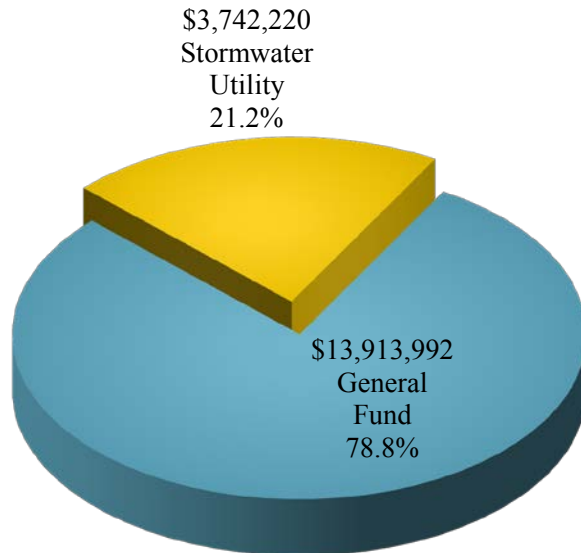
GOAL: Construct, manage and operate a stormwater, street and highway system, which is cost effective, safe, efficient, well maintained, compatible with the environment and visually pleasing.

COST CENTERS:

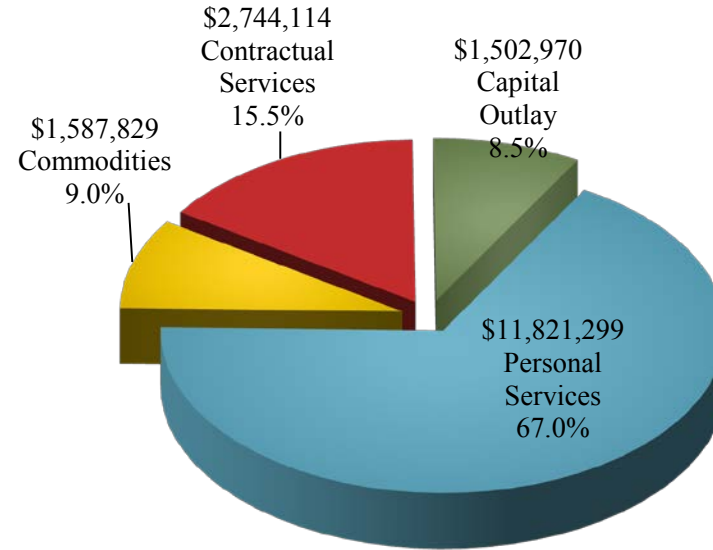
- Public Works Administration
- Street Engineering and Construction
- Stormwater Engineering
- Traffic Services
- Traffic Maintenance
- Street Maintenance
- Stormwater Maintenance
- Fleet Maintenance

2016 CITY OPERATING AND CONTRACTUAL EXPENDITURES BY FUND AND MAJOR PURPOSE

2016 Expenditures = \$17,656,212



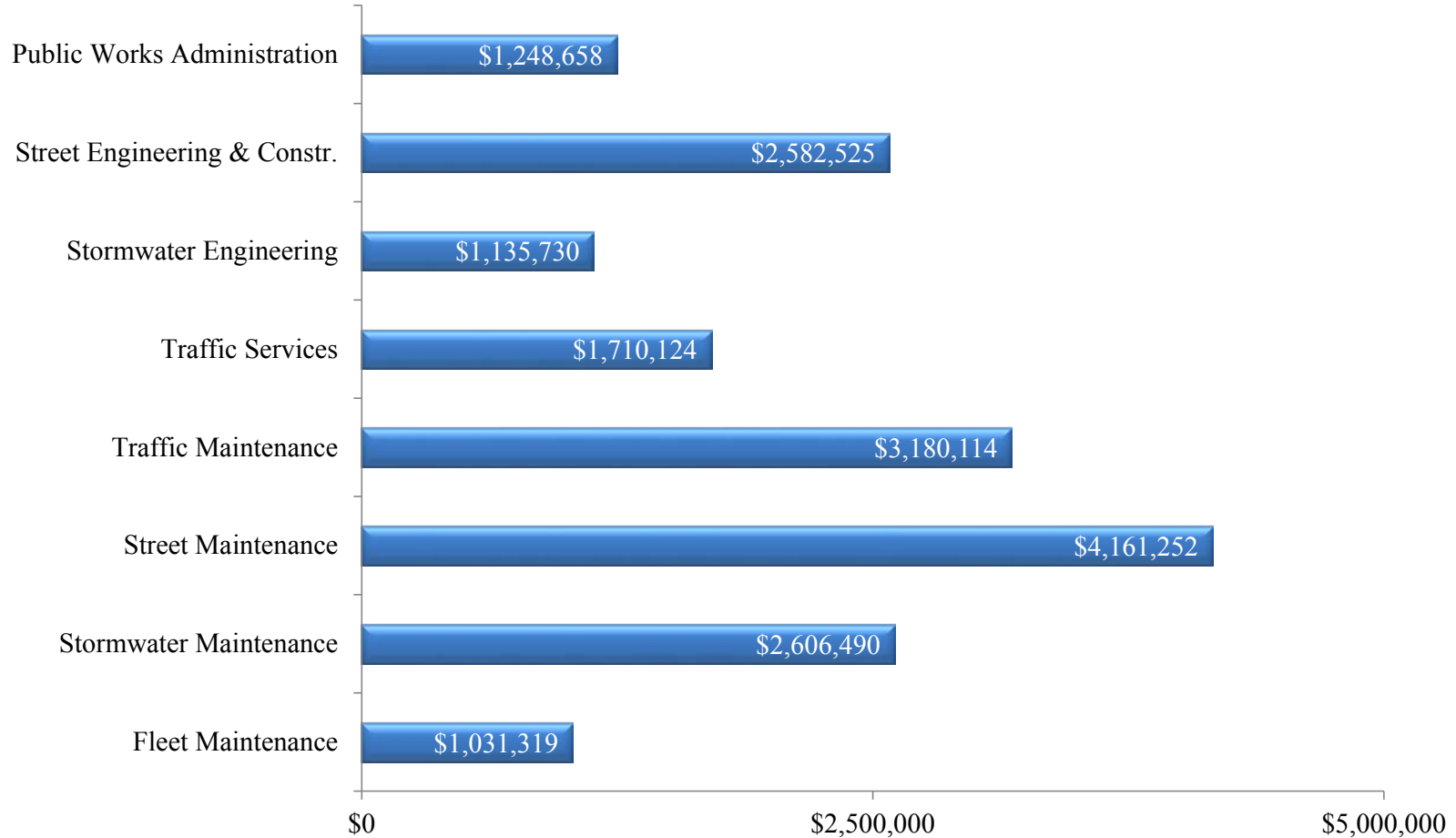
FUNDS



EXPENDITURE TYPE

Public Works Goal Area

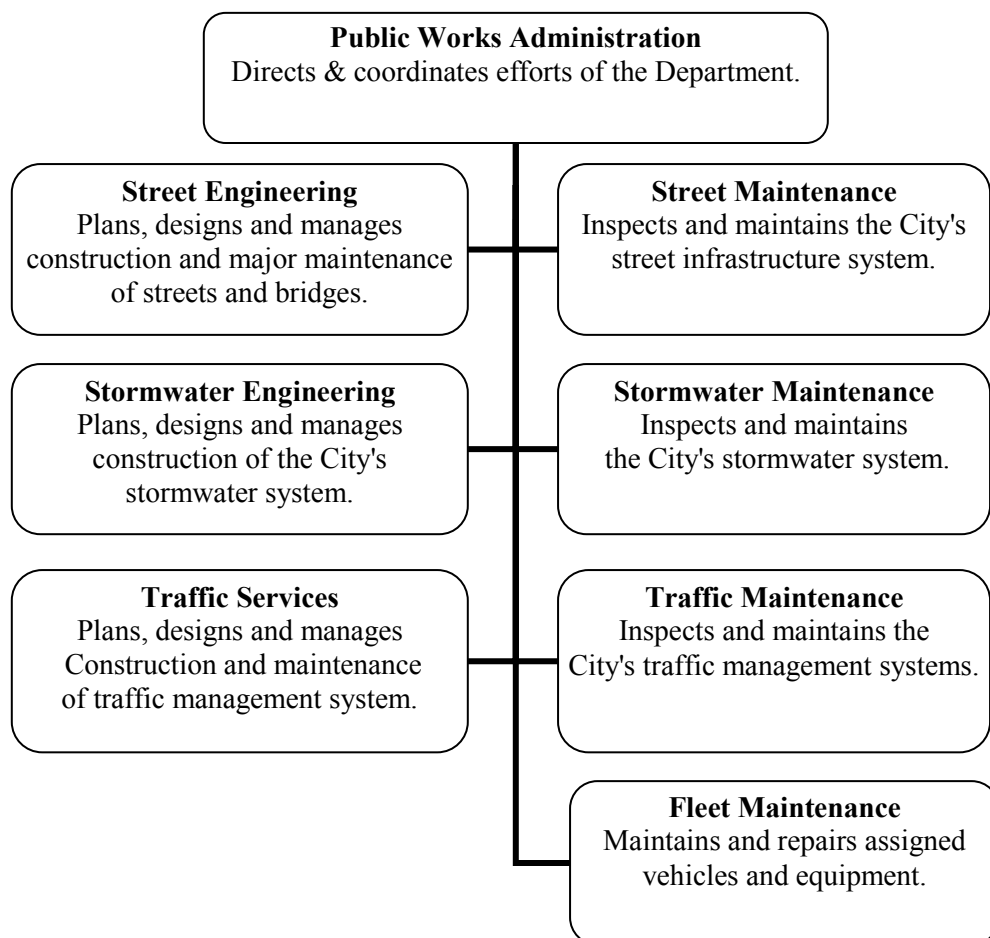
2016 OPERATING AND CONTRACTUAL EXPENDITURES Public Works Goal Area



PROGRAM DESCRIPTION

Public Works Administration directs and coordinates the Department's work areas. It is responsible for providing the leadership and vision necessary to fulfill the objectives of the Department's mission statement as it is appropriate to the role played by each area.

**PUBLIC WORKS -
ORGANIZATIONAL CHART**

**MISSION STATEMENT**

To contribute to the highest possible quality of life in the City by providing systems for the movement of people, goods and stormwater that are:

- ❖ *Safe: Enforce practices that prevent loss and injury among the public and employees,*
- ❖ *Convenient: Promote an ethic of superior customer service in the delivery of public service,*
- ❖ *Beneficial: Develop policies to protect and enhance the City's transportation systems, and*
- ❖ *Reliable: Continuously improve systems and operations for efficiency, dependability and consistency.*

AGENCY LOCATOR**Public Works**

Public Works
Administration ←
Street Engineering
Stormwater Engineering
Traffic Services
Traffic Maintenance
Street Maintenance
Stormwater Maintenance
Fleet Maintenance

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Public Works Administration Division in 2016:

- *Promote an ethic of superior customer service and continuous improvement in the delivery of public services:*
 - ◆ Maintain the department's management manual and project procedures manual (project management) Wikis to incorporate changes and new methods, policies, and procedures for improving operations and service efficiencies.
 - ◆ Continue regular briefing sessions with the Public Works Committee consisting of departmental activity updates, review of Governing Body policies, and future policy initiatives.
 - ◆ Continue to focus on cost-effective business practices, including asset management and activity based costing. Continue to improve our asset and work management systems to better track our work against specific assets, to track performance, and to improve our operations; have periodic operational reviews; and determine the most cost-effective mix of in-house vs. contract operations.
 - ◆ Expand public communication efforts to inform and gain feedback from citizens utilizing the City's website, social media, OP Cares system, e-news, timely mailings, and involvement with contractors to be responsive.
 - ◆ Continue to make use of automated vehicle location (AVL) information and equipment to allow better management of snow and ice control operations, and to provide timely public communications that inform the public of our progress.
 - ◆ Continue to improve our snow operations through our operator training program for new drivers, evaluating anti-icing materials and effective applications, optimizing snow plow routes and implementing lessons learned from past snow operations.
 - ◆ Work with managers/supervisors to identify and implement training and development programs, provide training resources, and arrange training and professional activities for employees.
 - ◆ Continue to implement and support the department's initiatives to strengthen communication, teamwork and development, as recommended by the 2015 employee committee study.
 - ◆ Assist with transition to Google software.
 - ◆ Assist with the implementation of the new fleet software system: Lucity Fleet.
 - ◆ Continue to deploy tablet computing devices for field personnel.
 - ◆ Develop succession plans in relevant areas to facilitate knowledge transfer and continuity.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Public Works Administration Division include:

- *Promote an ethic of superior customer service and continuous improvement in the delivery of public services:*
 - ◆ Successfully completed the American Public Works reaccreditation. Three practices cited as "Model Practices."
 - ◆ Completed the implementation of the Alert2 transmission protocol for improved and more reliable communications for our flood warning system. This upgrade also included installation of stream level sensors that are more reliable and that can remain in place during the winter months.
 - ◆ Developed and began the execution of a Roadway Information System (RWIS) maintenance plan to provide more useful information to the operational staff that need this information.

- ◆ Worked with IT and GIS to execute steps in the transition plan for migrating or updating in-house operational software.
- ◆ Coordinated, arranged and scheduled training of professional activities for employees.
- ◆ Encouraged and supported employees to apply for and complete the Supervisory Development, Leadership Forum, Certified Public Manager and Leadership Overland Park programs.
- ◆ Continued to expand internal communications efforts through the city's website, OPNET, department newsletters, and employee meetings to provide timely and increased information with regard to employees, events, goals and programs.
- ◆ Implemented recommendations of the department's workforce committee to strengthen: communication, teamwork and development.
- ◆ Worked with Dr. Scott Shuler of Colorado State University to improve the performance of chip seal, and with Dr. Allen Cooley to update the asphalt specifications to improve its performance.
- ◆ Continued support of the public snow map website.

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$1,084,363	\$1,155,050	\$1,109,544
Commodities	232,377	27,650	22,350
Contractual	59,064	87,224	92,564
Capital Outlay	1,959	0	24,200
Transfers/Others	0	0	0
TOTAL	<u>\$1,377,763</u>	<u>\$1,269,924</u>	<u>\$1,248,658</u>

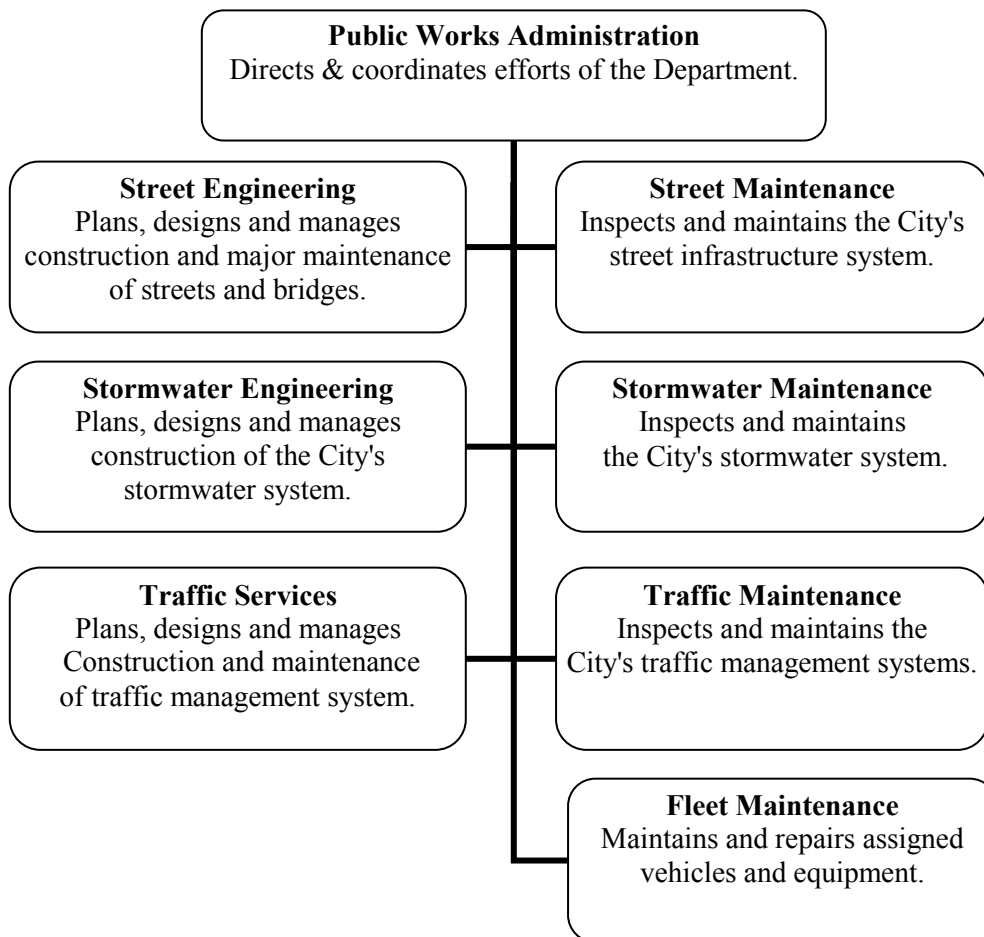
PERSONNEL (full-time equivalent):

Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Director, Public Works	1	1	1
Manager, Technical & Admin Services	1	1	1
Assistant to the Director	1	1	1
Contract Specialist	2	2	2
Engineering Systems Specialist	1	1	1
Staff Assistant	1	1	1
Work Mgmt Systems Administrator	1	1	1
Administrative Assistant	3	3	3
Total Full-time Employees:	<u>11</u>	<u>11</u>	<u>11</u>
Part-Time			
None	0.00	0.00	0.00
Total Part-time Employees:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL FTEs	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>

PROGRAM DESCRIPTION

Street Engineering and Construction is responsible for planning, designing and managing infrastructure construction and for the major maintenance of streets, bridges and storm sewer systems.

**PUBLIC WORKS -
ORGANIZATIONAL CHART**

**MISSION STATEMENT**

To contribute to the highest possible quality of life in the City by providing systems for the movement of people, goods and stormwater that are:

- ❖ *Safe: Use and enforce proper design and construction for roadway safety,*
- ❖ *Convenient: Reduce disruptions to the motoring public due to roadway conditions,*
- ❖ *Beneficial: Determine improvements system-wide consistent with present and future demands and*
- ❖ *Reliable: Utilize best design and construction practices for long-term infrastructure performance.*

AGENCY LOCATOR**Public Works**

Public Works
Administration
Street Engineering ◀
Stormwater Engineering
Traffic Services
Traffic Maintenance
Street Maintenance
Stormwater Maintenance
Fleet Maintenance

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Street Engineering and Construction Division in 2016:

- *Reduce disruptions to the motoring public due to roadway conditions by upholding proper design and construction standards:*
 - ◆ Maintain coordination effort to complete design with the KDOT on the US 69 "Brown" project.
 - ◆ Complete construction of 159th Street from Metcalf to Nall.
 - ◆ Complete construction of the US 69 and 159th Street Interchange.
 - ◆ Start construction of 159th Street from Nall to Mission.
 - ◆ Complete construction of Switzer Road from College to the Indian Creek Bridge.
 - ◆ Complete construction of a salt barn at the Parks Headquarters site.
- *Determine improvements system-wide consistent with present and future demands; and utilize best design and construction practices for long-term infrastructure performance:*
 - ◆ Complete all scheduled streets in the 2016 Street Improvement program for residential and thoroughfare streets.
 - ◆ Execute the 2016 chip seal program.
 - ◆ Execute the 2016 chip seal (UBAS) program.
 - ◆ Execute the 2016 Neighborhood Streets Reconstruction program including CDBG eligible streets.
 - ◆ Execute the 2016 bridge maintenance program.
 - ◆ Complete construction of a new public safety facility to replace Fire Station 5.
 - ◆ Continue to provide a lead role in facility project construction, management, and major maintenance.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Street Engineering and Construction Division include:

- *Determine improvements system-wide consistent with present and future demands; and utilize best design and construction practices for long-term infrastructure performance:*
 - ◆ Completed construction of the Roe Bridge over I-435 project with the Kansas Department of Transportation (KDOT).
 - ◆ Started construction of US 69 and 159th Street Interchange Improvements.
 - ◆ Started construction of Switzer from College to the Indian Creek Bridge.
 - ◆ Started construction of 159th Street from Metcalf to Nall.
 - ◆ Completed construction of 75th Street from Frontage Road to Switzer.
 - ◆ Completed the annual Street Improvement Program (residential, and thoroughfare overlay) for all streets scheduled for 2015.
 - ◆ Completed the Neighborhood Streets Reconstruction Program for 2015.
 - ◆ Completed the 2015 chip seal (UBAS) program.
 - ◆ Completed the 2015 chip seal program.
 - ◆ Completed the 2015 bridge maintenance program.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
Percent of CIP project contracts completed by original contract date:			
·CIP	20.0%	10.0%	100.0%
·Major Maintenance	0.0%	80.0%	90.0%
Average cost change of projects during construction:			
·CIP	-9.5%	0.0%	0.0%
·Major Maintenance	17.0%	2.0%	2.0%
Percent of citizens in street maintenance project areas reporting that they are satisfied or very satisfied with:			
·Completed project	53%	70%	80%
·City staff customer service	77%	90%	90%
·Contractor's attitude and responsiveness	80%	80%	80%
·Information provided about the project	62%	80%	80%
·Quality of work	61%	75%	90%
·Cleanliness and upkeep of work area	61%	75%	80%
·Inconvenience experienced during work	63%	80%	80%
Percent of citizens in construction project areas reporting that they are satisfied or very satisfied with:			
·Completed project	79%	80%	80%
·City staff attitude and responsiveness	82%	90%	90%
·Construction worker's attitude and responsiveness	84%	80%	80%
·Information provided about the project	61%	80%	80%
·Quality of work	80%	90%	90%
·Cleanliness and upkeep of work area	73%	80%	80%
·Inconvenience experienced during work	56%	65%	80%
EFFICIENCY/WORKLOAD MEASURES			
Number of CIP/Maintenance projects inspected per project inspector	3	4	2
Number of right-of-way permits issued:	1,349	1,400	1,400
Dollar value of fees collected for right-of-way permits	\$81,407	\$85,000	\$85,000
Number of street projects managed for:			
·CIP	41	25	25
·Maintenance	11	25	25

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$2,264,932	\$2,444,884	\$2,434,702
Commodities	37,060	44,724	44,724
Contractual	79,535	76,769	76,499
Capital Outlay	150	26,600	26,600
Transfers/Others	0	0	0
TOTAL	<u>\$2,381,677</u>	<u>\$2,592,977</u>	<u>\$2,582,525</u>
 1-8 Cent Sales Tax Fund	 <u>2014 Actual</u>	 <u>2015 Budget</u>	 <u>2016 Budget</u>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	0	0	0
Capital Outlay	0	0	0
Transfers/Others	6,160,000	6,350,000	9,465,000
TOTAL	<u>\$6,160,000</u>	<u>\$6,350,000</u>	<u>\$9,465,000</u>

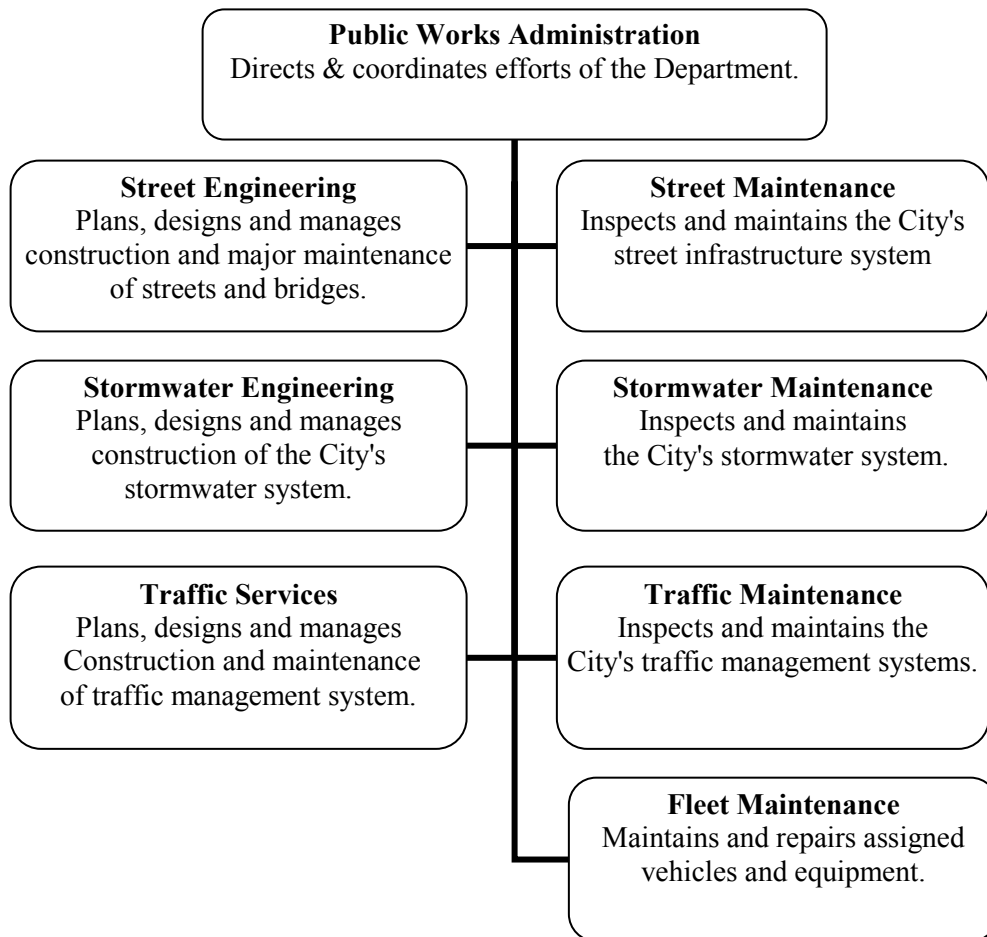
PERSONNEL (full-time equivalent):

Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Assistant City Engineer	1	1	1
City Engineer	1	1	1
Civil Engineer II	1	1	1
Civil Engineer, Senior	4	4	5
Construction Inspector I	0	1	1
Construction Inspector II	1	1	1
Construction Inspector, Senior	5	4	3
Engineering Technician, Senior	6	6	4
Engineering Technician I	0	0	1
Right-of-Way Coordinator	1	1	1
Supervisory Civil Engineer	1	1	1
Supervisor, Construction Inspector-PW	1	1	1
Total Full-time Employees:	<u>22</u>	<u>22</u>	<u>21</u>
Part-Time			
Pavement Condition Evaluator	1.42	1.42	1.89
Right-of-Way Coordinator	0.00	0.00	0.50
Total Part-time Employees:	<u>1.42</u>	<u>1.42</u>	<u>2.39</u>
 TOTAL FTEs	 <u>23.42</u>	 <u>23.42</u>	 <u>23.39</u>

PROGRAM DESCRIPTION

Stormwater Engineering is responsible for managing the conveyance of stormwater throughout the City. This task involves the planning, designing, construction and major maintenance management of infrastructure and stream improvements. Stormwater Engineering is also responsible for the environmental impact of stormwater runoff as it flows into area rivers and streams. These tasks are accomplished through evaluating and conducting stormwater studies and implementing programs to protect and enhance water quality. In addition, the operation and maintenance of the City's ALERT flood warning system falls under the Stormwater Engineering Division's responsibilities.

**PUBLIC WORKS -
ORGANIZATIONAL CHART**

**MISSION STATEMENT**

To contribute to the highest possible quality of life in the City by providing systems for the movement of people, goods and stormwater that are:

- ❖ *Safe: Protect the public from urban flooding and reduce pollutant levels in stormwater runoff,*
- ❖ *Convenient: Conduct proactive public outreach regarding City-wide floodplain and stormwater issues,*
- ❖ *Beneficial: Evaluate the impact of the City's stormwater policies to anticipate and avoid future problems, and*
- ❖ *Reliable: Seek industry best practices to determine enhancements.*

AGENCY LOCATOR**Public Works**

Public Works
Administration
Street Engineering
Stormwater Engineering ←
Traffic Services
Traffic Maintenance
Street Maintenance
Stormwater Maintenance
Fleet Maintenance

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Stormwater Engineering Division in 2016:

- *Protect the public from urban flooding, and reduce pollutant levels in stormwater runoff:*
 - ◆ Complete construction of Monitor Square Storm Drainage Improvements along Tributary 1 of Indian Creek in the vicinity of 103rd Street and Rosewood.
 - ◆ Complete construction of the Stanley Storm Drainage project along Negro Creek in the vicinity of 152nd and Metcalf.
 - ◆ Complete construction of storm sewer replacement along 87th Street, US69 to Santa Fe Drive
 - ◆ Complete storm sewer upgrades as part of the 2016 Neighborhood Street Reconstruction program.
 - ◆ Complete Stormwater Management Plan as part of the new National Pollutant Discharge Elimination System (NPDES) permit.
 - ◆ Continue water quality monitoring of the City's impaired waters (Wolf Creek, Coffee Creek and Tomahawk Creek).
 - ◆ Continue upgrades to the Johnson County and Overland Park flood warning systems consistent with the Johnson County Flood Warning System Implementation and Management study.
- *Conduct proactive public outreach regarding citywide floodplain and stormwater issues:*
 - ◆ Continue public outreach and education to Overland Park residents on the importance of environmental and water quality concerns.
 - ◆ Continue partnerships with the Mid-American Regional Council (MARC), Johnson County, local schools, and other interested groups and clubs to expand education and participation in water quality and environmental sustainability activities.
 - ◆ Continue operations of the City's flood warning system and the STORMWATCH website.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Stormwater Engineering Division include:

- *Protect the public from urban flooding, and reduce pollutant levels in stormwater runoff:*
 - ◆ Completed construction of storm sewer improvements in the vicinity of 92nd Place & Switzer Road.
 - ◆ Completed construction of 103rd Street & Connell Ditch liner Improvements along Tributary 5 of Indian Creek.
 - ◆ Completed design and commenced construction of Monitor Square Storm Drainage Improvements along Tributary 1 of Indian Creek in the vicinity of 103rd Street and Rosewood.
 - ◆ Completed design and commenced construction of the Stanley Storm Drainage project along Negro Creek in the vicinity of 152nd and Metcalf.
 - ◆ Completed design of replacement of corrugated metal pipe along 87th Street, US69 to Santa Fe Drive.
 - ◆ Continued upgrades to the Johnson County and Overland Park flood warning systems, including the addition of Gage-Adjusted Radar Rainfall (GARR); integration of Indian Creek, Tomahawk Creek, Turkey Creek, Blue River and Mill Creek watershed models into AVISO FS; and the continued enhancement of the STORMWATCH website.

- ◆ Continued to implement programs under the city's Clean Water Act National Pollutant Discharge Elimination System (NPDES) permit including the development of new Stormwater Management Plan; and water quality monitoring of the City's impaired waters (Wolf Creek, Coffee Creek and Tomahawk Creek).
- *Conduct proactive public outreach regarding citywide floodplain and stormwater issues:*
 - ◆ Continued to provide personal field visits to citizens with storm drainage concerns.
 - ◆ Continued publishing our monthly environmental newsletter "Eco-Connect."
 - ◆ Provided stormwater and water quality presentations to classrooms and small group meetings.
 - ◆ Supported the Blue River Watershed Association (BRWA) in their water quality education efforts at local schools.
 - ◆ Partnered with the Parks and Forestry Department to integrate water quality education.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
Percent of citizens in stormwater project areas reporting that they are satisfied or very satisfied with completed project:	NA	80%	80%
Percent of stormwater system inspected per year:			
· Storm inlets/junction boxes	6%	5%	5%
· Stormwater pipes	4%	5%	5%
Stormwater system condition rating (1 = critical 5 = excellent)			
· Box culverts	4.0	4.5	4.5
· Enclosed pipe	4.5	4.5	4.5
WORKLOAD MEASURES			
Citizen complaints and inquiries concerning storm water problems:	35	80	80
Number of water quality presentations given:	7	16	10

EXPENDITURES:

Stormwater Utility Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$569,917	\$690,232	\$828,637
Commodities	6,013	8,600	8,615
Contractual	206,864	349,727	293,478
Capital Outlay	0	0	5,000
Transfers/Others	0	0	0
TOTAL	<u><u>\$782,794</u></u>	<u><u>\$1,048,559</u></u>	<u><u>\$1,135,730</u></u>

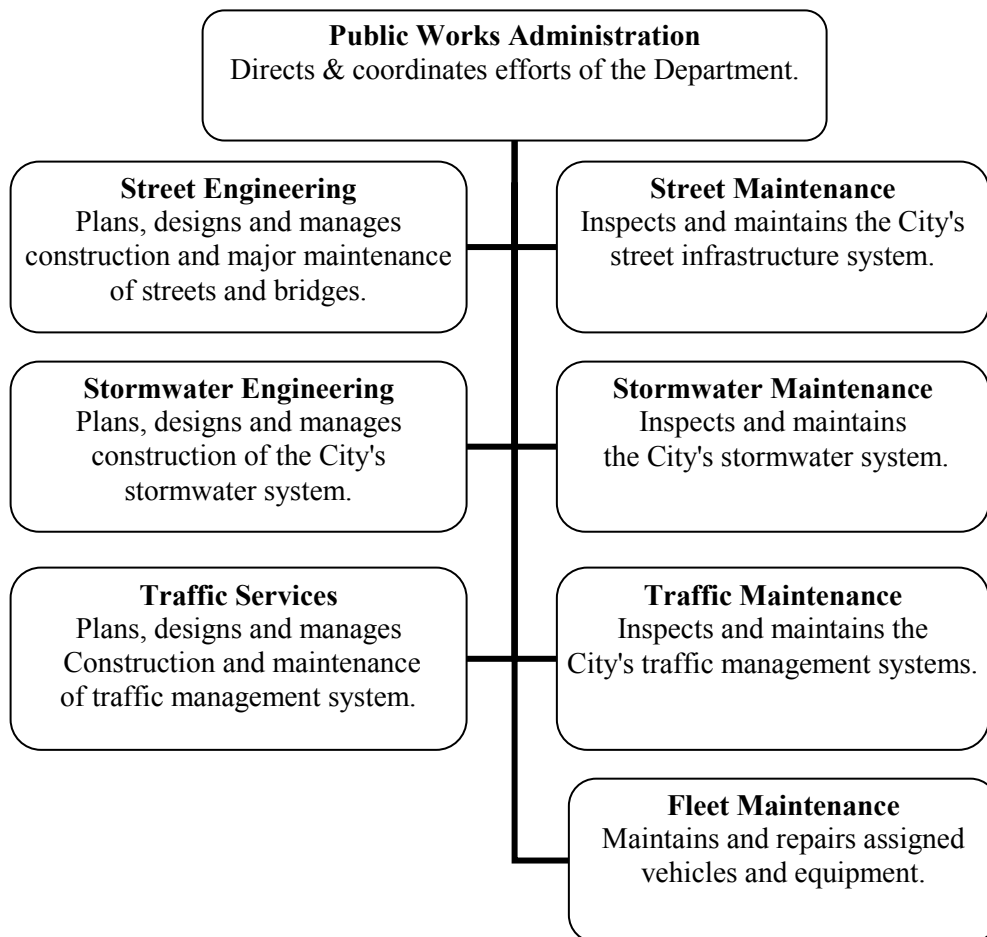
PERSONNEL (full-time equivalent):

Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Supervisory Civil Engineer	1	1	1
Civil Engineer, Senior	1	1	0
Civil Engineer II	0	0	1
Water Quality Specialist	1	1	1
Construction Inspector, Senior	0	0	1
Construction Inspector I	1	1	1
Engineering Technician II	0	0	0
Engineering Technician, Senior	2	2	2
Total Full-time Employees:	<u>6</u>	<u>6</u>	<u>7</u>
Part-Time			
Stormwater Engineering Aide	0.00	0.46	0.46
Total Part-time Employees:	<u>0.00</u>	<u>0.46</u>	<u>0.46</u>
TOTAL FTEs	<u><u>6.00</u></u>	<u><u>6.46</u></u>	<u><u>7.46</u></u>

PROGRAM DESCRIPTION

The Traffic Services Division is responsible for planning, designing and managing the City's traffic flow. These tasks are accomplished through the installation and operation of traffic control devices on public streets throughout the City.

**PUBLIC WORKS -
ORGANIZATIONAL CHART**

**MISSION STATEMENT**

To contribute to the highest possible quality of life in the City by providing systems for the movement of people, goods, and stormwater that are:

- ❖ *Safe: Meet recognized standards for and promote innovations in traffic safety policy and practices,*
- ❖ *Convenient: Optimize efficient traffic flow throughout the City,*
- ❖ *Beneficial: Promote multi-modal transportation choices, and*
- ❖ *Reliable: Ensure the operational readiness of the City's transportation technology network.*

AGENCY LOCATOR**Public Works**

Public Works
Administration
Street Engineering
Stormwater Engineering
Traffic Services ➡
Traffic Maintenance
Street Maintenance
Stormwater Maintenance
Fleet Maintenance

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Traffic Services Division in 2016:

- *Optimize efficient traffic flow throughout the City:*
 - ◆ Install approximately five additional closed-circuit television cameras to increase the monitoring capabilities of the Overland Park Traffic Control System (OPTCS).
 - ◆ Continue a regular replacement program to install high definition CCTV cameras to replace aging equipment that is analog-based and wearing out.
 - ◆ Increase the number of video detection cameras to the city's operating system and determine strategies to increase their effectiveness.
 - ◆ Enhance the Overland Park Traffic Website to provide citizens with additional traffic information such as incident locations and motorist information.
 - ◆ Continue the citywide migration to updated signal controllers to provide enhanced technological capabilities.
 - ◆ Work with Johnson County Transit to refine Bus Rapid Transit technology along the Metcalf Avenue corridor.
 - ◆ Promote bicycle usage as a viable modal choice by participating in "Bike to Work Week" in May and designate certain routes in OP as bike routes. Continue implementation of the OP Safe Bicycle Use Outreach Project study recommendations.
 - ◆ Work with KC Scout to integrate with the City's system to allow for travel time information to be posted to motorists.
 - ◆ Deploy the dynamic trailblazer signs along College Blvd. using the Intelligent Traffic System (ITS) Set-Aside grant from Kansas Department of Transportation (KDOT).
 - ◆ Construct new traffic signals as needed.
- *Meet recognized standards for and promote innovation in traffic safety policy and practices:*
 - ◆ Utilize the citywide traffic calming policy to address citizens' concerns about neighborhood traffic flow, congestion management and safety, and advocate for funding in the capital improvement program process.
 - ◆ Promote awareness of roundabouts and advocate for more to be installed in new developments and at existing intersections. This includes two new roundabouts as part of the widening of 159th Street in front of Blue Valley High School and two new roundabouts as part of the City Place development near Switzer and College.
 - ◆ Look for opportunities where tablet computing can increase productivity in the field.
 - ◆ Implement recommendations from the Southern OP Transportation Plan regarding future lane configurations.
- *Ensure the operational readiness of the city's transportation technology network:*
 - ◆ Replace aging traffic signals as needed.
 - ◆ Design project to replace KCPL leased streetlights purchased in 2013 with a major capital project in 2017 (replacing about 150 streetlights with new LED, city standard poles).
 - ◆ Add LED streetlight heads to projects where budgets allow.
 - ◆ Continue to look at removing unwarranted traffic signals as projects are considered.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Traffic Services Division include:

- *Optimize efficient traffic flow throughout the City:*
 - ◆ Over 136 closed-circuit television (CCTV) cameras have been installed to increase the monitoring capabilities of OPTCS.
 - ◆ The City has approximately 100 miles of fiber installed which connects the City traffic signal system to both the Command and Control Center and each city facility. In 2014, two miles of fiber on 159th Street between Quivira and Antioch were installed. In 2015, fiber will be installed to 107th and Nall, Indian Creek Parkway and Mission, and 143rd and Newton.
 - ◆ The Overland Park Traffic Website continues to provide citizens with additional traffic information such as streaming video from our CCTV cameras. Additional CCTV cameras were added and incident information is available on the website.
 - ◆ Two years ago, the CCTV camera information was added to a snowplow web portal to give citizens better information when snowstorms hit our area. Additional cameras were added to the page as deployed them in the field.
 - ◆ Continued to work with the traffic signal central software (TranSuite) that was brought on-line in 2006-2007 to control the signal system and traffic signals. New updates/modules have been added through the multi-jurisdictional Operation GreenLight project.
 - ◆ Added another batch of new 2070 model controllers to enhance the ability to work with the TranSuite software. As of March 2015, all of our intersections are using model 2070 controllers.
 - ◆ Continued using Facebook to relay traffic information to residents and interested users.
- *Meet recognized standards for and promote innovation in traffic safety policy and practice:*
 - ◆ Continued to advocate for roundabout construction.
 - ◆ Staff is conducting an analysis of crashes using crash rates based on traffic volume data.
 - ◆ Over 1,000 crash videos were captured as part of our traffic-monitoring program.
 - ◆ Obtained CMAQ funds for a Safe Bicycle Use Outreach Project for OP. Project was kicked-off in November 2013 with an expected duration of 12 months. The study will have a final public hearing on April 13, 2015.
 - ◆ A study of the southern arterial system commenced in February 2014 and is complete. The study helps determine the appropriate capacity needs and number of lanes over the next 25+ years for our southern thoroughfares.
- *Ensure the operational readiness of the City's transportation technology network:*
 - ◆ Made additional hardware installations and facility and field component connections to OPTCS to protect against data loss and improve communication effectiveness. This consisted of one additional mile of fiber optic cable and six closed-circuit television cameras.
 - ◆ Added compressed natural gas generators and battery backup at critical traffic management locations to ensure operation of traffic signals and ITS hardware during power outages.
 - ◆ The City is currently waiting on KCScout to finish a software upgrade that will allow the city to tie the traffic center to its network. Work on the City's end is complete. When connected the City will be able to provide travel time information to our DMS's.
 - ◆ Work is underway to deploy a traffic adaptive signal system along 135th Street from Switzer to Nall as a test bed for KDOT (as well as a different system along 95th Street from Quivira to Nieman).
 - ◆ Replaced traffic signals at Johnson Drive/Foster Avenue, 95th and Quivira, 103rd and Roe, I-435 and Roe, 127th and Pflumm (and the signal at Antioch/Hadley will be replaced in late 2015). New

signals for 2015 are being readied at ICP/Mission Rd, 137th/Nall, 143rd/Newton, 151st/Marty, 163rd/Antioch, 159th/Nall.

- ◆ One unwarranted traffic signal was approved for removal at Antioch and 97th Street.
- ◆ The city purchased the leased streetlight system for \$2.1M (2,070 streetlights) from KCPL.
- ◆ LED streetlights were added along 159th Street between Quivira and Antioch as well as along Switzer from 151st to 159th.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
Percent of citizens rating the roadways as safe or very safe:	77%	90%	90%
Percent of citizens reporting that they are satisfied or very satisfied with the flow of traffic/congestion management:	63%	75%	75%
Number of traffic accidents:			
·Fatality	3	2	0
·Accident with injuries	926	900	900
·Accident with no injuries	3,814	3,500	3,500
EFFICIENCY/WORKLOAD MEASURES			
Number of accidents per 1,000 population:	26.5	25.0	25.0
Number of engineering plans prepared:			
·In House	13	15	15
·Contract	36	30	30
Number of projects managed:			
·CIP	14	12	12
·Major Maintenance	11	10	10
Number of citizen requests:			
·Assigned for investigation	147	200	200
· Investigation completed	111	130	130
Number of travel time runs conducted:	773	700	700
Number of speed surveys conducted:	16	50	50

EXPENDITURES:

<u>General Fund</u>	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$1,217,529	\$1,428,473	\$1,511,684
Commodities	11,748	15,650	15,850
Contractual	124,006	134,110	134,120
Capital Outlay	4,432	0	48,470
Transfers/Others	0	0	0
TOTAL	\$1,357,715	\$1,578,233	\$1,710,124

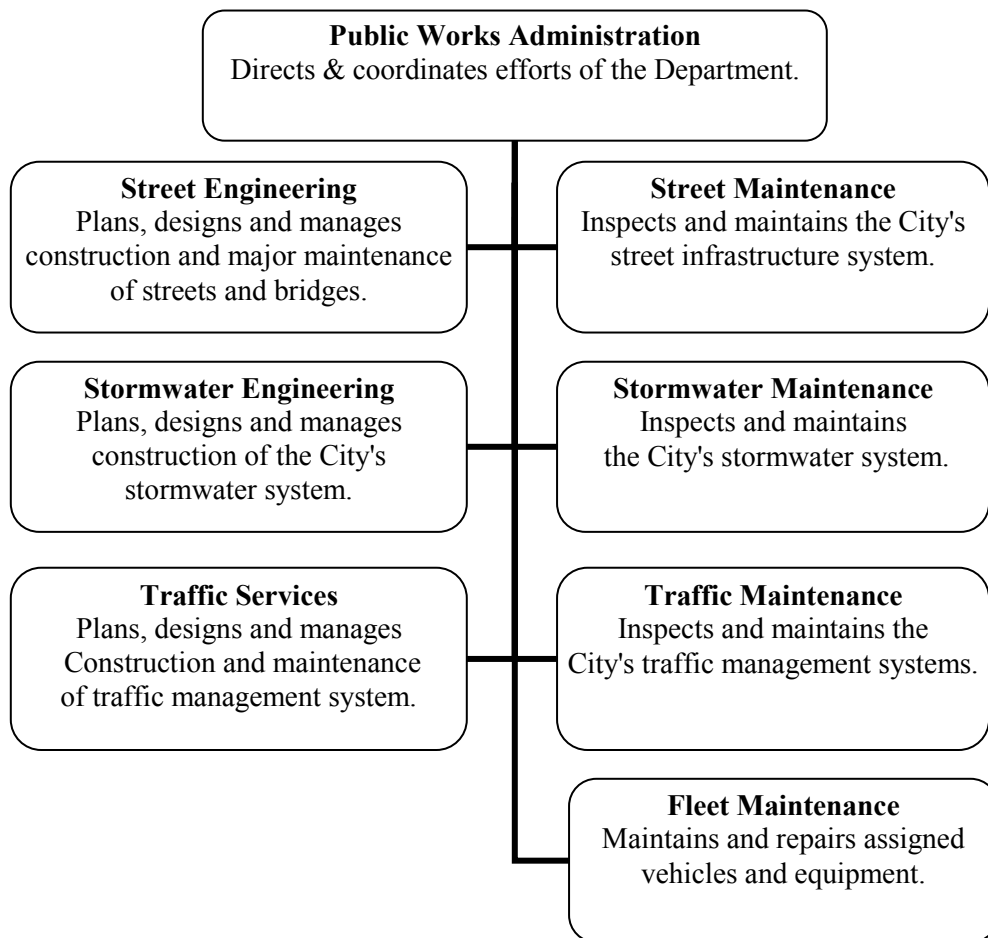
PERSONNEL (full-time equivalent):

Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
City Traffic Engineer	1	1	1
Asst City Traffic Engineer	1	1	1
Supervisory Civil Engineer	1	1	1
Civil Engineer, Senior	2	1	1
Civil Engineer II	1	2	2
Traffic Engineering Technician, Senior	4	4	4
Traffic Engineering Technician	1	1	1
Transportation Project Inspector I	0	0	2
Transportation Project Inspector Senior	2	2	1
Total Full-time Employees:	<u>13</u>	<u>13</u>	<u>14</u>
Part-Time			
None	0.00	0.00	0.00
Total Part-time Employees:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL FTEs	<u>13.00</u>	<u>13.00</u>	<u>14.00</u>

PROGRAM DESCRIPTION

Traffic Maintenance is responsible for keeping the City's traffic control and traffic management devices in operational condition. These devices include approximately 260 traffic control signals, electronic video monitoring devices, over 30,000 traffic signs, pavement delineation markings and roughly 14,000 streetlights. The Traffic Maintenance Division is guided in its work by the Manual on Uniform Traffic Control Devices or (MUTCD).

**PUBLIC WORKS -
ORGANIZATIONAL CHART**

**MISSION STATEMENT**

To contribute to the highest possible quality of life in the City by providing systems for the movement of people, goods, and stormwater that are:

- ❖ *Safe: Plan for and maintain traffic system elements to ensure for safe movement of vehicles and pedestrians throughout the City,*
- ❖ *Convenient: Prompt response to service requests for repairs, timely replacement or upgrade of elements, and programmed traffic system improvements,*
- ❖ *Beneficial: Dependable operation, efficient and safe navigation for citizens and economic vitality of City, and*
- ❖ *Reliable: Monitor the City's traffic infrastructure assets.*

AGENCY LOCATOR**Public Works**

Public Works
Administration
Street Engineering
Stormwater Engineering
Traffic Services
Traffic Maintenance ◀
Street Maintenance
Stormwater Maintenance
Fleet Maintenance

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Traffic Maintenance Division in 2016:

- *Plan for and maintain traffic system elements to ensure for safe movement of vehicles and pedestrians throughout the City:*
 - ◆ Conduct scheduled inspections of all traffic control and traffic management systems. Repair or replace defective items through programmed line item budget allowances.
 - ◆ Conduct scheduled inspections of all electrical power backup devices and perform required routine maintenance (power electrical generators and battery backup systems).
 - ◆ Conduct annual audit of citywide sign retro-reflectivity levels and replace noncompliant signs through programmed line item budget allowances.
 - ◆ Conduct annual audit of pavement marking visibility, repainting or replacing markings through programmed line item budget allowances
 - ◆ Conduct scheduled inspections of all street lights, repairing or replacing defective items through programmed line item budget allowances.
- *Monitor the City's traffic infrastructure assets:*
 - ◆ Track and map changes to the city's inventory of traffic signs, street lights, traffic signals and pavement markings by inputting additions/ revisions into asset management records.
 - ◆ Assist/ support the Public Works Traffic Engineering Division in determining annual traffic counts for selected area streets and intersections.
 - ◆ Assist/ support the Public Works Traffic Engineering Division manage the operation of traffic management assets by responding to service complaints including after hours and weekends.
 - ◆ Track operating reliability of city street lights through regularly scheduled night runs.
- *Dependable operation, efficient and safe navigation for citizens and economic vitality of City:*
 - ◆ Continue efforts to reduce levels of electrical power consumed by traffic control devices and street lighting. Example, continue efforts to convert residential street lights to Light Emitting Diodes (LEDs).
 - ◆ Continue partnerships with Police, Public Works Traffic Engineering and other departments and/or agencies in the planning and execution of traffic control measures for scheduled events and emergency response incidents.
 - ◆ Perform regular maintenance and repair to traffic infrastructure utilizing industry best practices and trained/ qualified repair technicians.
 - ◆ Provide responsible field locates of city owned underground utility wiring in connection with requests made by private contractors and other agencies working in the City's right of way.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Traffic Maintenance Division include:

- *Planned for and maintained traffic system elements to ensure for safe movement of vehicles and pedestrians throughout the City.*
 - ◆ Completed the annual retro-reflectivity inspection of city traffic signs.
 - ◆ Maintained a 97% reliability rating on thoroughfare street light operations.
 - ◆ Consolidated the manufacture of traffic signs to one facility, increasing production efficiency and removing the need for duplicate sign-making equipment.

- *Provided prompt response to service requests for repairs, replacement or upgrade of elements, and programmed traffic system improvements.*
 - ◆ Responded effectively to traffic signal, street light, and traffic sign problems requiring repair or replacement to resolve malfunctioning or damaged units.
 - ◆ Upgraded 13 lighting bollards at the downtown Farmer's Market to LED technology.
 - ◆ Repainted and replaced pavement markings as part of an annual program to maintain pavement markings integral to traffic safety visible to the motoring public.
 - ◆ Replaced traffic signs identified as not meeting retro reflectivity standards as part of an annual program to maintain signs integral to traffic safety visible to the motoring public.
- *Monitored the City's traffic infrastructure assets.*
 - ◆ Recorded the addition of streetlights, traffic signs and signals into asset management software.
 - ◆ Completed an inspection audit of auxiliary power systems connected to traffic signals. The audit identified current condition, maintenance/ repair need and operational importance of each system.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
Percent of citizens rating quality of street lighting repair and maintenance as good or very good:	79%	90%	90%
Percent of street light maintenance requests completed within three working days:	76%	80%	80%
WORKLOAD MEASURES			
Number of street light repairs:	2,547	2,400	2,400
Number of traffic signal repairs:	1,547	2,000	2,000

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$1,276,528	\$1,324,802	\$1,344,149
Commodities	354,704	490,020	475,020
Contractual	1,340,532	1,345,555	1,360,945
Capital Outlay	0	170,000	0
Transfers/Others	0	0	0
TOTAL	<u><u>\$2,971,764</u></u>	<u><u>\$3,330,377</u></u>	<u><u>\$3,180,114</u></u>

PERSONNEL (full-time equivalent):

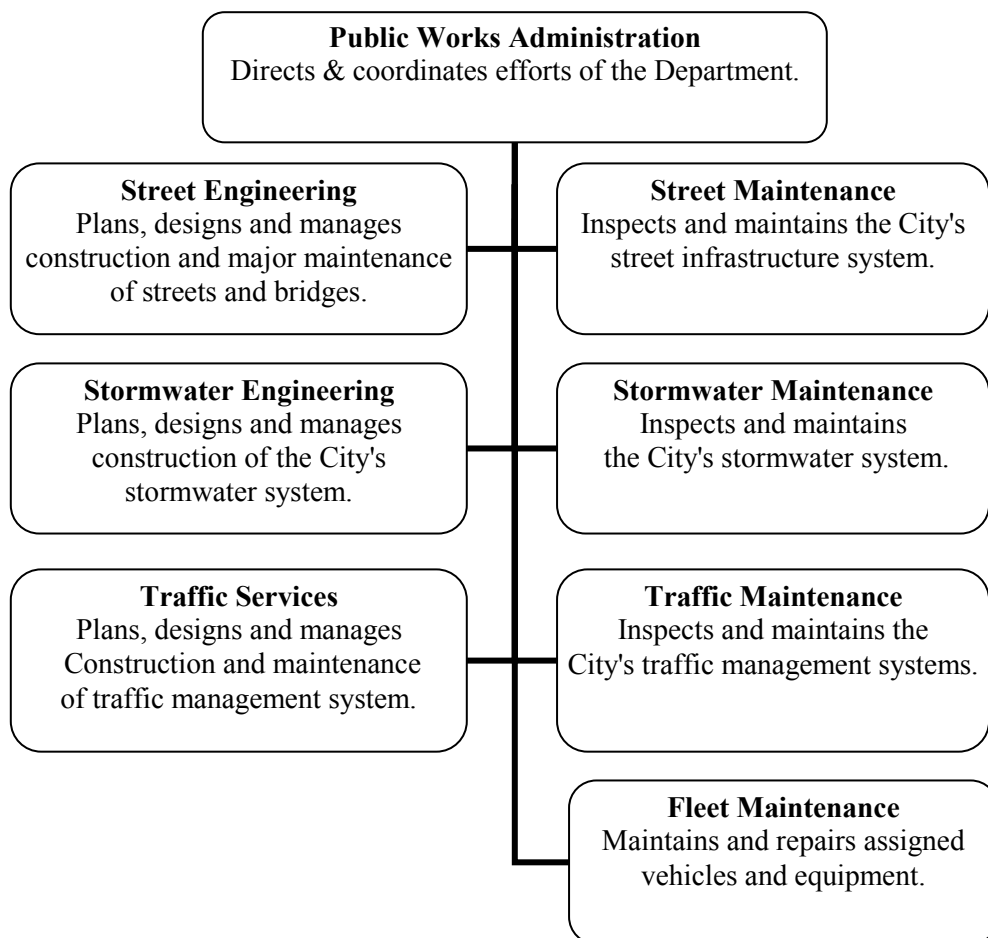
Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Supervisor, Public Works Maintenance	1	1	1
Maintenance Crew Leader	1	1	1
Maintenance Utility Locator Technician	1	1	1
Maintenance Worker, Senior	2	2	0
Maintenance Worker	0	0	2
Street Lighting Technician	4	4	4
Traffic Control Technician	3	3	3
Traffic Signal Specialist	4	4	4
Total Full-time Employees:	<u>16</u>	<u>16</u>	<u>16</u>
Part-Time			
None	0.00	0.00	0.00
Total Part-time Employees:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL FTEs	<u>16.00</u>	<u>16.00</u>	<u>16.00</u>

PROGRAM DESCRIPTION

Street Maintenance is responsible for performing minor maintenance on City's streets and bridge infrastructure.

Street Maintenance inspects and performs minor maintenance on streets, bridges and curbs within the City's transportation infrastructure system. Where applicable, Street Maintenance also supports property owner responsibilities for sidewalk maintenance by making minor surface repairs. Street Maintenance is responsible for snow and ice control on City streets and bridges.

**PUBLIC WORKS -
ORGANIZATIONAL CHART**

**MISSION STATEMENT**

To contribute to the highest possible quality of life in the City by providing systems for the movement of people, goods, and stormwater that are:

- ❖ *Safe: Inspect and maintain the transportation infrastructure to ensure safe travel throughout the City,*
- ❖ *Convenient: Establish open communication and prompt response to the public concerning maintenance issues,*
- ❖ *Beneficial: Preserve the utility and longevity of the City's transportation infrastructure to sustain its economic prosperity and*
- ❖ *Reliable: Provide timely, reliable and cost-effective procurement, maintenance and repair of street infrastructure.*

AGENCY LOCATOR**Public Works**

Public Works
Administration
Street Engineering
Stormwater Engineering
Traffic Services
Traffic Maintenance
Street Maintenance ←
Stormwater Maintenance
Fleet Maintenance

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Street Maintenance Division in 2016.

- *Preserve the utility and longevity of the City's transportation infrastructure in a cost-effective manner.*
 - ◆ Perform year-round minor maintenance to City streets such as repair of street potholes, removal and replacement of small area street defects, sealing of small and wide pavement cracks and repair of street guard rails.
 - ◆ Perform minor preventive maintenance activities such as surface sealing of bridge decks and street retaining walls.
 - ◆ Assist Public Works Engineering Division's contract maintenance program by preparing street asphalt for surface sealing.
- *Inspect and maintain the transportation infrastructure to ensure safe travel throughout the City.*
 - ◆ Conduct regular systematic inspections of city streets to identify areas requiring maintenance or minor repairs for the given year.
 - ◆ Provide sidewalk maintenance support to residential property owners through minor patching or grinding of elevated edges.
 - ◆ Conduct periodic inspection of curbs and medians to identify locations needing removal of debris and/or minor patch repairs.
 - ◆ Conduct periodic inspection of retaining walls and pedestrian handrails for maintenance needs.
 - ◆ Provide annual snow and ice control on city streets and bridges.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Street Maintenance Division include:

- *Inspect and maintain the transportation infrastructure to ensure safe travel throughout the City.*
 - ◆ Completed requests to remove trip hazards along residential sidewalks through surface patching or grinding of elevated edges.
 - ◆ Provided equitable services to annexed areas so as to maintain uniformity among all residents in the City.
- *Preserve the utility and longevity of the City's transportation infrastructure in a cost-effective manner.*
 - ◆ Completed the preparation of street pavements in connection with the 2015 contracted street maintenance program. Effort included completion of a major milestone of completing the current year's work and beginning the next program cycle.
 - ◆ Completed sealing pavement cracks in streets which are three years beyond their last contracted maintenance sequence.
- *Responded to routine and emergency street maintenance needs in a timely and professional manner.*
 - ◆ Successfully executed the 2014-2015 snow & ice control program.
 - ◆ Provided efficient response to citizen requests to perform minor surface patch repairs in streets and curbs.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
Percent of thoroughfare pavements with an International Roughness Index (IRI) of 185 or less:	93%	90%	100%
Percent of collector, residential street and parking lot pavements with a pavement condition index (PCI) rating of 55 or higher:	79%	87%	100%
Percent of collector and residential street curbs with a curb condition index (CCI) rating of 80 or higher:	78%	70%	70%
Average PCI of collector and residential streets	71	80	80
Average days to complete pothole repair from time of report:	7	3	3
WORKLOAD MEASURES			
Number of snow events	11	12	12
Number of pothole repairs made:	2,053	5,500	5,500
Number of lane miles of street overlay			
· Residential/Collector	12	30	30
· Thoroughfare	19	15	15

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$2,133,763	\$2,411,168	\$2,456,099
Commodities	736,373	490,650	487,650
Contractual	476,919	291,613	295,803
Capital Outlay	469,627	578,300	921,700
Transfers/Others	0	0	0
TOTAL	<u>\$3,816,682</u>	<u>\$3,771,731</u>	<u>\$4,161,252</u>
Special Street and Highway Fund			
	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	0	0	0
Capital Outlay	0	0	0
Transfers/Others	4,550,000	4,600,000	4,830,000
TOTAL	<u>\$4,550,000</u>	<u>\$4,600,000</u>	<u>\$4,830,000</u>

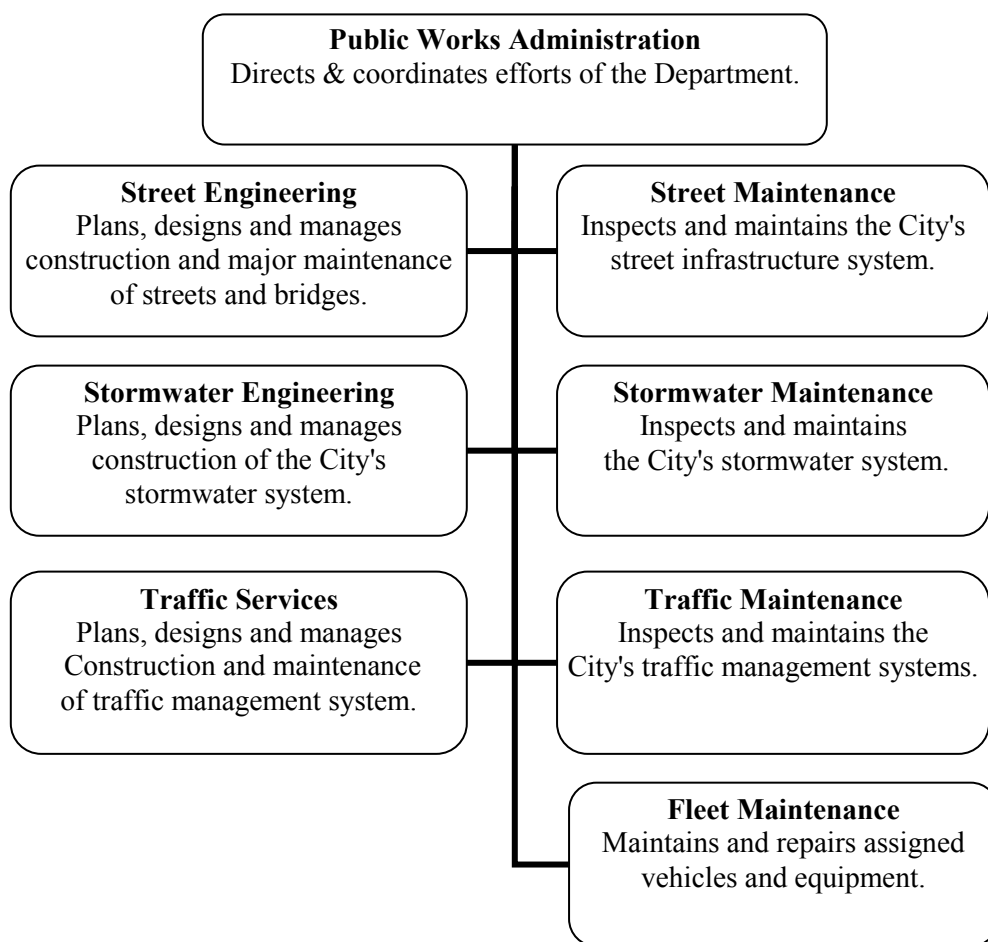
PERSONNEL (full-time equivalent):

Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Supervisor, Public Works Maintenance	2	2	2
Manager, Maintenance Operations	1	1	1
Supt, Public Works	1	1	1
Construction Specialist	2	2	2
Engineering Technician, Senior	1	1	1
Equipment Operator	4	4	4
Inventory Control Specialist	1	1	1
Maintenance Crew Leader	2	2	2
Maintenance Worker	11	14	17
Maintenance Worker, Senior	8	7	5
Administrative Assistant	2	2	2
Total Full-time Employees:	<u>35</u>	<u>37</u>	<u>38</u>
Part-Time			
Public Works Laborer	0.87	0.00	0.00
Maintenance Worker	0.87	0.00	0.00
Total Part-time Employees:	<u>1.74</u>	<u>0.00</u>	<u>0.00</u>
TOTAL FTEs	<u>36.74</u>	<u>37.00</u>	<u>38.00</u>

PROGRAM DESCRIPTION

Stormwater Maintenance is responsible for inspecting and maintaining the stormwater runoff collection and conveyance system in a safe and clean condition. System elements include curb inlets, area inlets, junction boxes, pipe, and roadway ditches. Maintenance activities are conducted to comply with the Federal Clean Water Act, specifically Phase II of the National Pollutant Discharge Elimination System (NPDES). Maintains and implements the flood management program.

**PUBLIC WORKS -
ORGANIZATIONAL CHART**

**MISSION STATEMENT**

To contribute to the highest possible quality of life in the City by providing systems for the movement of people, goods and stormwater that are:

- ❖ *Safe: Determine improvements system-wide consistent with present and future demands and conduct activity to prolong long-term infrastructure performance,*
- ❖ *Convenient: Accommodate service requests from the public concerning stormwater system maintenance and repairs,*
- ❖ *Beneficial: Inspect and repair for adequate conveyance as designed to minimize flooding and damage to public and private property, and*
- ❖ *Reliable: Manage assets, conduct inspections and complete repairs to ensure system integrity and function.*

AGENCY LOCATOR**Public Works**

Public Works
Administration
Street Engineering
Stormwater Engineering
Traffic Services
Traffic Maintenance
Street Maintenance
Stormwater Maintenance ◀
Fleet Maintenance

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Stormwater Maintenance Division in 2016:

- *Respond to service requests from the public concerning stormwater system maintenance and repair:*
 - ◆ Conduct an annual street sweeping program to reduce public complaints of dirt and debris in streets and pollutants reaching the storm water management system.
 - ◆ Identify system deficiencies through annual inspection of storm water drainage infrastructure, to include piping, inlet structures, stream banks and channels.
 - ◆ Perform regular cleaning, maintenance and repairs to storm water drainage infrastructure .
 - ◆ Provide necessary roadway ditching to convey water safely and help prevent erosion to roadways.
- *Manage assets, conduct inspections and complete repairs to ensure system integrity and function:*
 - ◆ Perform systematic video inspections of storm drainage network.
 - ◆ Track inspection results through computerized work management system allowing repair and maintenance problems to be prioritized.
 - ◆ Inspect roadside ditches and perform improvements as identified to support the maintenance of unimproved roadways.
 - ◆ Sweep city streets twice a year; seasonally at the end of winter approximately April 1, and prior to the end of fall approximately November 1, and sequentially between those times whereas conditions require.
 - ◆ Establish and execute best management practices for National Pollutant Discharge Elimination System (NPDES) Phase II compliance.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Stormwater Maintenance Division include:

- *Manage assets, conduct inspections and complete repairs to ensure system integrity and function:*
 - ◆ Completed televised inspection of 180,000 linear feet of storm drain piping. Assessed the condition of inspected areas and completed over 400 minor repairs, including 293 inlets.
 - ◆ Removed 100 cubic yards of sediment and debris from the city's storm drainage system, reducing opportunities for system failures to develop and pollutants to reach water ways.
 - ◆ Completed inspection of underground box culverts.
 - ◆ Completed the 2014 street sweeping program, removing 2,900 cubic yards of debris from city streets.
 - ◆ Assisted the Public Works Engineering Division's seal coating program through supplemental sweeping of designated streets.
 - ◆ Completed a program to manual identify the location and cleaning schedule of storm water quality structures, (BMP's).
- *Accommodate service requests from the public concerning stormwater system maintenance and repair:*
 - ◆ Provided efficient response to resident drainage complaints, and where applicable, coordinate work efforts with the Public Works Engineering Division to resolve major drainage issues.

- *Determine improvements system-wide consistent with present and future demands, and conduct activity to prolong long-term infrastructure performance:*
 - ◆ Assisted Public Works Engineering in the identification and prioritization of storm drain inlets to be replaced as part of the street overlay/ reconstruction program.
 - ◆ Assisted the Planning Division by inspecting developer-constructed storm drain infrastructure to identify deficiencies prior to acceptance for city ownership.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
Percent of stormwater system inspected per year in accordance with established schedule:			
·Storm inlets	6%	5%	5%
·Stormwater pipes	4%	5%	5%
·Box culverts	NA	100%	100%
·Bridges	100%	100%	100%
WORKLOAD MEASURES			
Number of storm sewer system inspections:			
·Safety grates (includes clean-out)	332	800	800
·Storm structures	1,694	950	950
·Box culverts	328	328	328
·Bridges (biennial)	122	122	122
Number of storm sewer system repairs:			
·Ditch grading (square feet)	2,620	9,000	9,000
·Culvert pipes installed	8	5	5
·Curb inlet repair	315	150	150
·Junction box repair	0	25	25
·Underdrains installed (lineal feet)	20	550	550
·Storm water pipe repaired (each)	17	20	20
·Sump pump connections	1	10	10
Percent of city street system swept:			
·Thoroughfare	100%	100%	100%
·Residential	100%	100%	100%
·City Parking Lots	100%	100%	100%
Street sweeping debris collected (cu. yds.)	8,118	5,516	5,000

EXPENDITURES:

Stormwater Utility Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$1,503,494	\$1,573,120	\$1,543,400
Commodities	314,499	307,395	307,395
Contractual	137,326	278,613	278,695
Capital Outlay	221,104	391,000	477,000
Transfers/Others	0	0	0
TOTAL	<u>\$2,176,423</u>	<u>\$2,550,128</u>	<u>\$2,606,490</u>

PERSONNEL (full-time equivalent):

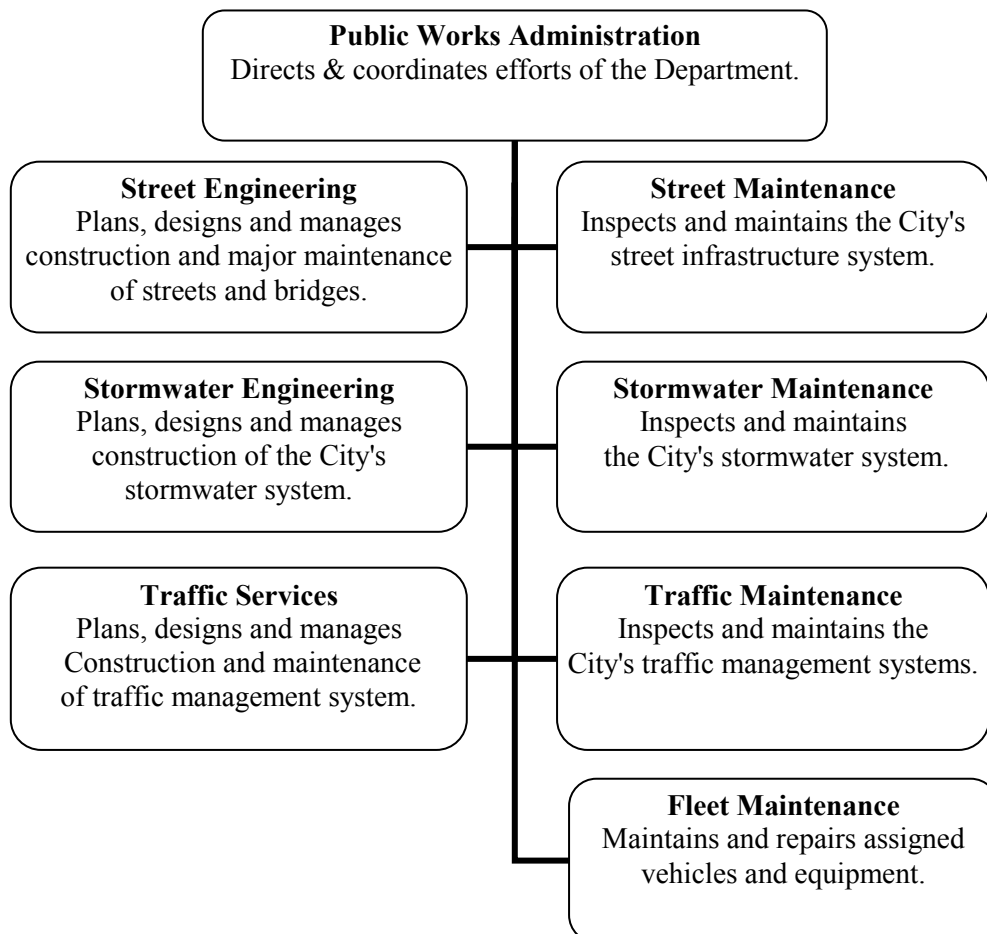
Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Supervisor, Public Works Maintenance	2	2	2
Asst Supervisor, PW Fleet Maintenance	1	1	1
Construction Specialist	2	2	2
Equipment Operator	2	2	6
Maintenance Worker, Senior	6	6	4
Maintenance Worker	0	1	2
Sweeper Operator	4	4	0
Video Inspection Technician	1	1	1
Total Full-time Employees:	<u>18</u>	<u>19</u>	<u>18</u>
Part-Time			
Maintenance Worker	0.87	0.00	0.00
Parts Room Clerk	0.48	0.48	0.48
Total Part-time Employees:	<u>1.35</u>	<u>0.48</u>	<u>0.48</u>
TOTAL FTEs	<u>19.35</u>	<u>19.48</u>	<u>18.48</u>

PROGRAM DESCRIPTION

Public Works Fleet Maintenance is responsible for fleet management of vehicles and equipment assigned to the Public Works Department. In addition, the Fleet Maintenance Section repairs and maintains fire trucks and ambulances assigned to the City's Fire Department through a separate services agreement between Public Works and Fire.

Public Works Fleet Maintenance is responsible for managing the purchase of new vehicles, conducting regular inspections of the fleet's condition, performing preventive maintenance and managing the fleet's major repair work needs. The Fleet Maintenance section is also responsible for managing the City's vehicle fuel supply system and the City's car washing facilities. Elements of the infrastructure they are responsible for include: a 260 unit combined Fire and Public Works Department fleet, automated car wash facility, and two vehicle fueling locations.

**PUBLIC WORKS -
ORGANIZATIONAL CHART**

**MISSION STATEMENT**

To contribute to the highest possible quality of life in the City by providing systems for the movement of people, goods, and stormwater that are:

- ❖ *Safe: Provide preventive and scheduled maintenance for proper working condition,*
- ❖ *Convenient: Provide availability and safe operation of fueling and wash capabilities for city vehicles,*
- ❖ *Beneficial: Provide quality customer-oriented and professional automotive services, and*
- ❖ *Reliable: Provide timely, reliable and cost-effective procurement, maintenance and repair of vehicles and mobile equipment.*

AGENCY LOCATOR**Public Works**

Public Works
Administration
Street Engineering
Stormwater Engineering
Traffic Services
Fleet Maintenance
Traffic Maintenance
Street Maintenance
Stormwater Maintenance
Fleet Maintenance ◀

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Fleet Maintenance Division in 2016.

- *Provide preventive and scheduled maintenance for proper working condition:*
 - ◆ Conduct regular inspections of the fleet to proactively identify repair needs.
 - ◆ Perform preventative maintenance on the fleet within a prescribed frequency schedule.
 - ◆ Manage repair of the fleet to facilitate reliable operation utilizing either in-house mechanics or outsource repair shops.
 - ◆ Maintain accurate record of performed inspection, maintenance and repair to the fleet.
 - ◆ Manage vehicle and equipment replacement proposals through evaluation of operating condition, assessment of need and valuation of repair costs return on investment.
- *Provide availability and safe operation of fueling and wash capabilities for city vehicles:*
 - ◆ Manage the purchase, delivery and supply levels of vehicle fuels to city departments.
 - ◆ Manage the city's regulatory compliance and authorization to store and operate a supply system for vehicle fuels.
 - ◆ Maintain the mechanical operating functions of the Dennis Garrett and Blue Valley fuel dispensers, and manage the administration of fuel-use data and cost transactions to using departments.
 - ◆ Maintain the city's automated car wash facility at the Dennis Garrett facility.
- *Provide timely, reliable and cost-effective procurement, maintenance and repair of vehicles and mobile equipment:*
 - ◆ Perform fleet maintenance and repairs in accordance with established standards and/or industry practices.
 - ◆ Provide fleet management support as assigned to other departments.
 - ◆ Provide fleet maintenance and repairs in accordance to services established through agreement between Fire and Public Works.
 - ◆ Pursue customer service relations by providing schedules of preventive maintenance initiatives and work schedule estimates for unplanned repair work.
 - ◆ Annually evaluate fleet replacement needs, develop a prioritized listing of fleet items to replace, and manage the procurement of fleet items approved for replacement.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Fleet Maintenance Division include:

- *Provide preventive and scheduled maintenance for proper working condition:*
 - ◆ Maintained fleet overall reliability rate at 95%; during 95% of the time Public Works' assigned fleet of vehicles could be operated and made available for use.
 - ◆ Maintenance and repair of the fleet assigned to Public Works was performed within available resources.

- ◆ Maintained the City's fleet of fire trucks and ambulances to meet the public's service demands.
- *Provide availability and safe operation of fueling and wash capabilities for city vehicles:*
 - ◆ Provided a reliable supply of fuel to all City Departments. Maintained fuel quality standards to minimize vehicle performance problems.
 - ◆ Properly managed the regulatory compliance requirements to store and operate a fuel supply system.
 - ◆ Maintained the car wash facility.
- *Provide timely, reliable and cost-effective procurement, maintenance and repair of vehicles and mobile equipment:*
 - ◆ Completed the purchase of new vehicles approved under the annual vehicle replacement program. Coordinated with IT to properly dispose of several replaced vehicles and to manage the process in accordance to City policy.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
Average operational readiness of fleet:			
Public Works vehicles	95%	94%	95%
Fire Department	95%	95%	95%
WORKLOAD MEASURES			
Number of vehicle work tasks completed:	4,882	4,100	5,000
Scheduled preventive maintenance			
· In-House	571	430	800
· Contract	163	140	200
Repair			
· In-house	3,543	3,140	3,200
· Contract	605	400	800

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$440,389	\$567,415	\$593,084
Commodities	243,517	226,225	226,225
Contractual	360,477	211,830	212,010
Capital Outlay	253	0	0
Transfers/Others	0	0	0
TOTAL	<u><u>\$1,044,636</u></u>	<u><u>\$1,005,470</u></u>	<u><u>\$1,031,319</u></u>

PERSONNEL (full-time equivalent):

Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Supervisor, PW Fleet Maintenance	1	1	1
Equipment Mechanic, Senior	2	1	2
Equipment Mechanic	3	4	3
Fleet Analyst	1	1	1
Inventory Control Clerk	0	1	1
Inventory Control Specialist	1	0	0
Total Full-time Employees:	<u>8</u>	<u>8</u>	<u>8</u>
Part-Time			
None	0.00	0.00	0.00
Total Part-time Employees:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL FTEs	<u>8.00</u>	<u>8.00</u>	<u>8.00</u>

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COMMUNITY DEVELOPMENT



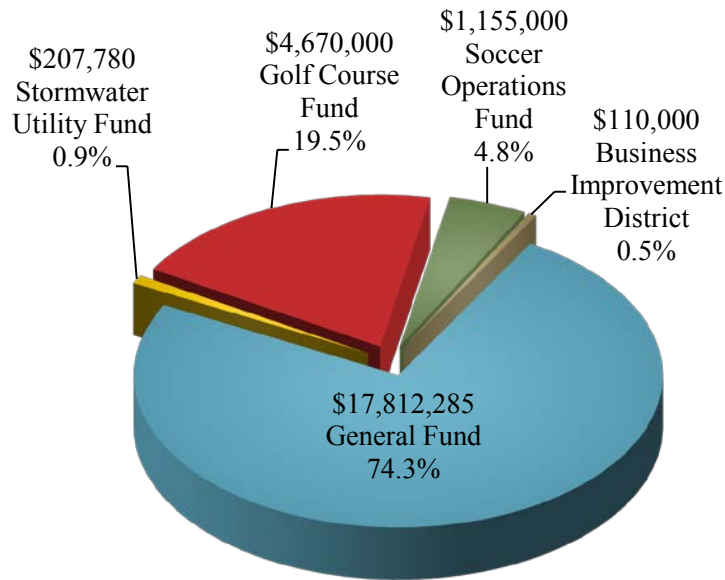
GOAL: To provide and promote the highest quality of life for the citizens of Overland Park by seeking the proper and most effective use of land, natural resources and human resources; by effectively administering public services that enhance health, safety and welfare; and by facilitating desirable living, working, economic and leisure opportunities for all citizens.

COST CENTERS:

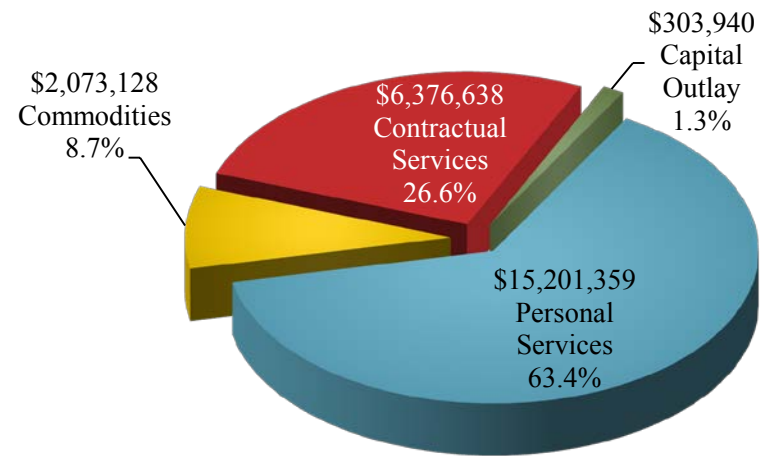
- Parks and Forestry
- Arboretum/Botanical Garden
- Leisure Services
- Community Centers
- Farmstead
- Golf Courses
- Aquatics
- Soccer Complex
- Planning and Development Services
- Community Planning
- Building Safety
- Engineering Services

2016 CITY OPERATING AND CONTRACTUAL EXPENDITURES BY FUND AND MAJOR PURPOSE

2016 Expenditures = \$23,955,065



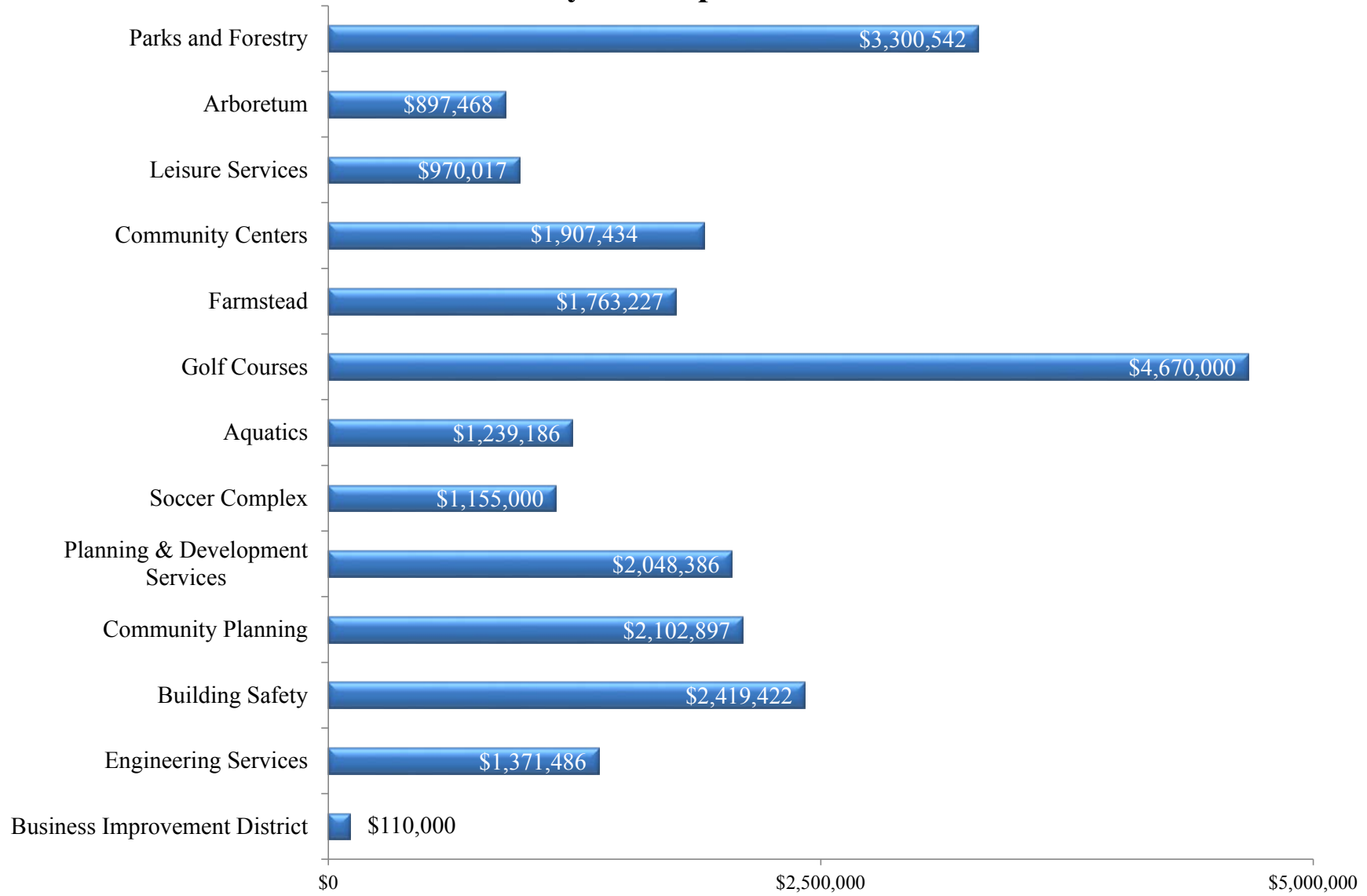
FUNDS



EXPENDITURE TYPE

Community Development Goal Area

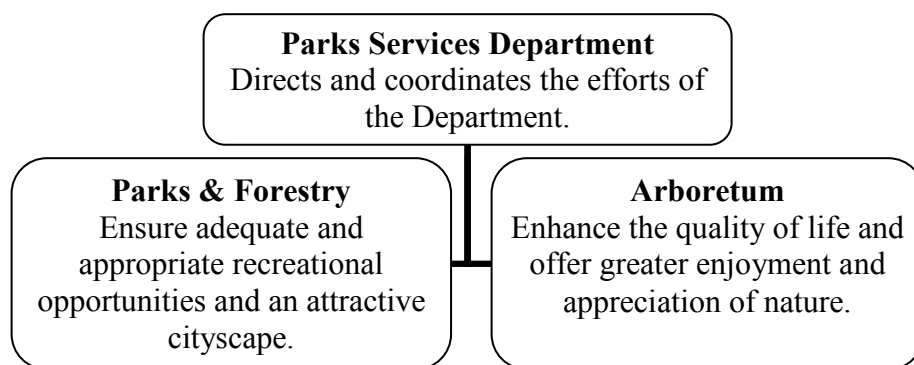
2016 OPERATING AND CONTRACTUAL EXPENDITURES Community Development Goal Area



PROGRAM DESCRIPTION

The Parks and Forestry Division is responsible for maintaining and improving parks, recreational areas, public grounds, islands, easements and all facilities located on these sites. High levels of maintenance and constant improvements insure adequate and appropriate recreational opportunities and an attractive cityscape for the well-being, enjoyment and pleasure of the citizens of Overland Park, thereby providing a higher quality of life.

**PARKS SERVICES DEPARTMENT -
ORGANIZATIONAL CHART**

**MISSION STATEMENT**

To ensure adequate and appropriate recreational opportunities and an attractive cityscape for the well-being, enjoyment and pleasure of Overland Park citizens by:

- ❖ *Maintaining and improving parks, recreation areas, public grounds, islands, easements and all facilities located on these sites.*

AGENCY LOCATOR

Community Development
Parks and Recreation
Parks & Forestry ◀
Arboretum

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Parks and Forestry Division in 2016:

- *Maintain and improve parks, recreation areas, public grounds, islands, easements and all facilities located on these sites:*
 - ◆ Achieve a 90% or greater satisfaction rating on selected park surveys of residents and patrons.
 - ◆ Construct new bike/hike trail links at several parks and greenway linkages.
 - ◆ Replace and repair sections of the older bike/hike trails to improve alignment and drainage.
 - ◆ Repair or replace trail bridges that are washing out along the creeks.
 - ◆ Maintain six lakes with five of them having lake aeration systems.
 - ◆ Perform seeding, grading and drainage improvements at various parks.
 - ◆ Replace playground at two park locations.
 - ◆ Replace clock assembly at downtown Clock Tower.
 - ◆ Install new pedestrian bridge at Cross Creek.
 - ◆ Install new picnic shelter at Foxhill North Park, Foxhill South Park, and James Place Park.
 - ◆ Improve Wilderness Lake shoreline.
 - ◆ Add way-finding signage and new park signage.
 - ◆ Construct 4 pickleball courts next to tennis courts at the Soccer Complex.
 - ◆ Add parking lot lights at Quivira Park.
 - ◆ Add nature play at Quivira Park.
 - ◆ Replace 2 park shelters at Westbrooke and Crestview.
 - ◆ Finish Roe Park improvements.
 - ◆ Acquire land and construct greenway linkage bike/hike trails.
 - ◆ Coordinate July 4 Fireworks and assist in Jazz in the Woods festival preparation.
 - ◆ Perform snow removal operations at administrative sites and streets.
 - ◆ Implement park master plan recommendations.
 - ◆ Replace concrete sidewalks in various parks.
 - ◆ Make repairs and improve park shelters and structures at various parks.
 - ◆ Install new signage along Indian Creek and Tomahawk Creek trails.
 - ◆ Resurface tennis and basketball courts at various parks.
 - ◆ Plant trees and shrubs in parks and greenways; replace trees in various City medians
 - ◆ Improve pool facilities including floors, signage, shade structures, counters and walkways.
 - ◆ Perform rural right-of-way roadside mowing and brush control.
 - ◆ Repair shelters and park structures to include painting, roofing, doors and fixtures.
 - ◆ Landscape beds in parks, city facilities, and medians planted with annuals, woody shrubs or ornamental perennials.
 - ◆ Complete cool season grass/weed spraying on buffalo grass islands.
 - ◆ Contract for the removal of dead/dying trees throughout park system.
 - ◆ Treat infected trees for bagworms twice in late spring.
 - ◆ Create spatial layers for park amenities, landscape beds, mowed spaces etc. using ARC GIS Editor.
 - ◆ Rejuvenate landscaping at Tomahawk Aquatic Center, Matt Ross Community Center, and Convention Center roundabout .
 - ◆ Continue educating residents and community leaders about Emerald Ash Borer and the Emerald Ash Borer Action Plan.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Parks and Forestry Division include:

- *Maintain and improve parks, recreation areas, public grounds, islands, easements and all facilities located on these sites:*
 - ◆ Added new landscape and irrigation along 80th street in downtown OP.
 - ◆ Re-roofed train shelter at Strang Park.
 - ◆ Poured new patio to replace deck at Tomahawk Ridge Community Center.
 - ◆ Completed connection to the Turkey Creek Bike/Hike Trails.
 - ◆ Completed design documents for Roe Park enhancements.
 - ◆ Replenished ADA mulch at half of park playgrounds.
 - ◆ Increased the number of pet-waste stations along Indian Creek and Tomahawk Creek bike/hike trail and in residential parks.
 - ◆ Installed heat at Farmers Market restroom.
 - ◆ Installed 5 exercise stations along Tomahawk Creek Trail. .
 - ◆ Replaced wood deck with stamped concrete at Bluejacket pool.
 - ◆ Added picnic shelter and ADA walk at Shannon Valley Park.
 - ◆ Replaced deck with stamped concrete at TRAC
 - ◆ Removed metal roof and added new shingles at TRAC.
 - ◆ Reconstructed bike/hike trails at Lancaster, SM Pkwy, Indian Valley and 133rd street.
 - ◆ Crack sealed and seal coated various bike trails at different locations.
 - ◆ Lined Arboretum pond at Monet with rock.
 - ◆ Poured new patio at Bluejacket pool.
 - ◆ Added new bike/hike trail from Roe to Nall.
 - ◆ Added drainage pipe at Indian Valley.
 - ◆ Dredged channel at Summercrest Lake.
 - ◆ Installed trail at Prairie Trace and Highland Village.
 - ◆ Reconstructed Erickson Water Garden waterfalls at the Arboretum.
 - ◆ Installed and rebuilt shaft and motor for Marty and Stonegate pool.
 - ◆ Installed new chemical controllers at 5 outdoor pools .
 - ◆ Replaced bridge at Oak Park with a new larger one.
 - ◆ Installed LED security lights at Bluejacket and TRAC.
 - ◆ Resurfaced basketball courts and Tennis courts at Strang, North Park and Southlake.
 - ◆ Constructed Old Town at the Train Garden.
 - ◆ Constructed Freight House replica at the Train Garden.
 - ◆ Continued adding irrigation systems to our central control. .
 - ◆ Completed South Lake improvements to include replacing dam valve, pouring sea wall, lining lake island with limestone rock, reconstructed dock entrances, nature play, installed 3 new shelters, planted trees and sod.
 - ◆ Installed ADA lifts and railings at pools to meet new ADA guidelines.
 - ◆ Tested and maintained 85 water service backflows.
 - ◆ Began tracking irrigation and pool work under the Lucity Work order System.
 - ◆ Installed new structure at Haake Pavillion.
 - ◆ Installed deer fence at the Arboretum.

- ◆ Painted areas of all four pools at Matt Ross Community Center and rebuilt pumps during shut down period. Replaced all chemical lines for feeding, soaked filters and replace electrical in slide pit.
- ◆ Assisted with Fall Festival and other Downtown Overland Park events.
- ◆ Achieved Tree City USA designation for the 36th consecutive year and Growth Award for the 24th consecutive year.
- ◆ Performed snow and ice control on City streets, parking lots and buildings.
- ◆ Held Arbor Day celebration to include tree planting, seedling giveaway, school program, and poster contest.
- ◆ Coordinated July 4th fireworks display.
- ◆ Presented landscape excellence awards to three local businesses.
- ◆ Planted 550 trees in parks, greenway linkages, and public street medians.
- ◆ Replaced 106 residential street trees within public right of way.
- ◆ Planted 10,000 annual plants.
- ◆ Maintained 13,360 square feet of annual space, 86,280 square feet of ornamental beds located in medians and 198,000 square feet of ornamental beds located at parks or city facilities.
- ◆ Maintained over 80 park areas and green spots (over 1,460 acres) at various maintenance intensities, including turf care, tree care, and facility maintenance.
- ◆ Maintained over 300 acres of islands and easements and mowed over 50 miles of rural roadways.
- ◆ Maintained nearly 80 miles of bike/hike trails.
- ◆ Inspected and maintained 53 playgrounds, 13 restrooms, 43 irrigation systems and 4 display fountains.
- ◆ Started up, maintained and winterized 37 water services excluding irrigation.
- ◆ Inspected and maintained seven aquatic facilities with 12 separate operating systems.
- ◆ City Forester used the Lucity work order system to manage inventory data as well as create work orders and track associated costs for labor, material and equipment.
- ◆ Pruned 1,000 street trees and park trees.
- ◆ Removed 293 trees from street right-of-way.
- ◆ Contracted maintenance of 154 beds located at administrative sites medians.
- ◆ Chipped over 3,000 holiday trees to be used for mulch.
- ◆ In 2014, closed 1,602 forestry related Lucity cases including response to approximately 150 storm damage calls.
- ◆ In 2014, contracted to grind 271 stumps from street right-of-way.
- ◆ Planted 100 trees (25 per park) at Brookridge, Maple Hills, Strang and Wilderness Lake with volunteers from the Heartland Tree Alliance.
- ◆ Emerald Ash Borer Action Plan was approved by City Council.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
Percent of adjacent property owners rating maintenance of parks as good or very good:			
·City crews	88%	90%	90%
·Contract crews	86%	90%	90%
Percent of residents rating the following as good or very good:			
·Quality of turf	88%	90%	90%
·Turf height (frequency of mowing)	92%	90%	90%
·Trash pick-up (amount of ground litter)	90%	90%	90%
·Condition of amenities	85%	90%	90%
·Signage	82%	90%	90%
·Response to damage reports and vandalism	89%	90%	90%
·Security of park area, use of lighting, patrol	81%	90%	90%
·Overall quality	88%	90%	90%
EFFICIENCY/WORKLOAD MEASURES			
Number of acres of park area maintained:	1,461	1,462	1,462
Number of acres maintained per FTE:	59	57	55
Number of acres of island and easements maintained:	339	341	341
Number of flower beds maintained:	30	30	30
Number inspected and maintained:			
·Restrooms/Park Shelters	13	13	13
·Playground units and fitness courses	53	53	53
·Miles of park and stream way bike/hike trails	39	39	39
·Miles of Greenway Linkage bike/hike trails	36	37	37
·Irrigation systems	45	45	45
·Soccer Fields	9	9	9
·Basketball Courts	10	10	10
·Baseball/Softball Fields	12	12	12

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$1,792,283	\$2,003,155	\$2,057,509
Commodities	299,055	322,463	341,000
Contractual	688,085	809,130	820,533
Capital Outlay	198,344	146,000	81,500
Transfers/Others	0	0	0
TOTAL	<u><u>\$2,977,767</u></u>	<u><u>\$3,280,748</u></u>	<u><u>\$3,300,542</u></u>

Special Parks and Recreation Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	0	0	0
Capital Outlay	0	0	0
Transfers/Others	1,048,689	1,690,000	1,645,000
TOTAL	<u>\$1,048,689</u>	<u>\$1,690,000</u>	<u>\$1,645,000</u>

PERSONNEL (full-time equivalent):

Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Director, Parks Services	1	1	1
Forester	1	1	1
Park Project Coordinator	1	1	1
Equipment Mechanic, Senior	1	1	1
Park Attendant I	5	7	6
Park Attendant II	4	5	6
Park Attendant, Senior	5	5	4
Parks Facilities Technician, Senior	1	1	1
Parks Facilities Technician	2	2	4
Recycling Attendant	0	0	1
Supervisor, Parks Maintenance	2	2	2
Facility Technician	0	1	0
Total Full-time Employees:	<u>23</u>	<u>27</u>	<u>28</u>
Part-Time			
Laborer, Parks and Recreation	6.77	3.83	3.85
Administrative Clerk	0.82	0.89	0.87
Total Part-time Employees:	<u>7.59</u>	<u>4.72</u>	<u>4.72</u>
TOTAL FTEs	<u>30.59</u>	<u>31.72</u>	<u>32.72</u>

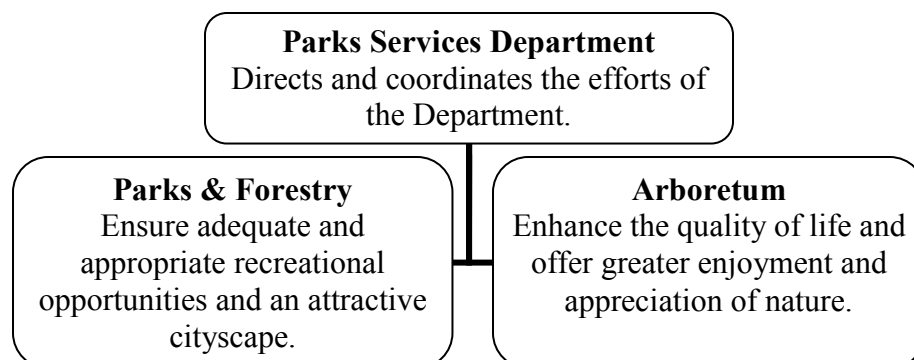
PROGRAM DESCRIPTION

The Arboretum and Botanical Gardens were founded to keep Overland Park at the forefront of environmental and ecological issues. As a leader of environmentally sound community development, the City's goal for the Arboretum is for it to become an educational, recreational and cultural resource for the entire Kansas City region.

The Arboretum is located on 300 ecologically diverse acres in south Overland Park. Eight different ecosystems have been identified on the site, ranging from limestone bluffs to riparian corridors. Rare plant species may be observed along the hiking trails that wind their way through the Arboretum.

About 85 percent of the property is dedicated for the preservation and restoration of natural ecosystems. The remaining portion includes traditional botanical gardens, the Environmental Education Visitors Center (EEVC), maintenance facilities and space for a future conservatories and visitors' center.

**PARKS SERVICES DEPARTMENT -
ORGANIZATIONAL CHART**

**MISSION STATEMENT**

To enhance the quality of life and offer greater enjoyment and appreciation of nature by:

- ❖ *Preserving and developing flora and fauna,*
- ❖ *Presenting environmental education programs, nature studies and plant displays,*
- ❖ *Developing cultural and educational facilities, and*
- ❖ *Providing passive experiences and open green spaces.*

AGENCY LOCATOR

Community Development
Parks Services
Parks & Forestry
Arboretum ◀

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Arboretum Division in 2016.

- *Preserving and developing flora and fauna; presenting environmental education programs, nature studies and plant displays; developing cultural and educational facilities; and providing passive experiences and open green spaces:*
 - ◆ Complete a master plan for educational displays in the Environmental Education and Visitor Center. This will be done in coordination with the master plan for educational programming.
 - ◆ Complete a master plan for incorporating educational opportunities for persons with special needs.
 - ◆ Refine National Phenology Network (NPN) and Garden Docent educational programs. The NPN program is being rebranded as Nature's Notebook.
 - ◆ Continue to grow and effectively utilize our valuable volunteer program, by trading educational opportunities for their time spent in the gardens, native areas and prairie.
 - ◆ Continue to develop the Prairie Restoration Project, including scheduled control burns, wildlife food plot plantings and invasive weed control.
 - ◆ Continue to add unique and horticulturally significant plants to all gardens and landscaped areas. Continue to add color to gardens, annual beds and containers.
 - ◆ Complete construction of restrooms on the west side of the gardens. To support this project and future gardens, water service will be brought in from 179th Street.
 - ◆ Complete design and begin construction of Phase IV of the Train Garden. This final phase will be the largest and include waterfalls, switch backs, long trains and more, all featuring rolling stock from the 1950's to present.
 - ◆ Complete construction of the Freight House in the Train Garden.
 - ◆ Complete construction of a deer fence to assist in protecting the garden plantings.
 - ◆ Complete renovation of the Erickson Water Garden, including streamway, path, irrigation and landscape. Additional butterfly nectar and larvae host plants will be included in the new design.
 - ◆ Install Garden Markers and Wayfinding signs as the first phase of the Signage Plan.
 - ◆ Complete an inventory of all plants in the gardens and begin an ascension numbering process.
 - ◆ Assist the Friends of the Arboretum (FOTA) with planning and operating their events through staff and volunteer support. Add new events to provide a variety of offerings for our visitors.
 - ◆ Assist the Friends of the Arboretum in strategizing sponsorship and donor solicitation.
 - ◆ Develop and implement a strategy for more "green" events, by reducing waste and increasing recycling. Groundwork has been laid for creating a more sustainable Stems event.
 - ◆ Provide staff support and assistance for the annual Stems: A Garden Soiree fundraising event benefiting Friends of the Arts, Friends of the Farmstead and Friends of the Arboretum.
 - ◆ Collaborate with the Friends of the Arts to bring temporary art displays to the gardens.
 - ◆ Complete a master plan for sculpture in existing gardens and guidelines for future gardens.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Arboretum Division include:

- *Preserving and developing flora and fauna; presenting environmental education programs, nature studies and plant displays; developing cultural and educational facilities; and providing passive experiences and open green spaces:*
 - ◆ 2014 Attendance, the second year with admission fee, was 119,305 visitors. Nearly 40,000 of those visitors enjoyed the Train Garden.
 - ◆ Completed Signage Master Plan, including prioritizing order of fabrication and installation.
 - ◆ Completed and dedicated Phase II of the Train Garden, featuring Strang Line and a G-scale display of Old Town Overland Park. Volunteers from the Arboretum and the KC Woodworkers Guild created the building replicas based on historic photos from the early 1900's.
 - ◆ Planted 30,000 spring bulbs and annual flowers. The annuals were produced and planted with the help of volunteers. Garden and greenhouse volunteer hours totaled 7,800.
 - ◆ Staff and volunteers continued cleanup and weed control of the Prairie Restoration 180 acre project on the south end of the Arboretum and Kemper Farm. This included performing controlled burns on Field 1 and 2.
 - ◆ Trees, shrubs and perennials were added to all garden areas.
 - ◆ Volunteers contributed nearly 34,000 hours, which could be valued at \$400,000 of staff donated to the Arboretum. The K-State Master Gardeners donated 3,400 hours to the planting and maintenance of the Monet Garden.
 - ◆ Maintained four miles of trails. Wood chips from the Parks department tree crew and asphalt millings from Public Works were used to mulch the trails. As a result, these items were kept out of the landfill. In addition, the Farmstead disposes of some of their straw/manure waste in an area on the prairie we are preparing to seed with native grasses.
 - ◆ The Education Committee continues to develop tools to be used by visitors and volunteers. Participation in The National Phenology Network program was implemented, as well as a Garden Docent program. Docents greeted visitors to the Monet, Herb and Medicine Wheel Gardens. They answered questions and enjoyed discussions with the visitors. Both programs are being refined for 2015.
 - ◆ Volunteers continue to provide scheduled tours, both walking and driving tours. The driving tours are provided for visitors who are not able to navigate the gardens.
 - ◆ Hosted, in conjunction with the Friends of the Arboretum 30 large and small events, including 4 exhibits, 2 Night Walks, Wine Tastings, Kite Fest and Summer Kids activities. This also included 2 new larger events – Dinner on the Prairie and the Botanical Biergarten. The Luminary Walk had 4 beautiful nights to run, so attendance was second highest on record.
 - ◆ Completed design for the west restrooms which will be located south of the Train Garden.
 - ◆ Completed construction of the Haake Celebration Terrace Pergola. Built from Alaskan Yellow Cedar and uniquely engineered, it provides a vertical accent to the space.
 - ◆ Upgraded infrastructure at the Monet Garden including new sea wall and irrigation. Irrigation from this project also included portions of the Legacy Garden.
 - ◆ Plans for the Legacy Secret Garden were finalized and a donor identified. Construction to be completed by December 2015.
 - ◆ Initial steps have been taken to develop a master plan for Arboretum educational programming.
 - ◆ Hosted the 7th Annual Sunset Paint and Stems: A Garden Soiree events. A record 1700 people attended and enjoyed a beautiful evening that followed heavy rains.
 - ◆ Supported the City's snow removal program with staff CDL snow plow operators and staff assistance in clearing sidewalks at City facilities.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
Percent of visitors indicating they are satisfied with the following:			
· Appearance of entrance, walkways, and buildings	96%	95%	95%
· Cleanliness of facilities and restrooms	88%	95%	95%
· Staff friendliness and assistance	100%	95%	95%
· Grounds and gardens	100%	95%	95%
· Trail System	88%	95%	95%
· Identification and directional signage	91%	95%	95%
· Overall arboretum and botanical gardens	86%	95%	95%

WORKLOAD MEASURES

Miles of nature trails maintained and monitored:	6	6	6
Estimated number of visitors:	119,305	112,000	112,000
Number of volunteer hours worked:	33,926	25,000	25,000

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$582,795	\$646,560	\$650,900
Commodities	144,629	127,150	127,150
Contractual	135,558	119,258	119,418
Capital Outlay	0	0	0
Transfers/Others	0	0	0
TOTAL	<u>\$862,982</u>	<u>\$892,968</u>	<u>\$897,468</u>

PERSONNEL (full-time equivalent):

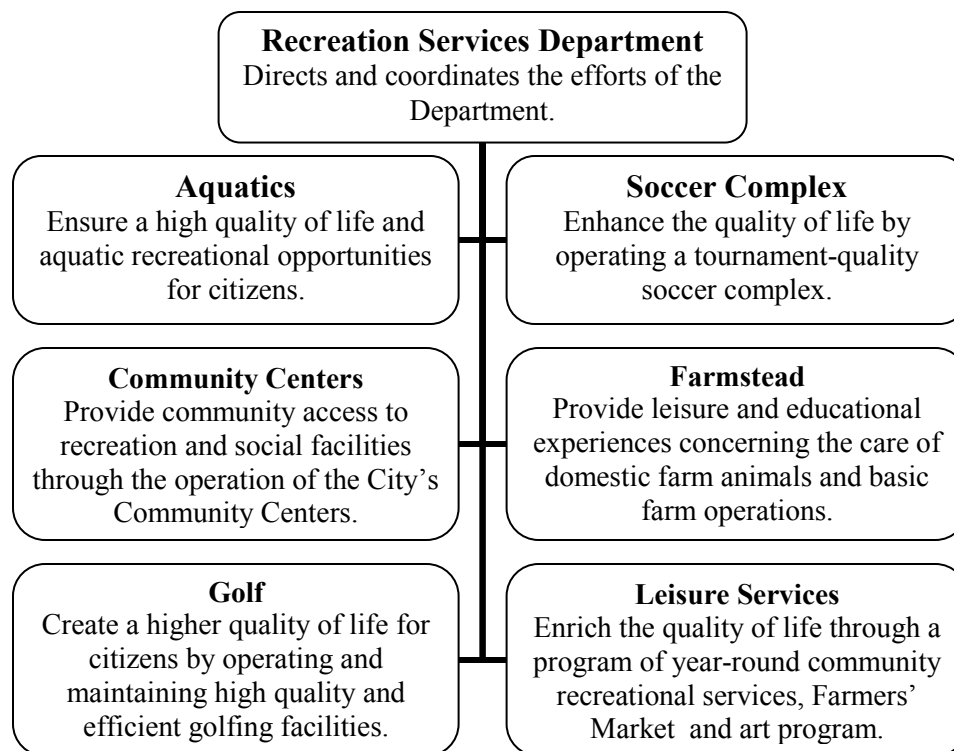
Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Supervisor, Arboretum/Botanical Gardens	1	1	1
Horticulturist	1	1	1
Park Attendant I	1	2	1
Park Attendant II	1	1	2
Total Full-time Employees:	<u>4</u>	<u>5</u>	<u>5</u>
Part-Time			
Contract Special Events Coordinator	1.00	1.00	1.00
Volunteer Coordinator	1.00	1.00	1.00
Asst. Supervisor, Concessions	0.82	0.72	0.72
Asst. Supervisor, Arboretum/BG	0.58	0.58	0.67
Laborer, Arboretum	3.33	2.50	3.26
Laborer Helper	0.48	0.72	0.63
Gardner	2.59	2.35	1.60
Point of Sale Attendant	2.25	2.25	2.25
Total Part-time Employees:	<u>12.05</u>	<u>11.12</u>	<u>11.13</u>
TOTAL FTEs	<u>16.05</u>	<u>16.12</u>	<u>16.13</u>

PROGRAM DESCRIPTION

The Leisure Services Division is responsible for providing and promoting a year-round program of community recreational services to enrich citizens' quality of life.

This division directly sponsors programs desired by the citizens when services can best be offered by the City. When services can best be offered by other organizations with city resources or facilities, the City co-sponsors programs.

**RECREATION SERVICES DEPARTMENT -
ORGANIZATIONAL CHART**

**MISSION STATEMENT**

To enrich the quality of life through a program of year-round community recreational services by:

- ❖ *Providing cultural, educational, physical, social and personal enrichment activities and events for citizens through leagues, classes, and special events, and*
- ❖ *Initiating, promoting, and supporting development of the Arts in the City.*

AGENCY LOCATOR

Community Development
 Recreation Services
Leisure Services ←
Community Center
Golf Course
Farmstead
Aquatics
Soccer Complex

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Leisure Services Division in 2016.

- *Providing cultural, educational, physical, social and personal enrichment activities and events for citizens through leagues, classes, special events and operation of the Farmers' Market.*
 - ◆ Monitor the successful operation of the Matt Ross (MRCC) and Tomahawk Ridge (TRCC) community centers.
 - ◆ Give ongoing support to the Soccer Complex operations.
 - ◆ Continue the expansion of the online Farmstead tours system for public use.
 - ◆ Expansion of Recreational Sports program registration through the eTrak online system.
 - ◆ Increase the number of bookings and registrations completed through the online system by 5%.
 - ◆ Continue the annual 5K Run during the Fall Festival called "Run on the Market."
- *Initiating, promoting and supporting the development of the Arts in the City:*
 - ◆ Increase involvement of the Friends of Overland Park Arts (FOA) volunteers.
 - ◆ Manage the public art master plan process and the installation of associated art.
 - ◆ Sponsor cultural events, services and activities such as concerts, classes, festivals and exhibitions:
 - Maintain a low cost per capita ratio.
 - Maintain good attendance at events.
 - Increase public awareness of the arts.
 - Continue corporate participation.
 - Provide avenues for volunteer participation.
 - Provide youth programming.
 - Maintain cooperative partnerships in arts activities.
 - ◆ Operate year round art shows in space provided at TRCC, with specific efforts to increase:
 - Entry fee revenues.
 - Number of artists vying for exhibition space.
 - Art sales.
 - Publicity exposure.
 - Patrons visiting the gallery space.
- *Operating and supporting the growth and development of the Overland Park Farmers' Market:*
 - ◆ Monitor the successful operation of the Farmers' Market.
 - ◆ Increase involvement and utilization of volunteers.
 - ◆ Increase attendance in the late fall and on Wednesdays.
 - ◆ Refinement of evening Market times.
 - ◆ Create a Master Plan to determine the City's long-term goals of the Farmers' Market.
 - ◆ Establish community events that tie into the services of the Matt Ross Community Center.
 - ◆ Maintain a cooperative and positive partnership with the Downtown Overland Park Partnership.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Leisure Services Division include:

- *Providing cultural, educational, physical, social and personal enrichment activities and events for citizens through leagues, classes, and special events.*
 - ◆ Continued use of an alert text system in 2014 and 2015 to communicate with all league participants regarding cancelled or postponed games.
 - ◆ Maintained the number of league games.
 - ◆ Leisure Services office staff completed 12,417 booking for City facilities such as park shelters, farmstead tours, arboretum weddings and community center rooms.
 - ◆ Leisure Services office staff took 1,415 registrations for City programs and events.
- *Initiating and promoting development of the Arts in the City:*
 - ◆ Conducted docent tours of the public art for area groups and individuals.
 - ◆ Successful operation of cultural events:
 - Summer concert series Music in the Park maintained at a cost per capita below \$5.00.
 - Six Art Exhibitions.
 - Successful operation of the OP Fall Festival with more than 200 vendors for 2014, including;
 - Corporate sponsors assisted with event costs and expansionary efforts. Total sponsorships: \$11,000.
 - National quality headline performance – The Elders.
 - Estimated attendance: 4,000.
 - Halloween Family ConcertFest, in conjunction with JCCC Brown & Gold, Legacy School of the Arts, and the Overland Park Orchestra.
 - Management of the OP Civic Band and the OP Orchestra.
 - Managed six free concerts for the Civic Band.
 - Four free concerts for the OP Orchestra.
 - Successful operation of the first Wednesday of the month children's entertainments at the community centers, including tracking of patron attendance and structure that compliments other activities such as the Farmers' Market.
- *Operating and supporting the growth and development of the Overland Park Farmers' Market:*
 - ◆ Established reports to determine the success of the Farmer's Market
 - Increased the amount of vendors
 - Increased revenue by 5%.
 - ◆ Increase attendance by 5%.
 - ◆ In conjunction with the DOPP developed a very effective advertisement and promotions campaign.
 - ◆ Grew the Beans & Greens program which brought in \$101,185 to the vendors.
 - EBT increased from 718 transactions in 2013 to 1,365 in 2014.
 - Senior vouchers increased from 1,687 to 1,411.
 - Increased debit transactions from 736 to 1,832 transactions.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
Percent of program participants rating the following as good or very good:			
·Overall Program Rating	98%	97%	98%
·Instructor knowledge	99%	97%	98%
·Rate Affordability	98%	96%	98%
·Location	96%	96%	98%
EFFICIENCY / WORKLOAD MEASURES			
Rate of program cost recovery:			
·Fitness programs	134%	140%	140%
·Adult Softball Leagues	121%	130%	130%
·Adult Basketball Leagues	121%	130%	130%
·Adult Volleyball Leagues	121%	130%	130%
·Community Center classes	100%	120%	120%
Number of adult athletic league participants:	4,112	4,000	4,300
Number of event rentals of city facilities:	20,085	20,550	20,550
Average event cost per attendee:			
·Music in the Park	\$2.35	\$3.00	\$3.00
·OP Civic Band	\$2.40	\$2.75	\$2.75
·OP Orchestra series	\$8.47	\$5.00	\$5.00
Number of performing arts attendees:			
·Music in the Park	3,504	3,000	3,000
·Overland Park Band	2,242	2,000	2,000
·Overland Park orchestra	472	800	800

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$580,822	\$663,015	\$705,757
Commodities	11,402	26,480	19,550
Contractual	237,556	238,160	244,710
Capital Outlay	3,873	0	0
Transfers/Others	0	0	0
TOTAL	<u><u>\$833,653</u></u>	<u><u>\$927,655</u></u>	<u><u>\$970,017</u></u>

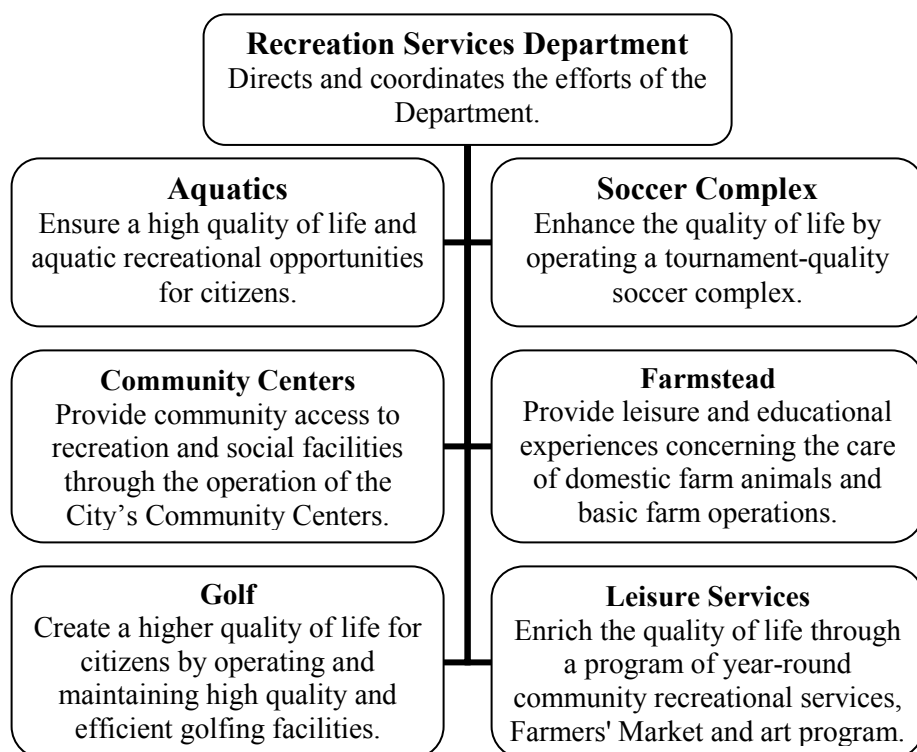
PERSONNEL (full-time equivalent):

Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Director, Recreation Services	1	1	1
Asst. Director, Recreation Services	0	1	1
Supervisor, Recreation	2	1	1
Customer Service Representative	1	1	1
Customer Service Representative, Senior	1	1	1
Administrative Assistant	1	1	1
Total Full-time Employees:	<u>6</u>	<u>6</u>	<u>6</u>
Part-Time			
Farmer's Market Manager	0.48	0.48	0.48
Farmer's Market Attendant	0.00	0.18	0.18
League Coordinator	0.43	0.63	0.63
Fitness Equipment Service Technician	0.00	0.24	0.24
Administrative Clerk	0.00	0.00	0.87
Recreation Leader II	0.19	0.19	0.34
Total Part-time Employees:	<u>1.10</u>	<u>1.72</u>	<u>2.74</u>
TOTAL FTEs	<u>7.10</u>	<u>7.72</u>	<u>8.74</u>

PROGRAM DESCRIPTION

The Community Centers Division is responsible for providing and promoting a year-round program of community recreational services to enrich citizens' quality of life through the operation of the City's two community centers, the Matt Ross Community Center and Tomahawk Ridge Community Center.

**RECREATION SERVICES DEPARTMENT -
ORGANIZATIONAL CHART**

**MISSION STATEMENT**

To enrich the quality of life through a program of year-round community recreational services by:

- ❖ *Providing cultural, educational, physical, social and personal enrichment through the operation of facilities for physical activity, recreation and rental by citizens.*

AGENCY LOCATOR

Community Development
 Recreation Services
 Leisure Services
 Community Centers ←
 Golf Course
 Farmstead
 Aquatics
 Soccer Complex

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Leisure Services Division in 2016.

- *Providing cultural, educational, physical, social and personal enrichment through the operation of facilities for physical activity, recreation and rental by citizens.*
 - ◆ Increase revenue by 5% over last years.
 - ◆ Increase Personal Training revenue by 15% at both community centers.
 - ◆ Increase Personal Training participation by 10% at both community centers.
 - ◆ Increase Group Exercise participation by 10% at both community centers.
 - ◆ Streamline Group Exercise class offerings at both community centers to better serve membership.
 - ◆ Replace ellipticals at Matt Ross Community Center.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Leisure Services Division include:

- *Providing cultural, educational, physical, social and personal enrichment through the operation of facilities for physical activity, recreation and rental by citizens.*
 - ◆ Increased participation in Membership Loyalty Program by 20%.
 - ◆ Increased participation in the Personal Training program by 12%.
 - ◆ Increased Private Swim Lesson revenue by 60%.
 - ◆ Instituted the ETRAK system at both community centers.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
Percent of Community Center rental patrons rating the following as good or very good:			
·Appearance of the room	99%	99%	99%
·Set-up of tables , chairs, equipment	99%	99%	99%
·Overall facility rating	99%	99%	99%
EFFICIENCY / WORKLOAD MEASURES			
Number of visitations at Community Centers:			
·Matt Ross Community Center	305,975	312,000	312,000
·Tomahawk Ridge Community Center	171,529	185,000	173,000
Number of event rentals at community centers:			
·Matt Ross Community Center	11,395	12,000	12,000
·Tomahawk Ridge Community Center	1,980	2,200	2,200

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$1,425,760	\$1,535,342	\$1,568,524
Commodities	121,729	159,240	164,780
Contractual	102,206	106,840	101,090
Capital Outlay	362,319	80,300	73,040
Transfers/Others	0	0	0
TOTAL	<u>\$2,012,014</u>	<u>\$1,881,722</u>	<u>\$1,907,434</u>

PERSONNEL (full-time equivalent):

Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Manager, Community Center	1	1	1
Supervisor, Community Center	0	0	0
Supervisor, Recreation	2	2	2
Fitness Coordinator	0	1	1
Aquatics Coordinator	0	1	1
Total Full-time Employees:	<u>3</u>	<u>5</u>	<u>5</u>
Part-Time			
Asst. Community Center Supervisor	6.45	6.70	6.01
Asst. Fitness Supervisor	1.32	0.32	0.34
Community Center Attendant	18.64	18.63	19.64
Fitness Equipment Service Technician	0.25	0.00	0.00
Group Exercise Instructor	3.46	3.45	3.46
Personal Trainer	0.48	0.48	0.14
Lifeguard	10.86	10.87	10.87
Swim Lesson Manager	0.72	0.00	0.00
Senior Pool Manager	0.72	0.00	0.00
Pool Manager	2.88	2.88	2.74
Total Part-time Employees:	<u>45.78</u>	<u>43.33</u>	<u>43.20</u>
TOTAL FTEs	<u>48.78</u>	<u>48.33</u>	<u>48.20</u>

PROGRAM DESCRIPTION

The Farmstead Division is responsible for operating and maintaining the 12-acre reproduction of a 1900's Kansas farm and main street, which provides appropriate leisure and educational experiences concerning the care of domestic farm animals and basic farm operations, thereby enriching the quality of life for participants of all ages.

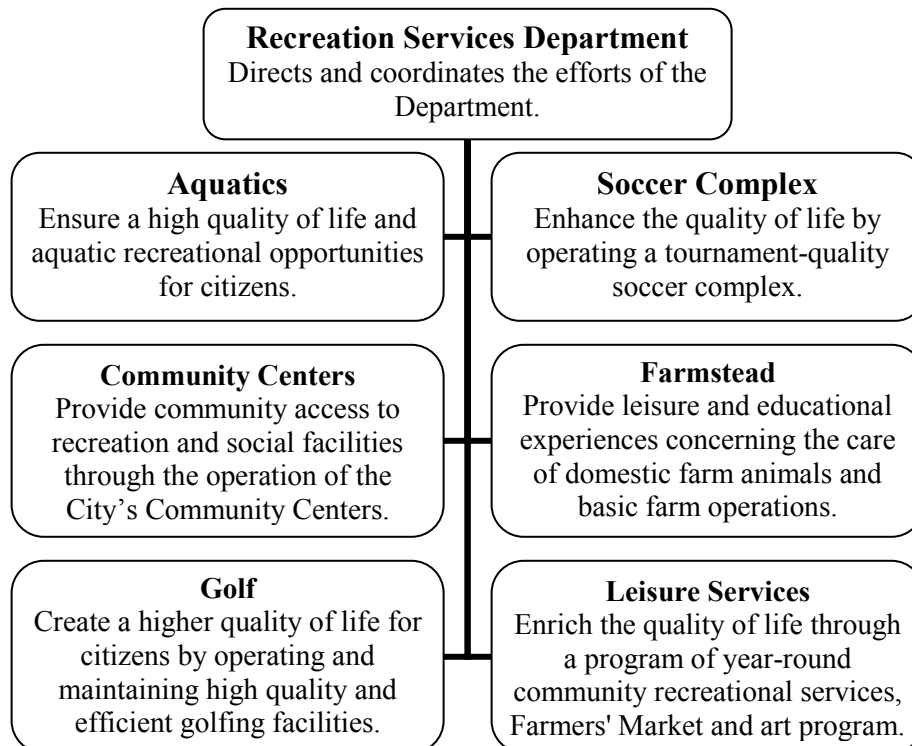
The Deanna Rose Children's Farmstead includes farm animals, live dairy cow milking demonstrations, birds-of-prey, vegetable and flower gardens, nature trails, a one-room country schoolhouse, a dairy barn, a circa 1893 bank, a general store and ice cream parlor, an old-time fishing pond, horse-drawn wagon rides, pony rides, a pedal tractor track, bottle fed goats, a Native American Indian encampment, Barber Shop, Blacksmith shop the Prairie Playground and gem mining for children.

MISSION STATEMENT

To provide leisure and educational experiences concerning the care of domestic farm animals and basic farm operations by:

- ❖ *Operating and maintaining an authentic miniature reproduction of a 1900s Kansas farm of approximately 12 acres.*

**RECREATION SERVICES DEPARTMENT -
ORGANIZATIONAL CHART**

**AGENCY LOCATOR**

Community Development
 Recreation Services
 Leisure Services
 Community Centers
 Golf
 Farmstead ←
 Aquatics
 Soccer Complex

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Farmstead Division in 2016.

- *Operate and maintain a reproduction of a 1900s Kansas farm with approximately 12 acres:*
 - ◆ Achieve a program of maintenance and operation, which will accommodate 410,000 visitors from April to October 2016, with a visitor satisfaction rating of at least 95%.
 - ◆ Implement an educational program to expose the public to at least ten distinct domestic farm animals, along with reproductions of available Kansas wildlife.
 - ◆ Implement programming to accommodate 7,000 children from preschool through third-grade and provide them with a professional guided tour of the Farmstead from April to October 2016.
 - ◆ Complete the programmed 2016 Capital Improvements Program by December 2016, including the following improvements:
 - Reforestation and landscaping, including annual flowerbeds, additional trees, and shrubs in various selected areas and selected planters and planter beds.
 - Reseeding or resodding of pens and turf areas as needed.
 - Farmstead expansion and improvements including signage, fences, buildings, addition of small relics and antiques and new displays.
 - Continue the restoration of buildings and the addition of farm artifacts.
 - ◆ Environmental program will exceed local, state and federal regulations.
 - ◆ Manage operations during the 2016 season to result in the Farmstead covering 95% of its direct operating cost for 2016.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Farmstead Division include:

- *Operate and maintain a reproduction of a 1900s Kansas farm with approximately 12 acres:*
 - ◆ Visitors totaled 460,105 in 2014.
 - ◆ 6,013 tour visitors in 2014.
 - ◆ Farmstead revenues covered all of the direct operating expenses.
 - ◆ 2014 itemized revenue includes: General Store- \$122,076, Ice Cream Parlor-\$150,704, Entrance fees-\$295,372, Concessions-\$281,760, Feed Machines - \$54,816; Donation Boxes - \$17,195; Wagon Rides - \$188,383; Fishing Pond - \$61,582; Birthday Parties - \$32,750; Mining Exhibit - \$143,819; Goat Bottle Feeding - \$108,462.
 - ◆ Special Events include:, Earth Day, Dairy Day, Chicken Run, Safety Day, Fishing Tournament, Pumpkin Hollow, Farmstead Stampede, June Bug Ball, and Night of the Living Farm.
 - ◆ Educational programs were conducted three times per day in Gayle's Education outpost.
 - ◆ Creek bank was stabilized in the Beverly's Butterfly Garden.
 - ◆ Three new buildings opened on opening day, Blacksmith Shop, Photography Studio and Barber shop all funded by the Friends of the Farmstead.
 - ◆ A new addition to the Prairie Playground was added, funded by the Overland Park Rotary Club Foundation.
 - ◆ Live Cow milking demonstrations were conducted two times per day.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
Percent of visitor rating the following as good or very good:			
·Staff friendliness and assistance	98%	95%	95%
·Facility (landscaping, maintenance & cleanliness)	98%	95%	95%
·Overall rating of Farmstead experience	99%	95%	95%
Rate of Operating Cost Recovery	107%	100%	100%
WORKLOAD MEASURES			
Total number of Farmstead visitors:	460,105	400,000	400,000
Number of guided tours provided:	6,013	7,000	7,000

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$960,756	\$999,412	\$1,041,616
Commodities	340,611	350,775	350,935
Contractual	389,305	370,676	370,676
Capital Outlay	782	0	0
Transfers/Others	0	0	0
TOTAL	<u><u>\$1,691,454</u></u>	<u><u>\$1,720,863</u></u>	<u><u>\$1,763,227</u></u>

PERSONNEL (full-time equivalent):

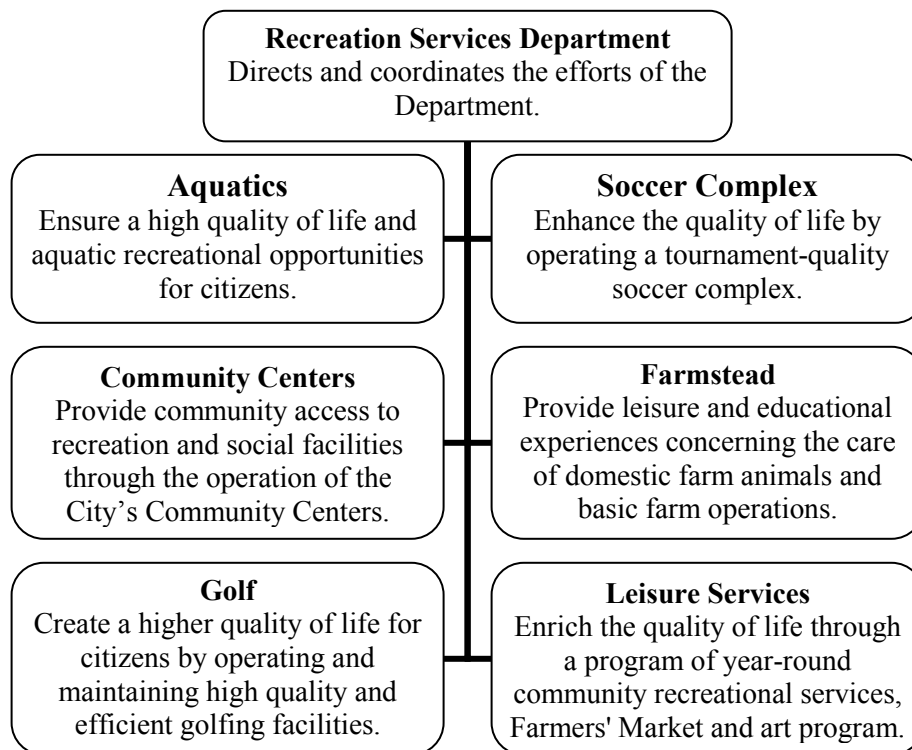
Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Superintendent, Farmstead	1	1	1
Supervisor, Animal Care	1	1	1
Supervisor, Maintenance & Const.	1	1	1
Supervisor, Concession Operations	1	1	1
Asst. Supervisor Concession Operations	1	1	1
Total Full-time Employees:	<u>5</u>	<u>5</u>	<u>5</u>
Part-Time			
Contract Public Program Supervisor	1.00	1.00	1.00
Contract Educational Programs Supv.	1.00	1.00	1.00
Volunteer Program Supervisor	0.87	1.00	1.00
Guest Services Coordinator	0.83	0.83	0.82
Volunteer Coordinator Assistant	0.31	0.70	0.54
General Store Coordinator	0.84	0.79	0.79
General Store Assistant	0.58	0.58	0.38
Point-of-Sale Attendant	7.60	8.41	7.93
Guest Services Attendant	0.48	0.19	0.00
Animal Care Assistant	0.96	1.00	0.82
Animal Care Attendant	2.74	2.87	3.37
Gardner II	0.63	0.63	0.82
Blacksmith	0.00	0.00	0.87
Laborer, Farmstead	1.92	0.82	0.82
Education Program Attendant	4.09	4.18	3.85
Total Part-time Employees:	<u>23.85</u>	<u>24.00</u>	<u>24.01</u>
TOTAL FTEs	<u>28.85</u>	<u>29.00</u>	<u>29.01</u>

PROGRAM DESCRIPTION

The St. Andrews Golf Course division is responsible for operating and maintaining 18 golf holes of a high-quality, efficient golfing facility, in order to ensure golfing opportunities for the residents of Overland Park and a higher quality of life for the citizens.

The St. Andrews Golf Course is self-supporting, generating revenue to pay all budgeted operating costs, capital improvements and administrative overhead each year, while remaining fee-competitive with other public golf courses within the Kansas City Metropolitan Area.

**RECREATION SERVICES DEPARTMENT -
ORGANIZATIONAL CHART**

**MISSION STATEMENT**

To create a higher quality of life for citizens of Overland Park by:

- ❖ *Operating and maintaining 18 holes of high-quality and efficient golfing facilities in an environmentally sensitive manner.*

AGENCY LOCATOR

Community Development
 Recreation Services
 Leisure Services
 Community Centers
 Golf Courses ➡
 Farmstead
 Aquatics
 Soccer Complex

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the St. Andrews Golf Course in 2016.

- *Operate and maintain 18 holes of high quality and efficient golfing facilities in an environmentally sensitive manner:*
 - ◆ Maintain a Fees and Charges Program that will support golf course operations, maintenance, and improvements that will, with normal climatic conditions, provide high quality playing conditions.
 - ◆ Achieve a Fees and Charges Program that will provide sufficient revenue to offset 100% of the budgeted operating cost, capital improvements, and overhead administrative costs.
 - ◆ Achieve a Golf Course Operations Plan that will produce 55,000 rounds of golf in 2016.
 - ◆ Achieve a Golf League Program that will accommodate evening corporate leagues, couples leagues, juniors, seniors, men, and women's leagues.
 - ◆ Achieve a Customer Service Program that will receive a satisfactory or better rating of 90% based on customer service surveys.
 - ◆ Achieve a Pace of Play Program through education, monitoring, and marshalling that will result in 95% of all rounds played during peak times completed in less than 4 hours and 48 minutes.
 - ◆ Achieve a program for renting and scheduling the Highlands Room that will result in a minimum of 100 community meetings or events involving seminars, weddings, parties, golf leagues, golf tournaments, etc.
 - ◆ Achieve a Golf Pro Shop Sales Program that will result in \$200,000 in gross sales and shall be recognized as a top 100 pro shop by the PGA of America.
 - ◆ Achieve a Clubhouse Operating Program that will collect data to be used to market to our customers in conjunction with our Customer Service Program and Mass Communication Programs by means of our website, Facebook, Twitter, and email blasts. This Program produces greater customer loyalty, resulting in an increase in the number of patron members and rounds of golf played.
 - ◆ Maintain Audubon International Golf Course Certification, recognizing the golf course as environmentally beneficial to the community, thus adding to the quality of life of our citizens. One of nine golf courses in the State of Kansas.
 - ◆ Achieve an Instruction Program that will introduce 500 new players to the game. Provide advanced lessons to 400 golfers who already play the game.
 - ◆ Achieve a Golf Course Maintenance Program that will provide high quality playing conditions for our customers, recognized in the top tier of well conditioned golf courses in the greater Kansas City metropolitan area.
 - ◆ Maintain a sufficient non-potable water sources throughout the golf course lakes and Tomahawk Creek to irrigate the golf course, Farmstead, and Soccer Complex. Manage these irrigation sources in conjunction with state of the art irrigation system to avoid having to purchase potable water.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the St. Andrews Golf Course include:

- *Operate and maintain 18 holes of high quality and efficient golfing facilities in an environmentally sensitive manner:*
 - ◆ 46,700 rounds of golf were played in 2014.

- ◆ 1,546 patron members in 2014.
- ◆ 90% of the rounds of golf played at the golf courses were completed in less than 4 hours and 48 minutes in 2014.
- ◆ Completed miscellaneous sodding and landscaping projects on the course.
- ◆ Installation of new overflow structure on East pond.
- ◆ Concrete replacement around clubhouse
- ◆ Installation of new fence around the turf care center
- ◆ Poured new footings and cart part for # 3 bridge
- ◆ Worked on environmental initiatives to reduce operating cost and energy consumption.
- ◆ St. Andrews remained certified as an Audubon International Certified Golf Course in recognition of its environmental programs.
- ◆ Major tree removal on a few holes.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
Percent of Golfers Satisfied or Very Satisfied with Golf Operations	91%	91%	90%
Percent of Citizens Satisfied or Very Satisfied with City Golf Courses	96%	NA	NA
EFFICIENCY / WORKLOAD MEASURES			
Cost to Golfer per Round of Golf	\$39.15	\$39.62	\$38.50
Rate of Total Cost Recovered	104.6%	107.5%	110.0%
Annual Net Profit for the Golf Course Enterprise Fund	\$111,177	\$348,120	\$350,000
Year End Balance for Reserve/Capital Improvement Fund	\$1,020,237	\$1,381,614	\$1,600,000
Rounds per FTE Maintenance Operations	6,264	7,295	7,000
Rounds per FTE Clubhouse Operations	1,921	4,023	4,000

EXPENDITURES:

Golf Course Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$947,036	\$369,408	\$454,809
Commodities	605,494	205,120	220,838
Contractual	414,606	1,547,897	1,566,513
Capital Outlay	2,346	0	20,500
Transfers/Others	0	0	0
TOTAL	<u><u>\$1,969,482</u></u>	<u><u>\$2,122,425</u></u>	<u><u>\$2,262,660</u></u>

PERSONNEL (full-time equivalent):

Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Assistant Superintendent, Golf Course	1	1	1
Golf Course Attendant, Senior	1	1	1
Superintendent, Golf Course	1	1	1
Administrative Assistant	0	0	1
Total Full-time Employees:	<u>3</u>	<u>3</u>	<u>4</u>
Part-Time			
Laborer, Golf Course	3.08	3.15	3.15
Total Part-time Employees:	<u>3.08</u>	<u>3.15</u>	<u>3.15</u>
TOTAL FTEs	<u>6.08</u>	<u>6.15</u>	<u>7.15</u>

PROGRAM DESCRIPTION

The Sykes/Lady Overland Park division is responsible for operating and maintaining 36 holes of high-quality and efficient golfing facilities that ensure golfing opportunities for the residents of Overland Park, thereby offering a higher quality of life for the citizens.

The Sykes/Lady Overland Park Golf Courses are self-supporting, generating revenue to pay all budgeted operating costs, capital improvements, and administrative overhead each year while remaining fee-competitive with other public golf courses within the Kansas City Metropolitan Area.

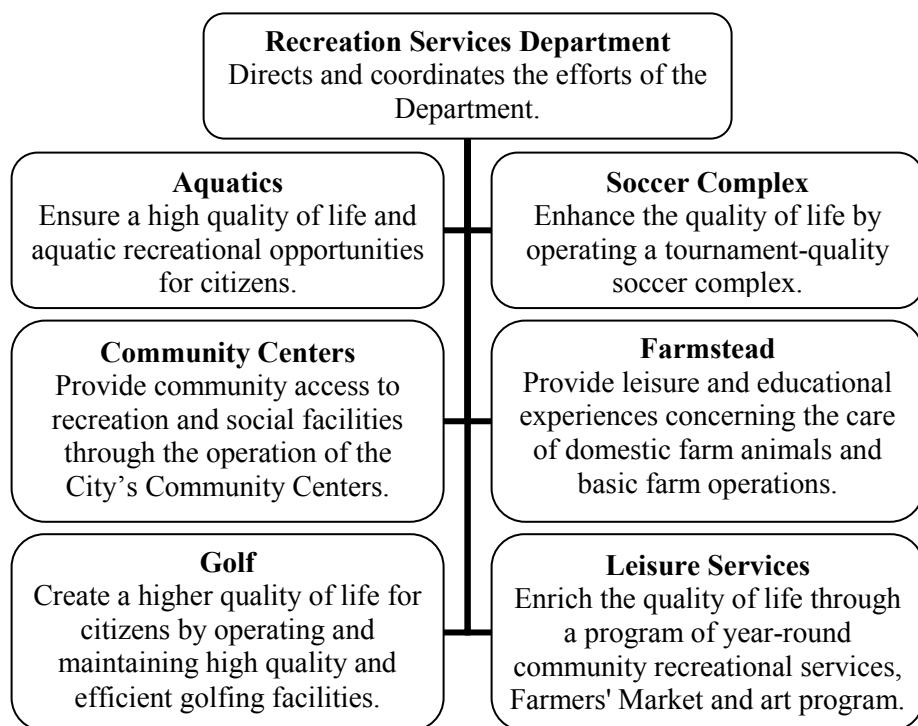
The golf course consists of the original 18-hole layout established in 1970. A nine hole Par-3 course, which encompasses the 1st Tee Program of Greater Kansas City, was constructed in 1971 and a remote nine-hole addition was added in 1992, known as Westlinks Golf Course.

MISSION STATEMENT

To create a higher quality of life for citizens of Overland Park by:

- ❖ *Operating and maintaining 36 holes of high-quality and efficient golfing facilities in an environmentally sensitive manner.*

**RECREATION SERVICES DEPARTMENT -
ORGANIZATIONAL CHART**

**AGENCY LOCATOR**

Community Development
 Recreation Services
Leisure Services
Community Centers
Golf Courses ⚡
Farmstead
Aquatics
Soccer Complex

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Golf Course Division in 2016.

- *Operate and maintain 36 holes of high quality and efficient golfing facilities in an environmentally sensitive manner:*
 - ◆ Maintain a Fees and Charges Program that will support golf course operations, maintenance and improvements that will, with normal climatic conditions, provide high quality playing conditions.
 - ◆ Achieve a fees and charges program that will provide sufficient revenue to offset 100% of the budgeted operating cost, capital improvements, and overhead administrative costs.
 - ◆ Achieve a Golf Course Operations Plan that will produce 78,000 rounds of golf in 2016.
 - ◆ Achieve a Golf League Program that will accommodate evening corporate leagues, couples leagues, juniors, senior's, men's, and women's leagues.
 - ◆ Achieve a Customer Service Program that will receive a satisfactory or better rating of 90% based on customer service surveys.
 - ◆ Achieve a Pace of Play Program through education, monitoring, and marshalling that will result in 95% of all rounds played during peak times to be completed in less than 4 hours and 48 minutes.
 - ◆ Achieve a Golf Pro Shop Sales Program that will result in \$100,000 in gross sales and become recognized as a top 100 pro shop by the PGA of America.
 - ◆ Achieve a Clubhouse Operating Program that will collect data to be used to market to our customers in conjunction with our Customer Service Program and Mass Communication Programs by means of our website, Facebook, Twitter, and email blasts. This Program produces greater customer loyalty, thus resulting in an increase in the number of patron members and rounds of golf.
 - ◆ Maintain Audubon International Golf Course Certification, recognizing the golf course as environmentally beneficial to the community, adding to the quality of life of our citizens. The course is one of nine courses in the State of Kansas with this certification.
 - ◆ Achieve an Instruction Program that will introduce a minimum of 1,000 new players to the game. Provide advanced lessons to a minimum of 500 golfers who already play the game.
 - ◆ Achieve a Golf Course Maintenance Program that will provide high quality playing conditions for our customers, recognized in the top tier of well conditioned golf courses in the greater Kansas City metropolitan area.
 - ◆ Achieve an Indoor Driving Range Operation from November 1 through March 15 that will result in holding a demo day, along with league clinics, and \$10,000 in gross revenue.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Sykes/Lady Overland Park Golf Course include:

- *Operate and maintain 36 holes of high quality and efficient golfing facilities in an environmentally sensitive manner:*
 - ◆ 56,290 rounds of golf were played in 2014.
 - ◆ Produced a \$111,000 net profit in 2014.
 - ◆ 14,718 Par 3 rounds of golf were played in 2014.
 - ◆ 2,317 patron members in 2014.

- ◆ Indoor Driving Range exceeded \$43,000 in revenue.
- ◆ Completed miscellaneous sodding and landscaping projects on the courses.
- ◆ Completed 5 new forward tees on Par 3 course.
- ◆ Construction of a new grass teaching tee and bunker on driving range.
- ◆ Resurfaced the clubhouse parking lot
- ◆ Installation of pond aeration system at the North Lake.
- ◆ Worked on environmental initiatives to reduce operating cost and energy consumption.
- ◆ Sykes/Lady Overland Park Golf Course became a recertified Audubon International Certified Golf Course in recognition of its environmental programs.
- ◆ Maintain an Indoor Driving Range which included eight stations, a putting green and video golf lessons during the off-season.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
Percent of Golfers Satisfied or Very Satisfied with Golf Operations	91%	91%	90%
Percent of Citizens Satisfied or Very Satisfied with City Golf Courses	96%	NA	NA
EFFICIENCY / WORKLOAD MEASURES			
Cost to Golfer per Round of Golf	\$39.15	\$39.62	\$38.50
Rate of Total Cost Recovered	104.6%	107.5%	110.0%
Annual Net Profit for the Golf Course Enterprise Fund	\$111,177	\$348,120	\$350,000
Year End Balance for Reserve/Capital Improvement Fund	\$1,020,237	\$1,381,614	\$1,600,000
Rounds per FTE Maintenance Operations	6,264	7,295	7,000
Rounds per FTE Clubhouse Operations	1,921	4,023	4,000

EXPENDITURES:

Golf Course Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$1,017,431	\$551,670	\$575,191
Commodities	599,974	311,580	309,645
Contractual	491,567	1,470,594	1,507,004
Capital Outlay	3,910	0	15,500
Transfers/Others	0	0	0
TOTAL	<u><u>\$2,112,882</u></u>	<u><u>\$2,333,844</u></u>	<u><u>\$2,407,340</u></u>

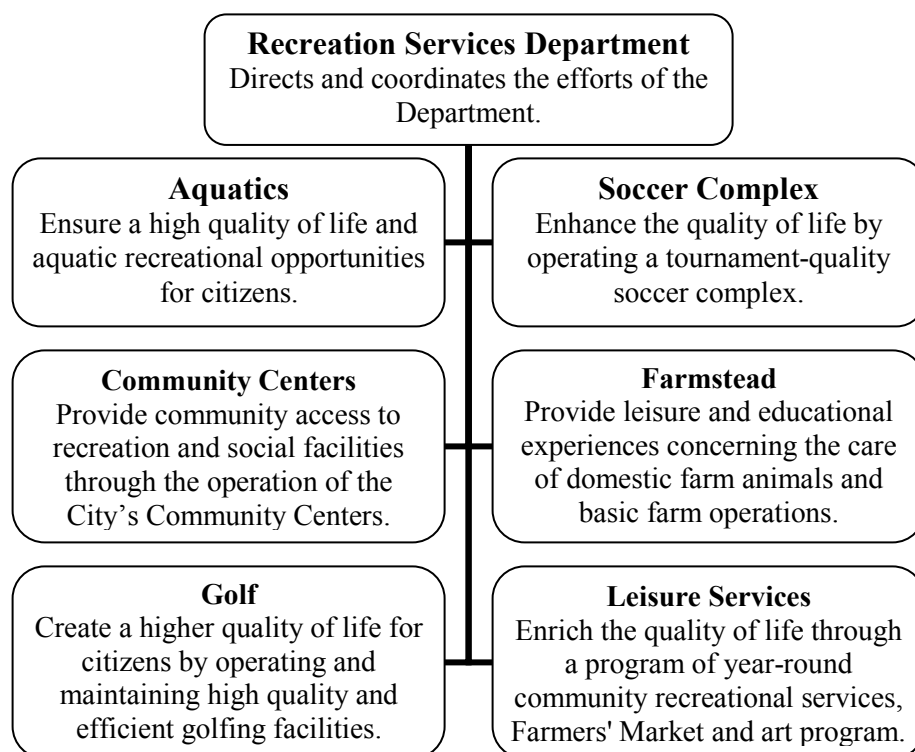
PERSONNEL (full-time equivalent):

Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Superintendent, Golf Course	1	1	1
Assistant Superintendent, Golf Course	2	2	2
Golf Course Attendant, Senior	1	1	1
Golf Course Attendant II	1	0	1
Golf Course Attendant I	1	2	1
Total Full-time Employees:	<u>6</u>	<u>6</u>	<u>6</u>
Part-Time			
Laborer, Golf Course	4.62	4.65	4.65
Total Part-time Employees:	<u>4.62</u>	<u>4.65</u>	<u>4.65</u>
TOTAL FTEs	<u><u>10.62</u></u>	<u><u>10.65</u></u>	<u><u>10.65</u></u>

PROGRAM DESCRIPTION

The Aquatics Division is responsible for operating and maintaining the City's seven pools. Young's, Roe, Bluejacket, Stonegate, Marty, Tomahawk Ridge and Matt Ross swimming pools are operated and maintained in a manner which ensures high-quality aquatic recreational opportunities and contributes to a high quality of life for the citizens of Overland Park.

**RECREATION SERVICES DEPARTMENT -
ORGANIZATIONAL CHART**

**MISSION STATEMENT**

To ensure a high quality of life for citizens and aquatic recreational opportunities by:

- ❖ *Safely and efficiently operating and maintaining the City's swimming pools.*

AGENCY LOCATOR

Community Development
 Recreation Services
Leisure Services
Community Centers
Golf
Farmstead
Aquatics ←
Soccer Complex

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Aquatics Division in 2016.

- *Safely and efficiently operate and maintain the City's swimming pools while providing a fun family environment for the citizens of Overland Park.*
 - ◆ No serious injuries or incidents to patrons or employees.
 - ◆ Increase registration and revenue from swimming lessons by 1%.
 - ◆ Score with passing marks on all Starguard audits.
 - ◆ Receive an overall public satisfaction rating of 95% on surveys.
 - ◆ Increase the return rate of employees over 2014.
 - ◆ Increase our environmentally-friendly approach to operations.
 - ◆ Successful operation of indoor facility at the Matt Ross Community Center.
 - ◆ Special event operations at Matt Ross Community Center and outdoor pools.
 - ◆ Continue success of employee recognition program.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Aquatics Division include:

- *Safely and efficiently operate and maintain the City's swimming pools while providing a fun family environment for the citizens of Overland Park.*
 - ◆ No serious injuries to patrons or employees during the 2014 season.
 - ◆ Improved general appearance of facilities by improving facility appearance, providing new equipment, and updating policies and manuals.
 - ◆ Increased employee ownership of programs and facilities by rewarding great service and work.
 - ◆ Obtained public survey satisfaction rating of 98%.
 - ◆ Met or exceeded expectations of Starguard audits on two seasonal reviews.
 - ◆ Continued successful operation of indoor swimming lesson program.
 - ◆ Continued private and semi-private lessons at the Matt Ross and outdoor pools grossing over \$24,000 in revenue.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
Percent of pool customers rating the following as good or very good:			
·Cleanliness and condition of pool facility	99%	98%	98%
·Staff friendliness and performance	98%	98%	98%
Percent of participating parents rating the following swim lesson elements as good or very good:			
·Child learned intended skills	97%	97%	98%
·Instructor was prepared each day	99%	97%	98%
·Child enjoyed the class	98%	97%	98%
·Class challenged child	97%	97%	98%
·Would recommend program to friend	98%	97%	98%
EFFICIENCY / WORKLOAD MEASURES			
Cost to City per participant:			
·Swimming lessons (profit)	\$13.14	\$12.25	\$12.25
·Recreational Swimmers (subsidy)	\$4.18	\$4.25	\$4.50
Percent of operating costs recovered:	55%	53%	50%
Number of program participants:			
·Recreational swimmers	131,720	145,000	155,000
·Swim instruction	2,330	2,400	2,600
Number of pool memberships:	3,028	3,100	3,200
Number of daily fee pool admissions:	39,636	35,800	35,000
Total revenue generated:	\$728,342	\$725,000	\$750,000
Total pool operating expenditures:	\$1,336,933	\$1,330,000	\$1,330,000

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$847,977	\$917,555	\$822,079
Commodities	169,663	176,735	162,749
Contractual	303,648	262,140	254,358
Capital Outlay	18,080	8,450	0
Transfers/Others	0	0	0
TOTAL	<u>\$1,339,368</u>	<u>\$1,364,880</u>	<u>\$1,239,186</u>

PERSONNEL (full-time equivalent):

Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Aquatics Supervisor	1	1	1
Total Full-time Employees:	<u>1</u>	<u>1</u>	<u>1</u>
Part-Time			
Administrative Clerk	0.72	0.72	0.00
Head Swim Coach	0.12	0.12	0.05
Head Dive Coach	0.07	0.06	0.05
Assistant Swim Coach	0.11	0.13	0.10
Assistant Dive Coach	0.05	0.05	0.05
Lifeguard I	8.41	8.41	6.20
Lifeguard II	5.77	5.77	5.77
Lifeguard III	7.21	7.21	7.21
Lifeguard, Senior	3.37	3.37	3.49
Lifeguard Manager	0.77	0.62	0.62
Swim Lesson Manager	0.38	0.42	0.31
Pool Cashier	5.16	5.16	4.51
Pool Manager	2.26	2.26	3.09
Pool Manager, Senior	0.87	1.01	0.00
Total Part-time Employees:	<u>35.27</u>	<u>35.31</u>	<u>31.45</u>
TOTAL FTEs	<u>36.27</u>	<u>36.31</u>	<u>32.45</u>

PROGRAM DESCRIPTION

The Overland Park Soccer Complex, located at 135th and Switzer, serves local soccer teams and host local, regional and national tournaments.

The facility includes:

- Twelve tournament quality fields;
- Lighted fields for night use;
- A multi-purpose building, complete with staff, tournament and first-aid offices, locker rooms, and a 100-person meeting room;
- Three concession areas;
- Two playgrounds;
- Tennis courts, basketball courts and skate park, and
- Parking facilities for soccer and the Deanna Rose Children's Farmstead.

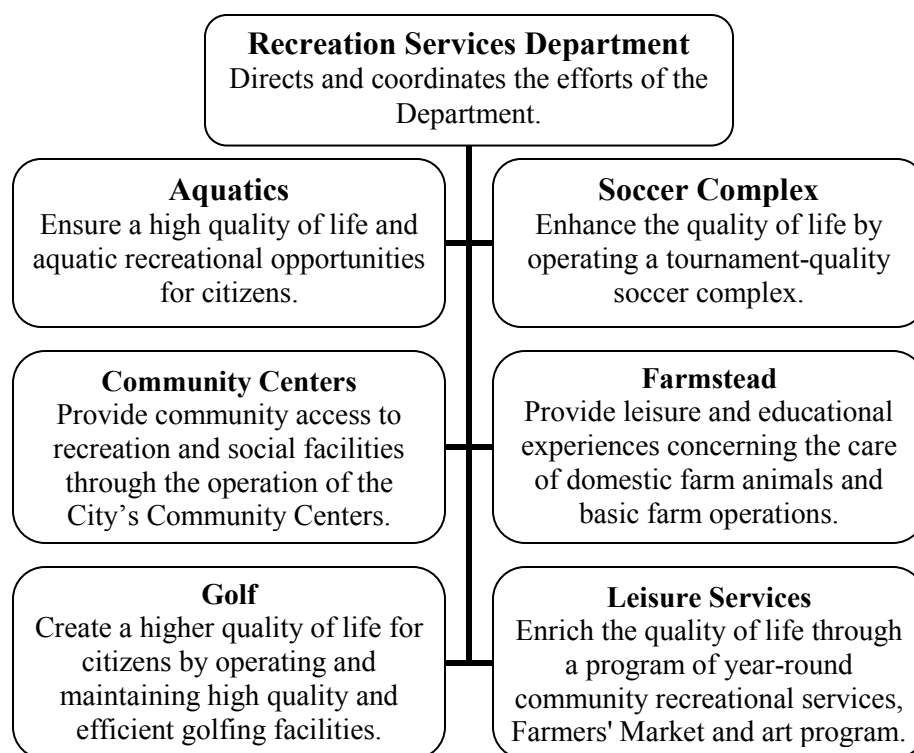
An enterprise operation, the Complex generates revenue to support all budgeted operations and maintenance expenditures.

MISSION STATEMENT

To contribute to a high quality of life for citizens, promote tourism and provide recreational opportunities by :

- ❖ *Operating a tournament-quality soccer complex.*

**RECREATION SERVICES DEPARTMENT -
ORGANIZATIONAL CHART**

**AGENCY LOCATOR**

Community Development
 Recreation Services
 Leisure Services
 Community Centers
 Golf
 Farmstead
 Aquatics
 Soccer Complex ◀

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Soccer Complex Division in 2016.

- *To enhance the quality of life by operating a tournament-quality soccer complex:*
 - ◆ Continue to develop and expand partnerships with local, regional and national soccer organizations.
 - ◆ Continue to expand/refine partnership with Heartland Soccer Association and Sporting KC sales groups to maximize revenue. Continue to look to develop new programs and partnerships that generate "non-traditional" revenue streams.
 - ◆ Continue to build partnerships with local colleges and conferences to secure games, conference tournaments and national championships.
 - ◆ Continue to develop and expand partnerships to host other sports (i.e. lacrosse, rugby, etc.) tournaments and/or games.
 - ◆ Continue to maximize weekday and weekend, non-peak, hours through practices, camps/clinics, league games and tournaments.
 - ◆ Continue to review processes and procedures associated with field maintenance, equipment set-up, scheduling/permitting procedures, etc.
 - ◆ Continue to monitor long term field viability and adjust yearly maintenance (i.e. additional rubber) accordingly.
 - ◆ Continue to work with the Convention and Visitors' Bureau (CVB) to ensure room night/visitor night objectives and goals are met.
 - ◆ Continue to market complex to local, regional and national tournaments for 2016 and beyond.
 - ◆ Continue to evaluate and refine food and beverage operation that increases profits and decreases labor/COG vs. revenue.
 - ◆ Fill any unscheduled weekends.
 - ◆ Continue to research development of a Soccer Complex web page.
 - ◆ Due to the addition of a FT position look to refine duties and responsibilities of PT staff that minimizes overall PT hours and maximizes productivity of FT personnel.
 - ◆ Continue to evaluate internal food service to find synergies with the Farmstead, golf courses, pools, etc. which lower cost of goods sold and labor, and maximize purchase power.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Soccer Complex Division include:

- *To enhance the quality of life by operating a tournament-quality soccer complex:*
 - ◆ Successfully hosted 24 tournaments, including Kansas State Cup, US Adult Regional and USYSA Region II President's Cup.
 - ◆ Tournament business generated over 31,000 hotel room nights, with an economic impact of \$7.7 million.
 - ◆ Continued to assist local, state, regional and national soccer organizations with production of tournaments.
 - ◆ Implemented multi-year sponsorship sales agreement with Sporting KC (Sporting Club Network) and Heartland Soccer Association that generated over \$88,000 in revenue (18% increase).

- ◆ Increased weekday field utilization from 60% to 64%. Overall weekend utilization remained steady at nearly 80%. Seasonal utilization (March-June & August-November) remained consistent with 80% of weekday field availability and 100% of weekend availability used.
- ◆ Increased field rental revenue \$79,434 (9% year over year) and overall revenue \$60,118 (4%) year over year.
- ◆ Deposited \$300,000 (\$100,000 more than required) towards field replacement.
- ◆ Achieved concession profitability with \$19,104 in profit on \$316,785 in revenue.
- ◆ Worked closely with the city's Golf, Recreation Services, Facilities and Public Works divisions to identify operational issues (i.e., irrigation, grounds maintenance, etc.) and implement procedures to address in the future.
- ◆ Secured commitment from USYSA to host future National Championship in 2019 & 2020 on a rotational basis between Dallas and Overland Park.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
Percent of Soccer Complex participants rating the following as good or very good:			
·Overall Complex Rating	97%	95%	95%
·Rate Affordability	93%	95%	95%
Overall Field Utilization:	97%	95%	95%
Rate of program cost recovery:			
·Practice Rentals	31%	30%	30%
·League Rentals	20%	20%	20%
·Tournament Rentals	40%	40%	40%
·Concessions	127%	120%	115%
EFFICIENCY / WORKLOAD MEASURES			
Number of visitations at Soccer Complex:			
·Practice	133,000	121,000	121,000
·Camps	3,435	3,500	3,000
·Leagues	640,090	600,000	600,000
·Tournament	355,104	300,000	300,000

EXPENDITURES:

Soccer Operations Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$474,913	\$534,000	\$555,000
Commodities	184,351	198,000	210,000
Contractual	409,210	353,000	370,800
Capital Outlay	1,564	11,000	19,200
Transfers/Others	0	0	0
TOTAL	<u>\$1,070,038</u>	<u>\$1,096,000</u>	<u>\$1,155,000</u>

PERSONNEL (full-time equivalent):

Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Manager, Soccer Complex Operations	1	1	1
Supervisor, Soccer Complex Operations	1	1	1
Supv., Concession Operations	0	1	1
Asst. Supv., Field Operations	0	1	1
Total Full-time Employees:	<u>2</u>	<u>4</u>	<u>4</u>
Part-Time			
Concession Operations Supervisor	0.77	0.00	0.00
Asst. Supv., Concession Operations	1.25	1.25	1.32
Concession Attendant	2.74	2.74	3.11
Asst. Supv., Soccer Complex Operations	2.79	1.87	1.99
Soccer Complex Operations Attendant	1.44	1.44	1.37
Total Part-time Employees:	<u>8.99</u>	<u>7.30</u>	<u>7.79</u>
TOTAL FTEs	<u><u>10.99</u></u>	<u><u>11.30</u></u>	<u><u>11.79</u></u>

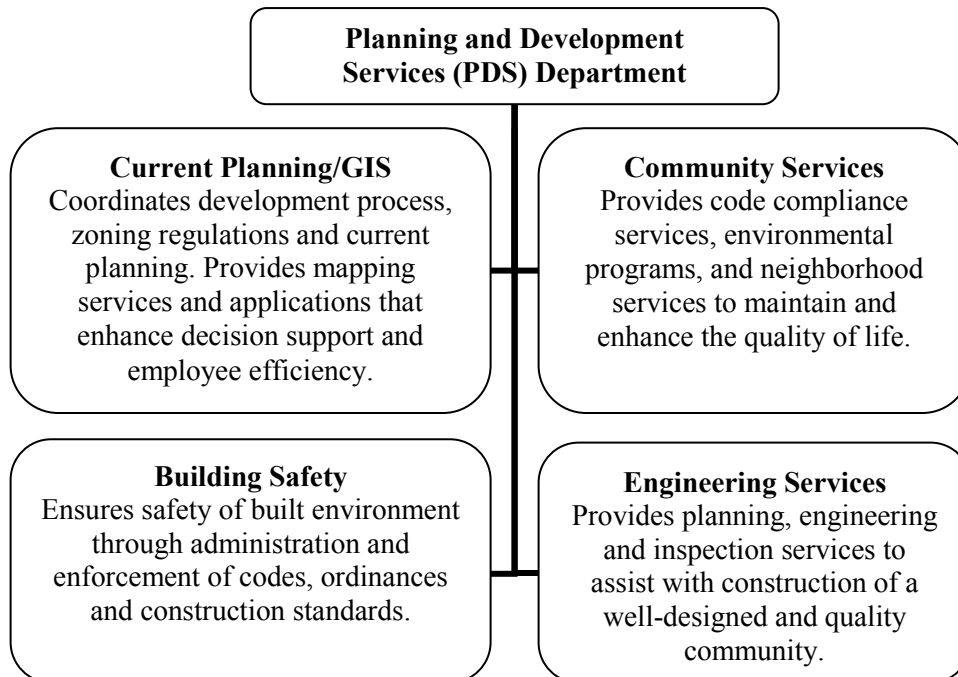
PROGRAM DESCRIPTION

The Planning and Development Services Department is a partner in planning, developing, enhancing and sustaining our community. Department administration, zoning regulation and compliance, current planning, and Geographic Information System (GIS) support are all services provided by the Planning and Development Services Department.

Zoning regulation and compliance helps maintain a high quality of life and high property values for the citizens of Overland Park by insuring compliance with all development and zoning regulations. Current planning is responsible for expeditiously reviewing and responding to all inquiries, applications and studies dealing with current planning, zoning, and land development to achieve a well-designed, quality community in accordance with adopted codes, ordinances, resolutions and policies. GIS provides support to citizens and city employees with mapping services and applications to improve information access.

These programs strive to ensure that all resources of the community are preserved, developed and managed consistently in accordance with city policies to promote the highest quality of life for present and future citizens.

**PLANNING AND DEVELOPMENT SERVICES DEPARTMENT-
ORGANIZATIONAL CHART**

**MISSION STATEMENT**

To maintain an attractive, safe and functional built environment, maintain quality neighborhoods, ensure development meets the standards set by policy makers, protect and enhance health and environment by:

- ❖ *Providing administrative support to all aspects of the development process,*
- ❖ *Promoting community building activities,*
- ❖ *Reviewing development proposals for compliance in a fair and consistent manner,*
- ❖ *Educating and enforcing zoning and property maintenance ordinances, and*
- ❖ *Providing GIS support to citizens and city employees to improve information access.*

AGENCY LOCATOR

Community Development
Planning and Development Services
Current Planning/GIS ←
Community Services
Building Safety
Engineering Services

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Planning and Development Services Department in 2016:

- *Promoting community building activities:*
 - ◆ Provide continued support for the implementation of the Vision Metcalf goals:
 - Work with the Downtown Overland Park Partnership and the Business Improvement District Advisory Board to refocus their efforts in a way that fosters redevelopment activity in the downtown area.
 - Work with downtown property owners, business owners and developers to expand the amount of shared parking and to better manage the existing parking to reduce parking difficulties while maintaining the pedestrian oriented character of the area.
 - Investigate best practices in redevelopment in other similarly sized cities for relevancy to Overland Park.
- *Providing GIS support to citizens and city employees to improve information access:*
 - ◆ Implement GIS technology on mobile devices and expand its presence on the city's website to improve our citizen's access to information and promote transparency in city government:
 - Expand the range of information that can be visualized and analyzed in map form by adding more themes to the existing Map Viewer application (e.g. financial incentives).
 - Make information more readily available to our citizens by building GIS applications that are specifically intended for mobile devices such as tablets and smart phones.
 - ◆ Expand the use of GIS technology as a productivity enhancement tool for city employees:
 - Develop mobile GIS tools aimed at making field inspection staff more productive and more informed (e.g. tablet based mapping applications for Public Works inspectors).
 - Incorporate GIS capabilities into the new EnerGov permitting system to improve staff decision-making by providing a broad range of geographic information in conjunction with each permit, development request, license or complaint.
- *Providing administrative support to all aspects of the development process:*
 - ◆ Integrate the Comprehensive Planning function into the Current Planning division.
 - Incorporate the South Streets Study and Comprehensive Bike Plan into the Comprehensive Plan.
 - ◆ Initiate an update of the Unified Development Ordinance.
 - Support the conversion of the Municipal Code and other documents to EnCode.
 - Begin drafting the update to eliminate inconsistencies, update formatting, address new trends, update identified code sections and enhance web accessibility for completion in 2016.
 - ◆ Direct and manage the City's development review process.
 - ◆ Support the transition from Tidemark to Energov.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Current Planning and GIS Services Division include:

- *Providing GIS support to citizens and city employees to improve information access:*
 - ◆ Developed, tested and deployed a smartphone/tablet based application that mapped all of the vendors and attractions at the Fall Festival to make it easier to find a particular vendor or a particular type of product.

- ◆ Developed and deployed a smartphone/tablet based application that mapped all of the areas where AT&T is installing underground fiber in residential neighborhoods, including the ability to determine which subcontractor is working in a particular area to facilitate problem reporting.
- ◆ Continued to upgrade both the software and hardware platforms that support GIS users to improve response time and add new capabilities.
- ◆ Developed and deployed a tablet based application that allowed Public Works field inspectors to record progress on the annual chip seal program from the field and make it immediately available to citizens checking the city's website.
- *Promoting community building activities:*
 - ◆ Updated the 2014 Annual Development Report to highlight demographic and development information of importance to community stakeholders and to identify key trends impacting the future of the community.
 - ◆ Selected a consultant to assist with the update of the UDO and identified a vendor for on-line presentation of the UDO resulting in the conversion of the entire Municipal Code to a new on-line format.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
Percent of Citizens who are "Satisfied" or "Very Satisfied" With How Well the City is Planning New Development.	65%	NA	NA
Percent of Citizens who are "Satisfied" or "Very Satisfied" With How Well the City is Planning Redevelopment.	56%	NA	NA
EFFICIENCY / WORKLOAD MEASURES			
Total Number of Plans Reviewed per FTE:	59.7	90.0	90.0
Number of Planning applications filed:	447	340	400
Number of reviews conducted:	597	400	400

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$1,653,967	\$1,789,972	\$1,820,712
Commodities	13,067	19,250	20,479
Contractual	155,217	208,724	207,195
Capital Outlay	64,641	0	0
Transfers/Others	0	0	0
TOTAL	<u>\$1,886,892</u>	<u>\$2,017,946</u>	<u>\$2,048,386</u>

Business Improvement District	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	100,999	110,000	110,000
Capital Outlay	0	0	0
Transfers/Others	0	0	0
TOTAL	<u>\$100,999</u>	<u>\$110,000</u>	<u>\$110,000</u>

PERSONNEL (full-time equivalent):

Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Director, Planning & Dev. Services	1	1	1
Manager, Current Planning	1	1	1
Manager, GIS & Support Services	1	1	1
Planner, Transportation Senior	1	0	0
Planner, Transportation	0	1	0
Planner, Senior	2	2	2
Planner I	1	2	3
Assistant Planner	1	0	0
Staff Assistant	1	1	1
Customer Service Representative, Senior	1	1	1
Engineering Technician, Senior	1	1	1
GIS Analyst	3	3	3
GIS, Associate	1	1	1
Management Assistant	1	1	1
Administrative Assistant	1	1	1
Total Full-time Employees:	<u>17</u>	<u>17</u>	<u>17</u>
Part-Time			
GIS Analyst	0.65	0.65	0.65
Engineering Technician I	0.50	0.50	0.50
Total Part-time Employees:	<u>1.15</u>	<u>1.15</u>	<u>1.15</u>
TOTAL FTEs	<u>18.15</u>	<u>18.15</u>	<u>18.15</u>

PROGRAM DESCRIPTION

The Community Services Division is part of the Planning and Development Services Department, and has the responsibility for code compliance programs, environmental programs, neighborhood support programs, the Community Development Block Grant (CDBG) Program and housing support programs. The Community Services Division has three sections: Code Compliance, Neighborhood Services, and Support Services. The Support Services Section provides administrative support services to the other two sections.

The Code Compliance Section provides extensive code compliance services in several areas, including property maintenance, zoning compliance, nuisance abatement, food service inspection and licensing, pool and spa permitting, as well as follow-up on health-related complaints, solid waste collection truck inspection and permitting, and rental property registration.

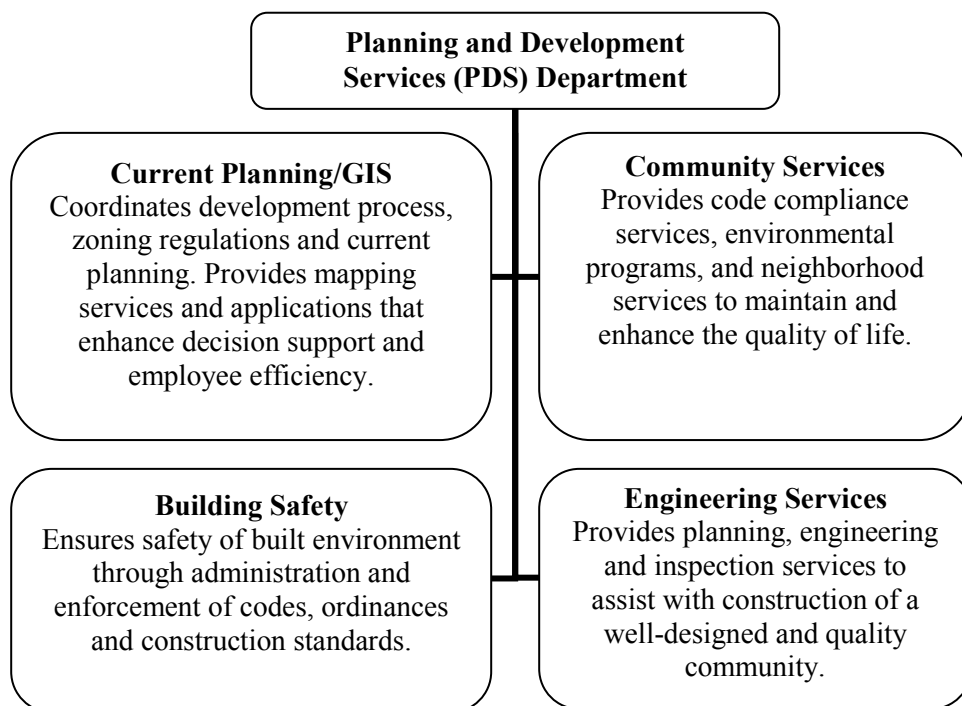
The Neighborhood Services Section supports the following programs and services: Neighborhood Conservation Program, the Community Development Block Grant Program and other housing-related programs. This section also supports various environmental programs including drop-off recycling center operations, regulation oversight of solid waste haulers, citizen education on environmental matters, electronic and other recycling events, and coordination of an annual citywide cleanup of streamways.

MISSION STATEMENT

To maintain a high quality of life, quality neighborhoods, promote sustainable development, and enhance the environment by:

- ❖ *Educate the public about and enforce community standards,*
- ❖ *Provide activities to promote environmental awareness and create a sustainable community, and*
- ❖ *Provide activities and support to neighborhoods.*

**PLANNING AND DEVELOPMENT SERVICES DEPARTMENT-
ORGANIZATIONAL CHART**

**AGENCY LOCATOR**

Community Development
Planning and
Development Services
Current Planning/GIS
Community Services ←
Building Safety
Engineering Services

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Community Services Division in 2016:

- *Educate the public about and enforce community standards:*
 - ◆ Develop and implement a risk-based inspection program for food service establishments.
 - ◆ Continue to coordinate the City's inspection program with the State's (KDA) inspection program of food service establishments in Overland Park.
 - ◆ Continue to update and restructure sections of the Municipal Code dealing with property maintenance code enforcement, so the regulations become more uniform in structure, easier to understand for citizens and practical to enforce.
 - ◆ Continue the enforcement of all property maintenance and zoning code responsibilities assigned to Community Services.
 - ◆ Continue the annual inspections of all public and semi-public swimming pools and spas within the City of Overland Park.
- *Provide activities to promote environmental awareness and create a sustainable community:*
 - ◆ Continue to educate the public on environmental issues especially regarding the changes that took effect January 1, 2012 dealing with solid waste disposal, and disposal of yardwaste and recycling materials. This will also include educating the public of the other choices available such as mulching and composting at home or the use of other available composting services.
 - ◆ Continue to partner with other Johnson County communities to conduct recycling events that offer the ability of citizens to recycle a variety of items including electronics, shredded paper documents, building materials (for reuse), bicycles (for reuse), and other recycling services.
 - ◆ Conduct a citywide cleanup of streamways using extensive volunteer participation.
 - ◆ Continue to work with other communities in northeast Johnson County to further evaluate the need for developing an additional drop-off recycling center (either temporary or permanent) that is easily accessible to citizens in the northern part of the City and other northeast Johnson County communities which would be of comparable capacity to the drop-off recycling center at 119th Street and Hardy.
 - ◆ Coordinate the annual large-item trash pickup for approximately half of the City.
- *Provide activities and support to neighborhoods:*
 - ◆ Continue to implement various steps of the Neighborhood Stabilization Plan (NSP) including expanding and modifying current successful efforts, developing a neighborhood plan for selected at-risk neighborhoods, and supporting the implementation of a rental licensing and inspection program.
 - ◆ Develop new steps or modify existing steps, as appropriate, of the Neighborhood Stabilization Plan (NSP).
 - ◆ Continue to support the Neighborhood Conservation Program (NCP) including the work of the NCP Executive Committee. Review and provide recommendations to modify and enhance the City's NCP.
 - ◆ Continue to update and expand the set of neighborhood indicators which are used to assess the state of the City's neighborhoods, particularly those involved in the NCP.
 - ◆ Continue to offer the Neighborhood Grant Program that supports eligible community building activities and projects proposed by selected neighborhood organizations actively participating in the NCP.
 - ◆ Continue to manage the Community Development Block Grant Program (CDBG) and other housing programs.

- ◆ Continue to offer the Citizens Leadership Academy for training neighborhood leaders about city government and operations to help them become more effective in dealing with the City on neighborhood issues and concerns.
- ◆ Continue to enhance the activities of the Fair Housing Committee, to include not only investigation of any fair housing complaints received, but to also educate residents about fair housing. Identify how the City can address the existing impediments to fair housing in Overland Park as identified in the Analysis of Impediments to Fair Housing Choice in the Kansas City Region.
- *Participate in the direction and managing of the City's long-range planning process:*
 - ◆ Advise and assist, where appropriate, the long-range planner and GIS Analyst in the completion of the 2016 update to the City's Comprehensive Plan to ensure it continues to reflect current City land use policy and up-to-date information useful in directing future land development, including both new development and redevelopment, and providing the facilities and services needed to serve that development.
 - ◆ Advise and assist, where appropriate, staff in the completion of the 2016 update to the City's Official Street Map to ensure it continues to reflect current City policy and up-to-date information on the built or planned alignment and status of the existing and planned network of highways, thoroughfares, and collector streets.
 - ◆ Continue to coordinate with Park Services and Current Planning the implementation and update of the Greenway Linkages Plans and advise and assist, where appropriate Public Works and Current Planning the implementation and update of the Bicycle Master Plan.
 - ◆ Continue to work with the Mid-America Regional Council (MARC) and representatives of other jurisdictions in preparing new long-range forecasts of population, households, and employment for future land use and transportation planning at the state, region, county, and city levels.
 - ◆ Continue to work with MARC and other jurisdictions in implementing a multi-jurisdictional plan for a multi-use trail and cross connections along and near Turkey Creek through Johnson and Wyandotte Counties.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Community Services Division include:

- *Educate the public about and enforce community standards:*
 - ◆ Continued the annual inspections of all food service establishments within the City of Overland Park.
 - ◆ Maintained an on-going relationship for shared training and emergency response coordination with the Kansas Department of Agriculture (KDA).
 - ◆ Coordinated the City's inspection program with KDA's inspection program of food service establishments in Overland Park.
 - ◆ Adopted the 2015 Overland Park Food Code, which is based on the adopted KDA Food Code (based on the 2009 FDA Food Code).
 - ◆ Revised or updated various sections of the Municipal Code dealing with property maintenance code enforcement making them easier to understand for citizens and practical to enforce.
 - ◆ Continued the enforcement of all property maintenance and zoning code responsibilities assigned to Community Services.
 - ◆ Continued the annual inspections of all public and semi-public swimming pools and spas within the City of Overland Park.
 - ◆ Expanded the application of a Failed Inspection Fee to include swimming pools and spas.

➤ *Provide activities to promote environmental awareness and create a sustainable community:*

- ◆ Provided principal coordination of the 2014 and 2015 recycling extravaganzas, which included offering electronic recycling, paper shredding, and recycling of several other types of materials. Worked with other Johnson County communities to promote both events.
- ◆ For both 2014 and 2015, coordinated the citywide volunteer streamway clean-up program using 800-900 volunteers each year.
- ◆ Continued to operate the drop-off recycling center located at 119th Street and Hardy including the use of a part-time Community Services staff member and members from Parks Services, Public Works, and volunteers.
- ◆ Conducted large-item pickups (alternate years) for residents living on the east side of Antioch Road and then in the following year for residents living on the west of Antioch Road.

➤ *Provide activities and support to neighborhoods:*

- ◆ Developed, gained policy approval, and began implementation of the three major action step recommendations of the Neighborhood Stabilization Plan (NSP) including expanding and modifying current successful efforts, developing a neighborhood plan for selected at-risk neighborhoods, and supporting the implementation of a rental licensing and inspection program.
- ◆ Administered the Community Development Block Grant (CDBG) and the other housing programs offered by the City to assist low and moderate income citizens and neighborhoods.
- ◆ Developed and gained approval of the City's 2015-2019 Non-Housing Consolidated Plan and the 2015 Annual Plan for the use of CDBG Program funding, including proposing major shifts in how CDBG Program funding is used in future years.
- ◆ Through the Neighborhood Conservation Program (NCP), provided support to residents in more than 30 older neighborhoods to set up and run voluntary neighborhood organizations.
- ◆ Assisted in the restructuring and enhancement of the NCP.
- ◆ Supported the work of the NCP Executive Committee, which represents the leadership of the voluntary neighborhood organizations participating in the NCP.
- ◆ Updated and expanded the set of Neighborhood Indicators to gain a better understanding why neighborhoods decline and track the effectiveness of measures taken to intercede on behalf of distressed and at-risk neighborhoods.
- ◆ Offered for both 2014 and 2015 the Neighborhood Grant Program to assist selected neighborhoods to partially fund various neighborhood activities and projects.
- ◆ Continued to develop and hold a Citizens Leadership Academy for training neighborhood leaders about city government and operations to help them become more effective in dealing with the City on neighborhood issues and concerns.

➤ *Participate in the direction and managing of the City's long-range planning process:*

- ◆ Advised and assisted, where appropriate, the long-range planner and GIS Analyst in the completion of both the 2014 and 2015 updates to the City's Comprehensive Plan to ensure it continues to reflect current City land use policy and up-to-date information useful in directing future land development, including both new development and redevelopment, and providing the facilities and services needed to serve that development.
- ◆ Advised and assisted, where appropriate, staff in the completion of the 2014 and 2015 updates to the City's Official Street Map to ensure it continues to reflect current City policy and up-to-date information on the built or planned alignment and status of the existing and planned network of highways, thoroughfares, and collector streets.
- ◆ Continued to coordinate with Park Services and Current Planning the implementation and update of the Greenway Linkages Plans and advise and assist, where appropriate Public Works and Current Planning the implementation and update of the Bicycle Master Plan.
- ◆ Continued to work with the Mid-America Regional Council (MARC) and representatives of other jurisdictions in preparing new long-range forecasts of population, households, and

employment for future land use and transportation planning at the state, region, county, and city levels.

- ◆ Continued to work with MARC and other jurisdictions in implementing a multi-jurisdictional plan for a multi-use trail and cross connections along and near Turkey Creek through Johnson and Wyandotte Counties.
- ◆ Assisted in the completion of the 2015 Existing Land Use Survey and Map.
- ◆ Completed the development of new population estimates by ward and precinct and prepared City Council Ward redistricting options for consideration by City Council in 2014.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFECTIVENESS MEASURES			
Percent of residents who are satisfied with overall condition of housing in their neighborhood	85%	NA	NA
WORKLOAD MEASURES			
Number of neighborhood organizations supported:	21	25	21
Number of NCP households served by groups:	10,740	11,729	10,740
Total number of food service related inspections performed:	1,116	1,000	1,100
Number of code enforcement inspections performed:	11,433	11,500	12,000

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$1,295,364	\$1,496,162	\$1,545,933
Commodities	36,963	56,350	46,850
Contractual	371,489	483,284	486,314
Capital Outlay	34,876	39,000	23,800
Transfers/Others	0	0	0
TOTAL	<u><u>\$1,738,692</u></u>	<u><u>\$2,074,796</u></u>	<u><u>\$2,102,897</u></u>

PERSONNEL (full-time equivalent):

Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Manager, Community Services	1	1	1
Section Manager, Neighborhood Services	1	1	0
Supervisor, Code Compliance	1	1	1
Supervisor, Administrative Support	1	1	1
Supervisor, Neighborhood Services	0	0	1
Coordinator, Neighborhood Program	1	1	1
Environmental Programs Coordinator	1	1	1
Code Compliance Officer, Senior	2	2	3
Code Compliance Officer II	0	2	1
Code Compliance Officer I	6	4	5
Customer Service Representative, Senior	3	3	3
Customer Service Representative	0	0	1
Code Compliance Officer	0	1	0
Grant Program Coordinator*	1	1	1
Total Full-time Employees:	<u>18</u>	<u>19</u>	<u>20</u>
Part-Time			
Customer Service Clerk	1.00	1.00	0.00
Administrative Clerk	0.00	0.00	1.00
Code Compliance Officer	0.20	0.00	0.00
Recycling Attendant	0.50	0.65	0.00
Intern	0.00	0.00	0.23
Total Part-time Employees:	<u>1.70</u>	<u>1.65</u>	<u>1.23</u>
TOTAL FTEs	<u>19.70</u>	<u>20.65</u>	<u>21.23</u>

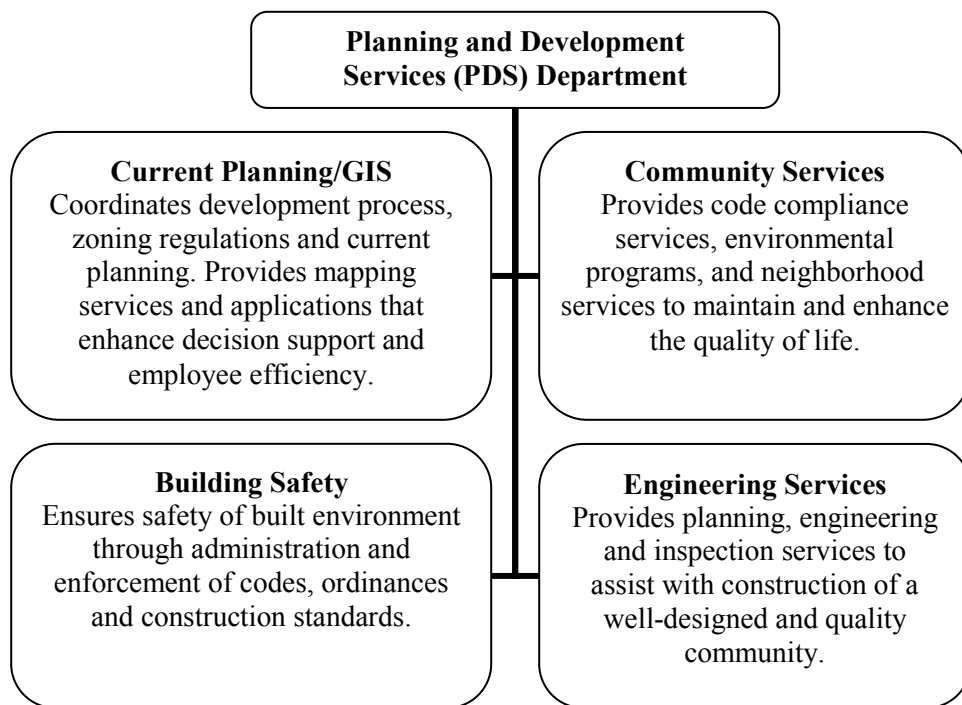
* Grant Program Coordinator is funded through the Community Development Block Grant (CDBG)

PROGRAM DESCRIPTION

The Building Safety Division of the Planning and Development Services Department ensures public safety, welfare and trust relating to the built environment within the City of Overland Park through the administration and regulation of construction safety codes, ordinances and construction standards.

Primary functions of this division include plan review, inspections and permit services for new construction, existing building alterations, additions and property maintenance. Additional support programs: emergency response including damage assessment, plan development for timely recovery and mitigation efforts; Code development, which involves participation in national events dealing with the creation of regulatory codes for adoption, research and development of new requirements, training and certification of technical staff, research of alternative methods and materials, the creation of a City task force as needed which includes stake holders in our processes to evaluate proposed codes, and providing staff support to elected and appointed officials.

**PLANNING AND DEVELOPMENT SERVICES DEPARTMENT-
ORGANIZATIONAL CHART**

**MISSION STATEMENT**

To ensure public safety and a high level of code compliance by:

- ❖ *Administering and enforcing codes, ordinances and construction standards,*
- ❖ *Community outreach and emergency preparedness and response efforts,*
- ❖ *Fair and consistent application of code and*
- ❖ *Emphasizing quality service delivery and response.*

AGENCY LOCATOR

Community Development
Planning and
Development Services
Current Planning/GIS
Community Services
Building Safety ←
Engineering Services

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Building Safety Division in 2016:

- *Administer and enforce codes, ordinances and construction standards:*
 - ◆ Successfully meet established benchmarks related to performance measurements for plan review, inspections, building permit issuance.
 - ◆ Evaluate the effectiveness of the current elevator maintenance program. Make changes as necessary to ensure the safety of these lifts based on the available resources.
 - ◆ Enhance ability to respond to service requests related to interior property maintenance efforts. Evaluate current property maintenance response and delivery. Improvements made based on available resources.
 - ◆ Provide necessary training and education to staff necessary to provide a high level of quality and service delivery.
 - ◆ Manage fees to obtain a cost recovery rate as directed by City Council for services in order to maintain current trends. Report status of efforts related to fees to the Community Development Committee.
 - ◆ Initiate research and evaluation of programs for the purpose of including sustainable design and environmental oversight in accordance with adopted regulations and national trends.
 - ◆ Continue to participate in national activities related to code development, national policy and administration.
 - ◆ Continue to participate in the Department's on-going compliance with the National Pollutant Discharge Elimination System (NPDES) Permit and EPA's rules and regulations regarding erosion and sediment control and post treatment of stormwater.
 - ◆ Work collaboratively with other divisions within the Department to develop a program designed to respond to property maintenance issues in order to maintain life safety, public welfare and property values. Implement goals and objectives of departmental strategic plan.
 - ◆ Develop procedures utilizing contemporary technology that will allow for electronic submittals of construction documents and plans that can be reviewed in a paperless environment.
- *Community outreach and emergency preparedness and response efforts:*
 - ◆ Participate in the City's Emergency Management Committee.
 - ◆ Participate in the Kansas Disaster Rapid Assessment Program as requested.
 - ◆ Develop and maintain Overland Park's mitigation data plan and subsequent action plans in conjunction with the Kansas regional mitigation plan as approved by the State of Kansas and Overland Park's Governing Body.
 - ◆ Take the lead in pursuing funding for action plans that are directly related to Planning and Development services, i.e. electronic plan review.
 - ◆ Develop, maintain and provide oversight to the departmental standard operating procedure for emergency response expectations.
 - ◆ Provide training to departmental staff to assure readiness and understanding of the City's Emergency Operations Plan and Departmental Standard Operating Procedure (SOP).
 - ◆ Develop a rapid notification process for the PDS Department using Notify JoCo.
 - ◆ Enhance public education related to building safety requirements and concepts.
- *Emphasize quality service delivery and response:*
 - ◆ Continue to pursue delivery of services utilizing technology, such as electronic plan review and additional permits that can be obtained online.
 - ◆ Maintain Building Safety website with current accurate information related to Building Safety.
 - ◆ Participate in the City's citizen response system, "OPCares."

- ◆ Develop a program to assign more technical-based tasks to customer service representatives. This will include a certification process dealing with permit technician duties.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Building Safety Division include:

- *Administer and enforce codes, ordinances and standards:*
 - ◆ Issued 4,466 building permits in 2014, a 14% increase in activity over 2013. These permits included 3,659,584 square feet of new construction in 2014, a decrease of 37% from 2013 levels.
 - ◆ Conducted 25,351 inspections in 2014 which is an increase of 11%.
 - ◆ Conducted 1418 commercial and small project plan reviews in 2014 which is a decrease of 10%.
 - ◆ Conducted 1,279 one and two family dwelling plan reviews.
 - ◆ Conducted 1,336 OPC property maintenance inspections which is decrease of 23%.
 - ◆ Continued our erosion and sediment control enforcement program and enhanced programs to track activity.
 - ◆ Re-enforced and expanded staff's technical knowledge through several training venues including participation in the Johnson County Contractor Licensing Training Program.
 - ◆ Conducted 64 pre-construction permit meetings between contractors, owners, architects and staff members to facilitate mutual understanding of code requirements, conditions, inspections, etc. This represents an increase of 34% over 2013 meetings.
 - ◆ Issued 639 sign permits, conducted 639 sign plan reviews and conducted 675 inspections of signs.
 - ◆ Continued to increase our use of technology that allows for electronic submittal and review of residential plans by obtaining updated hardware and initiating electronic submittals for small projects.
- *Fair and consistent application of code:*
 - ◆ Conducted training of staff on the 2012 International Codes.
 - ◆ Staff coordinated enforcement application of the 2012 International Codes with other local jurisdictions, i.e., Kansas City Missouri and all Johnson County jurisdictions in order to provide consistency between jurisdictions on adoptions and enforcement.
 - ◆ Increased oversight of energy code requirements by adding additional expectations to already existing inspections and plan review activities. This included a program of conducting blower tests on randomly picked single family projects in order to collect data related to thermal envelope construction.
 - ◆ Staff participated in the national code development process.
- *Emphasize quality service delivery and response:*
 - ◆ Maintained and updated the Building Safety Division's pages for the City's website.
 - ◆ Participated in on-going strategic planning efforts of the department.
 - ◆ Participated in project team approach for the Prairie Fire Project, which assisted in the successful completion of phase I of that development.
- *Community outreach and emergency preparedness and response efforts:*
 - ◆ Continued certification and participation in the Kansas Disaster Rapid Damage Assessment Program. This included efforts to re-certify all PDS staff.
 - ◆ Updated the Everbridge emergency notification system with all necessary information for the PDS staff. As a result the PDS department was the first department to participate in testing of the system.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFICIENCY / WORKLOAD MEASURES			
Number of permits issued per FTE:	144	150	120
Number of construction plans reviewed:	3,579	3,400	3,100
Number of construction permits issued:	4,615	4,300	3,800

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$1,990,218	\$2,137,353	\$2,191,400
Commodities	40,040	60,000	61,152
Contractual	39,575	170,310	143,070
Capital Outlay	31,825	19,500	23,800
Transfers/Others	0	0	0
TOTAL	<u>\$2,101,658</u>	<u>\$2,387,163</u>	<u>\$2,419,422</u>

PERSONNEL (full-time equivalent):

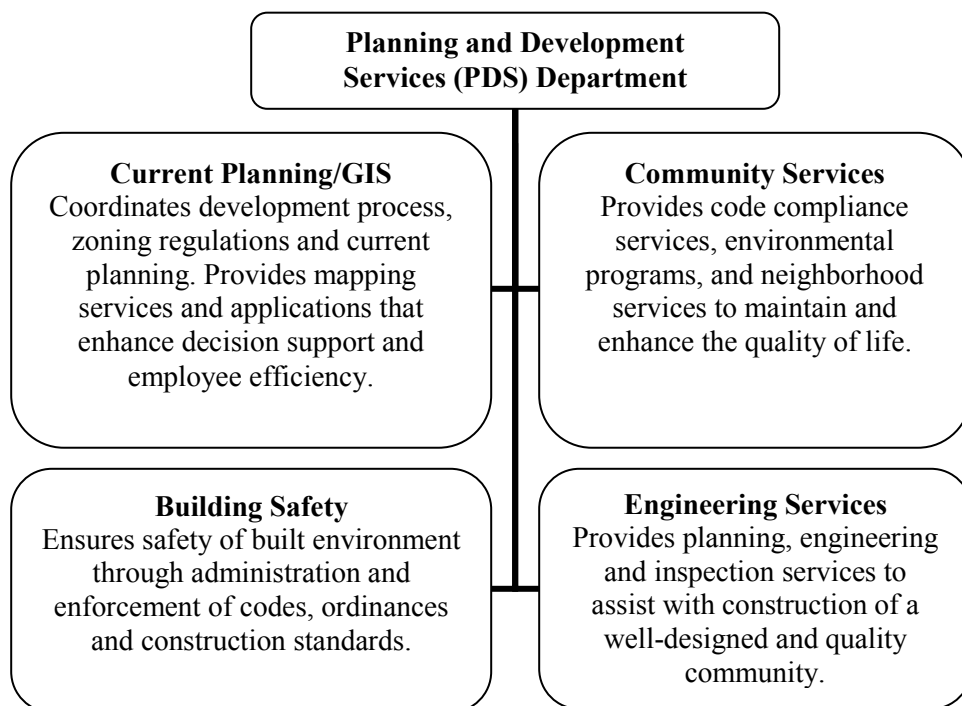
Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Supervisor, Permit Services & Support	1	1	1
Team Supervisor, Building Safety	2	2	2
Code Administrator	1	1	1
Assistant Code Administrator	1	1	1
Customer Service Representative	1	1	1
Customer Service Representative, Senior	3	3	3
Development Coordinator	1	1	1
Multidisciplined Code Officer Senior	5	5	5
Multidisciplined Code Officer II	2	2	2
Multidisciplined Code Officer I	2	2	3
Administrative Assistant	2	2	1
Total Full-time Employees:	<u>21</u>	<u>21</u>	<u>21</u>
Part-Time			
Inspector	0.00	0.00	0.46
Records Technician	0.60	0.60	0.60
Total Part-time Employees:	<u>0.60</u>	<u>0.60</u>	<u>1.06</u>
TOTAL FTEs	<u>21.60</u>	<u>21.60</u>	<u>22.06</u>

PROGRAM DESCRIPTION

The Engineering Services Division of the Planning and Development Services Department provides engineering and inspection services to assist developers and property owners in constructing a well-designed and quality community by complying with the Municipal Code, City's standards and policies, good engineering practices, maintenance of safe conditions and protection of private and public property.

Services include response to citizen inquiries; review of engineering plans for private development projects; review of site plans and plot plans; inspection for compliance with approved plans; engineering support to City Planning Commission, City Council Committees and other boards; floodplain management; enforcement of storm water treatment facility standards; maintenance of City records; and processing of easements, deeds, variances, bonds and certain permits.

**PLANNING AND DEVELOPMENT SERVICES DEPARTMENT-
ORGANIZATIONAL CHART**

**MISSION STATEMENT**

To assist developers in constructing a well-designed and quality community by:

- ❖ *Providing planning, engineering and inspection services and*
- ❖ *Ensuring compliance with the Municipal Code, the City's standards and policies, good engineering practices, maintenance of safe conditions and protection of private and public property.*

AGENCY LOCATOR

Community Development
Planning and Development Services
Current Planning/GIS
Community Services
Building Safety
Engineering Services ◀

2016 PROGRAM GOALS

The City of Overland Park's work plan contains several items that will direct the efforts of the Engineering Services Division in 2016:

- *Ensure compliance with the Municipal Code, the City's standards and policies, good engineering practices, maintenance of safe conditions and protection of private and public property:*
 - ◆ Continue to meet established City and Department benchmarks relating to time and quality of review for development applications.
 - ◆ Continue implementation of stormwater quality regulations for new development and redevelopment projects.
 - ◆ Implement recent changes to the City's Design and Construction Standards Manual.
 - ◆ Continue to participate in FEMA's Community Rating System (CRS).
 - ◆ Assist in implementation of new permitting system.
- *Provide planning, engineering and inspection services:*
 - ◆ Continue to provide engineering and inspection services for privately funded public improvements and private site improvement projects.
 - ◆ Continue to provide engineering support to the Planning Commission.

2014-2015 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Engineering Services Division include:

- *Ensure compliance with the Municipal Code, the City's standards and policies, good engineering practices, maintenance of safe conditions and protection of private and public property:*
 - ◆ Met established benchmarks relating to time and quality of review for development applications.
 - Completed engineering review and inspections for nearly 6 miles of new public streets and 5 miles of public storm sewer within 21 public improvement projects, valued at over \$9.6 million.
 - Reviewed and inspected private civil/site infrastructure for 119 projects with a total construction value of \$165 million.
 - ◆ Continued enforcement of erosion and sediment control requirements for private development including; plan review, inspection, and enforcement to comply with the City's MS4 Permit.
 - ◆ Continued oversight of the City's floodplain management program for all public and private construction in the FEMA regulated floodplain.
 - ◆ Continued implementation of the City's stormwater treatment ordinance enacted in 2008 for new development and redevelopment projects.
- *Provide planning, engineering services:*
 - ◆ Provided engineering support to the Planning Commission by reviewing over 290 development plan applications.
 - ◆ Continued to participate in FEMA's Community Rating System (CRS) program, which qualifies all Overland Park citizens for a 15% flood insurance rate discount. In 2014, the City had its program thoroughly reviewed by FEMA/CRS and improved our rating from an 8 to a 7.

PERFORMANCE INDICATORS

<u>Measure</u>	<u>2014 Actual</u>	<u>2015 Estimate</u>	<u>2016 Target</u>
EFFICIENCY / WORKLOAD MEASURES			
Number of Public Improvement Plans and Engineering Studies Reviewed	219	221	220
Number of Public Improvement Permits Issued	17	25	22
Total Construction Value of Public Improvement Permits Issued (millions)	\$9.10	\$10.70	\$10.00

EXPENDITURES:

General Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$948,967	\$985,534	\$1,008,966
Commodities	21,573	37,000	37,000
Contractual	27,542	71,000	71,140
Capital Outlay	2,313	23,900	46,600
Transfers/Others	0	0	0
TOTAL	<u>\$1,000,395</u>	<u>\$1,117,434</u>	<u>\$1,163,706</u>
Stormwater Fund	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Personal Services	\$182,022	\$196,648	\$202,963
Commodities	241	1,000	1,000
Contractual	2,202	3,665	3,817
Capital Outlay	1,600	0	0
Transfers/Others	0	0	0
TOTAL	<u>\$186,065</u>	<u>\$201,313</u>	<u>\$207,780</u>

PERSONNEL (full-time equivalent):

Full-Time	<u>2014 Budget</u>	<u>2015 Budget</u>	<u>2016 Budget</u>
Manager, Engineering Services	1	1	1
Supervisory Civil Engineer	1	1	1
Civil Engineer, Senior	0	2	1
Civil Engineer II	2	0	0
Civil Engineer I	0	0	1
Construction Inspector, Senior	2	2	3
Construction Inspector II	1	2	1
Construction Inspector I	1	0	0
Engineering Technician, Senior	1	1	0
Engineering Technician I	0	0	1
Administrative Assistant	0	0	1
Stormwater Treatment Engineer, Sr.*	1	1	1
Erosion & Sediment Control Coordinator*	1	1	1
Total Full-time Employees:	<u>11</u>	<u>11</u>	<u>12</u>
Part-Time			
None	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
Total Part-time Employees:	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
TOTAL FTEs	<u><u>11.00</u></u>	<u><u>11.00</u></u>	<u><u>12.00</u></u>

* Stormwater positions are funded out of the Stormwater Utility Fund. All other positions listed are funded in the General Fund.

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2016-2020
CAPITAL IMPROVEMENTS PROGRAM

Adopted August 17, 2015

GOVERNING BODY

MAYOR

Carl Gerlach

COUNCIL PRESIDENT

Paul Lyons

CITY COUNCIL

Richard Collins

Terry Goodman

Terry Happer Scheier

Dave Janson

Jim Kite

Curt Skoog

John Skubal

Fred Spears

Dan Stock

John Thompson

David White

PLANNING COMMISSION

CHAIRMAN

Michael Flanagan

VICE CHAIRMAN

Steve Troester

COMMISSION

Bob Gadd

David Hill

Rob Krewson

Thomas Lance

George Lund

Edward J. Reitzes

Tom Robinett

Kim Sorensen

Janie Thacker

CITY MANAGER

Bill Ebel

DEPUTY CITY MANAGER

Kristy Stallings

DIRECTOR OF PUBLIC WORKS

Tony Hofmann

CHIEF FINANCIAL OFFICER

Dave Scott

DIRECTOR OF RECREATION SERVICES

Tony Cosby

DIRECTOR OF PARK SERVICES

Greg Ruether

FIRE CHIEF

Bryan Dehner

CHIEF OF POLICE

Frank Donchez, Jr.

COURT ADMINISTRATOR

Robin Barnard

CITY ATTORNEY

Michael R. Santos

DIRECTOR OF
INFORMATION TECHNOLOGY

Vicki Irely

DIRECTOR OF PLANNING
AND DEVELOPMENT SERVICES

Jack Messer

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CAPITAL IMPROVEMENTS PROGRAM

Overland Park Resolution 3915, found on page 1.18, establishes definitions and policies related to the City's long-term fiscal planning, including the City's multi-year Capital Improvements Program. This resolution was adopted by the City Council in 2012.

CAPITAL IMPROVEMENTS DEFINED

A Capital Improvement is the construction or acquisition of a public facility or infrastructure needed to carry out the adopted goals and objectives of the City. Capital expenditures are long-term in nature and have a long-term life.

Generally, equipment, infrastructure or facilities with less than a five-year usable life and with a current value of under \$100,000 will be acquired through the City's Operating budget.

PLANNING POLICY - CAPITAL IMPROVEMENTS PROGRAM

It is the policy of the City to identify and set priorities among the capital improvement needs of the community and in accordance with the objectives of the Comprehensive (Master) Plan. The Capital Improvements program shall program projects over the ensuing five years, taking into account the City's fiscal capacity to finance such construction, operations and maintenance of projects.

- Review - The City Manager shall annually provide to the Governing Body an updated five-year Capital Improvements program for budget planning purposes.
- Contents - The Capital Improvements program shall include:
 - A clear summary of its contents.
 - A list of all Capital Improvements proposed for the ensuing five-year period along with appropriate supporting material for each project, prepared in accordance with a process approved by the Governing Body.
 - Cost estimates, methods of financing and recommended time schedules for each Improvement.
 - The estimated annual cost of operating and maintaining the facilities to be constructed or acquired.
 - A statement on the fiscal capacity of the City to undertake these improvements and the impact the five-year program will have on the City's goals and objectives, Operating budget and fiscal policy.
- Administration - The City Manager shall designate an administrative officer of the City who shall be responsible for preparation, supervision and coordination of the Capital Improvements program and its implementation.
- Capital Expenditures Budgeted - Current year Capital expenditures (first year of the updated five-year Capital Improvements program) shall be included in the proposed budget for the ensuing fiscal year following its approval by the Governing Body.
- Self-Supporting Activities - A clear distinction shall be made between general purpose government Capital Improvements and the enterprise activities intended to be self-supporting. All projects proposed to be self-supported must demonstrate their ability to develop sufficient revenue to meet the expected expenditures.

POLICY FOR MAKING CHANGES IN THE CIP

Any substantial capital project added after adoption of the CIP will require an amendment and will affect cash flows, future CIP capability and mill levy projections.

1. If the capital improvement request is less than \$75,000, the amendment process is as follows:
 - a. Upon receipt of a capital improvement request, the request shall be forwarded to the appropriate goal area committee for consideration.
 - b. If the goal area committee decides to fund the request, the goal area committee will identify possible funding sources and/or possible project(s) to be substituted for the requested project.
 - c. The staff will incorporate the project amendment into the current CIP as directed by the goal area committee and inform the Governing Body of the goal area committee's action.
2. If the capital improvement request is \$75,000 or more, the amendment process is as follows:
 - a. Upon receipt of a capital improvement request, the request shall be forwarded to the appropriate goal area committee for consideration.
 - b. The goal area committee shall review the proposed project and determine whether or not to recommend the requested amendment. If recommended, the goal area committee will also identify a funding source (or sources) and/or projects to be substituted or rescheduled to accommodate the requested project. The goal area committee will report its recommendation to the Governing Body. Prior to consideration of this recommendation by the Governing Body, the goal area committee's recommendation will be forwarded to the Finance, Administration and Economic Development (FAED) Committee for review.
 - c. The FAED Committee will review the recommendation of the goal area committee and evaluate the impact the recommended project's inclusion in the CIP will have on the overall financial plan and established financial standards. FAED Committee will report this information and any comments regarding the goal area committee's recommendation to the Governing Body for final consideration.
 - d. The Governing Body will consider information regarding the proposed amendment and the recommendations from the goal area and FAED committees. If the requested amendment is approved by the Governing Body, the staff will incorporate the proposed changes into the current CIP.

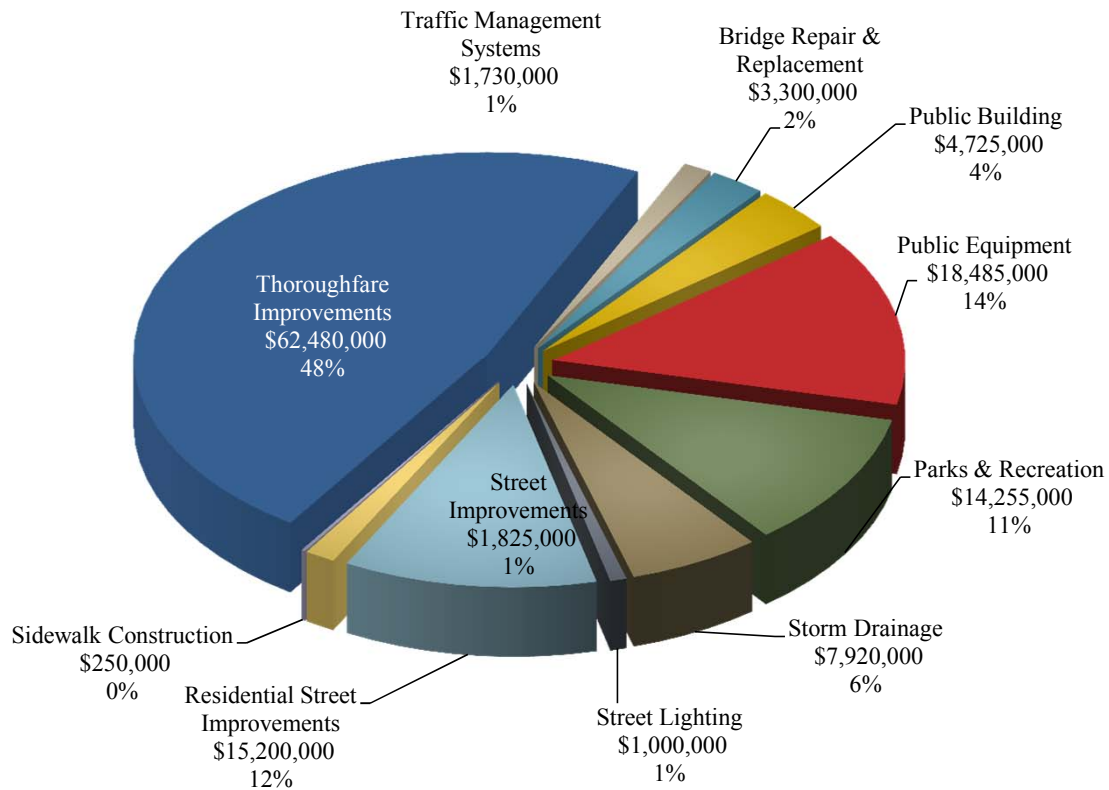
CAPITAL PROJECT EXPENDITURES BY CATEGORY

2005 - 2014

	Total 2005	Total 2006	Total 2007	Total 2008	Total 2009	Total 2010	Total 2011	Total 2012	Total 2013	Total 2014	Total All Years	% of Combined Total
Park and Recreation	\$ 1,686,463	\$ 1,517,766	\$ 8,437,907	\$ 19,487,430	\$ 21,140,271	\$ 1,410,869	\$ 2,097,532	\$ 1,354,664	\$ 2,029,110	\$ 1,770,059	\$ 60,932,071	9.8%
Storm Drainage	4,289,302	3,303,671	1,971,826	5,559,511	3,607,431	2,494,382	2,323,486	3,787,646	8,674,638	2,415,385	38,427,278	6.2%
Street Lighting	182,786	907,528	20,794	605	64,039	672,308	132,169	86,660	2,100,861	21,509	4,189,259	0.7%
Traffic Signals	959,039	1,109,583	2,428,685	1,615,436	799,827	1,712,872	635,853	705,912	731,228	845,895	11,544,330	1.8%
Street Improvements	50,621,329	46,630,334	49,693,246	56,245,603	55,008,444	40,638,560	27,103,961	42,056,820	35,990,412	40,503,757	444,492,466	71.1%
Public Buildings	2,842,139	13,657,248	17,333,791	2,967,664	1,428,170	615,217	1,768,713	731,623	686,730	2,381,912	44,413,207	7.1%
Public Equipment	2,525,634	1,969,692	2,039,579	1,278,031	2,229,769	1,690,434	3,449,852	2,742,883	1,604,667	1,074,086	20,604,627	3.3%
	<u>\$ 63,106,692</u>	<u>\$ 69,095,822</u>	<u>\$ 81,925,828</u>	<u>\$ 87,154,280</u>	<u>\$ 84,277,951</u>	<u>\$ 49,234,642</u>	<u>\$ 37,511,566</u>	<u>\$ 51,466,208</u>	<u>\$ 51,817,646</u>	<u>\$ 49,012,603</u>	<u>\$ 624,603,238</u>	<u>100.0%</u>

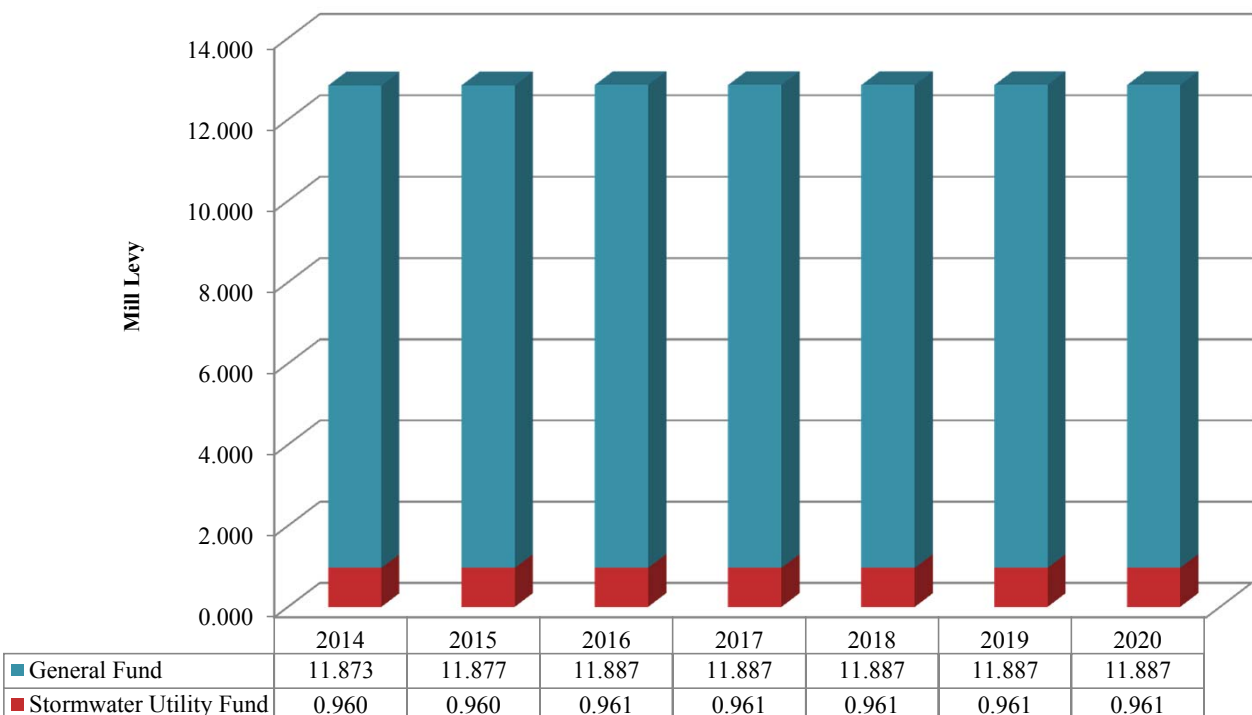
2016-2020 CAPITAL IMPROVEMENT PROGRAM

Project Costs by Category



2016-2020 CIP = \$131,170,000

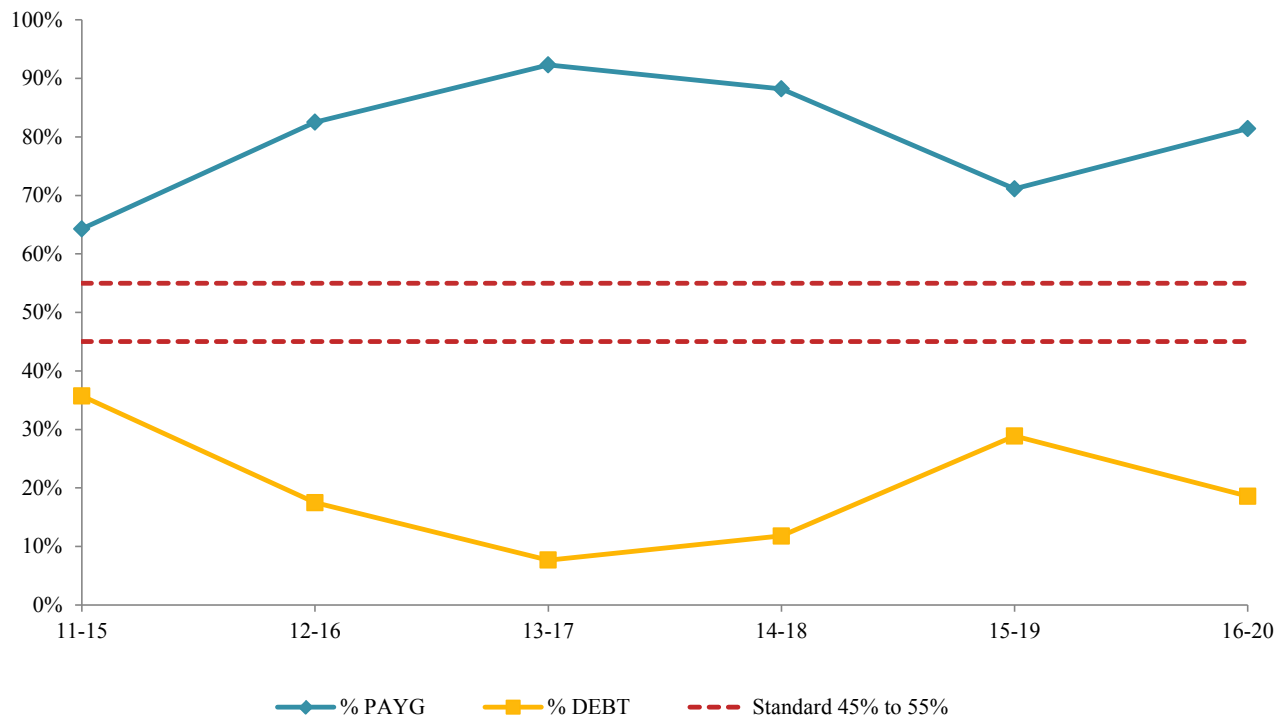
PROJECTED MILL LEVY RATES 2016-2020 Capital Improvements Program



ANNUAL OUTSTANDING DEBT 2016-2020 Capital Improvements Program



PERCENT OF DEBT AND P.A.Y.G. TO TOTAL CITY-FUNDED PROJECTS for each Capital Improvements Program



2016-2020 Capital Improvements Program

Projects with a 2016 Finance Year

City: at Large Funding General Obligation Debt, Pay-as-You-Go (cash), and Equipment Reserve funding

City: Dedicated Funding Sales Tax, Stormwater Utility, Special Parks & Recreation, and Soccer Complex

Intergovernmental Funding Funds from other governmental units; other cities, county, state and federal

Developer and Private Excise Tax, Escrow Funds, Special Assessments and Private contributions

	City: At Large	City: Dedicated	Intergovern- mental	Developer & Private	Total	Projected Annual Operational Impact
<u>Public Buildings</u>						
PB-1253 Public Safety Facility - 159th and US 69	2,575,000	-	300,000	435,000	3,310,000	80,800
PB-1683 Salt Storage Facility - Parks Location	1,015,000	-	-	-	1,015,000	-3,000
PB-1688 Fire Station #8 - Land Acquisition	400,000	-	-	-	400,000	1,000
Public Buildings Total	3,990,000	-	300,000	435,000	4,725,000	78,800
<u>Public Equipment</u>						
PE-1398 2016 Network Technology	300,000	-	-	-	300,000	0
PE-1417 2016 Police Technology	820,000	-	-	-	820,000	0
PE-0975 Phone System Replacement - Phase 1	1,300,000	-	-	-	1,300,000	288,000
PE-1458 2017 Fire Mobile Data Terminal Replacement	235,000	-	-	-	235,000	0
PE-1563 Financial and Human Resources Enterprise Software Re	1,500,000	-	-	-	1,500,000	200,000
PE-1621 FD Records Management System Replacement	175,000	-	-	-	175,000	35,000
PE-1457 2016 Fire Truck Replacement	550,000	-	-	-	550,000	0
PE-1451 Police Mobile Digital Video Camera Replacement - 201	560,000	-	-	-	560,000	0
Public Equipment Total	5,440,000	-	-	-	5,440,000	523,000
<u>Parks & Recreation</u>						
PR-1416 2016 Public Art	-	-	-	50,000	50,000	0
PR-1395 2016 Park Improvements	-	200,000	-	-	200,000	0
PR-1623 Roe Park Enhancements	2,200,000	-	-	-	2,200,000	-75,000
Parks & Recreation Total	2,200,000	200,000	-	50,000	2,450,000	-75,000
<u>Residential Street Program</u>						
SR-1386 2016 Neighborhood Streets Reconstruction Program	-	3,160,000	300,000	-	3,460,000	0
Residential Street Program Total	-	3,160,000	300,000	-	3,460,000	0
<u>Sidewalk Construction & Maintenance</u>						
SW-1385 2016 Sidewalk Construction	-	50,000	-	-	50,000	0
Sidewalk Construction & Maintenance Total	-	50,000	-	-	50,000	0
<u>Street Improvements</u>						
ST-1661 Downtown OP Bike/Pedestrian Enhancements	85,000	-	240,000	-	325,000	0
ST-1662 Indian Creek Parkway Completion, Near Neiman Road	60,000	-	-	-	60,000	3,000
Street Improvements Total	145,000	-	240,000	-	385,000	3,000
<u>Thoroughfares</u>						
TH-0513 159th Street, Metcalf to Nall	255,000	-	1,990,000	600,000	2,845,000	15,000
TH-1027 Metcalf Ave., 159th to 167th	-	700,000	-	-	700,000	0
TH-1147 Quivira Road, 183rd Street to 187th Street	-	-	-	400,000	400,000	0
TH-0872 159th Street, Nall to Mission	2,500,000	1,000,000	3,500,000	2,025,000	9,025,000	30,000
TH-0495 Quivira Road, 151st to 159th	1,300,000	-	-	-	1,300,000	0
TH-1665 Quivira Road: 159th Street to 175th Street	600,000	-	-	-	600,000	0
Thoroughfares Total	4,655,000	1,700,000	5,490,000	3,025,000	14,870,000	45,000
<u>Traffic Signals</u>						
TS-1382 2016 Traffic Signal Installation	130,000	-	-	80,000	210,000	12,000
TS-1436 2017 Traffic Signal Installation	45,000	-	-	-	45,000	0
Traffic Signals Total	175,000	-	-	80,000	255,000	12,000
<u>Storm Drainage</u>						
SD-1222 2014 Storm Drainage Improvement	-	150,000	2,375,000	-	2,525,000	0
SD-1383 2016 Stormwater Preliminary Engineering Studies	-	25,000	120,000	-	145,000	0
SD-1397 2017 Storm Drainage Improvement	-	-	-	-	0	0
SD-1057 2012 Storm Drainage Improvement	-	1,070,000	-	380,000	1,450,000	0
SD-1384 2016 Storm Drainage Improvements	-	-	-	-	0	0
Storm Drainage Total	-	1,245,000	2,495,000	380,000	4,120,000	0
Grand Total	\$16,605,000	\$6,355,000	\$8,825,000	\$3,970,000	\$35,755,000	\$586,800

2016-2020 CIP
Plan by Year and Funding Sources
August 17, 2015

Funding Source	2016	2017	2018	2019	2020	Total 2016/2020	Total 2015/2019	Increase/ (Decrease)
GO Bonds	6,100,000	-	2,600,000	-	1,880,000	10,580,000	12,300,000	(1,720,000)
20 yr GO Bonds	1,750,000	-	-	-	-	1,750,000	7,380,000	(5,630,000)
PAYG	7,670,000	5,250,000	5,015,000	1,070,000	3,205,000	22,210,000	12,200,000	10,010,000
Excise Tax	3,025,000	4,945,000	1,700,000	2,125,000	2,750,000	14,545,000	11,505,000	3,040,000
1/8th Sales Tax	4,660,000	7,240,000	5,050,000	3,875,000	6,710,000	27,535,000	24,700,000	2,835,000
Escrow Funds	80,000	80,000	80,000	80,000	80,000	400,000	400,000	-
Special Assessments	380,000	-	-	-	-	380,000	225,000	155,000
Storm Water Utility	1,495,000	480,000	1,180,000	1,180,000	1,180,000	5,515,000	5,600,000	(85,000)
Johnson County Funds	6,295,000	2,125,000	2,425,000	3,120,000	3,120,000	17,085,000	17,345,000	(260,000)
Funds from Other Cities	-	-	-	-	-	-	2,740,000	(2,740,000)
KDOT	-	-	-	-	-	-	5,000,000	(5,000,000)
Federal Transportation Funding	2,230,000	-	6,640,000	2,000,000	2,000,000	12,870,000	14,965,000	(2,095,000)
Community Dev Block Grant	300,000	300,000	300,000	300,000	300,000	1,500,000	1,500,000	-
Equipment Reserve Fund	1,085,000	1,570,000	2,885,000	1,475,000	1,000,000	8,015,000	9,005,000	(990,000)
Golf Revenue	-	330,000	3,070,000	-	-	3,400,000	-	3,400,000
Special Parks & Rec	200,000	200,000	200,000	350,000	350,000	1,300,000	1,430,000	(130,000)
Private Contributions	485,000	50,000	50,000	50,000	-	635,000	740,000	(105,000)
Other Debt Financing	-	-	500,000	1,350,000	1,350,000	3,200,000	1,850,000	1,350,000
Other Financing Sources	-	-	-	-	250,000	250,000	250,000	-
Grand Total	35,755,000	22,570,000	31,695,000	16,975,000	24,175,000	131,170,000	129,135,000	2,035,000

General Fund - Debt

Proposed Debt Issue	8,230,000	-	3,100,000	1,350,000	3,230,000	15,910,000	21,755,000	(5,845,000)
General Obligation:								
Eight Yr. Maturities	-	-	500,000	1,350,000	1,350,000	3,200,000	1,850,000	1,350,000
Ten Yr. Maturities	6,100,000	-	2,600,000	-	1,880,000	10,580,000	12,300,000	(1,720,000)
Twenty Yr. Maturities	1,750,000	-	-	-	-	1,750,000	7,380,000	(5,630,000)
Special Assessment:								
Ten/Twenty Yr. Maturities	380,000	-	-	-	-	380,000	225,000	155,000

Total Debt Issue	8,230,000	-	3,100,000	1,350,000	3,230,000	15,910,000	21,755,000	(5,845,000)
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2016-2020 CIP
Projects by Category
August 17, 2015

Projects by Category & Funding Source	2016	2017	2018	2019	2020	Total 2016/2020	Total 2015/2019	Increase/ (Decrease)
Bridge Replacement								
PAYG	-	-	-	-	-	-	125,000	(125,000)
1/8th Sales Tax	-	-	300,000	-	3,000,000	3,300,000	345,000	2,955,000
Bridge Replacement Total	-	-	300,000	-	3,000,000	3,300,000	470,000	2,830,000
Public Buildings								
20 yr GO Bonds	1,750,000	-	-	-	-	1,750,000	7,380,000	(5,630,000)
PAYG	2,240,000	-	-	-	-	2,240,000	175,000	2,065,000
Johnson County Funds	300,000	-	-	-	-	300,000	300,000	-
Private Contributions	435,000	-	-	-	-	435,000	-	435,000
Public Buildings Total	4,725,000	-	-	-	-	4,725,000	7,855,000	(3,130,000)
Public Equipment								
PAYG	4,355,000	2,850,000	1,300,000	240,000	2,225,000	10,970,000	7,620,000	3,350,000
Equipment Reserve Fund	1,085,000	1,570,000	2,135,000	1,475,000	1,000,000	7,265,000	8,255,000	(990,000)
Other Financing Sources	-	-	-	-	250,000	250,000	250,000	-
Public Equipment Total	5,440,000	4,420,000	3,435,000	1,715,000	3,475,000	18,485,000	16,125,000	2,360,000
Parks & Recreation								
GO Bonds	1,700,000	-	1,200,000	-	-	2,900,000	1,500,000	1,400,000
PAYG	500,000	-	750,000	530,000	725,000	2,505,000	1,650,000	855,000
Equipment Reserve Fund	-	-	750,000	-	-	750,000	750,000	-
Golf Revenue	-	330,000	3,070,000	-	-	3,400,000	-	3,400,000
Special Parks & Rec	200,000	200,000	200,000	350,000	350,000	1,300,000	1,430,000	(130,000)
Private Contributions	50,000	50,000	50,000	50,000	-	200,000	740,000	(540,000)
Other Debt Financing	-	-	500,000	1,350,000	1,350,000	3,200,000	1,850,000	1,350,000
Parks & Recreation Total	2,450,000	580,000	6,520,000	2,280,000	2,425,000	14,255,000	7,920,000	6,335,000
Storm Drainage								
Special Assessments	380,000	-	-	-	-	380,000	225,000	155,000
Storm Water Utility	1,245,000	230,000	1,030,000	1,030,000	1,030,000	4,565,000	4,550,000	15,000
Johnson County Funds	2,495,000	120,000	120,000	120,000	120,000	2,975,000	2,850,000	125,000
Storm Drainage Total	4,120,000	350,000	1,150,000	1,150,000	1,150,000	7,920,000	7,625,000	295,000
Streetlighting								
PAYG	-	500,000	-	-	-	500,000	550,000	(50,000)
1/8th Sales Tax	-	400,000	-	-	100,000	500,000	500,000	-
Streetlighting Total	-	900,000	-	-	100,000	1,000,000	1,050,000	(50,000)
Residential Street Program								
1/8th Sales Tax	2,910,000	2,450,000	2,850,000	2,550,000	2,290,000	13,050,000	11,240,000	1,810,000
Storm Water Utility	250,000	250,000	150,000	150,000	150,000	950,000	1,050,000	(100,000)
Community Dev Block Grant	300,000	300,000	-	300,000	300,000	1,200,000	1,500,000	(300,000)
Residential Street Program Total	3,460,000	3,000,000	3,000,000	3,000,000	2,740,000	15,200,000	13,790,000	1,410,000
Sidewalk Construction & Maintenance								
1/8th Sales Tax	50,000	50,000	50,000	50,000	50,000	250,000	250,000	-
Sidewalk Construction & Maintenance Total	50,000	50,000	50,000	50,000	50,000	250,000	250,000	-

2016-2020 CIP
Projects by Category
August 17, 2015

Projects by Category & Funding Source	2016	2017	2018	2019	2020	Total 2016/2020	Total 2015/2019	Increase/ (Decrease)
Street Improvements								
PAYG	145,000	450,000	290,000	-	-	885,000	-	885,000
1/8th Sales Tax	-	400,000	-	-	-	400,000	-	400,000
KDOT	-	-	-	-	-	-	5,000,000	(5,000,000)
Community Dev Block Grant	-	-	300,000	-	-	300,000	-	300,000
Federal Transportation Funding	240,000	-	-	-	-	240,000	-	240,000
Street Improvements Total	385,000	850,000	590,000	-	-	1,825,000	5,000,000	(3,175,000)
Thoroughfare Excise Tax								
Excise Tax	3,025,000	4,945,000	1,700,000	2,125,000	2,750,000	14,545,000	11,505,000	3,040,000
Thoroughfare Excise Tax Total	3,025,000	4,945,000	1,700,000	2,125,000	2,750,000	14,545,000	11,505,000	3,040,000
Thoroughfare Non-Excise Tax								
GO Bonds	4,400,000	-	1,400,000	-	1,880,000	7,680,000	10,800,000	(3,120,000)
PAYG	255,000	1,150,000	2,375,000	-	-	3,780,000	750,000	3,030,000
1/8th Sales Tax	1,700,000	3,940,000	1,850,000	1,275,000	1,270,000	10,035,000	12,365,000	(2,330,000)
Johnson County Funds	3,500,000	2,005,000	2,305,000	3,000,000	3,000,000	13,810,000	14,195,000	(385,000)
Funds from Other Cities	-	-	-	-	-	-	2,740,000	(2,740,000)
Federal Transportation Funding	1,990,000	-	6,640,000	2,000,000	2,000,000	12,630,000	14,965,000	(2,335,000)
Thoroughfare Non-Excise Tax Total	11,845,000	7,095,000	14,570,000	6,275,000	8,150,000	47,935,000	55,815,000	(7,880,000)
Traffic Mgt. Systems								
PAYG	175,000	300,000	300,000	300,000	255,000	1,330,000	1,330,000	-
Escrow Funds	80,000	80,000	80,000	80,000	80,000	400,000	400,000	-
Traffic Mgt. Systems Total	255,000	380,000	380,000	380,000	335,000	1,730,000	1,730,000	-
Grand Total	35,755,000	22,570,000	31,695,000	16,975,000	24,175,000	131,170,000	129,135,000	2,035,000

2016-2020 Capital Improvements Program

Key to Project Categories

PUBLIC BUILDINGS - The public building category accounts for major remodeling and/or new construction of public facilities.

PUBLIC EQUIPMENT - This public equipment category accounts for acquisition of major equipment and technology.

PARKS AND RECREATION – This category includes the acquisition and development of various parks, construction and renovation of recreational facilities (e.g., pools, community centers and the arboretum), construction of greenway linkages, and park improvements based on recommendations of Citizens Advisory Committee on Parks and Recreation and golf course improvements.

BRIDGE REPAIR AND REPLACEMENT - This category accounts for bridge construction, replacement and repair projects on streets throughout the City.

STREET LIGHTING - This category accounts for street lighting improvements made in areas without streetlights, where the lighting level is not sufficient or where leased lights need to be replaced. The Public Works staff identifies projects each year based on an assessment of needs and benefits.

RESIDENTIAL STREET PROGRAM - Each year the Public Works Committee identifies residential streets to be improved during the construction season. The 2016-2020 CIP includes a neighborhood street reconstruction program to reconstruct residential streets which have outlived their useful life.

STREET IMPROVEMENT - The street improvement category includes street improvements, intersection improvements, highway improvements and other types of non-thoroughfare street improvements.

SIDEWALK CONSTRUCTION AND MAINTENANCE - Sidewalk construction includes new construction of sidewalks in areas without existing sidewalks.

THOROUGHFARE IMPROVEMENTS - This category includes new construction, improvements and widening of designated thoroughfares throughout the City.

TRAFFIC MANAGEMENT SYSTEMS - The traffic management systems category includes installation of new traffic control systems at unsignalized intersections, replacement and upgrade of existing systems and interim improvements to signalization in anticipation of future construction, which will require installation of a more permanent signal and signalization of newly constructed thoroughfare street improvements. Maintenance costs for the traffic signal program are included as part of a targeted maintenance program.

STORM DRAINAGE - This category addresses stormwater management infrastructure improvements within the City. Infrastructure improvements are made based on the City's compliance with the National Pollutant Discharge Elimination System (NPDES) requirements, prioritized infrastructure improvement needs and petitions from property owners to correct storm drainage problems.

2016-2020 Capital Improvements Program

Key to Funding Sources

GO - GENERAL OBLIGATION: General obligation refers to the process of using long-term debt to finance the cost of a capital improvement. Prior to project planning and design, statutory authority must be established, and the Governing Body must adopt a resolution authorizing the improvement. Ten year GO debt is usually issued for design and/or construction of street infrastructure projects.

20GO – 20- YEAR GENERAL OBLIGATION: Twenty general obligation refers to the process of using 20-year debt to finance the cost of a capital improvement. 20-year debt is typically used for land acquisition or facility construction. Prior to project planning and design, statutory authority must be established, and the Governing Body must adopt a resolution authorizing the improvement.

PAYG - PAY AS YOU GO: Funding budgeted each year in order to pay cash for the capital improvement. This fund is used in lieu of issuing general obligation bonds.

EXCIS - EXCISE TAX: Represents excise tax payments.

1/8STX - 1/8-CENT SALES TAX: Revenues from a Citywide, voter-approved 1/8-cent sales tax to finance a street improvement program targeted to fund improvements to residential streets and thoroughfares. The tax was originally approved in November of 1998 and went into effect in April of 1999. In 2003, 2008 and 2013, voters approved an extension of this tax. The tax is currently set to sunset in March of 2024.

ESC - ESCROW FUNDS: Escrow funding paid by private developers or property owners to pay their portion of the project. This money is paid prior to the start of the project.

SA - SPECIAL ASSESSMENT: Property owners benefited by improvements are charged all or a portion of the cost of the improvement, based on the type of project. In the case of a bank stabilization project, property owners are required to pay up to one-third of total project costs. In the case of a storm drainage improvement project, property owners are assessed a minimum 4.5% of the total property and improvement valuation, provided that the sum of the assessments equal at least 5% of the total project cost.

SWU - STORMWATER UTILITY FUNDS: Stormwater utility funding includes revenue generated from an ad valorem property tax dedicated to stormwater management and from a stormwater user fee paid by all property owners within the City. The user fee is based on the amount of impervious surface existing on each property.

CTY – COUNTY FUNDS: County funding includes both the CARS program and the Johnson County Storm Water Drainage (SMAC) program. The funding source for the drainage program is the County's 1/10 cent stormwater sales tax.

OCITY - OTHER CITY: Funding from other cities. The cost of a capital improvement project which is constructed in conjunction with another city is shared with that city.

KEY TO FUNDING SOURCES – continued

KDOT - KANSAS DEPARTMENT OF TRANSPORTATION: Represents state funding of system enhancements in accordance with the State's comprehensive transportation plan.

TFED – FEDERAL TRANSPORTATION FUNDS: Congress allocates federal transportation funds to each state, which distributes the funding. Prioritization of projects and funds in the Kansas City metropolitan area is done by the Mid-America Regional Council (MARC). This category also includes federal demonstration project funds.

CDBG - COMMUNITY DEVELOPMENT BLOCK GRANT: Funds from the City's CDBG entitlement appropriation are used to fund residential street improvement projects recommended by the CDBG Advisory Committee. Federal guidelines require that a minimum of 70% of these funds be spent on projects and programs that benefit low and moderate income persons within the community.

OFED - OTHER FEDERAL FUNDING: Funding from other federal sources, such as CMAQ (Congestion Management/Air Quality Program) funding.

ERF - EQUIPMENT RESERVE FUND: Represents funding available from the Equipment Reserve Fund. This fund was established to provide flexibility in meeting operational needs by providing a resource to stabilize Citywide equipment replacement in lieu of issuing short-term debt.

RECV - RECOVERED COSTS: Represents projects whose costs will be recovered through increased efficiencies, which result in a decrease in operating expenditures.

GCR - GOLF COURSE REVENUE: Golf Course revenues that exceed operating expenses (which include a computation for overhead) are used to fund golf course improvements.

SPR - SPECIAL PARKS AND RECREATION: Revenue to this fund is provided by the liquor tax imposed on gross receipts of liquor sales by clubs, caterers and drinking establishments. One-third of the City's total revenue from this tax is required by state statute to be "expended only for the purchase, establishment, maintenance or expansion of park and recreational services, programs and facilities." Projects are recommended by the Citizens Advisory Committee for Parks and Recreation.

SOC - SOCCER REVENUE: Soccer Complex revenues that exceed operating expenses, may be used to fund improvements at the Complex.

PRIV - PRIVATE FUNDS: These funds will be provided by private individuals, organizations and corporations to support specific projects.

ODF - OTHER DEBT FINANCING: Other debt financing refers to short-term debt financing of less than five years.

OFIN - OTHER FINANCING: Other financing refers to sources of funding that are not normally used in the context of the City's CIP planning

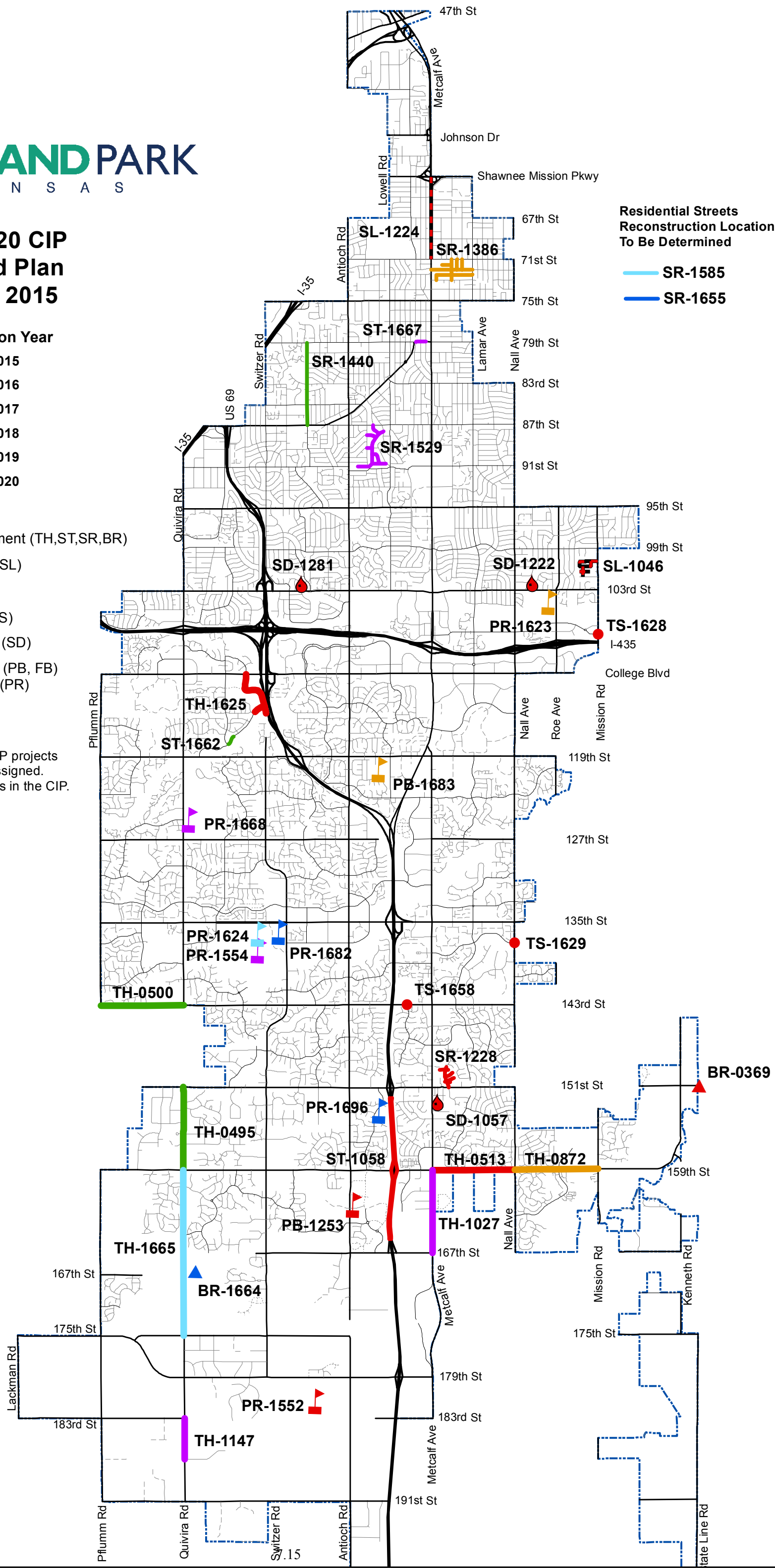


2016-2020 CIP
Adopted Plan
August 2015



- Street Improvement (TH,ST,SR,BR)
- Street Lighting (SL)
- Bridge (BR)
- Traffic Signal (TS)
- Storm Drainage (SD)
- Public Buildings (PB, FB)
- Parks and Rec. (PR)

Note:
This map reflects only those CIP projects that have a physical location assigned.
It does not represent all projects in the CIP.



Project Number	Project Description	2016-2020 CIP						
		Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	2016-2020 CIP Adopted 8/2015		
PUBLIC/FIRE BUILDINGS								
PB-1253	Construction of Public Safety Facility 159th and US69 Highway	Revised Cost Revised Year	2014	2015	2013	50,000 *PAYG		
	Construction of a fire station and police offices in the vicinity of 159st and US69 Highway. The fire component replaces the existing Fire Station #5, while the police component replaces Westgate and provides satellite offices in southern Overland Park. Land has been dedicated by developer as part of the development of the 159th and US 69 highway. Project budget includes funding for design, construction and furniture, fixtures and equipment (FFE). Revised cost based on architect's estimate and due to inflation in construction market. Beginning of project construction moved from 2016 to 2015. Cost includes work reimbursed by developer.					2014	0 *GO	
							580,000 *PAYG	
							2015	0 *GO
								4,500,000 *20GO
								800,000 *PAYG
							2016	0 GO
								1,000,000 20GO
								1,575,000 PAYG
								300,000 JOCO
		435,000 PRIV						
		0 OFIN						
	Project Total					9,240,000		
PB-1576	Centralized Fleet Facility Study	Revised Cost	2015	TBD	2015	0 *GO		
	Study to determine need, scope and possible locations for Centralized Fleet Facility. Facility would co-locate fleet maintenance from Public Works, Fire and Parks into one location, improving efficiency and allow resources to be shared. Land acquisition and facility construction dates are TBD.					0 *20GO		
						80,000 *PAYG		
						0 *1/8STX		
						0 *SWU		
	Project Total					80,000		
PB-1683	Salt Storage Facility - Parks Location	New	2015	2016	2015	85,000 *PAYG		
	Construction of 7,000 ton salt storage building at Parks Headquarters.					2016	750,000 20GO	
							265,000 PAYG	
							0 SWU	
	Project Total					1,100,000		
PB-1688	Fire Station #8 - Land Acquisition	New	2016	TBD	2016	0 20GO		
	Purchase of land in the southwest quadrant of the City for future construction of Fire Station #8. This station will serve southern Overland Park.					400,000 PAYG		
	Project Total					400,000		

*indicates project costs not included in plan totals

Project Number	Project Description	2016-2020 CIP				2016-2020 CIP Adopted 8/2015
		Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	
PUBLIC/FIRE BUILDINGS						
SUBTOTAL -						0 GO
PUBLIC/FIRE BUILDINGS						1,750,000 20GO
						2,240,000 PAYG
						0 EXCIS
						0 1/8STX
						0 ESC
						0 SA
						0 SWU
						300,000 JOCO
						0 OCITY
						0 KDOT
						0 TFED
						0 CDBG
						0 OFED
						0 ERF
						0 GCR
						0 SPR
						0 SOC
						435,000 PRIV
						0 ODF
						0 OFIN
						<u>4,725,000</u>

Project Number	Project Description	2016-2020 CIP				
		Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	2016-2020 CIP Adopted 8/2015
PUBLIC EQUIPMENT						
PE-1327	Public Safety CAD/RMS Upgrade Upgrade of the City's Computer-Aided Dispatch and Records Management Software. Software upgrade is on a three-year cycle. Project is on-going and expected to be completed in 2015.	No Change	2010	2013	2010	0 *GO 62,000 *PAYG 0 *OFED 0 *ERF 0 *ODF 145,000 *OFIN 207,000
	Project Total					
PE-1329	E-Ticketing Replacement: 2014 Replacement and upgrade of electronic traffic ticketing user hardware, including printers and scanners.	No Change	2014	2014	2014	0 *GO 300,000 *PAYG 0 *JOCO 0 *ERF 0 *OFIN 300,000
	Project Total					
PE-1232	2014 IT Network Technology and Software Annual funding for improvements to Information Technology networks, systems, hardware and software.	No Change	2014	2014	2014	0 *GO 0 *PAYG 0 *JOCO 300,000 *ERF 0 *OFIN 300,000
	Project Total					
PE-1463	Citywide Information Technology Backup System Replacement - 2014 Replacement of city-wide disk to disk backup system purchased in 2009. Revised cost based on project near completion. Reallocated funding to other IT projects.	Revised Cost	2014	2014	2014	0 *GO 355,000 *PAYG 0 *JOCO 0 *ERF 0 *OFIN 355,000
	Project Total					
PE-1250	2014 Ambulance Replacement Replacement of 2009 Ambulance, due to age, mileage and maintenance. Unit 1142. Fixed asset #34898.	No Change	2014	2014	2014	0 *GO 0 *PAYG 0 *JOCO 200,000 *ERF 200,000
	Project Total					
PE-1557	Booking, Interview & PSU AV System Replace AV/Camera System in the Police Standards Unit. Currently this unit is on the car A/V platform and an upgrade is needed.	No Change	2014	2014	2014	0 *GO 30,000 *PAYG 0 *JOCO 0 *ERF 0 *OFIN 30,000
	Project Total					

*indicates project costs not included in plan totals

Project Number	Project Description	2016-2020 CIP				
		Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	2016-2020 CIP Adopted 8/2015
PUBLIC EQUIPMENT						
PE-1580	2014 Software Application Conversion Convert existing Microsoft applications to Google.	No Change	2014	2014	2014	0 *GO 270,000 *PAYG 0 *JOCO 0 *ERF 0 *OFIN <hr/> 270,000
Project Total						<hr/> 270,000
PE-1684	Core Switch Redundancy Addition of redundant network switches to reduce network outages due to hardware failure and service disruptions during network upgrades. Funding for project is reallocated from other IT projects.	New	2014	2015	2014	0 *GO 190,000 *PAYG 0 *JOCO 0 *ERF 0 *OFIN <hr/> 190,000
Project Total						<hr/> 190,000
PE-1685	Internet Services Load Balancer Upgrade of application to balance internet traffic between service locations, allowing for additional bandwidth. Funding for project is reallocated from other IT projects.	New	2014	2015	2014	0 *GO 70,000 *PAYG 0 *JOCO 0 *ERF 0 *OFIN <hr/> 70,000
Project Total						<hr/> 70,000
PE-1686	Software Monitoring Application Application to reduce vulnerability to viruses and malware. Funding for project is reallocated from other IT projects.	New	2014	2015	2014	0 *GO 75,000 *PAYG 0 *JOCO 0 *ERF 0 *OFIN <hr/> 75,000
Project Total						<hr/> 75,000
PE-1330	Public Safety CAD/RMS Upgrade Upgrade of the City's Computer-Aided Dispatch and Records Management Software. Software upgrade is on a three or four year replacement cycle.	No Change	2015	2015	2015	0 *GO 520,000 *PAYG 0 *OFED 0 *ERF 0 *OFIN <hr/> 520,000
Project Total						<hr/> 520,000
PE-1293	2015 IT Network Technology and Software Licenses Annual funding for improvements to Information Technology networks, systems and hardware.	No Change	2015	2015	2015	0 *GO 0 *PAYG 0 OFED 300,000 *ERF 0 *OFIN <hr/> 300,000
Project Total						<hr/> 300,000
PE-1316	2015 Police Technology Replacement and upgrade of Mobile Data Terminal & Computer Aided Dispatch equipment based on the Police Department's assessment of needs.	No Change	2015	2015	2015	0 *GO 120,000 *PAYG 0 *OFED 0 *ERF 0 *OFIN <hr/> 120,000
Project Total						<hr/> 120,000

*indicates project costs not included in plan totals

		2016-2020 CIP				
Project Number	Project Description	Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	2016-2020 CIP Adopted 8/2015
PUBLIC EQUIPMENT						
PE-1299	2015 Ambulance Replacement Replacement of 2009 Ambulance, due to age, mileage and maintenance. Unit 1141. Fixed Asset #37304.	No Change	2015	2015	2015	0 *GO 0 *PAYG 0 *JOCO 200,000 *ERF 0 *OFIN <hr/> 200,000
Project Total						<hr/> 200,000
PE-1337	2015 Rescue Truck Replacement Replacement of 2004 Rescue Truck, due to age, mileage and maintenance. Fixed Asset #26653.	No Change	2015	2015	2015	0 *GO 0 *PAYG 0 *JOCO 700,000 *ERF 0 *OFIN <hr/> 700,000
Project Total						<hr/> 700,000
PE-1549	Permitting & Code Enforcement (Tidemark) Software Replacement Replacement of permitting software, originally purchased in the 1990's, which is used to track planning applications, building permits, site development work, code violations, pet licenses, liquor licenses, right-of-way work permits and many other types of applications, permits and licenses. It is used in daily business operations in multiple departments. Software has been upgraded several times, however it is anticipated vendor support will be discontinued within several years.	No Change	2014	2015	2015	0 *GO 0 *PAYG 0 *JOCO 775,000 *ERF 0 *OFIN <hr/> 775,000
Project Total						<hr/> 775,000
PE-1619	City Hall Emergency Generator Replacement of current emergency generator with larger system which can provide complete power backup for the entire facility. In the event of a power failure, operations would continue and allow City Hall to remain open for normal business.	No Change	2015	2015	2015	0 GO 350,000 *PAYG 0 *OFED 0 *ERF 0 *OFIN <hr/> 350,000
Project Total						<hr/> 350,000
PE-1620	City Council Chamber Audio-Visual Upgrade Replacement of presentation and display systems, installed in 2006, in the City Council Chamber and Conference Room 1, including the large projection screens and Smartboard, monitors, overhead/large format projectors, computer and other inputs/related components, and system controls. New/advanced technologies will be incorporated to address the broad range of presentation formats required to support the various meetings hosted in the Council Chamber and Conference Room One.	No Change	2015	2015	2015	0 *GO 0 *PAYG 0 OFED 220,000 *ERF 0 *OFIN <hr/> 220,000
Project Total						<hr/> 220,000

*indicates project costs not included in plan totals

Project Number	Project Description	2016-2020 CIP				2016-2020 CIP Adopted 8/2015
		Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	
PUBLIC EQUIPMENT						
PE-1451	Police Mobile Digital Video (MDV) Camera Replacement <div>Replacement of MDV cameras and server purchased in 2011. PD plans to replace all at once, due to technology and training issues. Revised year from 2015 to 2016.</div>	Revised Year	2016	2016	2016	0 GO 560,000 PAYG 0 OFED 0 ERF 0 OFIN
Project Total						560,000
PE-1398	2016 IT Network Technology and Software <div>Annual funding for improvements to Information Technology networks, systems, hardware and software.</div>	No Change	2016	2016	2016	0 GO 0 PAYG 0 OFED 300,000 ERF 0 OFIN
Project Total						300,000
PE-1417	2016 Police Technology <div>Replacement and upgrade of Mobile Data Terminal & Computer Aided Dispatch equipment based on the Police Department's assessment of needs.</div>	No Change	2016	2016	2016	0 GO 820,000 PAYG 0 OFED 0 ERF 0 OFIN
Project Total						820,000
PE-0975	Telephone System Replacement - Phase 1 <div>Phase 1 of 2 to replace existing PBS telephone system, originally installed in 1996 and no longer supported by the manufacturer. Phase 1 will provide the core system components for all phases and will also include installation at primary city facilities.</div>	No Change	2016	2016	2016	0 GO 1,300,000 PAYG 0 OFED 0 ERF 0 OFIN
Project Total						1,300,000
PE-1621	Fire Department Records Management System (RMS) Replacement <div>Replacement of the Firehouse RMS, which was originally installed in 1995. Revised scope based on anticipated cost to replace system with alternative software, rather than upgrade to existing software.</div>	Revised Scope	2016	2016	2016	0 GO 175,000 PAYG 0 OFED 0 ERF 0 OFIN
Project Total						175,000

*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2015-2019 CIP	Des. Year	2016-2020 CIP		2016-2020 CIP Adopted 8/2015
				Cons. Year	Fin. Year	
PUBLIC	EQUIPMENT					
PE-1457	2016 Fire Truck Replacement-Ladder Truck	Revised Year Revised Cost	2016	2016	2016	0 GO 0 PAYG 0 JOCO 550,000 ERF 0 OFIN
	Replacement of 2007 E-One Pumper Truck (E44) due to age, mileage and maintenance. Fixed Asset #30673. Replacement of 2007 pumper truck moved from 2017 to 2016 due to on-going maintenance issues with the apparatus. Revised cost based on updated estimated from Fire Department.					
	Project Total					550,000
PE-1458	Fire Mobile Data Terminal Replacement	Revised Cost	2016	2016	2016	0 GO 0 PAYG 0 JOCO 235,000 ERF 0 OFIN
	Replacement of MDTs in all fire vehicles. Purchased in 2012, this equipment will need be replaced in 2016 to maintain reliability. Revised costs to \$8,100 per vehicle, with current fleet of 29 equipped vehicles.					
	Project Total					235,000
PE-1563	Financial and Human Resources Enterprise Software Replacement	Revised Cost	2016	2016	2016	0 GO 1,500,000 PAYG 0 JOCO 0 ERF 0 OFIN
	Replacement of E1 Financial System and PeopleSoft Human Resource Management System. Revised cost based on updated IT estimated of software acquisition costs and consulting necessary for replacing two Tier 1 systems with one Tier 2 system.					
	Project Total					1,500,000
PE-1393	2017 Ambulance Replacement	No Change	2017	2017	2017	0 GO 0 PAYG 0 JOCO 205,000 ERF 0 OFIN
	Replacement of 2012 Ambulance, due to age, mileage and maintenance. Unit M1144, Fixed Asset #40127.					
	Project Total					205,000
PE-1394	2017 Fire Truck Replacement-Ladder Truck	Revised Year	2017	2017	2017	0 GO 0 PAYG 0 JOCO 740,000 ERF 0 OFIN
	Replacement of 2006 Quint Ladder Truck (Q41) due to age, mileage and maintenance. Fixed asset #28653. Moved project from 2016 to 2017 to accommodate replacement of other equipment sooner. This equipment is projected to remain in adequate operating condition until 2017.					
	Project Total					740,000

*indicates project costs not included in plan totals

Project Number	Project Description	2016-2020 CIP				2016-2020 CIP Adopted 8/2015
		Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	
PUBLIC	EQUIPMENT					
PE-0976	Telephone System Replacement - Phase 2 <div>Phase 2 of 2 to replace existing PBS telephone system, originally installed in 1996 and no longer supported by the manufacturer. Phase 2 will include installation at remaining city locations.</div>	No Change	2017	2017	2017	0 GO 900,000 PAYG 0 OFED 0 ERF 0 OFIN
Project Total						900,000
PE-1452	2017 IT Network Technology and Software <div>Annual funding for improvements to Information Technology networks, systems, hardware and for renewal of software licensing as needed.</div>	No Change	2017	2017	2017	0 GO 0 PAYG 0 OFED 300,000 ERF 0 OFIN
Project Total						300,000
PE-1615	VM Server Hardware Replacement - 2017 <div>Replacement of Virtual Machine (VM) server hardware to accommodate expansion and growth. Servers support critical services and provide redundancy. Equipment is on a four-year replacement schedule.</div>	No Change	2017	2017	2017	0 GO 0 PAYG 0 OFED 200,000 ERF 0 OFIN
Project Total						200,000
PE-1454	2017 Police Technology <div>Replacement and upgrade of Mobile Data Terminal & Computer Aided Dispatch equipment based on the Police Department's assessment of needs.</div>	No Change	2017	2017	2017	0 GO 100,000 PAYG 0 OFED 0 ERF 0 OFIN
Project Total						100,000
PE-1455	Storage Area Network Replacement <div>Replacement and upgrade of storage area networks.</div>	No Change	2017	2017	2017	0 GO 850,000 PAYG 0 OFED 0 ERF 0 OFIN
Project Total						850,000
PE-1689	Police Records Management System Replacement <div>Replace current Intergraph Records Management System. The current version of the software is no longer supported by vendor.</div>	New	2017	2017	2017	0 GO 1,000,000 PAYG 0 OFED 0 ERF 0 OFIN
Project Total						1,000,000

*indicates project costs not included in plan totals

		2016-2020 CIP				
Project Number	Project Description	Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	2016-2020 CIP Adopted 8/2015
PUBLIC EQUIPMENT						
PE-1692	Emergency Operations Center Audio/ Visual System Upgrade <div>Replacement and upgrade of A/V systems at the Emergency Operations Center, including projectors, sound system, conferencing systems and related technology.</div>	New	2017	2017	2017	0 GO 0 PAYG 0 OFED 125,000 ERF 0 OFIN
Project Total						125,000
PE-1456	2018 Ambulance Replacement <div>Replacement of 2012 Ambulance (M1143), due to age, mileage and maintenance. Fixed Asset #40126.</div>	No Change	2018	2018	2018	0 GO 0 PAYG 0 JOCO 205,000 ERF 0 OFIN
Project Total						205,000
PE-1538	2018 IT Network Technology and Software <div>Annual funding for improvements to Information Technology networks, systems, hardware and for renewal of software licensing as needed.</div>	No Change	2018	2018	2018	0 GO 0 PAYG 0 OFED 300,000 ERF 0 OFIN
Project Total						300,000
PE-1539	2018 Police Technology <div>Replacement and upgrade of Mobile Data Terminal & Computer Aided Dispatch equipment based on the Police Department's assessment of needs.</div>	No Change	2018	2018	2018	0 GO 100,000 PAYG 0 OFED 0 ERF 0 OFIN
Project Total						100,000
PE-1540	2018 Ambulance Replacement <div>Replacement of 2012 Ambulance (M1145), due to age, mileage and maintenance. Fixed Asset #40860.</div>	No Change	2018	2018	2018	0 GO 0 PAYG 0 JOCO 205,000 ERF 0 OFIN
Project Total						205,000
PE-1541	2018 Fire Truck Replacement- <div>Replacement of 2007 Aerial Ladder Truck (T44) due to age, mileage and maintenance. Fixed Asset #32742. Revised cost based on updated estimate from Fire Department.</div>	Revised Cost	2018	2018	2018	0 GO 0 PAYG 0 JOCO 875,000 ERF 0 OFIN
Project Total						875,000

*indicates project costs not included in plan totals

Project Number	Project Description	2016-2020 CIP				
		Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	2016-2020 CIP Adopted 8/2015
PUBLIC EQUIPMENT						
PE-1556	2018 E-Ticketing Replacement Replacement and upgrade of electronic traffic ticketing user hardware purchased in 2012, including printers and scanners.	No Change	2018	2018	2018	0 GO 300,000 PAYG 0 JOCO 0 ERF 0 OFIN
Project Total						300,000
PE-1564	IT Core Switch Replacement Replacement of core network equipment, based on a seven year replacement cycle. Last install of equipment was in 2011. The core switches provide the basic backbone for the routing of data on the City's network.	No Change	2018	2018	2018	0 GO 500,000 PAYG 0 JOCO 0 ERF 0 OFIN
Project Total						500,000
PE-1616	Email/Productivity Software Replacement Replacement of email and productivity (Google Docs) applications to incorporate new and changing technology in support of productivity and service delivery.	No Change	2018	2018	2018	0 GO 0 PAYG 0 OFED 250,000 ERF 0 OFIN
Project Total						250,000
PE-1617	Police License Plate Reader Replacement - 2018 Replace six license plate readers and related equipment/software purchase in 2012.	No Change	2018	2018	2018	0 GO 0 PAYG 0 OFED 300,000 ERF 0 OFIN
Project Total						300,000
PE-1693	Municipal Court Case Management System Replacement - 2018 Replacement and upgrade Municipal Court's case management, scheduling and fee management system (Full-Court).	New	2018	2018	2018	0 GO 400,000 PAYG 0 OFED 0 ERF 0 OFIN
Project Total						400,000
PE-1594	2019 IT Network Technology and Software Annual funding for improvements to Information Technology networks, systems, hardware and for renewal of software licensing as needed.	No Change	2019	2019	2019	0 GO 0 PAYG 0 OFED 300,000 ERF 0 OFIN
Project Total						300,000

*indicates project costs not included in plan totals

Project Number	Project Description	2016-2020 CIP				
		Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	2016-2020 CIP Adopted 8/2015
PUBLIC EQUIPMENT						
PE-1618	Citywide Information Technology Backup System Replacement - 2019 <div>Funding for replacement of data backup hardware and software to accommodate expansion and growth and to avoid using equipment that is beyond its useful life to support critical services. Growth trends indicate backup needs increase at a rate of about 40% per year.</div> <div>Project Total</div>	No Change	2019	2019	2019	0 GO 0 PAYG 0 OFED 475,000 ERF 0 OFIN <div>475,000</div>
PE-1592	2019 Police Technology <div>Replacement and upgrade of Mobile Data Terminal & Computer Aided Dispatch equipment based on the Police Department's assessment of needs.</div> <div>Project Total</div>	No Change	2019	2019	2019	0 GO 100,000 PAYG 0 OFED 0 ERF 0 OFIN <div>100,000</div>
PE-1606	2019 Fire Truck Replacement <div>Replacement of 2009 Quint 75' Ladder Truck (Q43) due to age, mileage and maintenance. Fixed Asset #37330.</div> <div>Project Total</div>	No Change	2019	2019	2019	0 GO 0 PAYG 0 JOCO 700,000 ERF 0 OFIN <div>700,000</div>
PE-1694	Matt Ross Community Center Audio/Visual Systems Replacement and Upgrade <div>Replace and upgrade audio-visual systems at the Matt Ross Community Center. The A/V system will be 12 years old in 2019.</div> <div>Project Total</div>	New	2019	2019	2019	0 GO 140,000 PAYG 0 OFED 0 ERF 0 OFIN <div>140,000</div>
PE-1464	Police Mobile Digital Voice Recorder and Logging System <div>Replacement of system used to record 911 calls and police radio traffic. Current system is being upgraded in 2014/2015, allowing delay of replacement until 2020.</div> <div>Project Total</div>	Revised Year	2020	2020	2020	0 GO 0 PAYG 0 OFED 0 ERF [OFIN = E911 funds] 250,000 OFIN <div>250,000</div>
PE-1669	2020 IT Network Technology and Software <div>Continuation of annual program. Annual funding for improvements to Information Technology networks, systems, hardware and for renewal of software licensing as needed.</div> <div>Project Total</div>	New	2020	2020	2020	0 GO 0 PAYG 0 OFED 300,000 ERF 0 OFIN <div>300,000</div>

*indicates project costs not included in plan totals

Project Number	Project Description	2016-2020 CIP				
		Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	2016-2020 CIP Adopted 8/2015
PUBLIC EQUIPMENT						
PE-1670	2020 Police Technology	New	2020	2020	2020	0 GO
	Continuation of annual program. Replacement and upgrade of Mobile Data Terminal & Computer Aided Dispatch equipment based on the Police Department's assessment of needs.					850,000 PAYG
						0 OFED
						0 ERF
						0 OFIN
	Project Total					850,000
PE-1671	2020 Fire Truck Replacement	New	2020	2020	2020	0 GO
	Replacement of 2010 Pierce Impel 75' Quint due to age, mileage and maintenance. Fixed Asset #37329.					0 PAYG
						0 JOCO
						700,000 ERF
						0 OFIN
	Project Total					700,000
PE-1690	Fire Self-Contained Breathing Apparatus (SCBA) Replacement	New	2020	2020	2020	0 GO
	Replacement of SCBA equipment, purchased in 2009.					575,000 PAYG
						0 OFED
						0 ERF
						0 OFIN
	Project Total					575,000
PE-1691	Police Computer-Aided Dispatch (CAD) and Mobile Public Safety (MPS) Upgrade	New	2020	2020	2020	0 GO
	Upgrade CAD and MPS components of Police Department's Intergraph software.					550,000 PAYG
						0 OFED
						0 ERF
						0 OFIN
	Project Total					550,000
PE-1695	2020 Fire Mobile Data Terminal (MDT) Replacement	New	2020	2020	2020	0 GO
	Replace MDT system in Fire Department vehicles and apparatus. Equipment is on a four-year replacement cycle.					250,000 PAYG
						0 OFED
						0 ERF
						0 OFIN
	Project Total					250,000

*indicates project costs not included in plan totals

Project Number	Project Description	2016-2020 CIP				2016-2020 CIP Adopted 8/2015
		Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	
PUBLIC EQUIPMENT						
SUBTOTAL						0 GO
PUBLIC EQUIPMENT						0 20GO
						10,970,000 PAYG
						0 EXCIS
						0 1/8STX
						0 ESC
						0 SA
						0 SWU
						0 JOCO
						0 OCITY
						0 KDOT
						0 TFED
						0 CDBG
						0 OFED
						7,265,000 ERF
						0 GCR
						0 SPR
						0 SOC
						0 PRIV
						0 ODF
						250,000 OFIN
						<u>18,485,000</u>

		2016-2020 CIP				
Project Number	Project Description	Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	2016-2020 CIP Adopted 8/2015
PARKS & RECREATION: Public Art						
PR-1331	2015 Public Art	No Change	2015	2015	2015	0 *PAYG
	Funding for permanent art acquisitions.					50,000 *PRIV
						0 *OFIN
	Project Total					50,000
PR-1416	2016 Public Art	No Change	2016	2016	2016	0 PAYG
	Funding for permanent art acquisitions.					50,000 PRIV
						0 OFIN
	Project Total					50,000
PR-1459	2017 Public Art	No Change	2017	2017	2017	0 PAYG
	Funding for permanent art acquisitions.					50,000 PRIV
						0 OFIN
	Project Total					50,000
PR-1544	2018 Public Art	No Change	2018	2018	2018	0 PAYG
	Funding for permanent art acquisitions.					50,000 PRIV
						0 OFIN
	Project Total					50,000
PR-1622	2019 Public Art	No Change	2019	2019	2019	0 PAYG
	Funding for permanent art acquisitions.					50,000 PRIV
						0 OFIN
	Project Total					50,000
SUBTOTAL						0 GO
PARKS & RECREATION: Public Art						0 20GO
						0 PAYG
						0 EXCIS
						0 1/8STX
						0 ESC
						0 SA
						0 SWU
						0 JOCO
						0 OCITY
						0 KDOT
						0 TFED
						0 CDBG
						0 OFED
						0 ERF
						0 GCR
						0 SPR
						0 SOC
						200,000 PRIV
						0 ODF
						0 OFIN
						200,000

*indicates project costs not included in plan totals

Project Number	Project Description	2016-2020 CIP				2016-2020 CIP Adopted 8/2015
		Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	
PARKS & RECREATION: Bike-Hike Trails						
PR-1067	Turkey Creek Bike/Hike Trail	No Change	2011	2012	2012	0 *GO
	Construction of a 1.25 mile long trail along Turkey Creek between Antioch and Metcalf. Due to bank stabilization issues, significant work needs to be performed to construct this trail. Due to its location, this trail is not linked initially to the Johnson County trail system. Grant funding through KDOT's administration of federal transportation enhancement grant program and MARC's CMAQ program. Johnson County Parks has allocated \$200,000 in funding to assist with the local match on this project. Project closed.					0 *PAYG
						0 *1/8STX
						692,000 *KDOT
						173,000 *OFED
						0 *SPR
						200,000 *JOCO
					2013	435,000 *GO
	Project Total					<u>1,500,000</u>
SUBTOTAL						0 GO
PARKS & RECREATION: Bike-Hike Trails						0 20GO
						0 PAYG
						0 EXCIS
						0 1/8STX
						0 ESC
						0 SA
						0 SWU
						0 JOCO
						0 OCITY
						0 KDOT
						0 TFED
						0 CDBG
						0 OFED
						0 ERF
						0 GCR
						0 SPR
						0 SOC
						0 PRIV
						0 ODF
						<u>0 OFIN</u>
						<u>0</u>

*indicates project costs not included in plan totals

Project Number	Project Description	2016-2020 CIP				
		Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	2016-2020 CIP Adopted 8/2015
PARKS & RECREATION: Arboretum & Kemper Farm						
PR-1251	Train Garden Construction of 20,000 sq. ft. garden area includes walkways, arbor, full size box car and caboose on rails, a water feature, landscape areas, and five or six G-Scale model trains running through the garden. All phases are anticipated to be complete by the end of 2015.	No Change	2009	2011-2014	2009	0 *GO 0 *PAYG 0 *SPR 760,000 *PRIV 0 *OFIN
Project Total						760,000
PR-1552	Arboretum Restrooms Construction of restroom facility near the Train Garden at the Arboretum. Revised scope to include construction of freeze-proof water service to the west side of the Arboretum to allow the restroom to operate year-round. In addition, expanded water service will allow for future facility expansion on the west side of the Arboretum.	Revised Scope	2015	2015	2015	0 *GO 100,000 *PAYG 200,000 *SPR 100,000 *PRIV 0 *OFIN
Project Total						400,000
PR-1171	Erickson Rose Garden Construction of 2,500 sq. ft. rose garden. The garden will contain rock walls separating different levels of planting terraces, stone and turf walkways, a small wedding area, and a wide variety of shrub and climbing rose displays. (Operating Costs: \$30,000/yr)	No Change	2009	TBD	TBD	0 *GO 0 *20GO 0 *PAYG 0 *SPR 500,000 *PRIV 0 *OFIN
Project Total						500,000

*indicates project costs not included in plan totals

Project Number	Project Description	2016-2020 CIP				2016-2020 CIP Adopted 8/2015
		Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	
PARKS & RECREATION: Arboretum & Kemper Farm						
SUBTOTAL						0 GO
PARKS & RECREATION: Arboretum & Kemper Farm						0 20GO
						0 PAYG
						0 EXCIS
						0 1/8STX
						0 ESC
						0 SA
						0 SWU
						0 JOCO
						0 OCITY
						0 KDOT
						0 TFED
						0 CDBG
						0 OFED
						0 ERF
						0 GCR
						0 SPR
						0 SOC
						0 PRIV
						0 ODF
						0 OFIN
						0

Project Number	Project Description	2016-2020 CIP				
		Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	2016-2020 CIP Adopted 8/2015
PARKS & RECREATION: Park and Greenspace Improvements						
PR-1156	2013 Park Improvements Funding for construction and addition of improvements at city parks for projects recommended by the Citizens' Advisory Council on P&R. Project is on-going.	No Change	2013	2013	2013	200,000 *SPR
	Project Total					200,000
PR-1236	2014 Park Improvements Funding for construction and addition of improvements at city parks for projects recommended by the Citizens' Advisory Council on P&R.	No Change	2014	2014	2014	200,000 *SPR
	Project Total					200,000
PR-1334	2015 Park Improvements Funding for construction and addition of improvements at city parks for projects recommended by the Citizens' Advisory Council on P&R.	No Change	2015	2015	2015	335,000 *SPR
	Project Total					335,000
PR-1395	2016 Park Improvements Funding for construction and addition of improvements at city parks for projects recommended by the Citizens' Advisory Council on P&R.	No Change	2016	2016	2016	200,000 SPR
	Project Total					200,000
PR-1461	2017 Park Improvements Funding for construction and addition of improvements at city parks for projects recommended by the Citizens' Advisory Council on P&R.	No Change	2017	2017	2017	200,000 SPR
	Project Total					200,000
PR-1543	2018 Park Improvements Funding for construction and addition of improvements at city parks for projects recommended by the Citizens' Advisory Council on P&R.	No Change	2018	2018	2018	200,000 SPR
	Project Total					200,000
PR-1595	2019 Park Improvements Funding for construction and addition of improvements at city parks for projects recommended by the Citizens' Advisory Council on P&R.	No Change	2019	2019	2019	200,000 SPR
	Project Total					200,000

*indicates project costs not included in plan totals

		2016-2020 CIP				
Project Number	Project Description	Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	2016-2020 CIP Adopted 8/2015
PARKS & RECREATION: Park and Greenspace Improvements						
PR-1672	2020 Park Improvements	New	2020	2020	2020	200,000 SPR
	Continuation of annual program. Funding for construction and addition of improvements at city parks for projects recommended by the Citizens' Advisory Council on P&R.					
	Project Total					200,000
SUBTOTAL						0 GO
PARKS & RECREATION: Park and Greenspace Improvements						0 20GO
						0 PAYG
						0 EXCIS
						0 1/8STX
						0 ESC
						0 SA
						0 SWU
						0 JOCO
						0 OCITY
						0 KDOT
						0 TFED
						0 CDBG
						0 OFED
						0 ERF
						0 GCR
						1,000,000 SPR
						0 SOC
						0 PRIV
						0 ODF
						0 OFIN
						1,000,000

*indicates project costs not included in plan totals

		2016-2020 CIP				
Project Number	Project Description	Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	2016-2020 CIP Adopted 8/2015
PARKS & RECREATION: Park Facility Improvements						
PR-1553	Deanna Rose Farmstead East Entry Building Reconstruction: Concept Design <div>Concept design for replacement of the east entry building at the Deanna Rose Farmstead.</div>	No Change	2014	TBD	2014	0 *GO 20,000 *PAYG 0 *SPR 20,000 *PRIV 0 *OFIN
Project Total						40,000
PR-1558	Deanna Rose Farmstead Barber Shop, Blacksmith Shop and Photo Studio <div>The Friends of the Farmstead have prioritized the construction of the Barber Shop, Blacksmith Shop and Photo Studio to be the next buildings funded as part of the Farmstead Master Plan and completion of "Main Street." Project funded with private funds. Revised costs based on actual design and construction.</div>	Revised Cost	2014	2014	2015	0 *GO 0 *PAYG 0 *SPR 470,000 *PRIV 0 *OFIN
Project Total						470,000
PR-1623	Roe Park Enhancements <div>Decommission Roe Pool and redevelop Roe Park to enhance the appearance and functional use of park. Improvements may include parking lot reconstruction and expansion, restrooms, enhanced playground features, picnic shelters, landscaping and other recreational amenities, as determined by the master plan process. Based on the current conditions of the concrete, operating equipment, and continual problems with the sewer line, Roe Pool will be closed after the 2015 swim season. Revised cost based on concept design.</div>	Revised Cost	2014-2015	2016	2014 2015 2016	45,000 *SPR 155,000 *SPR 1,700,000 GO 500,000 PAYG 0 SPR 0 ERF 0 ODF
Project Total						2,400,000
PR-1554	Overland Park Soccer Complex Turf Replacement: Phase I <div>Replacement of synthetic turf on four of the 12 soccer fields at the Overland Park Soccer Complex. 2018 will represent nine years of operation and one year past the turf warranty's conclusion. Maintaining current usage levels of over 1,500 games a year, it is anticipated fibers will be thoroughly worn down and seams starting to fray. Replacement includes disposal of existing turf, fixing sub-surface as needed, re-laying turf and rubber, and refurbishing areas (fence, plants areas, grass, etc.) destroyed during construction.</div>	No Change	2018	2018	2018	0 GO 750,000 PAYG 0 SPR 750,000 ERF 500,000 ODF
Project Total						2,000,000

*indicates project costs not included in plan totals

Project Number	Project Description	2016-2020 CIP				2016-2020 CIP Adopted 8/2015
		Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	
PARKS & RECREATION: Park Facility Improvements						
PR-1668	Skyles/Lady Overland Park Golf Course Clubhouse and Parking Lot Replacement <div>The club house at the Skyles/Lady Golf Course is approximately 40 years old, and has experienced significant deterioration. The current facility does not meet current operational needs. The project includes demolishing the existing clubhouse and replacing with a new clubhouse, parking lot and practice greens. Funding for club house and greens (\$3.4M) will be from Golf Course Fund. Parking lot will be funded from the General Fund.</div>	New	2017	2018	2017	0 GO 0 20GO 0 PAYG 0 SPR 330,000 GCR
					2018	1,200,000 GO 0 20GO 0 PAYG 0 SPR
		[GCR Funding via 20-year GO Bond]				3,070,000 GCR
	Project Total					4,600,000
PR-1624	Overland Park Soccer Complex Turf Replacement: Phase 2 <div>Replacement of synthetic turf on four of the 12 soccer fields at the Overland Park Soccer Complex. 2019 will represent ten years of operation and two years past the turf warranty's conclusion. Maintaining current usage levels of over 1,500 games a year, it is anticipated fibers will be thoroughly worn down and seams starting to fray. Replacement includes disposal of existing turf, fixing sub-surface as needed, re-laying turf and rubber, and refurbishing areas (fence, plants areas, grass, etc.) destroyed during construction.</div>	No Change	2019	2019	2019	0 GO 500,000 PAYG 150,000 SPR 0 ERF
					[ODF = eight-year GO bonds]	1,350,000 ODF
	Project Total					2,000,000
PR-1682	Overland Park Soccer Complex Turf Replacement: Phase 3 <div>Replacement of synthetic turf on four of the 12 soccer fields at the Overland Park Soccer Complex. 2020 will represent 11 years of operation and three years past the turf warranty's conclusion. Maintaining current usage levels of over 1,500 games a year, it is anticipated fibers will be thoroughly worn down and seams starting to fray. Replacement includes disposal of existing turf, fixing sub-surface as needed, re-laying turf and rubber, and refurbishing areas (fence, plants areas, grass, etc.) destroyed during construction.</div>	New	2020	2020	2020	0 GO 500,000 PAYG 150,000 SPR 0 ERF
					[ODF = eight-year GO bonds]	1,350,000 ODF
	Project Total					2,000,000

*indicates project costs not included in plan totals

Project Number	Project Description	2016-2020 CIP				2016-2020 CIP Adopted 8/2015
		Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	
PARKS & RECREATION: Park Facility Improvements						
PR-1696	Kingston Lake Park Restroom Construction	New	2019	2020	2019	0 GO
	Construction of restrooms which could be used year-round in conjunction with Park's existing fishing lake, playground, picnic shelter and bike/hike trail.					30,000 PAYG
						0 SPR
					2020	0 GO
						225,000 PAYG
						0 SPR
	Project Total					255,000
SUBTOTAL						2,900,000 GO
PARKS & RECREATION: Park Facility Improvements						0 20GO
						2,505,000 PAYG
						0 EXCIS
						0 1/8STX
						0 ESC
						0 SA
						0 SWU
						0 JOCO
						0 OCITY
						0 KDOT
						0 TFED
						0 CDBG
						0 OFED
						750,000 ERF
						3,400,000 GCR
						300,000 SPR
						0 SOC
						0 PRIV
						3,200,000 ODF
						0 OFIN
						13,055,000

*indicates project costs not included in plan totals

Project Number	Project Description	2016-2020 CIP				
		Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	2016-2020 CIP Adopted 8/2015
BRIDGE IMPROVEMENTS						
BR-1377	Redeck Metcalf Bridge over Blue River	Revised Funding	2012	2013	2013	338,000 *1/8STX 432,000 *JOCO 324,000 *OCITY
	Replace deteriorating bridge deck. Project in conjunction with Johnson County, as bridge is 50% in the county. Revised funding based on intergovernmental agreements.	[OCTY = Johnson County (not CARS)]				
	Project Total					1,094,000
BR-1551	75th Street from Switzer to East Frontage Road	Revised Cost Revised Scope	2013	2014	2013	545,000 *PAYG
	Pavement replacement and repair of 75th Street, over I-35, from Switzer Road to East Frontage Road. Project includes replacement of existing pavement from Wedd to E. Frontage Road, and mill/overlay and sidewalk, curb and storm sewer repair in other locations. Revised cost based on bid. Revised funding to include KDOT. Revised Scope to include KDOT adding \$940,000 in ramp paving and patching and Merriam adding over \$500,000 in fencing to the bridges. Increases are funded through respective agencies.				2014	0 *GO 162,000 *PAYG 500,000 *1/8STX 325,000 *SWU 2,128,000 *JOCO 1,475,000 *OCITY 940,000 *KDOT
	Project Total					6,075,000
BR-0369	151st Street Bridge at Kenneth Road	No Change	2015	2015	2015	0 *GO 125,000 *PAYG 345,000 *1/8STX 0 *SWU 0 *JOCO 0 *OCITY
	Replacement of the bridge over the Blue River at 151st Street. The is a cooperative project with KCMO. Jackson County will be administering the project.					
	Project Total					470,000
BR-1664	167th Street Bridges over Coffee Creek	New	2018	2020	2018	0 GO 0 PAYG 300,000 1/8STX
	Construction of two bridges on 167th Street over Coffee Creek.				2020	0 GO 0 PAYG 3,000,000 1/8STX
	Project Total					3,300,000

*indicates project costs not included in plan totals

Project Number	Project Description	2016-2020 CIP				2016-2020 CIP Adopted 8/2015
		Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	
BRIDGE IMPROVEMENTS						
SUBTOTAL -						0 GO
BRIDGE IMPROVEMENTS						0 20GO
						0 PAYG
						0 EXCIS
						3,300,000 1/8STX
						0 ESC
						0 SA
						0 SWU
						0 JOCO
						0 OCITY
						0 KDOT
						0 TFED
						0 CDBG
						0 OFED
						0 ERF
						0 GCR
						0 SPR
						0 SOC
						0 PRIV
						0 ODF
						0 OFIN
						<u>3,300,000</u>

Project Number	Project Description	Change From 2015-2019 CIP	2016-2020 CIP			
			Des. Year	Cons. Year	Fin. Year	2016-2020 CIP Adopted 8/2015
RESIDENTIAL STREET PROGRAM						
SR-1080	2013 Neighborhood Streets Reconstruction Program - 91st: Antioch to Neiman <div>Program includes complete reconstruction of residential and collector streets, replacement of KCPL street lights, curbs, sidewalks and required storm drainage improvements. Project area is at 91st Street from Antioch to Nieman. Project awaiting final closeout.</div>	No Change	2010	2013	2011	500,000 *1/8STX
					2013	1,135,000 *1/8STX
						375,000 *SWU
						1,950,000 *JOCO
						0 *CDBG
	Project Total					3,960,000
SR-1426	2014 Neighborhood Streets Reconstruction Program <div>Program includes complete reconstruction of residential and collector streets, replacement of KCPL streetlights, curbs, sidewalks and required storm drainage improvements. CDBG funding includes both 2013 and 2014 allocation. Revised cost based on project under construction.</div>	Revised Cost	2013	2014	2013	320,000 *1/8STX
						0 *SWU
						0 *JOCO
						0 *CDBG
					2014	2,025,000 *1/8STX
						250,000 *SWU
						0 *JOCO
						490,000 *CDBG
	Project Total					3,085,000
SR-1228	2015 Neighborhood Streets Reconstruction Program <div>Program includes complete reconstruction of residential and collector streets, replacement of KCPL street lights, curbs, sidewalks and required storm drainage improvements in the area near 150th and Glenwood. Revised cost based on construction bid.</div>	Revised Cost	2014	2015	2014	260,000 *1/8STX
						0 *SWU
						0 *JOCO
						0 *CDBG
					2015	1,750,000 *1/8STX
						250,000 *SWU
						0 *JOCO
						0 *CDBG
	Project Total					2,260,000
SR-1386	2016 Neighborhood Streets Reconstruction Program <div>Program includes complete reconstruction of residential and collector streets, replacement of KCPL street lights, curbs, sidewalks and required storm drainage improvements. Revised scope to expanded program; additional funding has been allocated to project based on priorities.</div>	Revised Scope	2015	2016	2014	0 *1/8STX
						0 *SWU
					2015	260,000 *1/8STX
						0 *SWU
						300,000 *CDBG
					2016	2,910,000 1/8STX
						250,000 SWU
						0 JOCO
						300,000 CDBG
	Project Total					4,020,000

*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2015-2019 CIP	2016-2020 CIP			
			Des. Year	Cons. Year	Fin. Year	2016-2020 CIP Adopted 8/2015
RESIDENTIAL STREET PROGRAM						
SR-1440	2017 Neighborhood Streets Reconstruction Program <div>Program includes complete reconstruction of residential and collector streets, replacement of KCPL street lights, curbs, sidewalks and required storm drainage improvements. Revised scope to expanded program; additional funding has been allocated to project based on priorities.</div>	Revised Scope	2015	2017	2015	260,000 *1/8STX 0 *SWU 0 *JOCO 0 *CDBG
					2017	2,190,000 1/8STX 250,000 SWU 0 JOCO 300,000 CDBG
	Project Total					3,000,000
SR-1529	2018 Neighborhood Streets Reconstruction Program <div>Program includes complete reconstruction of residential and collector streets, replacement of KCPL street lights, curbs, sidewalks and required storm drainage improvements. Revised scope to expanded program; additional funding has been allocated to project based on priorities.</div>	Revised Scope	2017	2018	2017	260,000 1/8STX 0 SWU 0 JOCO 0 CDBG
					2018	2,590,000 1/8STX 150,000 SWU 0 JOCO 0 CDBG
	Project Total					3,000,000
SR-1585	2019 Neighborhood Streets Reconstruction Program <div>Program includes complete reconstruction of residential and collector streets, replacement of KCPL street lights, curbs, sidewalks and required storm drainage improvements. Revised scope to expanded program; additional funding has been allocated to project based on priorities.</div>	Revised Scope	2018	2019	2018	260,000 1/8STX 0 SWU 0 JOCO 0 CDBG
					2019	2,290,000 1/8STX 150,000 SWU 0 JOCO 300,000 CDBG
	Project Total					3,000,000
SR-1655	2020 Neighborhood Streets Reconstruction Program <div>Continuation of annual program. Program includes complete reconstruction of residential and collector streets, replacement of KCPL street lights, curbs, sidewalks and required storm drainage improvements. Revised scope to expanded program; additional funding has been allocated to project based on priorities.</div>	New	2019	2020	2019	260,000 1/8STX 0 SWU 0 JOCO 0 CDBG
					2020	2,290,000 1/8STX 150,000 SWU 0 JOCO 300,000 CDBG
	Project Total					3,000,000

*indicates project costs not included in plan totals

Project Number	Project Description	2016-2020 CIP				2016-2020 CIP Adopted 8/2015
		Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	
RESIDENTIAL STREET PROGRAM						
SUBTOTAL						0 GO
RESIDENTIAL STREET PROGRAM						0 20GO
						0 PAYG
						0 EXCIS
						13,050,000 1/8STX
						0 ESC
						0 SA
						950,000 SWU
						0 JOCO
						0 OCITY
						0 KDOT
						0 TFED
						1,200,000 CDBG
						0 OFED
						0 ERF
						0 GCR
						0 SPR
						0 SOC
						0 PRIV
						0 ODF
						0 OFIN
						<u>15,200,000</u>

Project Number	Project Description	2016-2020 CIP				
		Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	2016-2020 CIP Adopted 8/2015
SIDEWALK CONSTRUCTION						
SW-1227	2014 Sidewalk Construction Construction or reconstruction of sidewalks based on citizen petition or staff recommendation. Transferred funding to SW-1287.	Project Closed	2014	2014	2014	0 *PAYG 0 *1/8STX
Project Total						0
SW-1287	2015 Sidewalk Construction Construction or reconstruction of sidewalks based on citizen petition or staff recommendation. Revised scope to include funding transferred from SW-1227.	Revised Cost Revised Scope	2015	2015	2015	0 *PAYG 100,000 *1/8STX
Project Total						100,000
SW-1385	2016 Sidewalk Construction Construction or reconstruction of sidewalks based on citizen petition or staff recommendation.	No Change	2016	2016	2016	0 PAYG 50,000 1/8STX
Project Total						50,000
SW-1435	2017 Sidewalk Construction Construction or reconstruction of sidewalks based on citizen petition or staff recommendation.	No Change	2017	2017	2017	0 PAYG 50,000 1/8STX
Project Total						50,000
SW-1530	2018 Sidewalk Construction Construction or reconstruction of sidewalks based on citizen petition or staff recommendation.	No Change	2018	2018	2018	0 PAYG 50,000 1/8STX
Project Total						50,000
SW-1586	2019 Sidewalk Construction Construction or reconstruction of sidewalks based on citizen petition or staff recommendation.	No Change	2019	2019	2019	0 PAYG 50,000 1/8STX
Project Total						50,000
SW-1656	2020 Sidewalk Construction Continuation of annual program. Construction or reconstruction of sidewalks based on citizen petition or staff recommendation.	New	2020	2020	2020	0 PAYG 50,000 1/8STX
Project Total						50,000

*indicates project costs not included in plan totals

Project Number	Project Description	2016-2020 CIP				2016-2020 CIP Adopted 8/2015
		Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	
SIDEWALK CONSTRUCTION						
SUBTOTAL						0 GO
SIDEWALK CONSTRUCTION						0 20GO
						0 PAYG
						0 EXCIS
						250,000 1/8STX
						0 ESC
						0 SA
						0 SWU
						0 JOCO
						0 OCITY
						0 KDOT
						0 TFED
						0 CDBG
						0 OFED
						0 ERF
						0 GCR
						0 SPR
						0 SOC
						0 PRIV
						0 ODF
						0 OFIN
						<u>250,000</u>

Project Number	Project Description	Change From 2015-2019 CIP	Des. Year	2016-2020 CIP		2016-2020 CIP Adopted 8/2015
				Cons. Year	Fin. Year	
STREET LIGHTING						
SL-1046	2012 Street Lighting Installation of street lighting on residential, collectors and thoroughfares. Project is on hold pending identification of LED fixture. Revised construction year to 2015.	Revised Year	2011	2015	2012	0 *PAYG 128,000 *1/8STX 0 *OCITY
					2013	-40,000 *1/8STX
	Project Total					88,000
SL-1224	2014 Street Lighting Installation of street lighting on residential, collectors and thoroughfares. Project scope includes Metcalf Ave., 63rd St. to 71st St. Project construction extended into 2015. Revised cost and funding based on bid.	Revised Year Revised Cost	2013	2014-2015	2013	40,000 *1/8STX
					2014	200,000 *1/8STX 0 *OCITY 150,000 *JOCO
					2015	-30,000 *1/8STX
	Project Total					360,000
SL-1437	2017 Street Lighting Replace approximately 160 KCPL-style streetlights with energy efficient LED streetlights. Funding has been combined from the 2015, 2016, 2018 and 2019 annual streetlighting projects to this project.	No Change	2015	2017	2015	50,000 *PAYG 100,000 *1/8STX
					2017	500,000 PAYG 400,000 1/8STX 0 OCITY
	Project Total					1,050,000
SL-1649	2020 Street Lighting Annual program of installation of street lighting on residential, collectors and thoroughfares.	New	2020	2020	2020	0 PAYG 100,000 1/8STX 0 JOCO
	Project Total					100,000

*indicates project costs not included in plan totals

Project Number	Project Description	2016-2020 CIP				2016-2020 CIP Adopted 8/2015
		Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	
STREET LIGHTING						
SUBTOTAL						0 GO
STREET LIGHTING						0 20GO
						500,000 PAYG
						0 EXCIS
						500,000 1/8STX
						0 ESC
						0 SA
						0 SWU
						0 JOCO
						0 OCITY
						0 KDOT
						0 TFED
						0 CDBG
						0 OFED
						0 ERF
						0 GCR
						0 SPR
						0 SOC
						0 PRIV
						0 ODF
						0 OFIN
						<u>1,000,000</u>

		2016-2020 CIP				
Project Number	Project Description	Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	2016-2020 CIP Adopted 8/2015
STREET IMPROVEMENTS						
ST-1562	Overland Park Bicycle Use Outreach Project <div>The city received CMAQ funding from MARC to undertake this project (with a 20% match from city funding). The city will determine what barriers may exist to greater use of bicycling throughout the city. This will involve different demographic groups. An implementation plan will be created to address specific safety needs identified during the study phase.</div>	No Change	2013	2014	2013	0 *GO 25,000 *PAYG 0 *OFED
					2014	100,000 *OFED
	Project Total					125,000
ST-1058	159th St. and U.S. 69 Highway Interchange <div>Construction of an interchange at 159th Street and US69 Highway, and northbound/southbound auxiliary lanes from 151st Street to 167th Street. Overland Park is administering the project. Private (developer) funding financed right-of-way and easement acquisition. Revised cost based on bid opening in summer 2014. KDOT is responsible for additional funding necessary.</div>	Revised Cost [PRIV = Developer \$ for ROW/easement]	2013	2014-2015	2013	1,018,000 *GO 200,000 *KDOT 640,000 *PRIV
					2014	232,000 *PAYG 4,565,000 *KDOT 0 *PRIV
					2015	14,000,000 *KDOT
	Project Total					20,655,000
ST-1550	US-69: 103rd to 119th Street Design of widening thru-lanes <div>Design of widening thru-lanes from four to six lanes on US 69 from 103rd Street to 119th Street (the brown project). Funding is for the City's contribution to the project design. KDOT will be administering the design and project. Total design costs are \$4,000,000.</div>	No Change [payg= OPRMC development fees] [ESC = OPRMC development transportation fees]	2014	TBD	2014	0 *GO 810,000 *PAYG 190,000 *ESC 0 *SWU 0 *JOCO 0 *KDOT 0 *TFED 0 *OFIN
	Project Total					1,000,000
ST-1661	Downtown Overland Park Bike and Pedestrian Improvements <div>Improvements within a three-mile radius of Downtown Overland Park to allow for enhanced bicycle and pedestrian access and movement. Project has been selected for CMAQ funding by MARC.</div>	New [TFED = CMAQ funding through MARC]	2016	2016	2016	0 GO 85,000 PAYG 0 ESC 0 SWU 0 JOCO 0 KDOT 240,000 TFED 0 OFIN
	Project Total					325,000

*indicates project costs not included in plan totals

Project Number	Project Description	2016-2020 CIP				2016-2020 CIP Adopted 8/2015
		Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	
STREET IMPROVEMENTS						
ST-1666	80th and Broadmoor Street Improvements	New	2016	2017	2017	0 GO
	Reconstruction of 80th and Broadmoor in conjunction with adjacent development. This project will reimburse the developer.					400,000 PAYG
						0 ESC
						0 SWU
						0 JOCO
						0 PRIV
						0 OFIN
	Project Total					400,000
ST-1662	Indian Creek Parkway Completion, near Neiman Road and 119th Street	New	2016	2017	2016	0 GO
	Construct approximately 900 feet of Indian Creek Parkway, east of Neiman Road. This section will complete Neiman Road to collector road standard and enhances the connectivity of the roadway network.					60,000 PAYG
						0 ESC
					2017	0 GO
						0 PAYG
						400,000 1/8STX
						0 OFIN
	Project Total					460,000
ST-1667	79th Street - Floyd Street to Overland Park Drive	New	2017	2018	2017	0 GO
	Reconstruction of 79th Street to include additional parking.					50,000 PAYG
					2018	0 GO
						290,000 PAYG
						300,000 CDBG
						0 OFIN
	Project Total					640,000

*indicates project costs not included in plan totals

Project Number	Project Description	2016-2020 CIP				2016-2020 CIP Adopted 8/2015
		Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	
STREET IMPROVEMENTS						
SUBTOTAL						0 GO
STREET IMPROVEMENTS						0 20GO
						885,000 PAYG
						0 EXCIS
						400,000 1/8STX
						0 ESC
						0 SA
						0 SWU
						0 JOCO
						0 OCITY
						0 KDOT
						240,000 TFED
						300,000 CDBG
						0 OFED
						0 ERF
						0 GCR
						0 SPR
						0 SOC
						0 PRIV
						0 ODF
						0 OFIN
						<u>1,825,000</u>

Project Number	Project Description	2016-2020 CIP								
		Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	2016-2020 CIP Adopted 8/2015				
THOROUGHFARE CONSTRUCTION IMPROVEMENTS - Eligible for Excise Tax										
TH-0870	159th St.: Quivira to Antioch	Revised Cost	2007-2009	2012-2013	2007	150,000 *1/8STX				
	Design and Construction				2009	1,250,000 *EXCIS				
	Widen two miles of 159th, from Quivira to Antioch, from two to four lanes. Johnson County CARS funds reflect the year city receives the reimbursement, not the year funding is allocated in the CARS program. Revised cost based on project near completion.				2011	4,035,000 *GO				
					2012	2,400,000 *1/8STX 270,000 *JOCO 2,915,000 *TFED				
					2013	970,000 *GO 1,300,000 *EXCIS 1,145,000 *1/8STX 1,125,000 *JOCO 2,740,000 *TFED				
					2014	2,275,000 *JOCO -825,000 *1/8STX				
						<u>19,750,000</u>				
					Project Total					
TH-1443					127th Street and Pflumm	No Change	2011	2013	2013	0 *GO
					Intersection Improvements					0 *20GO
					Intersection improvements at 127th and Pflumm, in conjunction with Olathe's widening of 127th Street from Blackbob to Pflumm.					0 *PAYG
										0 *EXCIS
										170,000 *1/8STX
										<u>170,000</u>
					Project Total					
TH-1026	167th St.: Antioch to Metcalf	No Change	2013	TBD	2013	200,000 *1/8STX				
	Conceptual Design				2014	0 *PAYG				
	Conceptual design of widening of 167th Street, Antioch to Metcalf from two to four lanes. Design study needed to request for access break permit from KDOT.					0 *EXCIS				
						500,000 *1/8STX				
						0 *JOCO				
	Project Total					<u>700,000</u>				
TH-0496	Switzer Road: 151st to 159th	Revised Funding	2012	2014	2013	0 *GO				
	Design and Construction					0 *PAYG				
	Widening of Switzer Road from two to four lanes. Revised CARS funding based on actual construction costs.					1,150,000 *EXCIS				
						500,000 *1/8STX				
					2014	800,000 *EXCIS				
						1,500,000 *1/8STX 2,350,000 *JOCO				
	Project Total				<u>6,300,000</u>					

*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2015-2019 CIP	Des. Year	2016-2020 CIP		2016-2020 CIP Adopted 8/2015
				Cons. Year	Fin. Year	
THOROUGHFARE CONSTRUCTION IMPROVEMENTS - Eligible for Excise Tax						
TH-1625	Switzer Road: College Blvd. to Indian Creek Parkway <div>Completion of Switzer to coincide with multi-use development of parcel at southwest corner of College Blvd. and U.S. 69 Highway. Revised cost based on construction bid.</div>	<div>Revised Cost</div> <div>Revised Funding</div>	2014	2014- 2015	2014 2015	400,000 *PAYG 5,410,000 *GO 1,000,000 *PAYG 0 *EXCIS 0 *1/8STX 0 *JOCO <div>6,810,000</div>
Project Total						
TH-0513	159th Street: Metcalf Avenue to Nall Avenue <div>Widening of 159th Street from Metcalf Avenue to Nall Avenue from two to four lanes. Revised scope from concrete pavement to asphalt pavement. Revised funding based on current CARS plan and projected escrow funding. Revised cost based on council approved design agreement.</div>	<div>Revised Cost</div> <div>Revised Scope</div> <div>Revised Funding</div>	2012	2015	2012 2013 2014 2015 [OCITY = Johnson Cty, not CARS] 2016	0 *PAYG 700,000 *1/8STX 230,000 *EXCIS 13,000 *ESC 2,000,000 *EXCIS 500,000 *1/8STX 77,000 *ESC 2,200,000 *JOCO 500,000 *OCITY 3,475,000 *TFED 255,000 PAYG 600,000 EXCIS 1,990,000 TFED <div>12,540,000</div>
Project Total						
TH-0872	159th St.: Nall Ave. to Mission Rd. Design and Construction <div>Widen 159th from two to four lanes. Revised cost based on updated engineer's estimate. Revised JOCO funding based on current CARS program.</div>	<div>Revised Cost</div> <div>Revised Funding</div>	2014	2016	2014 2015 2016	500,000 *PAYG 0 *EXCIS 0 *1/8STX 0 *PAYG 750,000 *EXCIS 620,000 *1/8STX 2,500,000 GO 0 PAYG 2,025,000 EXCIS 1,000,000 1/8STX 3,500,000 JOCO 0 TFED <div>10,895,000</div>
Project Total						

*indicates project costs not included in plan totals

		2016-2020 CIP						
Project Number	Project Description	Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	2016-2020 CIP Adopted 8/2015		
THOROUGHFARE CONSTRUCTION IMPROVEMENTS - Eligible for Excise Tax								
TH-0500	143rd St.: Pflumm to Quivira Design and Construction	Revised Scope Revised Funding	2014	2017	2013	70,000 *PAYG 600,000 *EXCIS 20,000 *ESC		
	Widen 143rd from two to four lanes. Project is being done in conjunction with Olathe. Revised cost and funding based on updated engineer's estimate and signed interlocal agreement. Revised scope to reflect project is being administered by Olathe. Only the Overland Park's share of the project is now displayed.				2015	0 *PAYG 80,000 *EXCIS 0 *1/8STX 0 *JOCO 0 *OCITY 0 *TFED		
				[OCITY= Olathe]				
					2017	0 PAYG 1,250,000 EXCIS 890,000 1/8STX 0 JOCO 0 OCITY 0 TFED		
		Project Total					2,910,000	
TH-0495		Quivira Road: 151st to 159th Street	Revised Funding	2014	2017	2014	200,000 *PAYG 700,000 *EXCIS	
		Upgrade two-lane county road to four-lane thoroughfare standard road. Revised JOCO funding and removed TFED funding based on current projected intergovernmental programs.				2015	0 *PAYG 1,310,000 *EXCIS	
						2016	1,300,000 GO	
						2017	0 GO 0 PAYG 1,995,000 EXCIS 2,000,000 1/8STX 2,005,000 JOCO 0 TFED	
			Project Total					9,510,000
TH-1027			Metcalf Avenue: 159th Street to 167th Street	Revised Funding	2016	2018	2016	700,000 1/8STX
			Widening of Metcalf Ave: 159th to 167th from two to four lanes. 25% of the corridor is in Johnson County (outside of city limits). Revised Federal Transportation (TFED) funding to reflect current program level, adjusted JOCO funding to maximum after TFED increase.				2017	500,000 PAYG 400,000 EXCIS 600,000 1/8STX
							2018	0 GO 900,000 PAYG 0 EXCIS 0 1/8STX 830,000 JOCO 6,640,000 TFED
	Project Total							10,570,000

*indicates project costs not included in plan totals

Project Number	Project Description	2016-2020 CIP				2016-2020 CIP Adopted 8/2015	
		Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year		
THOROUGHFARE CONSTRUCTION IMPROVEMENTS - Eligible for Excise Tax							
TH-1147	Quivira Road: 183rd Street to 187th Street	Revised Scope Revised Year	2016	2018	2016	0 PAYG 400,000 EXCIS	
	Construction of Quivira Road to standard two lane. This section of Quivira Road does not currently exist. This project was included in the City's Municipal Services Extension Plan for the 2008 annexation. Revised scope to add 2018 construction and moved design to 2016. Previously the project only included design, in 2019.				2017	0 GO 650,000 PAYG	
					2018	0 GO 1,475,000 PAYG 0 EXCIS 0 1/8STX 0 ESC 1,475,000 JOCO 0 OCITY 0 TFED	
							4,000,000
	Project Total						
TH-1665	Quivira Road: 159th Street to 175th Street	New	2017	2019-2020	2016	600,000 GO 0 1/8STX 0 EXCIS	
	Widen Quivira from an unimproved two lane road to standard four lane thoroughfare from 159th Street to 179th Street, including construction of the 175th and Quivira intersection.				2017	0 PAYG 450,000 1/8STX 1,300,000 EXCIS	
					2018	1,400,000 GO 1,550,000 1/8STX 1,500,000 EXCIS	
					2019	0 GO 1,000,000 1/8STX 2,000,000 EXCIS 3,000,000 JOCO 2,000,000 TFED	
					2020	1,880,000 GO 0 PAYG 800,000 EXCIS 120,000 1/8STX 3,000,000 JOCO 2,000,000 TFED	
	Project Total						

*indicates project costs not included in plan totals

		2016-2020 CIP				
Project Number	Project Description	Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	2016-2020 CIP Adopted 8/2015
THOROUGHFARE CONSTRUCTION IMPROVEMENTS - Eligible for Excise Tax						
TH-1129	Antioch Road: 167th Street to 179th Street	Revised Year	2019	2021-	2018	0 PAYG
	Design and Construction	Revised Scope		2022		200,000 EXCIS
	Widen Antioch Road from two to four lanes. Revised year and scope to delay project construction from 2019-2020 to 2021-2022 in order to allow for construction of higher priority thoroughfare earlier in the CIP.					300,000 1/8STX
					2019	0 PAYG
						125,000 EXCIS
						275,000 1/8STX
					2020	1,950,000 EXCIS
						1,150,000 1/8STX
					2021	1,000,000 *EXCIS
						3,000,000 *1/8STX
						3,000,000 *JOCO
						2,000,000 *TFED
					2022	1,300,000 *EXCIS
						1,300,000 *1/8STX
						3,000,000 *JOCO
						2,000,000 *TFED
	Project Total					20,600,000
SUBTOTAL						7,680,000 GO
THOROUGHFARE CONSTRUCTION IMPROVEMENTS - Eligible for Excise Tax						0 20GO
						3,780,000 PAYG
						14,545,000 EXCIS
						10,035,000 1/8STX
						0 ESC
						0 SA
						0 SWU
						13,810,000 JOCO
						0 OCITY
						0 KDOT
						12,630,000 TFED
						0 CDBG
						0 OFED
						0 ERF
						0 GCR
						0 SPR
						0 SOC
						0 PRIV
						0 ODF
						0 OFIN
						62,480,000

*indicates project costs not included in plan totals

Project Number	Project Description	2016-2020 CIP				2016-2020 CIP Adopted 8/2015
		Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	
THOROUGHFARE CONSTRUCTION IMPROVEMENTS - Not Eligible for Excise Tax						
TH-0853	Antioch: I-435 to 119th Street	Project Closed	2007	2010	2008	0 *GO 1,000,000 *PAYG 0 *EXCIS 0 *1/8STX
<div>Widen Antioch from 4 to 6 lanes. Project construction complete. Special assessment bonds issued in 2013. Project closed spring 2015.</div>		[OFIN= Special Street Improvement Fund]		2010	2,235,000 *GO 280,000 *PAYG 0 *EXCIS 1,940,000 *1/8STX 205,000 *ESC 2,785,000 *JOCO 0 *OCITY 2,575,000 *TFED 200,000 *OFIN	
				2013	110,000 *SA	
				Project Total		11,330,000

SUBTOTAL	0 GO
THOROUGHFARE CONSTRUCTION IMPROVEMENTS - Not Eligible for Excise Tax	0 20GO
	0 PAYG
	0 EXCIS
	0 1/8STX
	0 ESC
	0 SA
	0 SWU
	0 JOCO
	0 OCITY
	0 KDOT
	0 TFED
	0 CDBG
	0 OFED
	0 ERF
	0 GCR
	0 SPR
	0 SOC
	0 PRIV
	0 ODF
	0 OFIN
	<u>0</u>

*indicates project costs not included in plan totals

Project Number	Project Description	2016-2020 CIP				
		Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	2016-2020 CIP Adopted 8/2015
TRAFFIC MANAGEMENT SYSTEMS AND TRAFFIC SIGNALS						
TS-0749	KC Scout/OPTCS Interface <div>Project will tie the City's traffic system into regional KC Scout traffic management system. Project is on-going.</div>	No Change	2005	2013	2008	45,000 *PAYG 0 *ESC 0 *JOCO 135,000 *KDOT 0 *PRIV
Project Total						180,000
TS-1429	2011 OPTCS <div>Purchase of new communications controllers and Ethernet switchers and installation of redundant fiber. Project is on-going.</div>	No Change	2011	2013	2011	195,000 *PAYG 0 *1/8STX 0 *ESC 0 *OCITY 0 *JOCO 0 *TFED 0 *PRIV
Project Total						195,000
TS-1138	2013 Traffic Signal Installation, Modification and Replacement <div>Installation of two new signals and miscellaneous modification & replacement of existing signals as needed. Project is on-going. Transferred \$12,000 to TS-1320.</div>	Revised Cost	2013	2013	2013	300,000 *PAYG 80,000 *ESC 0 *OCITY
					2014	-12,000 *PAYG
Project Total						368,000
TS-1225	2014 Traffic Signal Installation, Modification and Replacement <div>Installation of new signals, miscellaneous modification & replacement of existing signals as needed. Transferred funding out of project to other CIP projects.</div>	Revised Cost	2013	2014	2013	45,000 *PAYG 0 *ESC 0 *OCITY
					2014	90,000 *PAYG 80,000 *ESC 0 *OCITY
Project Total						215,000
TS-0979	Traffic Adaptive Signal System <div>This system provides automated real-time adaptive changes to traffic to help reduce traffic congestion. Construction of the project is funded 90% through KDOT. The City is contributing 10% for construction, plus 100% funding for design. Revised construction year from 2013 to 2015.</div>	Revised Year	2007	2015	2008	50,000 *PAYG
					2015	205,000 *KDOT
Project Total						255,000

*indicates project costs not included in plan totals

Project Number	Project Description	2016-2020 CIP				
		Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	2016-2020 CIP Adopted 8/2015
TRAFFIC MANAGEMENT SYSTEMS AND TRAFFIC SIGNALS						
TS-1051	College Blvd. Dynamic Signage Project installs small dynamic signage along College Blvd. at various traffic signals. The signs alert drivers to incidents along I-435 and provide alternate route guidance. KDOT grant funding has been awarded for this project. Revised construction year to 2015.	Revised Year	2008	2015	2010	50,000 *PAYG 2015 180,000 *KDOT
Project Total						230,000
TS-1629	137th and Nall Avenue Traffic Signal Installation of traffic signal at 137th and Nall Avenue in conjunction with Leawood. Overland Park funding is reallocated from TS-1225.	New	2014	2015	2014	135,000 *PAYG 0 *ESC 135,000 *OCITY
Project Total						270,000
TS-1658	143rd and Newton Traffic Signal Installation of traffic signal at 143rd and Newton in conjunction with Blue Valley School District. Overland Park funding is reallocated from TS-1225.	New	2014	2015	2014	165,000 *PAYG 0 *ESC [OCITY = BVSD] 60,000 *OCITY
Project Total						225,000
TS-1285	2015 Traffic Signal Installation, Modification and Replacement Two new signals at locations to be determined; miscellaneous modification & replacement of existing signals as needed. Transferred funding out of project to other CIP projects.	Revised Cost	2014	2015	2014	45,000 *PAYG 0 *ESC 0 *OCITY 2015 120,000 *PAYG 80,000 *ESC 0 *OCITY
Project Total						245,000
TS-1628	Indian Creek Parkway and Mission Road Traffic Signal Installation of a traffic signal at the intersection of Indian Creek Parkway and Mission Road. This project is 100% reimbursable by the developer.	New	2014	2015	2015	285,000 *PRIV
Project Total						285,000

*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2015-2019 CIP	Des. Year	2016-2020 CIP		
				Cons. Year	Fin. Year	2016-2020 CIP Adopted 8/2015
TRAFFIC MANAGEMENT SYSTEMS AND TRAFFIC SIGNALS						
TS-1382	2016 Traffic Signal Installation, Modification and Replacement <div>Two new signals at locations to be determined; miscellaneous modification & replacement of existing signals as needed.</div>	No Change	2015	2016	2015	45,000 *PAYG 0 *ESC 0 *OCITY
					2016	130,000 PAYG 80,000 ESC 0 OCITY
	Project Total					<u>255,000</u>
TS-1436	2017 Traffic Signal Installation, Modification and Replacement <div>Two new signals at locations to be determined; miscellaneous modification & replacement of existing signals as needed.</div>	No Change	2016	2017	2016	45,000 PAYG 0 ESC 0 OCITY
					2017	255,000 PAYG 80,000 ESC 0 OCITY
	Project Total					<u>380,000</u>
TS-1533	2018 Traffic Signal Installation, Modification and Replacement <div>Two new signals at locations to be determined; miscellaneous modification & replacement of existing signals as needed.</div>	No Change	2017	2018	2017	45,000 PAYG 0 ESC 0 OCITY
					2018	255,000 PAYG 80,000 ESC 0 OCITY
	Project Total					<u>380,000</u>
TS-1591	2019 Traffic Signal Installation, Modification and Replacement <div>Two new signals at locations to be determined; miscellaneous modification & replacement of existing signals as needed.</div>	No Change	2018	2019	2018	45,000 PAYG 0 ESC 0 OCITY
					2019	255,000 PAYG 80,000 ESC 0 OCITY
	Project Total					<u>380,000</u>
TS-1650	2020 Traffic Signal Installation, Modification and Replacement <div>Continuation of annual program. Two new signals at locations to be determined; miscellaneous modification & replacement of existing signals as needed.</div>	New	2019	2020	2019	45,000 PAYG 0 ESC 0 OCITY
					2020	255,000 PAYG 80,000 ESC 0 OCITY
	Project Total					<u>380,000</u>

*indicates project costs not included in plan totals

Project Number	Project Description	2016-2020 CIP				2016-2020 CIP Adopted 8/2015
		Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	
TRAFFIC MANAGEMENT SYSTEMS AND TRAFFIC SIGNALS						
SUBTOTAL						0 GO
TRAFFIC MANAGEMENT SYSTEMS AND TRAFFIC SIGNALS						0 20GO
						1,330,000 PAYG
						0 EXCIS
						0 1/8STX
						400,000 ESC
						0 SA
						0 SWU
						0 JOCO
						0 OCITY
						0 KDOT
						0 TFED
						0 CDBG
						0 OFED
						0 ERF
						0 GCR
						0 SPR
						0 SOC
						0 PRIV
						0 ODF
						0 OFIN
						<u>1,730,000</u>

Project Number	Project Description	2016-2020 CIP				
		Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	2016-2020 CIP Adopted 8/2015
STORM DRAINAGE						
SD-1160	Flood Warning Decision Support Services <div>Consultant service to enhance flood response decision tools of the Johnson County flood warning system, including real time forecasting, integration of radar data and site specific water level forecasts. All work will be reimbursed by the Johnson County Stormwater Program. Project is on-going.</div>	No Change	2007	2008	2007	126,000 *JOCO
					2008	200,000 *JOCO
					2009	181,000 *JOCO
					2010	113,000 *JOCO
					2011	65,000 *JOCO
					2013	215,000 *JOCO
	Project Total					900,000
SD-1135	2013 Storm Drainage Improvement <div>Annual funding for storm drainage improvements. Project location is Rolling Woods near 116th Street and Antioch.</div>	No Change	2012	2013	2012	60,000 *SWU
					2013	0 *GO
						0 *PAYG
						0 *SA
						612,000 *SWU
						2,008,000 *JOCO
						0 *KDOT
	Project Total					2,680,000
SD-1221	2014 Preliminary Stormwater Engineering Studies <div>Funding for preliminary engineering studies, required before the City can apply for SMAC funding.</div>	No Change	2014	2014	2014	0 *GO
						0 *PAYG
						0 *SA
						80,000 *SWU
						120,000 *JOCO
						0 *KDOT
	Project Total					200,000
SD-1222	2014 Storm Drainage Improvement: Monitor Square <div>Annual funding for storm drainage improvements. Project location is Monitor Square, near 103rd and Rosewood Street. Revised cost based on updated engineer's estimate. Revised construction year from 2014 to 2015.</div>	Revised Cost Revised Year	2013	2015	2012	50,000 *SWU
					2013	1,100,000 *SWU
					2014	445,000 *SWU
						220,000 *JOCO
					2015	0 *SWU
						1,660,000 *JOCO
					2016	150,000 SWU
						2,375,000 JOCO
	Project Total					6,000,000

*indicates project costs not included in plan totals

		2016-2020 CIP				
Project Number	Project Description	Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	2016-2020 CIP Adopted 8/2015
STORM DRAINAGE						
SD-1057	Storm Drainage Improvement Stanley: 151st Terr. & Metcalf	Revised Cost Revised Year	2011	2015	2010	255,000 *SWU
	Annual funding for storm drainage improvements. Project area is along Negro Creek at 151st Terr. and Metcalf Avenue. Revised construction year from 2014 to 2015. Revised cost based on construction bid.				2011	255,000 *SWU
					2012	890,000 *SWU 325,000 *JOCO
					2015	0 *SA 1,240,000 *SWU 2,910,000 *JOCO
					2016	380,000 SA 1,070,000 SWU
		Project Total				7,325,000
SD-1280	2015 Preliminary Stormwater Engineering Studies	Project Removed	2015	2015	2015	0 *GO 0 *PAYG 0 *SA 0 *SWU 0 *JOCO 0 *KDOT
	Funding for preliminary engineering studies, required before the City can apply for SMAC funding. Project removed from CIP to allow funding to be reallocated.					0
	Project Total					0
SD-1281	2015 Storm Drainage Improvement: 103rd and Connell	Revised Cost	2014	2015	2013	100,000 *SWU
	Annual funding for storm drainage improvements. Funding based on selection of location and approval of design and construction for improvements at 103rd and Connell. Revised cost based on construction underway.				2014	500,000 *SWU 450,000 *JOCO
					2015	0 *PAYG 0 *SA 875,000 *SWU 3,480,000 *JOCO
						60,000 *OFIN
						5,465,000
	Project Total					
SD-1383	2016 Preliminary Stormwater Engineering Studies	Revised Scope	2016	2016	2016	0 GO 0 PAYG 0 SA 25,000 SWU 120,000 JOCO 0 KDOT
	Funding for preliminary engineering studies, required before the City can apply for SMAC funding. Revised scope to allow funding to be reallocated.					145,000
	Project Total					

*indicates project costs not included in plan totals

Project Number	Project Description	2016-2020 CIP				
		Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	2016-2020 CIP Adopted 8/2015
STORM DRAINAGE						
SD-1384	2016 Storm Drainage Improvement	Project Removed	2015	2016	2015	0 *SWU
	Annual funding for storm drainage improvements. Project areas are yet to be determined. Revised scope to allow for funds to be transferred to a storm drainage maintenance project in 2016. Project removed from plan; funding reallocated to other projects.				2016	0 GO
						0 PAYG
						0 SA
						0 SWU
						0 JOCO
	Project Total					0
SD-1397	2017 Storm Drainage Improvement	Project Removed	2016	2017	2016	0 SWU
	Annual funding for storm drainage improvements. Project areas are yet to be determined. Project removed from plan; funding reallocated to other projects.				2017	0 PAYG
						0 SA
						0 SWU
						0 JOCO
	Project Total					0
SD-1438	2017 Preliminary Stormwater Engineering Studies	No Change	2017	2017	2017	0 GO
	Funding for preliminary engineering studies, required before the City can apply for SMAC funding.					0 PAYG
						0 SA
						80,000 SWU
						120,000 JOCO
						0 KDOT
	Project Total					200,000
SD-1439	2018 Storm Drainage Improvement	No Change	2017	2018	2017	150,000 SWU
	Annual funding for storm drainage improvements. Project areas are yet to be determined.				2018	0 PAYG
						0 SA
						750,000 SWU
						0 JOCO
	Project Total					900,000

*indicates project costs not included in plan totals

Project Number	Project Description	2016-2020 CIP				
		Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	2016-2020 CIP Adopted 8/2015
STORM DRAINAGE						
SD-1537	2018 Preliminary Stormwater Engineering Studies <div>Funding for preliminary engineering studies, required before the City can apply for SMAC funding.</div>	No Change	2018	2018	2018	0 GO 0 PAYG 0 SA 80,000 SWU 120,000 JOCO 0 KDOT
Project Total						<u>200,000</u>
SD-1536	2019 Storm Drainage Improvement <div>Annual funding for storm drainage improvements. Project areas are yet to be determined.</div>	No Change	2018	2019	2018	200,000 SWU
					2019	0 PAYG 0 SA 750,000 SWU 0 JOCO
Project Total						<u>950,000</u>
SD-1584	2019 Preliminary Stormwater Engineering Studies <div>Funding for preliminary engineering studies, required before the City can apply for SMAC funding.</div>	No Change	2019	2019	2019	0 GO 0 PAYG 0 SA 80,000 SWU 120,000 JOCO
Project Total						<u>200,000</u>
SD-1588	2020 Storm Drainage Improvement <div>Annual funding for storm drainage improvements. Project areas are yet to be determined.</div>	No Change	2019	2020	2019	200,000 SWU
					2020	0 GO 0 PAYG 0 SA 750,000 SWU 0 JOCO
Project Total						<u>950,000</u>
SD-1652	2020 Preliminary Stormwater Engineering Studies <div>Continuation of annual program. Funding for preliminary engineering studies, required before the City can apply for SMAC funding.</div>	New	2020	2020	2020	0 GO 0 PAYG 0 SA 80,000 SWU 120,000 JOCO
Project Total						<u>200,000</u>
SD-1653	2021 Storm Drainage Improvement <div>Annual funding for storm drainage improvements. Project areas are yet to be determined.</div>	New	2020	2021	2020	200,000 SWU
Project Total						<u>200,000</u>

*indicates project costs not included in plan totals

Project Number	Project Description	2016-2020 CIP				2016-2020 CIP Adopted 8/2015
		Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	
STORM DRAINAGE						
SUBTOTAL						0 GO
STORM DRAINAGE						0 20GO
						0 PAYG
						0 EXCIS
						0 1/8STX
						0 ESC
						380,000 SA
						4,565,000 SWU
						2,975,000 JOCO
						0 OCITY
						0 KDOT
						0 TFED
						0 CDBG
						0 OFED
						0 ERF
						0 GCR
						0 SPR
						0 SOC
						0 PRIV
						0 ODF
						0 OFIN
						<u>7,920,000</u>

Project Number	Project Description	2016-2020 CIP				2016-2020 CIP Adopted 8/2015
		Change From 2015-2019 CIP	Des. Year	Cons. Year	Fin. Year	
SUMMARY - ALL FUNDS						
	SUBTOTAL					10,580,000 GO
	SUMMARY - ALL FUNDS					1,750,000 20GO
						22,210,000 PAYG
						14,545,000 EXCIS
						27,535,000 1/8STX
						400,000 ESC
						380,000 SA
						5,515,000 SWU
						17,085,000 CTY
						0 OCITY
						0 KDOT
						12,870,000 TFED
						1,500,000 CDBG
						0 OFED
						8,015,000 ERF
						3,400,000 GCR
						1,300,000 SPR
						0 SOC
						635,000 PRIV
						3,200,000 ODF
						250,000 OFIN
						<u>131,170,000</u>

*indicates project costs not included in plan totals

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CITY OF OVERLAND PARK

2016-2020 MAINTENANCE PROGRAM

**Adopted Plan
August 17, 2015**



Maintenance Program Definition

Maintenance as included in the City's five-year maintenance program is defined as significant repairs to, renovation or rehabilitation of, or in-kind replacement of city infrastructure and facilities. The City's maintenance program includes both major and preventive maintenance projects.

Major maintenance includes renovation of, large-scale repairs to, and in-kind replacement of existing city-owned assets. Preventive maintenance includes projects and programs to protect and significantly extend an asset's useful life.

Routine annual work or minor repairs to equipment, infrastructure or facilities are defined as an operating expense. Replacement of infrastructure or facilities which would result in increased capacity are defined as a Capital Improvement.

2016-2020 Maintenance Program

Key to Project Categories

STREET INFRASTRUCTURE MAINTENANCE - This category addresses major and preventive repair and maintenance of street and thoroughfares within the City,

STREET & TRAFFIC INFRASTRUCTURE MAINTENANCE - This category addresses repair and maintenance of street and thoroughfares within the City, and repair and maintenance of traffic signals, street lights and the traffic control and communications system within the City.

STORM DRAINAGE MAINTENANCE - This category addresses repair and maintenance of the storm water management infrastructure within the City.

PUBLIC BUILDINGS MAINTENANCE - This public building category accounts for repair, remodeling and maintenance of public facilities.

FIRE BUILDINGS MAINTENANCE - The fire building category accounts for repair, remodeling and maintenance of public facilities for fire service.

PARKS AND RECREATION MAINTENANCE - This category includes the repair, remodeling, and maintenance of park and recreational grounds, facilities and amenities at parks, community centers, golf courses and the Arboretum.

2016-2020 Maintenance Program

Key to Funding Sources

PAYG - PAY AS YOU GO: Cash funding budgeted each year to finance maintenance projects.

SSH – SPECIAL STREET AND HIGHWAY FUNDS: Pass-through funds from the State of Kansas motor fuel tax. Motor fuel tax revenues are receipted in the Special Street and Highway fund. In accordance with state statute, these funds may only be expended on the repair and maintenance of city streets.

1/8STX - 1/8-CENT SALES TAX: Revenues from a citywide, voter-approved 1/8-cent sales tax to finance a street improvement program targeted to fund improvements related to residential streets and thoroughfares. The tax was originally approved in November of 1998 and went into effect in April of 1999. In 2003, 2008 and 2014, voters approved an extension of this tax. The tax is currently set to sunset in March of 2024.

SWU - STORMWATER UTILITY FUNDS: Stormwater utility funding includes revenue generated from an ad valorem property tax dedicated to stormwater management and from a stormwater user fee paid by all property owners within the City. The user fee is based on the amount of impervious surface existing on each property.

CTY – COUNTY FUNDS: County funding includes both the CARS program and the Johnson County Storm Water Drainage program. The funding source for the drainage program is the County's 1/10 cent stormwater sales tax.

ERF - EQUIPMENT RESERVE FUND: Represents funding available from the Equipment Reserve Fund. This fund was established to provide flexibility in meeting operational needs by providing a resource to stabilize Citywide equipment replacement in lieu of issuing short-term debt.

GCR - GOLF COURSE REVENUE: Golf Course revenues that exceed operating expenses (which include a computation for overhead) are used to make golf course improvements.

SPR - SPECIAL PARKS AND RECREATION: Revenue to this fund is provided by the liquor tax imposed on gross receipts of liquor sales by clubs, caterers and drinking establishments. One-third of the City's total revenue from this tax is required by state statute to be "expended only for the purchase, establishment, maintenance or expansion of park and recreational services, programs and facilities."

ODF - OTHER DEBT FINANCING: Other debt financing refers to short-term debt financing of less than five years.

OFIN - OTHER FINANCING: Other financing refers to sources of funding that are not normally used in the context of the City's CIP planning.

MAINTENANCE PROGRAM
Maintenance Program by Funding Source and Project Category

REVENUE BY FUNDING SOURCE:								
	2016	2017	2018	2019	2020	2016/2020	2015/2019	Incr/Decr
General Fund	7,330,000	8,485,000	8,625,000	6,780,000	7,470,000	38,690,000	35,385,000	3,305,000
Special Street & Highway	4,600,000	4,600,000	4,600,000	4,600,000	4,600,000	23,000,000	22,900,000	100,000
1/8 Cent Sales Tax Fund	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000	5,000,000	0
Golf Course Fund	200,000	200,000	200,000	200,000	200,000	1,000,000	1,000,000	0
Intergovernmental Funding	1,155,000	1,400,000	1,000,000	1,000,000	1,000,000	5,555,000	5,000,000	555,000
Special Parks & Rec Fund	550,000	550,000	550,000	550,000	550,000	2,750,000	2,775,000	(25,000)
Storm Water Utility Fund	1,400,000	2,420,000	1,790,000	1,370,000	1,370,000	8,350,000	6,980,000	1,370,000
Grand Total - Revenues	16,235,000	18,655,000	17,765,000	15,500,000	16,190,000	84,345,000	79,040,000	5,305,000

REVENUE BY PROJECT CATEGORY:								
	2016	2017	2018	2019	2020	2016/2020	2015/2019	Incr/Decr
<u>Street Maintenance</u>								
General Fund	6,130,000	6,730,000	6,150,000	6,250,000	6,350,000	31,610,000	29,035,000	2,575,000
Special Street & Highway	4,600,000	4,600,000	4,600,000	4,600,000	4,600,000	23,000,000	22,900,000	100,000
1/8 Cent Sales Tax Fund	500,000	500,000	500,000	500,000	500,000	2,500,000	2,500,000	0
Intergovernmental Funding	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000	5,000,000	0
Street Maintenance Total	12,230,000	12,830,000	12,250,000	12,350,000	12,450,000	62,110,000	59,435,000	2,675,000
<u>Traffic Infrastructure Maintenance</u>								
1/8 Cent Sales Tax Fund	500,000	500,000	500,000	500,000	500,000	2,500,000	2,500,000	0
Traffic Infrastructure Maintenance	500,000	500,000	500,000	500,000	500,000	2,500,000	2,500,000	0
<u>Stormwater Maintenance</u>								
General Fund	0	0	0	0	0	0	75,000	(75,000)
Intergovernmental Funding	155,000	400,000	0	0	0	555,000	0	555,000
Storm Water Utility Fund	1,400,000	2,370,000	1,790,000	1,370,000	1,370,000	8,300,000	6,980,000	1,320,000
Stormwater Maintenance Total	1,555,000	2,770,000	1,790,000	1,370,000	1,370,000	8,855,000	7,055,000	1,800,000
<u>Building Maintenance</u>								
General Fund	1,165,000	1,050,000	1,800,000	500,000	900,000	5,415,000	4,835,000	580,000
Building Maintenance Total	1,165,000	1,050,000	1,800,000	500,000	900,000	5,415,000	4,835,000	580,000
<u>Parks Maintenance</u>								
General Fund	35,000	705,000	675,000	30,000	220,000	1,665,000	1,440,000	225,000
Golf Course Fund	200,000	200,000	200,000	200,000	200,000	1,000,000	1,000,000	0
Special Parks & Rec Fund	550,000	550,000	550,000	550,000	550,000	2,750,000	2,775,000	(25,000)
Storm Water Utility Fund	0	50,000	0	0	0	50,000	0	50,000
Parks Maintenance Total	785,000	1,505,000	1,425,000	780,000	970,000	5,465,000	5,215,000	250,000
Grand Total - Revenues	16,235,000	18,655,000	17,765,000	15,500,000	16,190,000	84,345,000	79,040,000	5,305,000

2016-2020 Maint Program By Project, Year and Funding Sources

City: at Large Funding Pay-as-You-Go (cash)
 City: Dedicated Funding Sales Tax, Stormwater Utility, Special Parks & Recreation, and Motor Fuel Tax
 Intergovernmental Funding Funds from other governmental units; other cities, county, state and federal

	City: At Large	City: Dedicated	Intergovern- mental	Total
<u>Street Maintenance</u>				
MR-1495 2016 Street Maintenance Repair Program	6,075,000	5,100,000	1,000,000	12,175,000
MR-1496 2017 Street Maintenance Repair Program	6,050,000	5,100,000	1,000,000	12,150,000
MR-1534 2018 Street Maintenance Repair Program	6,150,000	5,100,000	1,000,000	12,250,000
MR-1602 2019 Street Maintenance Repair Program	6,250,000	5,100,000	1,000,000	12,350,000
MR-1626 OP Convention Center Covered Parking Lot Reconstruction	735,000	-	-	735,000
MR-1657 2020 Street Maintenance	6,350,000	5,100,000	1,000,000	12,450,000
Street Maintenance Total	31,610,000	25,500,000	5,000,000	62,110,000
<u>Traffic Infrastructure Maintenance</u>				
MT-1500 2016 Traffic Major Maintenance	-	500,000	-	500,000
MT-1501 2017 Traffic Major Maintenance	-	500,000	-	500,000
MT-1531 2018 Traffic Major Maintenance	-	500,000	-	500,000
MT-1603 2019 Traffic Major Maintenance Repair Program	-	500,000	-	500,000
MT-1648 2020 Traffic Major Maintenance	-	500,000	-	500,000
Traffic Infrastructure Maintenance Total	-	2,500,000	-	2,500,000
<u>Stormwater Maintenance</u>				
MS-1266 2014 Major Storm Sewer Repair	-	1,200,000	-	1,200,000
MS-1267 2015 Major Storm Sewer Repair	-	1,340,000	-	1,340,000
MS-1353 2016 Major Storm Sewer Repair	-	1,040,000	-	1,040,000
MS-1486 2018 Major Storm Sewer Repair	-	1,370,000	-	1,370,000
MS-1535 2019 Major Storm Sewer Repair	-	1,370,000	-	1,370,000
MS-1587 2020 Major Storm Sewer Repair	-	1,370,000	-	1,370,000
MS-1654 2021 Major Storm Sewer Repair	-	300,000	-	300,000
MS-1651 Storm Sewer Repair near 89th St., Outlook to Reed	-	310,000	555,000	865,000
Stormwater Maintenance Total	-	8,300,000	555,000	8,855,000
<u>Building Maintenance</u>				
MB-1566 Sanders Justice Center Roof Replacement	665,000	-	-	665,000
MB-1444 2016 Building Maintenance	500,000	-	-	500,000
MB-1466 2017 Building Maintenance	500,000	-	-	500,000
MB-1545 2018 Building Maintenance	500,000	-	-	500,000
MB-1560 Matt Ross Community Center Dectron Unit Replacement	550,000	-	-	550,000
MB-1610 Tomahawk Ridge Community Center Roof Replacement	1,300,000	-	-	1,300,000
MB-1601 2019 Building Maintenance	500,000	-	-	500,000
MB-1673 2020 Building Maintenance	500,000	-	-	500,000
MB-1698 Fire Training Center Roof Replacement	400,000	-	-	400,000
Building Maintenance Total	5,415,000	-	-	5,415,000
<u>Parks Maintenance</u>				
MP-1479 2016 Arboretum Maintenance	-	100,000	-	100,000
MP-1480 2016 Park Maintenance	-	450,000	-	450,000
MP-1481 2016 Golf Course Maintenance	-	200,000	-	200,000
MP-1482 2017 Arboretum Maintenance	-	100,000	-	100,000
MP-1483 2017 Park Maintenance	-	450,000	-	450,000
MP-1484 2017 Golf Course Maintenance	-	200,000	-	200,000
MP-1485 Matt Ross Community Center Play Structure Replacement	150,000	-	-	150,000
MP-1559 Matt Ross Community Center Pool Filter Media Replacement	40,000	-	-	40,000
MP-1546 2018 Arboretum Maintenance	-	100,000	-	100,000
MP-1547 2018 Park Maintenance	-	450,000	-	450,000
MP-1548 2018 Golf Course Maintenance	-	200,000	-	200,000
MP-1611 Sapling Grove Restroom and Shelter Replacement	335,000	-	-	335,000
MP-1613 Playground Structure Replacement	350,000	-	-	350,000
MP-1614 Tomahawk Ridge Aquatic Center Center Filters Replacement	325,000	-	-	325,000
MP-1593 2019 Arboretum Maintenance	-	100,000	-	100,000
MP-1595 2019 Park Maintenance	-	450,000	-	450,000
MP-1604 2019 Golf Course Maintenance	-	200,000	-	200,000
MP-1674 2020 Arboretum Maintenance	-	100,000	-	100,000
MP-1675 2020 Park Maintenance	-	450,000	-	450,000
MP-1676 2020 Golf Course Maintenance	-	200,000	-	200,000
MP-1699 Summercrest Lake Dredging and Shoreline Restoration	215,000	50,000	-	265,000
MP-1697 Maple Hills Restroom and Shelter Replacement	250,000	-	-	250,000
Parks Maintenance Total	1,665,000	3,800,000	-	5,465,000
Grand Total	\$38,690,000	\$40,100,000	\$5,555,000	\$84,345,000

2016-2020 Maintenance Program By Project, Year and Funding Sources

City: at Large Funding Pay-as-You-Go (cash)

City: Dedicated Funding Sales Tax, Stormwater Utility, Special Parks & Recreation, and Motor Fuel Tax

Intergovernmental Funding Funds from other governmental units; other cities, county, state and federal

							Funding Sources		
							City:	City:	Intergovern-
							At Large	Dedicated	mental
	2016	2017	2018	2019	2020	Total			
<u>Street Maintenance</u>									
MR-1495 2016 Street Maintenance Repair Program	12,175,000	-	-	-	-	12,175,000	6,075,000	5,100,000	1,000,000
MR-1496 2017 Street Maintenance Repair Program	-	12,150,000	-	-	-	12,150,000	6,050,000	5,100,000	1,000,000
MR-1534 2018 Street Maintenance Repair Program	-	-	12,250,000	-	-	12,250,000	6,150,000	5,100,000	1,000,000
MR-1602 2019 Street Maintenance Repair Program	-	-	-	12,350,000	-	12,350,000	6,250,000	5,100,000	1,000,000
MR-1626 OP Convention Center Covered Parking Lot Reconstruction	55,000	680,000	-	-	-	735,000	735,000	-	-
MR-1657 2020 Street Maintenance	-	-	-	-	12,450,000	12,450,000	6,350,000	5,100,000	1,000,000
Street Maintenance Total	12,230,000	12,830,000	12,250,000	12,350,000	12,450,000	62,110,000	31,610,000	25,500,000	5,000,000
<u>Traffic Infrastructure Maintenance</u>									
MT-1500 2016 Traffic Major Maintenance	500,000	-	-	-	-	500,000	-	500,000	-
MT-1501 2017 Traffic Major Maintenance	-	500,000	-	-	-	500,000	-	500,000	-
MT-1531 2018 Traffic Major Maintenance	-	-	500,000	-	-	500,000	-	500,000	-
MT-1603 2019 Traffic Major Maintenance Repair Program	-	-	-	500,000	-	500,000	-	500,000	-
MT-1648 2020 Traffic Major Maintenance	-	-	-	-	500,000	500,000	-	500,000	-
Traffic Infrastructure Maintenance Total	500,000	500,000	500,000	500,000	500,000	2,500,000	-	2,500,000	-
<u>Stormwater Maintenance</u>									
MS-1266 2014 Major Storm Sewer Repair	-	1,200,000	-	-	-	1,200,000	-	1,200,000	-
MS-1267 2015 Major Storm Sewer Repair	1,340,000	-	-	-	-	1,340,000	-	1,340,000	-
MS-1353 2016 Major Storm Sewer Repair	-	620,000	420,000	-	-	1,040,000	-	1,040,000	-
MS-1486 2018 Major Storm Sewer Repair	-	300,000	1,070,000	-	-	1,370,000	-	1,370,000	-
MS-1535 2019 Major Storm Sewer Repair	-	-	300,000	1,070,000	-	1,370,000	-	1,370,000	-
MS-1587 2020 Major Storm Sewer Repair	-	-	-	300,000	1,070,000	1,370,000	-	1,370,000	-
MS-1654 2021 Major Storm Sewer Repair	-	-	-	-	300,000	300,000	-	300,000	-
MS-1651 Storm Sewer Repair near 89th St., Outlook to Reed	215,000	650,000	-	-	-	865,000	-	310,000	555,000
Stormwater Maintenance Total	1,555,000	2,770,000	1,790,000	1,370,000	1,370,000	8,855,000	-	8,300,000	555,000
<u>Building Maintenance</u>									
MB-1566 Sanders Justice Center Roof Replacement	665,000	-	-	-	-	665,000	665,000	-	-
MB-1444 2016 Building Maintenance	500,000	-	-	-	-	500,000	500,000	-	-
MB-1466 2017 Building Maintenance	-	500,000	-	-	-	500,000	500,000	-	-
MB-1545 2018 Building Maintenance	-	-	500,000	-	-	500,000	500,000	-	-
MB-1560 Matt Ross Community Center Dectron Unit Replacement	-	550,000	-	-	-	550,000	550,000	-	-
MB-1610 Tomahawk Ridge Community Center Roof Replacement	-	-	1,300,000	-	-	1,300,000	1,300,000	-	-
MB-1601 2019 Building Maintenance	-	-	-	500,000	-	500,000	500,000	-	-
MB-1673 2020 Building Maintenance	-	-	-	-	500,000	500,000	500,000	-	-
MB-1698 Fire Training Center Roof Replacement	-	-	-	-	400,000	400,000	400,000	-	-
Building Maintenance Total	1,165,000	1,050,000	1,800,000	500,000	900,000	5,415,000	5,415,000	-	-

2016-2020 Maintenance Program By Project, Year and Funding Sources

City: at Large Funding Pay-as-You-Go (cash)

City: Dedicated Funding Sales Tax, Stormwater Utility, Special Parks & Recreation, and Motor Fuel Tax

Intergovernmental Funding Funds from other governmental units; other cities, county, state and federal

							Funding Sources		
	2016	2017	2018	2019	2020	Total	City: At Large	City: Dedicated	Intergovern- mental
<i>Parks Maintenance</i>									
MP-1479 2016 Arboretum Maintenance	100,000	-	-	-	-	100,000	-	100,000	-
MP-1480 2016 Park Maintenance	450,000	-	-	-	-	450,000	-	450,000	-
MP-1481 2016 Golf Course Maintenance	200,000	-	-	-	-	200,000	-	200,000	-
MP-1482 2017 Arboretum Maintenance	-	100,000	-	-	-	100,000	-	100,000	-
MP-1483 2017 Park Maintenance	-	450,000	-	-	-	450,000	-	450,000	-
MP-1484 2017 Golf Course Maintenance	-	200,000	-	-	-	200,000	-	200,000	-
MP-1485 Matt Ross Community Center Play Structure Replacement	-	150,000	-	-	-	150,000	150,000	-	-
MP-1559 Matt Ross Community Center Pool Filter Media Replacement	-	40,000	-	-	-	40,000	40,000	-	-
MP-1546 2018 Arboretum Maintenance	-	-	100,000	-	-	100,000	-	100,000	-
MP-1547 2018 Park Maintenance	-	-	450,000	-	-	450,000	-	450,000	-
MP-1548 2018 Golf Course Maintenance	-	-	200,000	-	-	200,000	-	200,000	-
MP-1611 Sapling Grove Restroom and Shelter Replacement	35,000	300,000	-	-	-	335,000	335,000	-	-
MP-1613 Playground Structure Replacement	-	-	350,000	-	-	350,000	350,000	-	-
MP-1614 Tomahawk Ridge Aquatic Center Center Filters Replacement	-	-	325,000	-	-	325,000	325,000	-	-
MP-1593 2019 Arboretum Maintenance	-	-	-	100,000	-	100,000	-	100,000	-
MP-1595 2019 Park Maintenance	-	-	-	450,000	-	450,000	-	450,000	-
MP-1604 2019 Golf Course Maintenance	-	-	-	200,000	-	200,000	-	200,000	-
MP-1674 2020 Arboretum Maintenance	-	-	-	-	100,000	100,000	-	100,000	-
MP-1675 2020 Park Maintenance	-	-	-	-	450,000	450,000	-	450,000	-
MP-1676 2020 Golf Course Maintenance	-	-	-	-	200,000	200,000	-	200,000	-
MP-1699 Summercrest Lake Dredging and Shoreline Restoration	-	265,000	-	-	-	265,000	215,000	50,000	-
MP-1697 Maple Hills Restroom and Shelter Replacement	-	-	-	30,000	220,000	250,000	250,000	-	-
Parks Maintenance Total	785,000	1,505,000	1,425,000	780,000	970,000	5,465,000	1,665,000	3,800,000	-
Grand Total	\$16,235,000	\$18,655,000	\$17,765,000	\$15,500,000	\$16,190,000	\$84,345,000	\$38,690,000	\$40,100,000	\$5,555,000

Project Number	Project Description	Change From 2015-2019 Plan	2016-2020 Maintenance Program				2016-2020 Plan Updated 5/2015
			Des. Year	Cons. Year	Fin. Year		
STREET INFRASTRUCTURE MAINTENANCE							
MR-1519	2014 Street Maintenance Repair Program Annual street maintenance program. Includes funding for major maintenance, such as mill and overlays and curb/sidewalk replacement, and preventive maintenance, such as microsurfacing, chip seal and crack seal. Scope includes \$300,000 for major maintenance on TRCC parking lot.	No Change	2013	2014	2014	4,350,000 4,550,000 500,000 1,000,000 0	*PAYG *SSH *1/8STX *CTY *KDOT
Project Total						10,400,000	
MR-1494	2015 Street Maintenance Repair Program Annual street maintenance program. Includes funding for major maintenance, such as mill and overlays and curb/sidewalk replacement, and preventive maintenance, such as microsurfacing, chip seal and crack seal. Scope includes \$350,000 of funding for replacement public parking lot at Sanders Justice Center. Revised scope to include on-demand sidewalk repair funding , to reflect increased JoCo allocation toward program and adjustments for increased costs	Revised Scope Revised Cost	2014	2015	2015	5,440,000 4,500,000 500,000 1,650,000 0	*PAYG *SSH *1/8STX *CTY *KDOT
Project Total						12,090,000	
MR-1495	2016 Street Maintenance Repair Program Annual street maintenance program. Includes funding for major maintenance, such as mill and overlays and curb/sidewalk replacement, and preventive maintenance, such as microsurfacing, chip seal and crack seal. Scope includes reconstruction of Indian Creek Recreation Center parking lot. Revised scope to include on-demand sidewalk repair funding.	Revised Scope Revised Cost	2015	2016	2016	6,075,000 4,600,000 500,000 1,000,000 0	PAYG SSH 1/8STX CTY KDOT
Project Total						12,175,000	
MR-1496	2017 Street Maintenance Repair Program Annual street maintenance program. Includes funding for major maintenance, such as mill and overlays and curb/sidewalk replacement, and preventive maintenance, such as microsurfacing, chip seal and crack seal. 5-2015, revised scope to include on-demand sidewalk repair funding.	Revised Scope Revised Cost	2017	2017	2017	6,050,000 4,600,000 500,000 1,000,000 0	PAYG SSH 1/8STX CTY KDOT
Project Total						12,150,000	

*Indicates project costs not included in program totals

		2016-2020 Maintenance Program						
Project Number	Project Description	Change From 2015-2019 Plan	Des. Year	Cons. Year	Fin. Year	2016-2020 Plan Updated 5/2015		
STREET INFRASTRUCTURE MAINTENANCE								
MR-1626	OP Convention Center Covered Parking Lot Reconstruction <div>Removal of asphalt and base of covered lot parking surface at OPCC. Surface asphalt is failing resulting in diminishing returns on repairs. Parking lot will be replaced with concrete. This will increase the life of parking lot to approximately 50 years.</div>	No Change	2016	2017	2016	55,000	PAYG	
					2017	680,000	PAYG	
	Project Total					735,000		
MR-1534	2018 Street Maintenance Repair Program <div>Annual street maintenance program. Includes funding for major maintenance, such as mill and overlays and curb/sidewalk replacement, and preventive maintenance, such as microsurfacing, chip seal and crack seal. Revised scope to include on-demand sidewalk repair funding.</div>	Revised Scope Revised Cost	2018	2018	2018	6,150,000	PAYG	
						4,600,000	SSH	
						500,000	1/8STX	
						1,000,000	CTY	
						0	KDOT	
	Project Total					12,250,000		
MR-1602	2019 Street Maintenance Repair Program <div>Annual street maintenance program. Includes funding for major maintenance, such as mill and overlays and curb/sidewalk replacement, and preventive maintenance, such as microsurfacing, chip seal and crack seal. Revised scope to include on-demand sidewalk repair funding.</div>	Revised Scope Revised Cost	2019	2019	2019	6,250,000	PAYG	
						4,600,000	SSH	
						500,000	1/8STX	
						1,000,000	CTY	
						0	KDOT	
	Project Total					12,350,000		
MR-1657	2020 Street Maintenance Repair Program <div>Annual street maintenance program. Includes funding for major maintenance, such as mill and overlays and curb/sidewalk replacement, and preventive maintenance, such as microsurfacing, chip seal and crack seal. Revised scope to include on-demand sidewalk repair funding.</div>	New	2020	2020	2020	6,350,000	PAYG	
						4,600,000	SSH	
						500,000	1/8STX	
						1,000,000	CTY	
						0	KDOT	
	Project Total					12,450,000		
SUBTOTAL						31,610,000	PAYG	
STREET INFRASTRUCTURE MAINTENANCE						23,000,000	SSH	
						2,500,000	1/8STX	
						-	SWU	
						5,000,000	CTY	
						-	KDOT	
						62,110,000	TOTAL	

*Indicates project costs not included in program totals

Project Number	Project Description	2016-2020 Maintenance Program					2016-2020 Plan Updated 5/2015
		Change From 2015-2019 Plan	Des. Year	Cons. Year	Fin. Year		
TRAFFIC INFRASTRUCTURE MAINTENANCE							
MT-1498	<div><div>2014 Traffic Major Maintenance Repair Program</div><div>Annual traffic system maintenance program. Includes funding for repair, replacement and upgrades to existing traffic signals, streetlights and traffic control system components.</div></div>	No Change	2013	2014	2014	0 *PAYG 0 *SSH 500,000 *1/8STX 0 *KDOT	
Project Total						500,000	
MT-1499	<div><div>2015 Traffic Major Maintenance Repair Program</div><div>Annual traffic system maintenance program. Includes funding for repair, replacement and upgrades to existing traffic signals, streetlights and traffic control system components.</div></div>	No Change	2014	2015	2015	0 *PAYG 0 *SSH 500,000 *1/8STX 0 *KDOT	
Project Total						500,000	
MT-1500	<div><div>2016 Traffic Major Maintenance Repair Program</div><div>Annual traffic system maintenance program. Includes funding for repair, replacement and upgrades to existing traffic signals, streetlights and traffic control system components.</div></div>	No Change	2015	2016	2016	0 PAYG 0 SSH 500,000 1/8STX 0 KDOT	
Project Total						500,000	
MT-1501	<div><div>2017 Traffic Major Maintenance Repair Program</div><div>Annual traffic system maintenance program. Includes funding for repair, replacement and upgrades to existing traffic signals, streetlights and traffic control system components.</div></div>	No Change	2016	2017	2017	0 PAYG 0 SSH 500,000 1/8STX 0 KDOT	
Project Total						500,000	
MT-1531	<div><div>2018 Traffic Major Maintenance Repair Program</div><div>Annual traffic system maintenance program. Includes funding for repair, replacement and upgrades to existing traffic signals, streetlights and traffic control system components.</div></div>	No Change	2017	2018	2018	0 PAYG 0 SSH 500,000 1/8STX 0 KDOT	
Project Total						500,000	
MT-1603	<div><div>2019 Traffic Major Maintenance Repair Program</div><div>Annual traffic system maintenance program. Includes funding for repair, replacement and upgrades to existing traffic signals, streetlights and traffic control system components.</div></div>	No Change	2018	2019	2019	0 PAYG 0 SSH 500,000 1/8STX 0 KDOT	
Project Total						500,000	

*Indicates project costs not included in program totals

Project Number	Project Description	2016-2020 Maintenance Program					2016-2020 Plan Updated 5/2015	
		Change From 2015-2019 Plan	Des. Year	Cons. Year	Fin. Year			
TRAFFIC INFRASTRUCTURE MAINTENANCE								
MT-1648	2020 Traffic Major Maintenance Repair Program	New	2019	2020	2020	0	PAYG	
	Annual traffic system maintenance program. Includes funding for repair, replacement and upgrades to existing traffic signals, streetlights and traffic control system components.					0	SSH	
						500,000	1/8STX	
						0	KDOT	
	Project Total					500,000		
SUBTOTAL							-	PAYG
TRAFFIC INFRASTRUCTURE MAINTENANCE							-	SSH
						-	SWU	
						2,500,000	1/8STX	
						-	KDOT	
						-	ERF	
						2,500,000	TOTAL	

		2016-2020 Maintenance Program						
Project Number	Project Description	Change From 2015-2019 Plan	Des. Year	Cons. Year	Fin. Year	2016-2020 Plan Updated 5/2015		
STORM DRAINAGE MAINTENANCE								
MS-1193	2013 Major Storm Sewer Repair Unspecified Locations <div>Annual major storm water maintenance program. Includes funding for repairs to or replacement of existing stormwater structures include corrugated metal pipe, reinforced concrete boxes or concrete ditch liners. Project near completion.</div>	No Change	2012	2013	2012	0 *PAYG 300,000 *SWU 0 *CTY		
					2013	0 *PAYG 1,560,000 *SWU 0 *CTY		
	Project Total					1,860,000		
MS-1266	2014 Major Storm Sewer Repair Multiple Locations <div>Annual major storm water maintenance program. Includes repairs to or replacement of existing stormwater structures include corrugated metal pipe, reinforced concrete boxes or concrete ditch liners. Revised scope to include construction; previous project only funded design.</div>	Revised Scope	2013	2014	2013	0 *PAYG 150,000 *SWU 0 *CTY		
					2017	0 PAYG 1,200,000 SWU 0 CTY		
	Project Total					1,350,000		
MS-1571	92nd Place and Switzer Road Storm Sewer Improvements <div>Project consists of replacement of existing stormwater corrugated metal pipe, box culvert and concrete ditch liner in vicinity of 92nd Street and Switzer Road. Being that the required replacements will be enhanced to correct flooding problems, this project will have 75% SMAC funding for design and construction. Revised cost based on updated engineer's estimate.</div>	Revised Cost	2013	2014	2013	0 *PAYG 460,000 *SWU 0 *CTY		
					2014	0 *PAYG 300,000 *1/8STX 1,630,000 *SWU 3,710,000 *CTY		
	Project Total					6,100,000		
MS-1267	2015 Major Storm Sewer Repair 87th Street, US 69 to Antioch Rd. <div>Annual major storm water maintenance program. Includes funding for repairs to or replacement of existing stormwater structures include corrugated metal pipe, reinforced concrete boxes or concrete ditch liners. Project is in the vicinity of 87th Street, US 69 Highway to Antioch Road. Revised cost based on updated engineer's estimate. Revised construction year from 2015 to 2016.</div>	Revised Cost Revised Year	2014	2015	2014	0 *PAYG 460,000 *SWU 0 *CTY		
					2016	0 PAYG 1,340,000 SWU 0 CTY		
	Project Total					1,800,000		

*Indicates project costs not included in program totals

		2016-2020 Maintenance Program						
Project Number	Project Description	Change From 2015-2019 Plan	Des. Year	Cons. Year	Fin. Year	2016-2020 Plan Updated 5/2015		
STORM DRAINAGE MAINTENANCE								
MS-1555	Farmstead Duck Pond Drainage Improvements <div>Storm water improvements in the vicinity of the duck pond at the Deanna Rose Farmstead. Revised scope to include additional storm drainage culverts to direct drainage away from duck pond.</div>	Revised Scope	2014	2015	2015	250,000	*PAYG	
						100,000	*SWU	
						0	*CTY	
	Project Total					350,000		
MS-1353	Major Storm Sewer Repair Unspecified Locations <div>Annual major storm water maintenance program. Includes funding for repairs to or replacement of existing stormwater structures include corrugated metal pipe, reinforced concrete boxes or concrete ditch liners. 5-2015, revised year to reflect construction in 2018; previously construction planned in 2017.</div>	Revised Year	2014	2018	2014	0	*PAYG	
						300,000	*SWU	
						0	*CTY	
					2017	0	PAYG	
						620,000	SWU	
						0	CTY	
					2018	0	PAYG	
						420,000	SWU	
						0	CTY	
	Project Total					1,340,000		
MS-1651	Storm Sewer Repair near 89th St., Outlook to Reed <div>Drainage improvements including replacement of corrugated metal pipe. Funding reallocated from existing capital project. 5-2015, revised construction year from 2016 to 2017 based on available funding.</div>	New Revised Year	2016	2017	2016	0	PAYG	
						60,000	SWU	
						155,000	CTY	
					2017	0	PAYG	
						250,000	SWU	
						400,000	CTY	
	Project Total					865,000		
MS-1428	2017 Major Storm Sewer Repair Unspecified Locations <div>Annual major storm water maintenance program. Includes funding for repairs to or replacement of existing stormwater structures include corrugated metal pipe, reinforced concrete boxes or concrete ditch liners. 5-2015, project removed to allow funding to be reallocated.</div>	Removed	2016	2017	2016	0	PAYG	
						0	SWU	
						0	CTY	
					2017	0	PAYG	
						0	SWU	
						0	CTY	
	Project Total					0		

*Indicates project costs not included in program totals

		2016-2020 Maintenance Program						
Project Number	Project Description	Change From 2015-2019 Plan	Des. Year	Cons. Year	Fin. Year	2016-2020 Plan Updated 5/2015		
STORM DRAINAGE MAINTENANCE								
MS-1486	2018 Major Storm Sewer Repair Unspecified Locations <div>Annual major storm water maintenance program. Includes funding for repairs to or replacement of existing stormwater structures include corrugated metal pipe, reinforced concrete boxes or concrete ditch liners.</div>	No Change	2017	2018	2017	0 PAYG 300,000 SWU 0 CTY		
	Project Total				2018	0 PAYG 1,070,000 SWU 0 CTY		
						1,370,000		
MS-1535	2019 Major Storm Sewer Repair Unspecified Locations <div>Annual major storm water maintenance program. Includes funding for repairs to or replacement of existing stormwater structures include corrugated metal pipe, reinforced concrete boxes or concrete ditch liners.</div>	No Change	2018	2019	2018	0 PAYG 300,000 SWU 0 CTY		
	Project Total				2019	0 PAYG 1,070,000 SWU 0 CTY		
						1,370,000		
MS-1587	2020 Major Storm Sewer Repair Unspecified Locations <div>Annual major storm water maintenance program. Includes funding for repairs to or replacement of existing stormwater structures include corrugated metal pipe, reinforced concrete boxes or concrete ditch liners. Revised scope to include 2020 construction, previously the project includes design only.</div>	Revised Scope	2019	2020	2019	0 PAYG 300,000 SWU 0 CTY		
	Project Total				2020	0 PAYG 1,070,000 SWU 0 CTY		
						1,370,000		
MS-1654	2021 Major Storm Sewer Repair Unspecified Locations <div>Annual major storm water maintenance program. Includes funding for repairs to or replacement of existing stormwater structures include corrugated metal pipe, reinforced concrete boxes or concrete ditch liners. 2020 funding is for design.</div>	New	2020	2021	2020	0 PAYG 300,000 SWU 0 CTY		
	Project Total					300,000		
SUBTOTAL						-	PAYG	
STORM DRAINAGE MAINTENANCE						-	SSH	
						8,300,000	SWU	
						555,000	CTY	
						-	KDOT	
						-	ERF	
						8,855,000	TOTAL	

*Indicates project costs not included in program totals

		2016-2020 Maintenance Program						
Project Number	Project Description	Change From 2015-2019 Plan	Des. Year	Cons. Year	Fin. Year	2016-2020 Plan Updated 5/2015		
PUBLIC BUILDING MAINTENANCE								
MB-1355	2013 Building Maintenance <div>Annual major maintenance to city facilities, including roof replacement, exterior maintenance and repair, flooring, and mechanical equipment replacement.</div>	No Change	2013	2013	2013	500,000	*PAYG	
						0	*ERF	
	Project Total					500,000		
MB-1565	Overland Park Convention Center Carpet Replacement <div>Replacement of carpet at the Overland Park Convention Center.</div>	Revised Cost	2013	2013	2013	300,000	*PAYG	
					2014	450,000	*PAYG	
	Project Total					750,000		
MB-1356	2014 Building Maintenance <div>Annual major maintenance to city facilities, including roof replacement, exterior maintenance and repair, flooring, and mechanical equipment replacement.</div>	No Change	2014	2014	2014	500,000	*PAYG	
						0	*ERF	
	Project Total					500,000		
MB-1609	Parks Headquarters Roof Replacement <div>The Parks Headquarters roof system is a modified bitumen roof system and was installed in 1994. This system has a 20-year life expectancy and is beginning to experience failures in several areas and is requiring higher than normal maintenance and repairs. Revised scope to ten-year roof in anticipation of limited life of building. Revised construction year from 2014 to 2015.</div>	Revised Scope Revised Year	2014	2015	2014	110,000	*PAYG	
						0	*ERF	
	Project Total					110,000		
MB-1357	2015 Building Maintenance <div>Annual major maintenance to city facilities, including roof replacement, exterior maintenance and repair, flooring, and mechanical equipment replacement.</div>	No Change	2015	2015	2015	500,000	*PAYG	
						0	*ERF	
	Project Total					500,000		

*Indicates project costs not included in program totals

		2016-2020 Maintenance Program						
Project Number	Project Description	Change From 2015-2019 Plan	Des. Year	Cons. Year	Fin. Year	2016-2020 Plan Updated 5/2015		
PUBLIC BUILDING MAINTENANCE								
MB-1566	Sanders Justice Center Roof Replacement <div>The existing roof was constructed when the building was build in 1996. The life expectancy of this type of system is sixteen years. The roof is beginning to experience failures and is requiring higher than normal repairs. By 2016, it will need to be replaced.</div> <div>Project Total</div>	No Change	2016	2016	2016	665,000	PAYG 0 ERF	
						665,000		
MB-1444	2016 Building Maintenance <div>Annual major maintenance to city facilities, including roof replacement, exterior maintenance and repair, flooring, and mechanical equipment replacement.</div> <div>Project Total</div>	No Change	2016	2016	2016	500,000	PAYG 0 ERF	
						500,000		
MB-1466	2017 Building Maintenance <div>Annual major maintenance to city facilities, including roof replacement, exterior maintenance and repair, flooring, and mechanical equipment replacement.</div> <div>Project Total</div>	No Change	2017	2017	2017	500,000	PAYG 0 ERF	
						500,000		
MB-1545	2018 Building Maintenance <div>Annual major maintenance to city facilities, including roof replacement, exterior maintenance and repair, flooring, and mechanical equipment replacement.</div> <div>Project Total</div>	No Change	2018	2018	2018	500,000	PAYG 0 ERF	
						500,000		
MB-1560	Matt Ross Community Center Dectron Unit Replacement <div>Unit manages air quality, temperature and humidity of natatorium space at MRCC. Revised scope to add evacuator system to improve air quality in natatorium. Revised year from 2018 to 2017 due to on-going maintenance issues.</div> <div>Project Total</div>	Revised Scope Revised Year	2017	2017	2017	550,000	PAYG 0 ERF	
						550,000		

*Indicates project costs not included in program totals

Project Number	Project Description	2016-2020 Maintenance Program					2016-2020 Plan Updated 5/2015	
		Change From 2015-2019 Plan	Des. Year	Cons. Year	Fin. Year			
PUBLIC BUILDING MAINTENANCE								
MB-1610	Tomahawk Ridge Community Center Roof Replacement <div>The Tomahawk Ridge Community Center roof system was installed in 1988. This system has a 20-year life expectancy. It is beginning to experience failures in several areas and is requiring higher than normal maintenance and repairs.</div>	No Change	2018	2018	2018	1,300,000	PAYG	0 ERF
Project Total						1,300,000		
MB-1601	2019 Building Maintenance <div>Annual major maintenance to city facilities, including roof replacement, exterior maintenance and repair, flooring, and mechanical equipment replacement.</div>	No Change	2019	2019	2019	500,000	PAYG	0 ERF
Project Total						500,000		
MB-1673	2020 Building Maintenance <div>Annual major maintenance to city facilities, including roof replacement, exterior maintenance and repair, flooring, and mechanical equipment replacement.</div>	New	2020	2020	2020	500,000	PAYG	0 ERF
Project Total						500,000		
MB-1698	Fire Training Center Roof Replacement <div>Replacement of roof, installed in 1994. Roof is beginning to experience failures and requiring higher than normal maintenance and repairs.</div>	New	2020	2020	2020	400,000	PAYG	0 ERF
Project Total						400,000		
SUBTOTAL -						5,415,000	PAYG	
PUBLIC BUILDING MAINTENANCE						-	SSH	
						-	SWU	
						-	CTY	
						-	KDOT	
						-	ERF	
						5,415,000		

*Indicates project costs not included in program totals

		2016-2020 Maintenance Program						
Project Number	Project Description	Change From 2015-2019 Plan	Des. Year	Cons. Year	Fin. Year	2016-2020 Plan Updated 5/2015		
PARK AND RECREATION MAINTENANCE								
MP-1471	2013 Park Maintenance <div>Major annual repairs and maintenance to City park and recreation amenities.</div> <div>Project Total</div>	No Change	2013	2013	2013	450,000	*SPR	
						450,000		
MP-1473	2014 Arboretum Maintenance <div>Major annual repairs and maintenance to Arboretum gardens and amenities.</div> <div>Project Total</div>	No Change	2014	2014	2014	100,000	*SPR	
						100,000		
MP-1474	2014 Park Maintenance <div>Major annual repairs and maintenance to City park and recreation amenities.</div> <div>Project Total</div>	No Change	2014	2014	2014	450,000	*SPR	
						450,000		
MP-1475	2014 Golf Course Maintenance <div>Major annual repairs and maintenance to golf course grounds and amenities.</div> <div>Project Total</div>	No Change	2014	2014	2014	100,000	*GCR	
						100,000		
MP-1476	2015 Arboretum Maintenance <div>Major annual repairs and maintenance to Arboretum gardens and amenities.</div> <div>Project Total</div>	No Change	2015	2015	2015	100,000	*SPR	
						100,000		
MP-1477	2015 Park Maintenance <div>Major annual repairs and maintenance to City park and recreation amenities.</div> <div>Project Total</div>	No Change	2015	2015	2015	475,000	*SPR	
						475,000		
MP-1478	2015 Golf Course Maintenance <div>Major annual repairs and maintenance to golf course grounds and amenities.</div> <div>Project Total</div>	No Change	2015	2015	2015	200,000	*GCR	
						200,000		
MP-1612	Removal of Therapy Pool at Matt Ross Community Center <div>The therapy pool in the Matt Ross community center is a steel framed pool. This pool has been subject to harsh pool air and a wet environment. As a result the framing of the pool is rusted resulting in the need to replace the pool. Project scope includes replacing pool with saunas. Revised year to 2015 due to maintenance issues.</div> <div>Project Total</div>	Revised Scope Revised Year	2015	2015	2015	70,000	*PAYG	
						70,000		
MP-1479	2016 Arboretum Maintenance <div>Major annual repairs and maintenance to Arboretum gardens and amenities.</div> <div>Project Total</div>	No Change	2016	2016	2016	100,000	SPR	
						100,000		

*Indicates project costs not included in program totals

Project Number	Project Description	2016-2020 Maintenance Program					2016-2020 Plan Updated 5/2015
		Change From 2015-2019 Plan	Des. Year	Cons. Year	Fin. Year		
PARK AND RECREATION MAINTENANCE							
MP-1480	2016 Park Maintenance Major annual repairs and maintenance to City park and recreation amenities.	No Change	2016	2016	2016	450,000	SPR
	Project Total					450,000	
MP-1481	2016 Golf Course Maintenance Major annual repairs and maintenance to golf course grounds and amenities.	No Change	2016	2016	2016	200,000	GCR
	Project Total					200,000	
MP-1482	2017 Arboretum Maintenance Major annual repairs and maintenance to Arboretum gardens and amenities.	No Change	2017	2017	2017	100,000	SPR
	Project Total					100,000	
MP-1483	2017 Park Maintenance Major annual repairs and maintenance to City park and recreation amenities.	No Change	2017	2017	2017	450,000	SPR
	Project Total					450,000	
MP-1699	Summercrest Lake Dredging and Shoreline Restoration Project includes dredging to remove silt to restore stormwater storage capacity and repair to shoreline deterioration.	New	2017	2017	2017	215,000 50,000	PAYG SWU
	Project Total					265,000	
MP-1484	2017 Golf Course Maintenance Major annual repairs and maintenance to golf course grounds and amenities.	No Change	2017	2017	2017	200,000	GCR
	Project Total					200,000	
MP-1485	Matt Ross Community Center Play Structure Replacement Replacement of three-story play structure in MRCC Explorer Room.	No Change	2017	2017	2017	150,000	PAYG
	Project Total					150,000	
MP-1559	Matt Ross Community Center Pool Filter Media Replacement The filter at Matt Ross was filled with a sand and Clinopure mixture at the time of construction. This mixture was used instead of straight sand because the Clinopure media is designed help absorb ammonia and chloramines. These factors lead to poor air quality in indoor pools. Maintenance is done annually to help rejuvenate the Clinopure media, however it total life span in heavily used pools is five to ten years.	No Change	2017	2017	2017	40,000	PAYG
	Project Total					40,000	

*Indicates project costs not included in program totals

Project Number	Project Description	2016-2020 Maintenance Program					2016-2020 Plan Updated 5/2015
		Change From 2015-2019 Plan	Des. Year	Cons. Year	Fin. Year		
PARK AND RECREATION MAINTENANCE							
MP-1611	Sapling Grove Restroom and Shelter Replacement <div>The existing restrooms and shelter at Sapling Grove Park are outdated and have experienced multiple maintenance issues including major sewer/water line repairs and drainage problems. Park use remains high and this is one of the most reserved shelters as tracked by Leisure Services. Project constructs new restroom building and separate shelter.</div> <div>Project Total</div>	No Change	2016	2017	2016	35,000	PAYG
					2017	300,000	PAYG
						335,000	
MP-1546	2018 Arboretum Maintenance <div>Major annual repairs and maintenance to Arboretum gardens and amenities.</div> <div>Project Total</div>	No Change	2018	2018	2018	100,000	SPR
						100,000	
MP-1547	2018 Park Maintenance <div>Major annual repairs and maintenance to City park and recreation amenities.</div> <div>Project Total</div>	No Change	2018	2018	2018	450,000	SPR
						450,000	
MP-1548	2018 Golf Course Maintenance <div>Major annual repairs and maintenance to golf course grounds and amenities.</div> <div>Project Total</div>	No Change	2018	2018	2018	200,000	GCR
						200,000	
MP-1613	Playground Structure Replacement <div>Replacement of playground structures at Sapling Grove Park, Regency Lake Park, Hickory Hills Park, and Strang Park with more creative and challenging play equipment, including climbing, active play, and nature play elements. Additionally, accessible, durable and safe play surfacing will be installed.</div> <div>Project Total</div>	No Change	2018	2018	2018	350,000	PAYG
						350,000	
MP-1614	Tomahawk Ridge Aquatic Center Filters Replacement <div>The filters at TRAC will be 27 years old in 2019; these filters have reached the end of the useful life and are outdated in terms of efficiency with water and electricity. New filters will allow the motors to ramp up and down with regards to flow rate needs, saving electricity. The updated filters will also use approximately 1,600 gallons of water per month compared to current filters which use 20,000 to 30,000 gallons per day. Revised cost based on updated estimates from Recreation Department.</div> <div>Project Total</div>	Revised Cost	2018	2018	2018	325,000	PAYG
						325,000	

*Indicates project costs not included in program totals

Project Number	Project Description	2016-2020 Maintenance Program					2016-2020 Plan Updated 5/2015
		Change From 2015-2019 Plan	Des. Year	Cons. Year	Fin. Year		
PARK AND RECREATION MAINTENANCE							
MP-1593	2019 Arboretum Maintenance Major annual repairs and maintenance to Arboretum gardens and amenities.	No Change	2019	2019	2019	100,000	SPR
	Project Total					100,000	
MP-1595	2019 Park Maintenance Major annual repairs and maintenance to City park and recreation amenities.	No Change	2019	2019	2019	450,000	SPR
	Project Total					450,000	
MP-1604	2019 Golf Course Maintenance Major annual repairs and maintenance to golf course grounds and amenities.	No Change	2019	2019	2019	200,000	GCR
	Project Total					200,000	
MP-1674	2020 Arboretum Maintenance Major annual repairs and maintenance to Arboretum gardens and amenities.	New	2020	2020	2020	100,000	SPR
	Project Total					100,000	
MP-1675	2020 Park Maintenance Major annual repairs and maintenance to City park and recreation amenities.	New	2020	2020	2020	450,000	SPR
	Project Total					450,000	
MP-1676	2020 Golf Course Maintenance Major annual repairs and maintenance to golf course grounds and amenities.	New	2020	2020	2020	200,000	GCR
	Project Total					200,000	
MP-1697	Maple Hills Restroom and Shelter Replacement The existing restrooms and shelter at Maple Hills Park are outdated and have experienced drainage problems. Project constructs new restroom building and separate shelter.	New	2019	2020	2019	30,000	PAYG
	Project Total				2020	220,000	PAYG
						250,000	
SUBTOTAL -						1,665,000	PAYG
PARK AND RECREATION MAINTENANCE						1,000,000	GCR
						50,000	SWU
						2,750,000	SPR
						-	ERF
						5,465,000	

*Indicates project costs not included in program totals

Project Number	Project Description	2016-2020 Maintenance Program					2016-2020 Plan Updated 5/2015
		Change From 2015-2019 Plan	Des. Year	Cons. Year	Fin. Year		
MAINTENANCE PROGRAM TOTAL							
Spring 2015						38,690,000	PAYG
MAINTENANCE PROGRAM TOTAL						23,000,000	SSH
						5,000,000	1/8STX
						8,350,000	SWU
						5,555,000	CTY
						-	KDOT
						-	ERF
						1,000,000	GCR
						2,750,000	SPR
						-	ODF
						-	OFIN
						<u>84,345,000</u>	

GLOSSARY OF BUDGET TERMS

<u>Ad Valorem Tax</u>	A tax levied on the assessed value of both real and personal property in proportion to the value of the property (also known as "property taxes").
<u>Appropriation</u>	An authorization made by the City Council which permits officials to incur obligations against and to make expenditures of governmental resources. Appropriations are usually made for fixed amounts and are typically granted for a one-year period.
<u>Assessed Valuation</u>	The valuation placed upon real and certain personal property by the County Assessor as the basis for levying property taxes.
<u>Assets</u>	Resources owned by the City which have monetary value.
<u>AV</u>	Acronym for Assessed Valuation.
<u>Balance Sheet</u>	A basic financial statement that discloses the assets, liabilities, reserves and equity of specific governmental funds as of a specific date.
<u>Balanced Budget</u>	A budget in which resources (fund balance plus current revenues) revenues equal current expenditures. In accordance with Kansas Law, the City must adopt a balanced budget. In addition, Kansas law restricts unallocated fund balances at year-end.
<u>Best Management Practices (BMP)</u>	Stormwater management practice used to prevent or control the discharge of pollutants and minimize stormwater runoff. BMPs may include structural or non-structural solutions, a schedule of activities, prohibition of practices, maintenance procedures or other management practices.
<u>BMP</u>	Acronym for Best Management Practices
<u>Bond</u>	A written promise to pay a specified sum of money on a specific date at a specified or variable stated interest rate. The most common types of bonds are general obligation and revenue bonds. Bonds are typically used as long-term debt to pay for specific capital expenditures.
<u>Bond Rating</u>	A rating that is received from Standard & Poor's Corporation, Moody's Investors Service, Inc., and Fitch Ratings that shows the financial and economic strengths of the City.

<u>Budget</u>	A plan of financial operation embodying an estimate of proposed revenue and expenditures for a given period of time. It is the primary means by which most of the expenditures and service activities of the City are controlled. Overland Park's budget is for one year.
<u>Capital Improvements Program</u>	A plan for capital expenditures to be incurred each year over a fixed period of years setting forth each capital project and identifying the expected beginning and ending date for each project, the amount to be expended in each year and the method of financing those expenditures.
<u>Capital Project</u>	A capital project is a project that constructs, expands or acquires a City asset, including infrastructure, facilities or large equipment.
<u>CARS</u>	Acronym for County Assisted Road System. CARS funding is provided by Johnson County using the motor vehicle fuel tax.
<u>CC</u>	Acronym for Cost Center
<u>CDBG</u>	Acronym for Community Development Block Grant.
<u>CIP</u>	Acronym for Capital Improvements Program.
<u>Commodities</u>	Items of expenditures which are consumed or show a material change in their physical condition. Examples include office supplies, replacement parts and gasoline.
<u>Contingency</u>	A budgetary resource set aside for emergencies or unforeseen expenditures not otherwise known at the time the budget is adopted.
<u>Cost Center</u>	A division of a department which has functional responsibility for related activities within that department. For example: Street Engineering, Traffic Maintenance and Stormwater Maintenance are three Cost Centers within the Public Works Department.
<u>Debt</u>	An obligation resulting from the borrowing of money.
<u>Debt Service</u>	The City's obligation to pay the interest and repay the principal of all bonds and other debt instruments according to a predetermined payment schedule.
<u>Delinquent Taxes</u>	Taxes remaining unpaid on and after the date to which a penalty for nonpayment is attached. The unpaid balances continue to be delinquent taxes until abated, paid or converted into tax liens.
<u>Department</u>	An organizational unit of the City which is responsible for overall management of a group of related major governmental functions, such as Police and Public Works.
<u>Encumbrances</u>	The commitment of appropriated funds to purchase goods or services

to be delivered or performed at a future date.

Enterprise Fund

A fund used to account for self-supported services or programs. The City has two enterprise funds: the Golf Course Fund and the Soccer Operations Fund.

Equipment

Tangible property having a useful life of more than one year, but less than fifteen years, and used by employees in the performance of work activities.

Expenditures

The outflow of funds paid or to be paid for assets, goods or services obtained regardless of when the expense is actually paid.

Fiscal Year

The time period designated by the City signifying the beginning and the ending period of recording financial transactions. The City of Overland Park has specified the calendar year as its fiscal year.

Franchise Tax

A tax levied by the City on the utility companies, such as electricity, telephone, telecable and natural gas.

Fund

An accounting entity with a self-balancing set of accounts that records all financial transactions that are segregated for specific activities or for attaining certain objectives.

Fund Balance

The difference between an entity's assets and its liabilities.

GAAP

Acronym for Generally Accepted Accounting Principles.

General Fund

The fund used to account for all of the financial resources of the City except those required to be accounted for in another fund.

General Obligation Bonds

Bonds that finance a variety of public projects, such as streets, buildings and improvements, which are backed by the full faith and credit of the City.

GO

Acronym for General Obligation Bonds.

Goal

A statement of broad direction, purpose or intent.

Governmental Funds

Funds used to account for tax-supported activities. Budgeted governmental funds include the General Fund, Special Revenue Funds, and the Debt Service Fund.

Grant

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

Infrastructure

Public domain fixed assets such as roads, bridges, curbs and gutters,

streets and sidewalks, drainage systems, lighting systems and similar assets that are immovable and of value only to the government unit.

KDOT

Acronym for Kansas Department of Transportation.

KSA

Acronym for Kansas Statutes Annotated.

Liability

Debt or other legal obligations arising out of transactions in the past which must be liquidated renewed or refunded at some future date. This term does not include encumbrances.

Long-Term Debt

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

Mill Levy

To impose taxes for the support of governmental activities. A mill levy is expressed as one dollar per one thousand dollars of assessed valuation.

Modified Accrual

Revenues are recognized in the accounting period in which they become available and measurable. Expenditures are recognized in the accounting period in which the fund liability is incurred, if measurable, except for unmatured interest on general long-term debt, which is recognized when due.

Objective

A statement of specific direction, purpose or intent based on the needs of the community and the goals established for a specific program.

OP

Acronym for the City of Overland Park.

P&R

Acronym for Parks & Recreation.

Operating Budget

The portion of the budget that pertains to daily operations that provides basic governmental services within a set period of time. The operating budget contains appropriations for such expenditures as personnel, commodities and contractual services.

Pay As You Go

Funding budgeted each year in order to pay cash for capital improvements. This funding is used in lieu of issuing general obligation bonds.

PAYG

Acronym for Pay As You Go financing.

Performance Measures

Quantitative and/or qualitative objective measurement of results by a unit or program, which helps to determine effectiveness in meeting goals and objectives.

Personal Services

Expenditures relating to compensating City of Overland Park employees, including salaries, wages, overtime pay, shift differential and holiday pay, but excluding employee benefits.

<u>Property Tax</u>	Ad valorem taxes levied on both real and personal property according to the assessed valuation and the tax rate.
<u>Revenue</u>	All money that the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income.
<u>Revenue Estimate</u>	A formal estimate of how much revenue will be earned from a specific revenue source for some future period - typically a future fiscal year.
<u>Source of Revenue</u>	The classification of revenues according to their source or point of origin.
<u>Special Assessment</u>	A compulsory levy made against certain properties to defray part or all of the cost of a specific improvement or service deemed to primarily benefit those properties.
<u>Special Revenue Funds</u>	Fund type used to account for the proceeds from specific revenue sources (other than trusts or major capital projects) that are legally restricted to expenditures for specific purposes.
<u>Transient Guest Tax</u>	The City imposes a 9% tax on transient guests occupying a room in a hotel or motel located within the City. Revenue from this tax is receipted into the Transient Guest Tax Fund.
<u>TGT</u>	Acronym for Transient Guest Tax.
<u>Tax Rate Limit</u>	The maximum legal rate at which a government may levy a tax. The limit may apply to taxes raised for a particular purpose or for general purposes.
<u>Use Tax</u>	Compensating Use Tax is a tax on goods from outside Kansas purchase by individual and businesses in Kansas which are used, stored or consumed in Kansas.
<u>User Charges</u>	The payment of fees for direct receipt of a public service by the party benefiting from the service.

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