

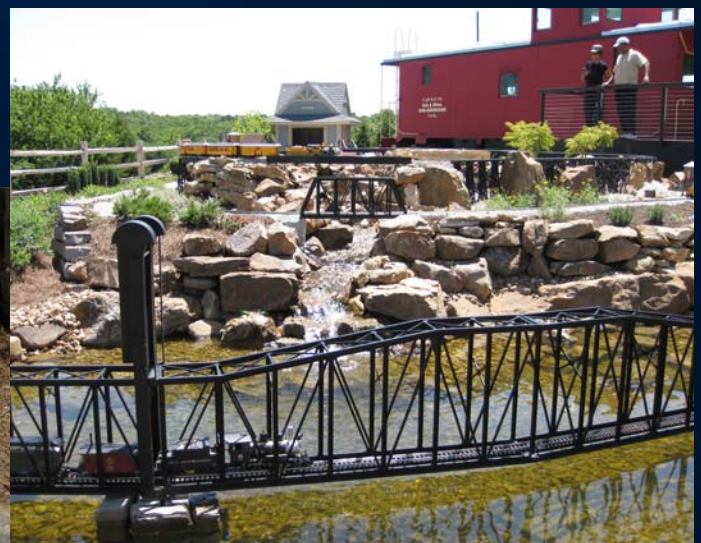


# OVERLAND PARK

K A N S A S

ABOVE AND BEYOND. BY DESIGN.

## 2013 BUDGET



*The Overland Park Arboretum  
Train Garden was dedicated  
in May 2012.*



# 2013 Annual Budget



**ABOVE AND BEYOND. BY DESIGN.**

## **MAYOR**

Carl Gerlach

## **CITY COUNCIL**

### **Ward 1**

Dave Janson  
Terry Happer Scheier

### **Ward 2**

Paul Lyons  
Curt Skoog

### **Ward 3**

Donna Owens  
David White

### **Ward 4**

Terry Goodman  
Fred Spears

### **Ward 5**

Jim Hix  
John Skubal

### **Ward 6**

Rick Collins  
Dan Stock,  
Council President

## **CITY MANAGER**

Bill Ebel

Inquiries regarding the Adopted 2013 Budget for the City of Overland Park,  
Kansas, should be directed to:

City of Overland Park  
Assistant Chief Financial Officer/Budget Manager  
8500 Santa Fe Drive  
Overland Park, KS 66212

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GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Overland Park  
Kansas**

For the Fiscal Year Beginning

**January 1, 2012**

*Linda C. Danison Jeffrey R. Eimer*

President

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, 2012. 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.

# THE CITY OF OVERLAND PARK

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Overland Park's Motto is "Above and Beyond. By Design." This motto reflects and influences the City's governance at all levels. From the City Council to front line employees, the public servants associated with the City strive to provide the highest-quality responsive, responsible governance and public services.

We strive to emulate the following principles and practices in pursuit of this mission:

***Service*** to our community, promoting openness and access to government.

***Professionalism*** based on honesty, integrity, loyalty and an awareness of basic human values in our responses to every individual.

***Cooperation*** with policy makers and the public we serve, making their goals, needs and priorities our own.

***Innovation*** in thought and action, recognizing and responding to current and future needs.

***Commitment*** to an environment that encourages each of us to reach our highest potential.

***Teamwork*** to foster a sense of cooperation among all, recognizing that honest and reliable sharing of information is vital.

***Trust*** earned by managing and maintaining the City's resources responsibly and by conducting ourselves in a way that gains the highest level of confidence from the community.

## City of Overland Park, Kansas

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# INTRODUCTION TO THE BUDGET DOCUMENT

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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 2013 Budget
- Organizational Chart and Summary of Personnel Changes
- Performance Measurement Initiative

**2. Summary – 2013 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. Supplemental 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 2013-2017 Capital Improvements Program (CIP). Overall goals, objectives, financial standards, graphs on CIP data, operational impact and detailed listings of individual 2013-2017 CIP projects are included.

**8. Maintenance Program**

This section contains information on the 2013-2017 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

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This section is designed to provide the reader with general background and summary information about the City of Overland Park and the 2013 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 2013 Budget. Included are 2013 Budget Highlights, Priorities and Issues, a summary of 2013 Revenue and Expenditure Information and a summary of the 2013-2017 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 2013 expenditure highlights.
- Key Changes in the 2013 Budget  
Summarizes reductions in funding in the 2013 Budget.
- Personnel Summary  
Includes an Organizational Chart and summarizes personnel changes in 2013.
- Performance Management Initiative  
Summarizes the Performance Management initiative.

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City Hall • 8500 Santa Fe Drive  
Overland Park, Kansas 66212  
[www.opkansas.org](http://www.opkansas.org)

November 1, 2012

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 2013 Budget for the City of Overland Park, as approved by the Governing Body on August 20, 2012. The total 2013 Budget equals \$221,400,000, a 3.6% increase from the adopted 2012 Budget. The portion of the 2013 Budget allocated for operating expenses, which supports the daily operations of the City, totals \$105,538,889, a 4.4% increase from the adopted 2012 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 2013 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.

The 2013 Budget is in alignment with the City's long-term financial plan which projects and makes programmatic adjustments to facilitate a slightly improving financial position over the five-year planning horizon as the City continues a slow recovery from the depressed economic conditions of the previous five years.

Since 2008, Overland Park has worked to align annual expenditures with annual current revenues. Through the combination of additional expenditure reductions and revenue enhancements made during 2012, the City's financial situation has achieved this balance. In 2012, for the first time since 2007, annual revenues are anticipated to exceed annual expenditures. This achievement is a significant step towards economic stability and long-term financial sustainability for Overland Park.

The adopted 2013 Budget allows for continued movement toward the City's operational and financial goals. The budget provides adequate resources to meet the City's target of preserving existing programs and services, renewing investment in the maintenance of public infrastructure, and providing enhanced public safety resources, while preserving the long-term financial viability of the City within the current revenue structure.

The 2013 Budget focuses on priorities identified by both our community and the Governing Body:

- *Stabilization of and improvement to the City's Financial Position and Reserves.* The City's General Fund Reserve Balance on January 1, 2008 was \$63.6 million. Four years later, on January 1, 2012, the reserve balance had dropped to \$20.9 million.

The imbalance in revenue and expenditures was a result of several factors, including declining assessed valuation and retail sales, which resulted in reductions in revenue collected. However, the primary driver in the revenue and expenditure imbalance was refunds of compensating use tax revenues. During this timeframe, the State of Kansas agreed to and processed refunds to businesses in Overland Park which resulted in the City issuing over \$29 million in use tax refunds. Without the issuance of these unforeseen compensating use tax refunds and related reductions in projected future revenues, the City's use of reserves would have been within manageable and planned levels.

During the four years from 2008 thru 2011, the City spent an average of \$10.7 million annually more than it collected in the General Fund. This imbalance in revenues and expenditures was despite annual organizational restructuring and significant expenditure reductions which resulted in the elimination of over 80 full-time positions and reduction of the budget by approximately 20% over the four year period.

By 2011 it was evident that the City's ability to further reduce expenditures enough to bring annual expenditures in line with current revenues would not be achievable without severely affecting the City's ability to provide services and potentially lowering citizens' quality of life and expectations.

In order to balance annual expenditures with current revenues, the 2012 budget included an increase in the property tax rate, resulting in an additional \$10 million of annual property tax revenue. Due to this revenue enhancement, the City's annual current revenues and expenditures will be in balance in 2012. The projected December 31, 2012 fund balance is \$22.2 million, which as stated earlier, marks the first year since 2007 that current revenues are anticipated to exceed annual expenditures.

Balancing revenues and expenditures also lays the groundwork for the City to begin replenishment of its financial reserves. Consistent with the strategy outlined during the 2012 budget process and carried forward through development of the 2013-2017 five-year financial plan, the 2013 budget accommodates moderate growth in the operating budget to allow for increased costs of goods and services, while resulting in slight growth in the ending reserve balance. This balance is projected to gradually improve through 2017, to 30.9% of annual operating expenses. This reserve level will be in-line with the City's establish reserve target.

- *Maintenance of a Low Property Tax Rate.* The 2013 property tax rate remains stable at 12.769 mills. This is roughly equivalent to the 2012 Budget's mill levy of 12.814.



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 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 (23.210 mills), school districts (between 55.776 mills to 72.027 mills) and Johnson County Community College (8.785 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 needs of the organization within existing financial and organizational resources.* The adopted 2013 Budget is in alignment with financial parameters established as part of the City's 2013-2017 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 ensure annual operational, maintenance, capital improvement and financial decisions made are in alignment with the City's long-term objectives of maintaining a responsive government and a viable long-term financial position.

The adopted 2013 Budget provides resources needed to bring the organization into further alignment with the City's long-term objectives. The budget provides funding towards preserving existing programs and services, renewing investment in the maintenance of public infrastructure, and meeting demand for additional public safety resources, all within the long-term financial constraints of the current revenue structure.

The adopted budget holds operating expenses to a moderate rate of growth. No new initiatives or programs are recommended, however additional resources have been allocated for public safety and to support increases in utility and fuel costs associated with some current operations. Overland Park's adopted 2013 operating budget is \$105.5 million, 4.4% above the adopted 2012 Budget. The total budget of \$221.4 million is 3.6% above the adopted 2012 Budget.

In order meet the ongoing and evolving demands of the City within current financial resources, reallocation of resources is on-going. Departments continue to identify reduction and reallocation opportunities in the form of operational changes and positions which could be reassigned without affecting the City's ability to support existing programs and services. As a result, several positions in the organization have been reassigned or revamped in the 2013 Budget, including positions in Municipal Court, Human Resources, Public Works, Park Services and Planning.

In addition, three full-time police officer positions have been added, to provide additional support in the areas of neighborhood crime suppression, gangs and drug enforcement.

The number of full-time equivalent (FTE) employees in the 2013 budget is 1,004.17 (829 full-time and 175.17 part-time), a 4.3 FTE increase from the 2012 budget. This increase is attributable to the addition of the three full-time police officers mentioned previously, as well as additional part-time employees at the City's Arboretum due to the implementation of a

entrance fee at that facility. Revenue generated from the Arboretum entrance fee is anticipated to offset any expenses related to the fee collection, as well as providing additional funding to the general fund for operations and maintenance.

In addition, employee compensation and benefits were examined. The 2013 budget includes compensation adjustments for employees based on a merit pool of approximately 2%. This will be the first year since 2008 with significant wage increases; employee compensation adjustments have been eliminated or at reduced levels in 2009, 2010, 2011 and 2012. This compensation package will include full step increases for eligible public safety employees and a market/merit package for non-step employees.

Programmatic adjustments have been made to ensure cost increases related to city-controlled benefits remain low. Further adjustments have been made to the City's consumer-driven health plan, which requires additional financial and health-management participation from employees.

The 2013 budget includes specific increases in some department operating budgets for commodities and contractual services. The increases are primarily due to significant increases in energy costs, specifically electricity for the City's traffic management system and public facilities. Other increases are related to higher fuel prices for those departments with large vehicle and equipment fleets.

The budget increases the investment in operating capital equipment by \$600,000 to an annual amount of \$1.8 million. Areas of emphasis are in Public Safety, Public Works, Parks Services, Recreation Services, and Information Technology. Capital equipment replacement has been limited to the most critical of replacement needs since 2008.

- *Providing Capital Investments in Transportation Infrastructure, Public Facilities and Technology.* The City's five-year capital improvements plan (CIP) was reviewed and revised in late 2011 and early 2012 to further prioritize capital improvement needs, resulting in a reduction of the five-year program by \$16 million. At \$82.96 million, the 2013-2017 CIP remains at a fraction of the size it was prior to the recession (approximately \$250 million in the 2006-2010 CIP). However, even given ongoing financial constraints, the City continues to make strategic investments in technology, facilities and infrastructure. The \$20.4 million of capital improvement projects scheduled for 2013 include:

- Network, Software and Police Technology Investments
- Residential Street Improvements including Sidewalks and Streetlights
- Storm Drainage Improvements
- Traffic Signal Improvements
- Widening of US 69 Highway: 95th Street to 119th Street
- Replacement of Ambulance and Fire Apparatus
- Parks, Golf Course and Arboretum Improvements
- Thoroughfare Improvements including:
  - Widening 159th Street - Antioch to Quivira
  - 127th Street and Pflumm Intersection Improvements
  - Widening 167th Street; Antioch to US-69
  - Redeck Metcalf Bridge over Blue River

- *Maintenance of Quality Infrastructure and Public Facilities.* The City's 2013-2017 Maintenance Plan is programmed at \$69,665,000, including \$12,195,000 of funding for 2013 maintenance projects. The maintenance plan includes significant repairs to, renovations or rehabilitation of, or in-kind replacement of city infrastructure, facilities and amenities in the areas of streets, traffic management, storm water, facilities, and public parks.

The 2013 street and traffic maintenance budget is \$10.1 million, a \$850,000 increase from the 2012 budget. This planned increase is consistent with long-range plans developed in 2011 to renew investment in maintenance of street infrastructure. Funding had been reduced significantly in this area from 2008 through 2011, deferring maintenance expenditures due to financial constraints during the economic downturn. However, maintenance needs continue to grow, and further maintenance deferment would result in increased future replacement costs. A portion of the property tax increase in 2012 was earmarked to address infrastructure maintenance needs.

Continuing in 2014 through 2016, the City anticipates increasing infrastructure maintenance funding by \$850,000 annually in order to return to a maintenance level that adequately addresses the City's infrastructure maintenance needs. The projected 2016 and 2017 funding levels is \$12.35 million annually. In conjunction with general city funding, gasoline tax provides significant 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 program has decreased since 2012, as more resources are allocated toward future storm water capital improvements based on a comprehensive needs assessment. The storm water maintenance program in 2013 is \$970,000, compared to \$1,315,000 in the 2012 Budget.

Facility maintenance funding has increased slightly in the 2013 budget to \$500,000, an increase of \$50,000 from 2012 budgeted levels.

The 2013-2017 plan includes a parks maintenance component for the first time. Previously, capital improvement funding or operational funding was used to address parks maintenance needs. However, inclusion in the maintenance program provides enhanced information relating to the real costs associated with maintaining existing parks and recreation assets.

The total 2013 maintenance program budget of \$12,195,000 is 10.7% above the 2012 adopted budget level.

Key components of the 2013 Budget are discussed further beginning on page 1.50.

### ***Factors Influencing 2013 Budget Development***

Several factors were taken into consideration during the development of the 2013 Budget:

- **Current economic conditions.** The 2013 Budget was developed under improved fiscal circumstances, as the slow recovery from the Great Recession continues. While the national,

state and regional economies continue to make sluggish improvements, local economic development and sales tax indicators show promising signs of a sustained recovery. These factors resulted in adopting a budget, that while still fiscally conservative, does include a moderate growth factor to begin addressing expanded service demands which have been unfulfilled for the past several years. The 2013 budget is the first since 2008 which is not less than the previous year's budget.

- **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 2013 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, however, the plan does assume the renewal of the 1/8 sales tax in 2014.
- **Maintenance of Adequate Financial Reserves.** 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.

Years of conservative budgeting and expenditure patterns, coupled with higher than projected sales and compensating use tax revenues prior to 2008 resulted in reserves available, also known as fund balance. The City's reserves allowed it to meet the challenge of maintaining stable city operations during the Great Recession while refunding over \$28 million of compensating use tax during the 2008 to 2011 time period, without a tax increase or elimination of services.

However, by December 31, 2011 the City's General Fund balance was \$20.9 million, a decline of over 67% since January 1, 2008. The depletion in the City's reserves limited the City's ability to fund ongoing operations or to respond to unplanned events. Additional use of the fund balance to finance annual ongoing operations was not prudent, nor could the City make deep enough expenditure reductions to bring revenues and expenditures into alignment without severely reducing essential City services such as Police and Fire Services, and services that directly impact citizens' quality of life, such as infrastructure maintenance, and Parks and Recreation.

In addition, the City's Triple-A bond rating was in jeopardy of being downgraded, as bond rating agencies indicated the low reserve level was not sufficient to maintain an AAA bond rating. Downgrade of the City rating would increase future borrowing costs and ultimately place a greater financial burden on the City's taxpayers.

The 2012 Budget included a property tax rate increase which resulted in an additional \$10 million of revenue annually. This enhancement, along with continued reengineering of operations, has allowed the City to balance current revenues with annual expenditures.



With the structural balance restored, the City's General Fund reserves are expected to begin a slow recovery. The December 31, 2012 balance is projected to grow slightly to \$22.2 million, and by the end of the City's current fiscal planning period (2017), the fund balance is projected to reach \$33.3 million, equivalent to approximately 30.9% of annual General Fund operating expenditures. This level of reserves is thought to be sufficient to maintain the City's AAA bond rating and provides flexibility to address unanticipated emergencies or fiscal strains.

- **Capital Infrastructure.** The adopted 2013-2017 Capital Improvement Program and five-year financial plan allocates the equivalent of 13.7% of current General Fund resources to capital infrastructure construction in 2013 to help address continued infrastructure demands.
- **Maintenance.** The adopted 2013-2017 Maintenance Plan and five-year financial plan allocates the equivalent of 9.7% of current General Fund resources to maintenance projects in 2013 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 2013 budget is 12.769 mills, approximately half of other Johnson County communities which provide similar services.

Following is a summary of the 2013 Budget, including budget highlights, priorities and issues, revenue information, expenditure information and a summary of the 2013-2017 Capital Improvements and Maintenance plans.

### ***2013 Budget Highlights, Priorities and Issues***

**Operational adjustments to programs and services supporting the City's continuing effort of prioritizing needs and adjusting to changing service demands, while maintaining responsive government services for the citizens of Overland Park.** Possible adjustments and reallocation of resources in the 2013 Budget were analyzed, prioritized and approved based on priorities identified by our citizens and the Governing Body. Prioritized services support the areas of infrastructure and quality of life including public safety, recreational opportunities and neighborhood preservation.

Personnel resources have been reallocated to address demands in the Municipal Court, Human Resources, Parks Services and Planning departments. Expanded funding is included to support public safety demands. Three (3) full-time police officer positions were added as part of the 2013 Budget to address public safety demands in the areas of neighborhood crime suppression, gangs and drug enforcement. In addition, enhanced funding has been allocated to select areas of the organization to meet increased costs associated with utility and fuel costs directly related to front-line service delivery to the public, including costs associated with electricity for streetlights, traffic signals and recreational and public facilities, and fuel for to operate Police and Fire Response vehicles.

Self-funded enhancements include personnel and operating expenses related to implementation of an entrance fee at the Overland Park Arboretum and Botanical Gardens, and an increase in billing fees related to Emergency Medical Services.

The 2013 Budget includes 829 full-time employees and 175.17 FTE part-time employees. This is a net increase of 4.3 FTEs compared to the 2012 budget.

PERSONNEL SUMMARY BY GOAL AREA										
<u>ALL FUNDS</u>	2009		2010		2011		2012		2013	
	Budget		Budget		Budget		Budget		Budget	
	FT	PT	FT	PT	FT	PT	FT	PT	FT	PT
Goal Area										
Finance, Administration & Econ. Dev.	143	8.65	141	8.25	126	8.96	121	8.16	123	6.64
Public Safety	475	20.46	474	19.70	463	19.09	454	18.21	457	19.29
Public Works	136	9.39	136	7.59	132	5.47	128	5.47	127	5.47
Community Development	156	144.98	150	130.94	123	136.83	123	142.00	122	143.77
TOTAL	910	183.48	901	166.48	844	170.35	826	173.84	829	175.17

Information regarding 2013 key components is discussed in further detail beginning on page 1.50. Additional personnel information can be found beginning on page 1.56.

**Enhanced funding for traffic and infrastructure maintenance.** The 2013 Budget increases resources for the maintenance of the City's street and traffic management infrastructure. \$3.6 million from the General Fund has been included in the 2013 Budget for the street maintenance program and traffic infrastructure replacement, an increase of \$1,350,000 over 2012. Annual gasoline tax funding from the Special Street and Highway Fund has decreased from \$5 million to \$4.5 million, due to the planned 2012 expenditure of this fund's reserves as well as a contraction in gas tax revenue. The total 2013 street and traffic maintenance program budget is \$10.1 million, compared to \$9.25 million in 2012, a net increase of \$850,000.

**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 2013 budgeted property tax rate is 12.769 mills. On an average residence of \$250,000, this equates to an annual Overland Park tax bill of \$367. 11.

**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. In addition, beginning with 2007 data, the City began participation in the ICMA performance measurement and benchmarking group, however, that effort was cancelled after 2011.

**The 2013-2017 financial plan maintains adopted financial planning standards.** The 2013 Budget, the 2013-2017 Capital Improvements Plan and the 2013-2017 Maintenance Plan have been adopted within the context of the City's five-year financial plan. This plan includes a

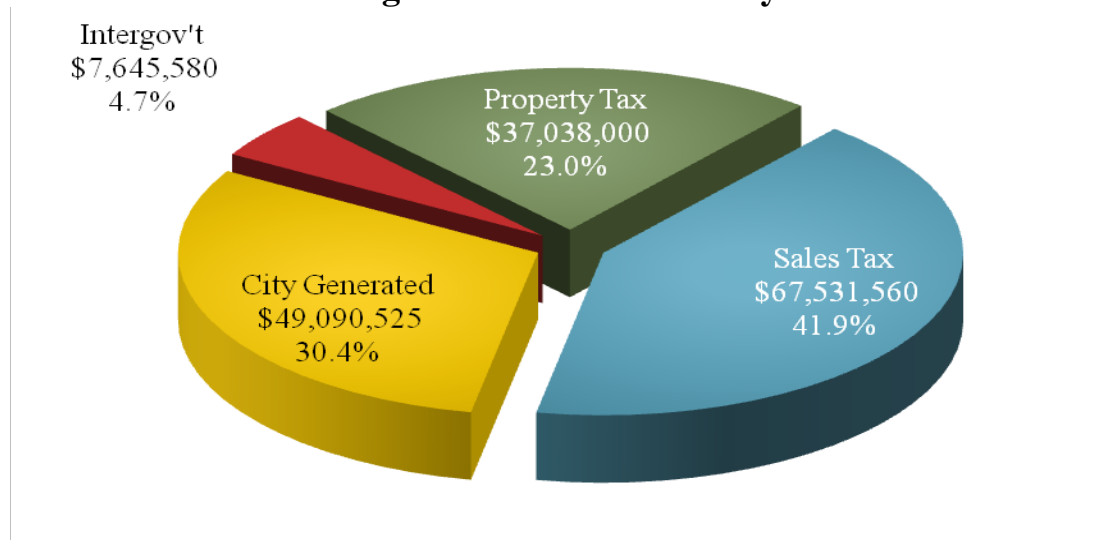
forecast of revenues and expenditures from 2013 through 2017, as well as funding requirements necessary to support the 2013-2017 Capital Improvements and Maintenance plans. The five-year financial plan is explained later in the Executive Summary section.

### **2013 Revenues**

Revenues generated in 2013 are projected to be \$161.3 million. With the inclusion of transfers between funds and the fund balance, total 2013 resources available are projected at \$221.4 million.

Current revenues are collected from four primary sources: sales tax (41.9%), city-generated revenue (30.4%), property tax (23.0%) and intergovernmental revenue (4.7%). Sales tax collections include City and County sales taxes. City-generated revenue includes special assessments, franchise fees, user fees and fines. Property tax is revenue 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.

**2013 Budget Current Revenues by Source**



For 2013, total current revenues, including sales tax, property tax, city generated and intergovernmental revenues are anticipated to increase \$8.5 million, or 5.5%, combined. This increase is driven primarily by an anticipated 6.0% growth in sales tax compared to the 2012 budgeted amount.

	2012 Budget	2013 Budget	\$ Change	% Change
Sales Tax	\$ 63,688,872	\$ 67,531,560	\$ 3,842,688	6.0%
City Generated	\$ 44,873,744	\$ 49,090,525	\$ 4,216,781	9.4%
Intergovernmental	\$ 8,120,580	\$ 7,645,580	\$ (475,000)	-5.8%
Property Tax	\$ 36,147,000	\$ 37,038,000	\$ 891,000	2.5%
<b>TOTAL</b>	<b>\$ 152,830,196</b>	<b>\$ 161,305,665</b>	<b>\$ 8,475,469</b>	<b>5.5%</b>

*Sales Tax* revenues are budgeted at \$67.5 million in all funds in 2013. This equates to a 6.0% increase above the 2012 budgeted level. However, based on current projections, the 2013

budgeted sales tax revenues are estimated at 2.9% over actual 2012 projected revenues. This is because 2012 estimated collections are now projected to be \$65.6 million, \$2 million higher than 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 2013 sales tax revenues established in December 2011 and reviewed in 2012. Sales tax projections for 2012 and the 2.9% sales tax growth projection for 2013 are based on the forecasting models interpretation of data through June 2012. 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 \$891,000 (2.5%) from 2012 budgeted revenues, based current assessed value.

The mill levy rate of 12.769 mills for the 2013 Budget is essentially constant from the 2012 budgeted rate of 12.814 mills. The property tax rate is as follows:

	<u>2012 Budget</u>	<u>2013 Budget</u>	<u>Change</u>
<b>General and Fire Funds</b>	11.855	11.814	(0.041)
<b>Stormwater Utility Fund</b>	0.959	0.955	(0.004)
<b>TOTAL</b>	<b>12.814</b>	<b>12.769</b>	<b>(0.045)</b>

The assessed valuation supporting the 2013 Budget increased by 0.57%, from \$2.63 billion to \$2.65 billion. This increase was driven by a 1.2% increase in real estate valuation, which comprises the majority of the City's assessed valuation. This increase is driven by property being added to the tax rolls; if not for the additional property, real estate valuations would have been flat. In addition, personal property and utility valuations are reduced when compared to 2012, attributable to the ongoing recession as well as a change in state law that exempts machinery and equipment purchased after July 1, 2006 from personal property taxes. The following table summarizes the change by category:

	<u>2012 Budget</u>	<u>2013 Budget</u>	<u>\$ Change</u>	<u>% Change</u>
<b>Real Estate</b>	\$2,518,504,326	\$2,548,009,526	\$29,505,200	1.2%
<b>Personal Property</b>	59,012,772	50,540,129	(8,472,643)	(14.4%)
<b>State Assessed Utilities</b>	55,742,400	49,821,564	(5,920,836)	(10.6%)
<b>TOTAL</b>	<b>\$2,633,259,498</b>	<b>\$2,648,371,219</b>	<b>\$15,111,721</b>	<b>0.57%</b>

*City-Generated* revenues include franchise fees, user fees, licenses, permits and interest earnings. 2013 revenues are projected to be 9.4% higher than the 2012 Budget. This increase is driven by several factors. Licenses, fees and permits, which are mainly development-related revenues such as excise tax, building permits and plan review, are projected increase by 6.4% above 2012 budget levels. This is due to increased development activity based on improved economic conditions as well as some pent-up demand for economic development. Municipal Court

revenue is expected to increase 4.1% due to increase enforcement activity, while revenue from franchise taxes is expected to increase 3.9% based on increasing rates by utility companies.

*Intergovernmental* revenues reflect receipt of funds collected by and redistributed to Overland Park from federal, state and county sources, and include such items as gasoline tax and liquor tax. These revenues are expected to decrease, with the 2013 budget 5.8% below the 2012 budgeted, based on actual collection of these revenues during 2011 and 2012.

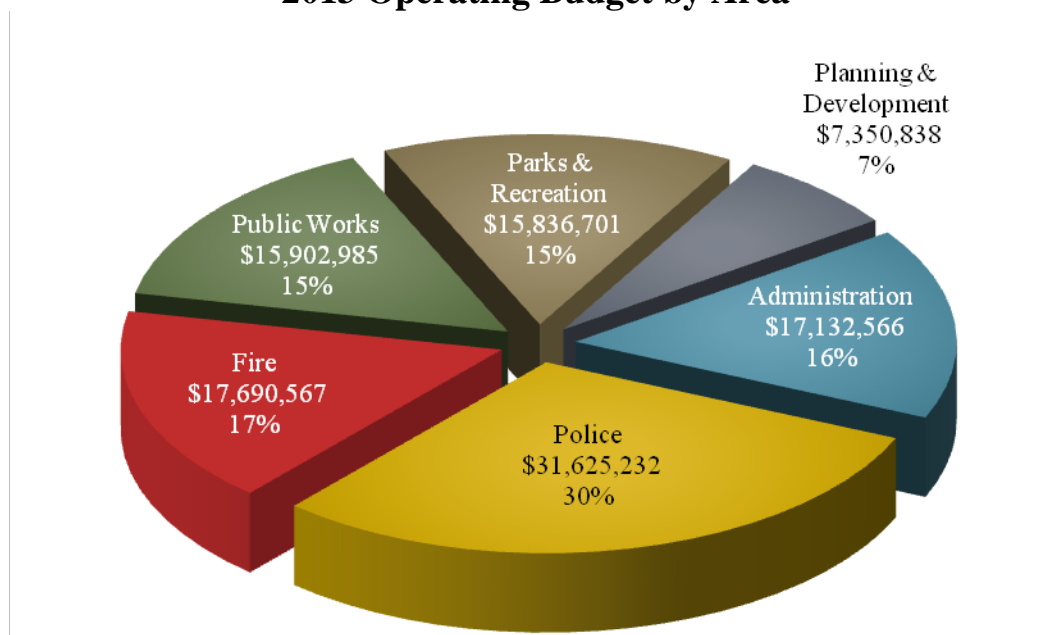
*Fund Balance* for all funds at the beginning of 2013 is estimated to be \$28.4 million, an improvement of \$4.5 million compared to the budgeted 2012 beginning fund balance of \$23.9 million.

### **2013 Expenditures**

Total budgeted expenditures for 2013 equal \$221,400,000, an increase of 3.6% from the adopted 2012 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 \$105.5 million. This is a 4.4% increase from the adopted 2012 Budget. These expenditures are allocated among major activities as illustrated in the following graph:

**2013 Operating Budget by Area**



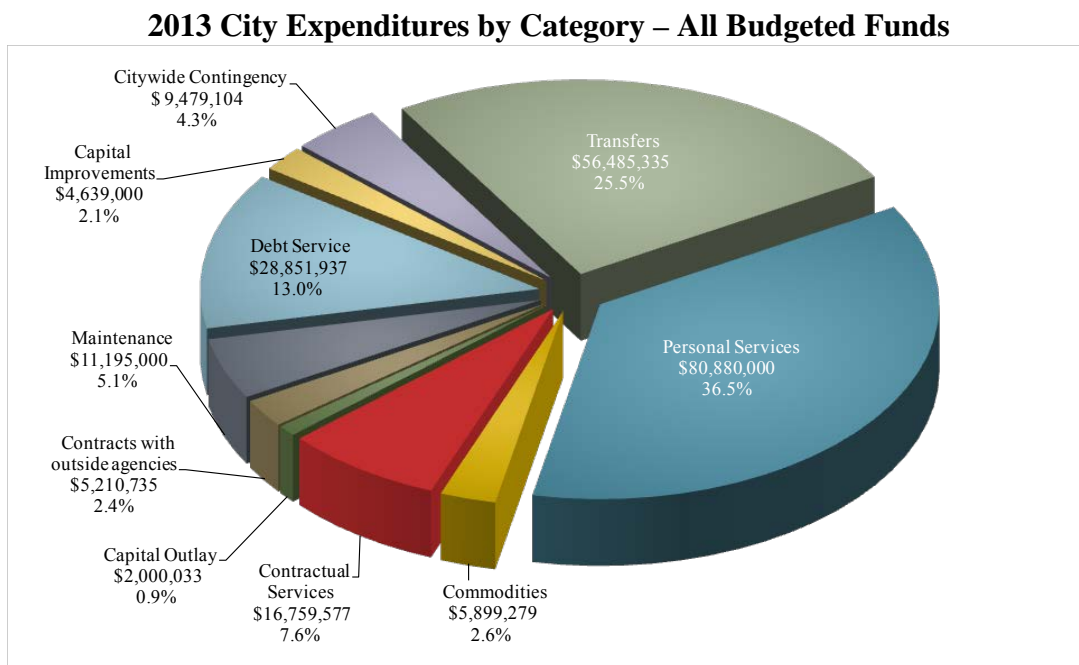
The operating budget includes personal services total \$80.9 million, representing 36.5% of the total budget and 76.6% of the operating budget. The total number of full-time employees for 2013 is 829, an increase of three full-time positions from the adopted 2012 Budget. This

increase is due to the programmed addition of three full-time police officers in the areas of Career Criminals and Narcotics. In addition, part-time positions have increased by 1.3 full-time equivalent (FTE) positions, bringing the net FTE count to 1,004.17 (829 FT and 175.17 PT), an increase of 4.3 FTE from the adopted 2012 budget. Detailed personnel information can be found beginning on page 1.56.

*Contracts with outside agencies for operations* total \$5.2 million. These contracts include economic development funding, some social services funding and some public safety funding, including a contractual arrangement with Johnson County for ambulance services and contracts to provide fire service in limited areas of the City.

*Infrastructure and Facilities Maintenance* funding totals \$11.2 million. The 2013 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 \$99.5 million. Interfund transfers necessary to comply with state requirements comprise 56.8% of non-operating expenses. Capital improvements and debt service expenditures for current and future capital projects represent 33.7% of non-operating costs. The balance of this category represents allocation for budgeted contingencies (9.5%).



### ***2013-2017 Capital Improvements Plan***

The 2013 Budget includes the 2013-2017 Capital Improvements Plan (CIP), which was developed by the Governing Body and staff during the last quarter of 2011 and the first quarter

of 2012. The five-year program totals \$82.9, compared to the previous 5-year plan of \$98.9 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 \$20.4 million for projects to be constructed and/or financed in 2013. Some of the projects included in 2013 began in a prior year, but will be completed in 2013 and are therefore financed in 2013. Approximately \$16.6 million of this funding is related to the improvement of bridge, street, traffic and thoroughfare infrastructure, \$2.8 million of funding is for storm drainage improvement, \$720,000 is related to Parks and Recreation facilities, while the other \$330,000 is related to the purchase of large equipment.

A total of 43.4% of funding, or \$8.9 million, will be paid from city financing sources in 2013. This includes dedicated sales taxes, debt and pay-as-you-go resources from the City's Capital Improvements Fund. The remaining 56.6% of project funding, or \$11.5 million, will be provided by non-City sources including federal, county, other cities and developers.

### **2013 Capital Improvements**

Category	City Funding	Other Funding	Total
Bridge Repair & Replacement	\$179,000	\$534,000	<b>\$713,000</b>
Public Buildings & Equipment	330,000	0	<b>330,000</b>
Parks & Recreation	670,000	50,000	<b>720,000</b>
Storm Drainage	730,000	2,050,000	<b>2,780,000</b>
Residential Street Improvements	1,145,000	1,640,000	<b>2,785,000</b>
Street Improvements	1,700,000	0	<b>1,700,000</b>
Sidewalk Construction	50,000	0	<b>50,000</b>
Thoroughfare Improvements	3,750,000	7,190,000	<b>10,940,000</b>
Traffic Signals	300,000	80,000	<b>380,000</b>
<b>2013 Total</b>	<b>\$8,854,000</b>	<b>\$11,544,000</b>	<b>\$20,398,000</b>

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.

### ***2013-2017 Maintenance Plan***

The 2013 Budget includes the 2013-2017 Maintenance Plan, which was developed by the Governing Body and staff during the last quarter of 2011 and the first quarter of 2012. The five-year program totals \$69.7 million, compared to the previous 5-year plan of \$63.9 million.

The Maintenance Plan includes funding of \$12.2 million for projects to be constructed and/or financed in 2013. This includes \$10.1 million for street and traffic management infrastructure, \$970,000 for Stormwater management infrastructure, \$500,000 related to public facilities, and \$625,000 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***

After several years of challenging budgets, the 2013 budget reflects a stabilized and slowly improving financial outlook for Overland Park. The stabilized financial position has enabled the City to meet expectations of the property tax increase approved for the 2012 budget in the areas of enhanced street maintenance and additional police officers. In 2013, the City is also able to begin reinvesting in the areas of the organization that deliver front-line services to the community. The gradually improving ending fund balance provides more flexibility, a stronger financial position, and the opportunity for better future response to unforeseen requirements.

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 the great uncertainty in the global economy that could impact the economic health of our region. Additionally, while we have also forecast expenditure growth to meet future challenges, uncertainties related to personnel costs for health care and retirement, along with potential increases for commodities like fuel, energy and maintenance materials may require additional adjustments going forward.

Balancing the needs and expectations of the community within the available financial resources presents challenges annually. The 2013 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 and facilities to support our vibrant community while ensuring the long-term fiscal health of the community.

Respectfully submitted,

Bill Ebel  
City Manager



# **FISCAL POLICY**

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In 2012, Overland Park updated its 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

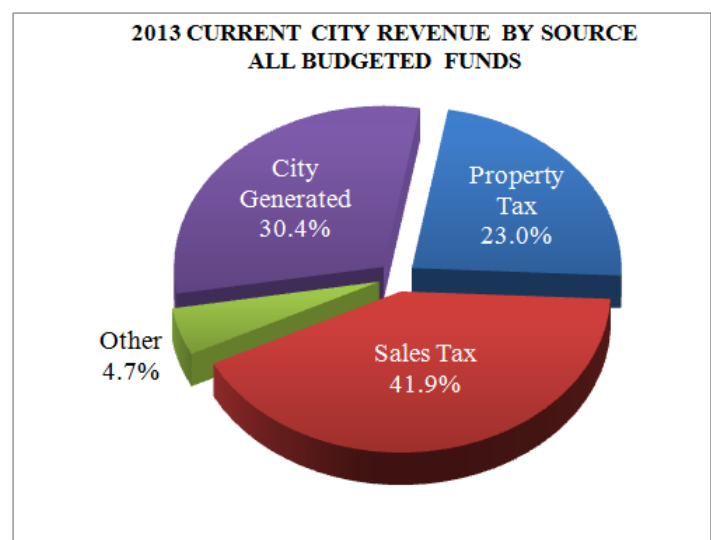
Overland Park's annual revenue is comprised three primary sources: sales tax, property tax and City-Generated revenues, including user fees, fines and franchise taxes.

#### 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:

	2013	2014	2015	2016	2017
<b>City Sales Tax</b>	\$43,982,560	\$44,576,315	\$45,918,999	\$47,374,742	\$48,878,071
<b>% Increase</b>	2.8%	1.3%	3.0%	3.2%	3.2%



### 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 maintains a strong economic position versus and shows continued strength in assessed valuation. The assessed value to support the 2013 Budget has increased by 0.57% from the previous year's assessed value, based primarily on development added to the City's tax rolls of approximately \$29.1 million. New construction remains strong in Overland Park. During 2011, new construction had a construction value of \$221.3 million, while through September 2012 construction within the City totaled \$269.9 million. In addition, values of existing properties began to recover, as existing real property values remained flat between 2011 and 2012. Based on projected new construction, and projections of continued recovery real property values, assessed valuation is projected to grow around 2% annually over 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 2013 mill levy is 12.769 mills, a slight 0.045 mill decrease from the 2012 budget's mill levy of 12.814 mills. At two-thirds to 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 2.0% over the five-year planning period.

For additional information relating to budget revenue for 2013, 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 2.9% in years 2014 through 2017.

The City's capital and major maintenance expenditures are programmed as part of five-year improvement programs. Project costs are in 2013 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 2013-2017 Capital Improvements Program (CIP) of \$82,957,000 is \$16 million less than the adopted 2012-2016 Capital Improvements Program. Capital improvements are identified by project in the Capital Improvements Programs section beginning on page 7.19.

The 2013-2017 CIP will be financed through:

General Obligation Bonds	4.3%
Pay-As-You-Go	52.2%
Federal, State, County & Other Cities Funds	36.4%
Developer & Private Funds	7.1%

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, Golf Course Fund and Stormwater Utility Fund. A summary of CIP financing is found beginning on page 7.13 in the Capital Improvements Program section.

The impact of capital improvements on operations was considered in the development of the 2013 operating budget and 2013-2017 financial forecast. As a rule-of-thumb, each street lane mile is projected to equal approximately \$6,000 of annual operational expense, while each square foot of facility addition is anticipated to equal approximately \$8 of annual expense. \$20.4 million of projects are scheduled to be constructed and/or financed in 2013.

### 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 2013-2017 Maintenance Improvement Program is \$69,665,000, 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 8.11.

## **FINANCIAL PLANNING STANDARDS USED IN FIVE-YEAR FINANCIAL PLAN DEVELOPMENT**

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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**

#### **PERCENTAGE OF ENDING CASH TO OPERATING EXPENDITURES      15% - 30%**

DESCRIPTION: The General Fund's unrestricted fund balance divided by the subsequent year's budgeted operating and contingency. (Source of standard – staff.)

#### **PERCENTAGE OF P.A.Y.G. TO CITY FUNDS IN CIP      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.)

#### **PERCENTAGE OF DEBT TO CITY FUNDS IN CIP      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 used to finance capital improvements projects. (Source of standard – staff.)

#### **TOTAL DIRECT DEBT PER CAPITA      \$675**

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.)

#### **PERCENTAGE OF DIRECT AND OVERLAPPING DEBT TO MARKET**

#### **VALUE OF TANGIBLE PROPERTY      4% to 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 - Moody's Investors Service.)

#### **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 - I.C.M.A.)

**MILL LEVY EQUIVALENT OF B & I TRANSFER****4 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.)

**PERCENTAGE OF OPERATING BUDGET TO CITY FUNDING OF THE CIP****45% to 55%**

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.)

**PERCENTAGE OF CITY FUNDS FINANCING THE CIP TO THE OPERATING BUDGET****45% to 55%**

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.)

**FINANCIAL MEASURES****PERCENTAGE OF OPERATING EXPENDITURES TO CURRENT GENERAL FUND REVENUES****85%**

DESCRIPTION: The amount of the projected General Fund operating expenditures divided by the projected current General Fund revenues. (Source of standard – staff.)

**PERCENTAGE OF MAINTENANCE EXPENDITURES TO CURRENT GENERAL FUND REVENUES****2%**

DESCRIPTION: The amount of projected infrastructure and facility maintenance expenditures divided by the projected current General Fund revenues. (Source of standard – staff.)

**PERCENTAGE OF CAPITAL EXPENDITURES TO CURRENT GENERAL FUND REVENUES****13%**

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.)



**CITY OF OVERLAND PARK**  
**08/20/2012**  
**2013-2017 Projects by Funding Sources**

[illegible]

**CITY OF OVERLAND PARK**  
**08/20/2012**  
**2013-2017 Projects by Funding Sources**

<b>Staff Base Plan</b>										<b>2013 thru 2017</b>	<b>2012 thru 2016</b>
<b>SUMMARY OF RATIOS</b>	<b>Standard</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>			
12. Percentage of Operating Expenditures to General Fund Current Revenue	85%	78.0%	77.8%	76.7%	77.9%	78.3%	78.3%	78.1%	77.9%		72.6%
13. Percentage of Maintenance Expenditures to General Fund Current Revenue	2%	1.9%	2.2%	3.3%	3.6%	4.1%	4.7%	4.6%	4.1%		4.0%
14. Percentage of Capital Expenditures Expenditures to General Fund Current Revenue	13%	18.3%	15.1%	13.7%	13.9%	14.4%	12.2%	13.3%	13.5%		14.7%
15. General Fund Transfer to Fire as a Percentage of General Fund Current Revenue		4.5%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%		3.0%

- (1) Source: Staff  
(2) Source: I.C.M.A.  
(3) Source: Moody's Investor Service  
(4) Assumes Overlapping Debt growth rate of 14% per year.

# FINANCIAL STRUCTURE

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## 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 2013 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 to be monitored and 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.

- Special Improvement Escrow
- Parks and Recreation Trust
- Special Tax Financing
- Mayor's Heat and Light
- Federal and State Grants
- Westlinks Land Acquisition

- Art in the Woods
- Special Law Enforcement
- Jack Sanders Memorial
- Nuse Act

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 2012:

	2007	2008	2009	2010	2011	2012 Est.
<b>Balance</b>	\$63,571,329	\$50,191,094	\$39,584,697	\$28,303,693	\$20,929,756	\$22,200,000

The 2013 Budget includes an estimated General Fund carryover fund balance (as of December 31, 2012) of \$22,200,000. The slight increase between the 2011 ending fund balance and the projected 2012 ending fund balance is due to continued conservative spending by the City, as well as moderate improvement in economic conditions. The ending balance as of December 31, 2013, is estimated to be approximately \$26.3 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 27.3%.

The City's financial plan includes a gradual increase in the fund balance over a five-year period, during which continued economic recovery from the Great Recession is expected to occur. 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 (2017). The table below presents the estimated ending cash position during the five- year planning period and reflects the adoption of the 2013 Budget and 2013 - 2017 Capital Improvements Plan.

	2012	2013	2013	2014	2015	2017
<b>Percentage</b>	23.3%	27.3%	28.7%	28.3%	30.1%	30.9%
<b>Balance</b>	\$22,200,000	\$26,320,350	\$28,502,345	\$28,953,138	\$31,673,223	\$33,292,255

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.

## 2013 BUDGET GUIDELINES

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- A. 2013 Program Goals. Program Goals for 2013 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 2012, with the exception of property tax revenues, which were updated in July 2012. Revenue information is obtained from State and County sources, as well as from the City's own financial planning models.
- C. 2013 Salaries and Benefits.
- (1) Salaries – The 2013 Budget includes a planned 2% 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 2012 Budget projects health insurance premiums will increase by 5% over budgeted 2012 levels, while dental insurance is projected to increase 6%. In the fall of 2012 the Governing Body will review and finalize health and dental insurance programs for 2013.
- 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 2012 budget and adjusted for known personnel and expenditure revisions. The adjusted amount was then held steady (0% increase) to determine each cost center's 2012 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 2013.

- ❖ The 2013 budget includes a net increase in full-time equivalent (FTE) employees of 4.3. This includes the addition of three full-time police officer positions, and 1.3 FTE part-time positions.
- ❖ Select departments received additional funding to offset cost increases in utilities and/or fuel. These departments include Facilities, Police, Fire and Public Works.
- ❖ Beginning in 2013, the City is implementing an entry fee at the Overland Park Arboretum and Botanical Gardens. Additional funding was provided to the Parks Services Department for this implementation, including one-time funding for improvements to facilities and purchase of software/hardware to allow for entry fee implementation, and on-going funding to support related personnel. All additional funding for this program is anticipated to be offset by revenue generated from the entry fee.

- E. Fire Service Fund. Beginning with 2012 actuals and the 2013 Budget, the City has incorporated the Fire Service Fund into the City's General Fund. The Public Safety Committee continues to review the budget necessary to fund fire protection and emergency medical services provided by the OP Fire Department, Consolidated Fire District No. 2 of Northeast Johnson County and Rural Fire District No. 2.
- F. Golf Course Fund. In June 2012, the Community Development Committee reviewed the budget necessary to fund the Golf Course Program's operations, maintenance and capital projects in 2013.
- G. Stormwater Utility Fund. In June 2012, the Public Works Committee reviewed the budget necessary to fund the Stormwater Program's operations, maintenance and capital projects in 2013.
- H. 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.
- I. 2013 Capital Improvements Program (CIP). The 2013-2017 CIP is incorporated into the 2013 Budget. Capital projects scheduled for 2012 are budgeted in accordance with the Capital Improvements Program.
- J. 2013 Maintenance Program. The 2013-2017 Maintenance Program is incorporated into the 2013 Budget. Large maintenance projects scheduled for 2013 are budgeted in accordance with the Maintenance Program.

# FINANCIAL ASSUMPTIONS DURING DEVELOPMENT OF THE 2013 BUDGET

## MAJOR REVENUE ASSUMPTIONS:

1. At the time of budget adoption in August 2012, the assessed valuation estimate was as follows:

2013 Budget	\$2,644,041,663
2012 Budget	\$2,633,259,498
Change between 2012 and 2013 Budgets	0.41%

*(final assessed value, certified by Johnson County in October 2012, equals \$2,648,371,219, a 0.57% 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 2011 current revenue estimates:

	2013	2014	2015	2016	2017
<b>Total Growth</b>	2.8%	1.3%	3.0%	3.2%	3.2%

3. Franchise Taxes are projected to increase 3% over 2011 levels for 2013. In 2012 to 2017, franchise taxes are project to grow at 2.0% annually.
4. Motor Vehicle Tax revenue estimates are based on historical information, and no growth from budgeted 2011 revenues for General Fund and the Fire Service Funds combined.
5. 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.
6. Based on the projected assessed valuation, the mill levy at budget adoption was as follows:

Fund	2012 Budget	2013 Budget	Change
General Fund	11.855	11.823	(0.032)
Stormwater Fund	0.959	0.956	(0.003)
<b>TOTAL</b>	<b>12.814</b>	<b>12.779</b>	<b>(0.035)</b>

*(The final mill levy, certified by Johnson County in October 2012, is 12.769 mills, a 0.045 mill decrease.)*



7. Other revenues are estimated to grow at an average of 4% for 2013.
8. Based on prior years' experience, the delinquency rate used in the computation of property tax is estimated at 2%.

**EXPENDITURE ASSUMPTIONS:**

1. The 2013 operating budget is increasing by 4.4% from the adopted 2012 budgeted amount. In 2014-2017, an operating budget growth factor of approximately 3% each year 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 2013 dollars.
4. The interest rate for debt issued in 2013 is projected at 4.0%. There is no debt projected to be issued for the remainder of the 5-year planning horizon (2014-2017).

## **BUDGET DEVELOPMENT PROCESS**

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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 2011         | ❖ Planning for the 2013 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 2013 Budget.   |
| February 2012     | ❖ Public hearing regarding the proposed 2013-2017 Capital Improvements Program (CIP) is held in front of both the Planning Commission and the City Council.<br>❖ Preliminary assessed valuation information was received from the Johnson County Appraiser to establish the mill levy for the 2013 Budget.  |
| March 2012        | ❖ City Council adopted the 2013-2017 CIP for budget planning purposes.<br>❖ Departments developed budget requests based on the 2013 Budget Guidelines (guidelines can be found on page 1.38), as well as identified long and short term objectives  |
| April to May 2012 | ❖ Departments submitted budget requests for City Manager and Finance Department review.<br>❖ A Public Hearing for citizen input on the 2013 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.<br>❖ 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.<br>❖ City Manager's proposed 2013 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 2012  | ❖ City Manager's proposed 2013 Budget was presented to the Governing Body.<br>❖ Council Goal Area Committees met to review proposed budget.<br>❖ 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 2012       | ❖ Public Hearing to obtain citizen input on 2013 Budget.<br>❖ Governing Body adopted the 2013 Budget on August 20, 2012. 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, 2013   | ❖ The 2013 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 and Accounting Division 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 2013-2017 Capital Improvements Program listing all capital projects and capital outlay for the City during this period. The current 2013-2017 CIP totals \$82,957,000.

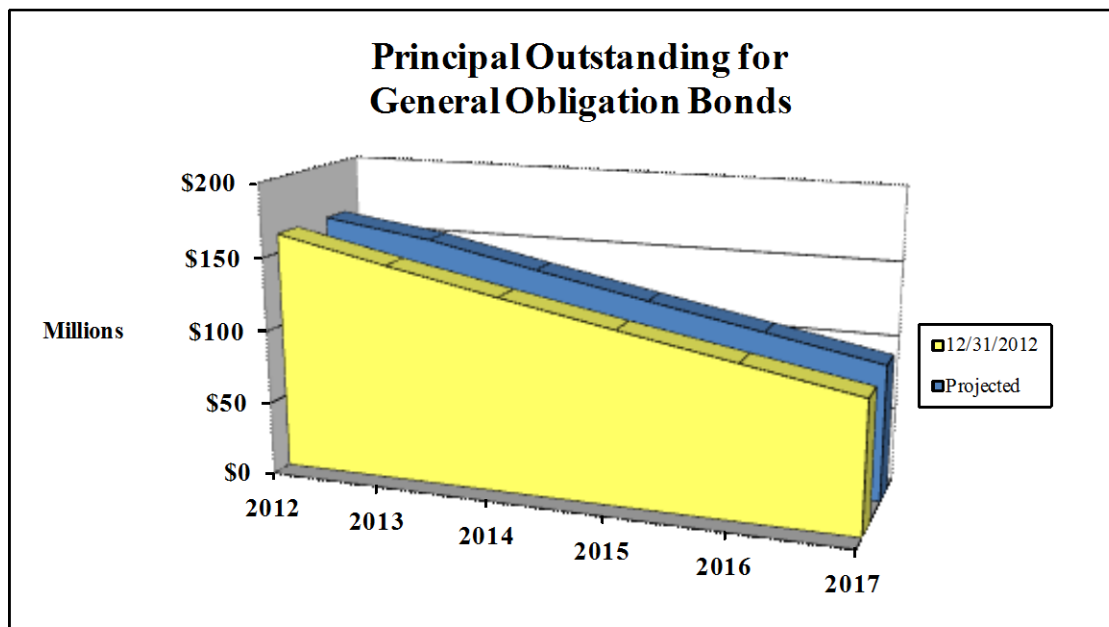
## DEBT SERVICE

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 use 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 debt to be issued through 2013. Information on specific projects to be bonded can be found beginning on page 7.19 of the Capital Improvements Program section. The 2013 adopted budget information presumed a 2012 bond issue of \$1,600,000. However this issue has been delayed until 2013, therefore actual debt issued in 2012 is \$0, and the 2013 bond issue has grown to \$5,435,000.

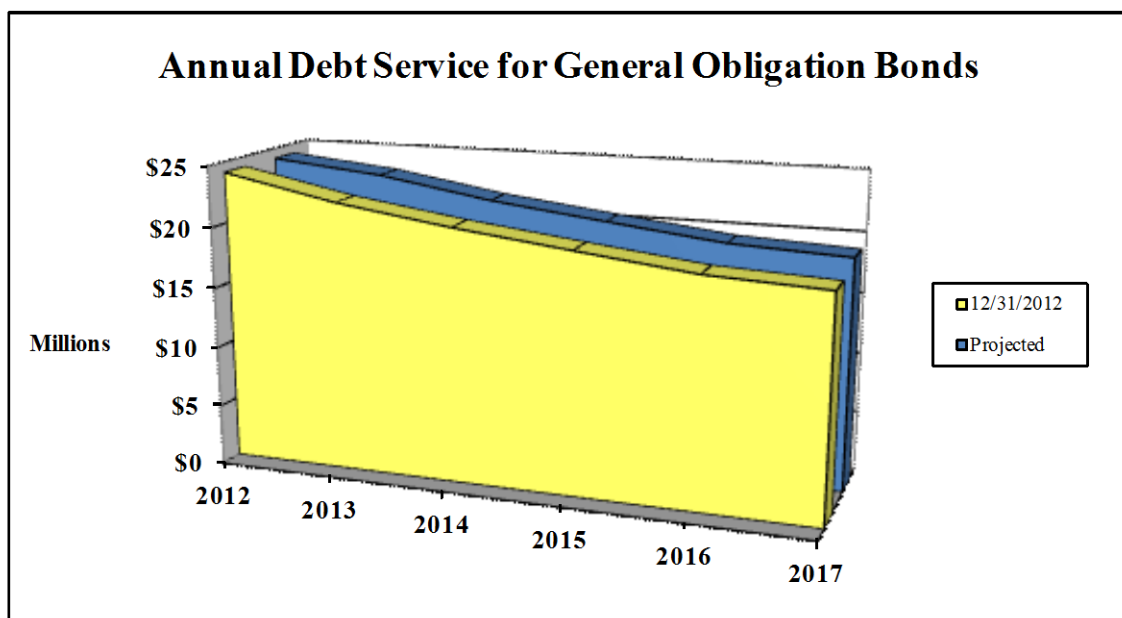
Projected General Obligation Bond Issue	
Year	Amount
2013	\$5,435,000
2014	\$0
2015	\$0
2016	\$0
2017	\$0

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



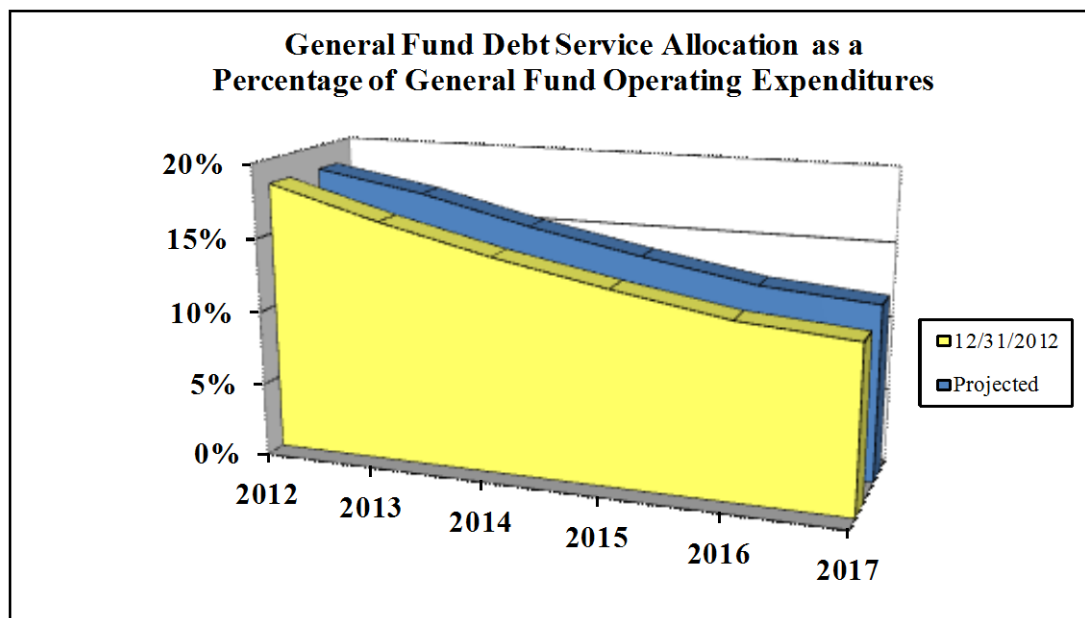
	2012	2013	2014	2015	2016	2017
<b>Projected</b>	\$162.6	\$151.9	\$136.1	\$121.0	\$106.5	\$91.9
<b>12/31/2012</b>	\$162.6	\$146.6	\$131.4	\$116.8	\$102.8	\$88.8

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



	2012	2013	2014	2015	2016	2017
<b>Projected</b>	\$24.1	\$23.2	\$21.6	\$20.5	\$19.4	\$19.0
<b>12/31/2012</b>	\$24.1	\$22.2	\$20.9	\$19.8	\$18.7	\$18.3

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 12/31/12 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.



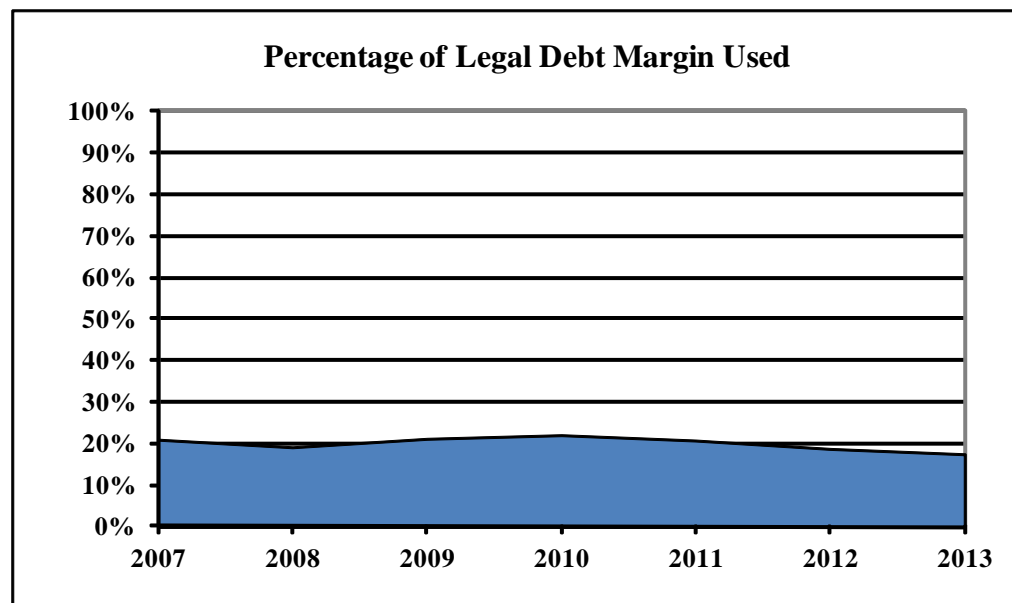
	2012	2013	2014	2015	2016	2017
<b>Projected</b>	18.4%	17.1%	15.3%	13.8%	12.5%	11.9%
<b>12/31/2012</b>	18.4%	16.3%	14.5%	13.1%	11.8%	11.2%

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 12/31/13)

Assessed Valuation	\$ 2,892,704,060 <sup>(1)</sup>
Legal Debt Limit	<u>867,811,218</u>
General Obligation Bonds	151,855,000
Temporary Notes	<u>-</u>
Total Debt Outstanding	<u>\$ 151,855,000</u>
Debt Margin	<u>\$ 715,956,218</u>

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



2007	2008	2009	2010	2011	2012	2013*
21.0%	19.2%	21.2%	22.1%	20.8%	18.8%	17.5%

\* 2013 is estimated.

# OUTSTANDING DEBT

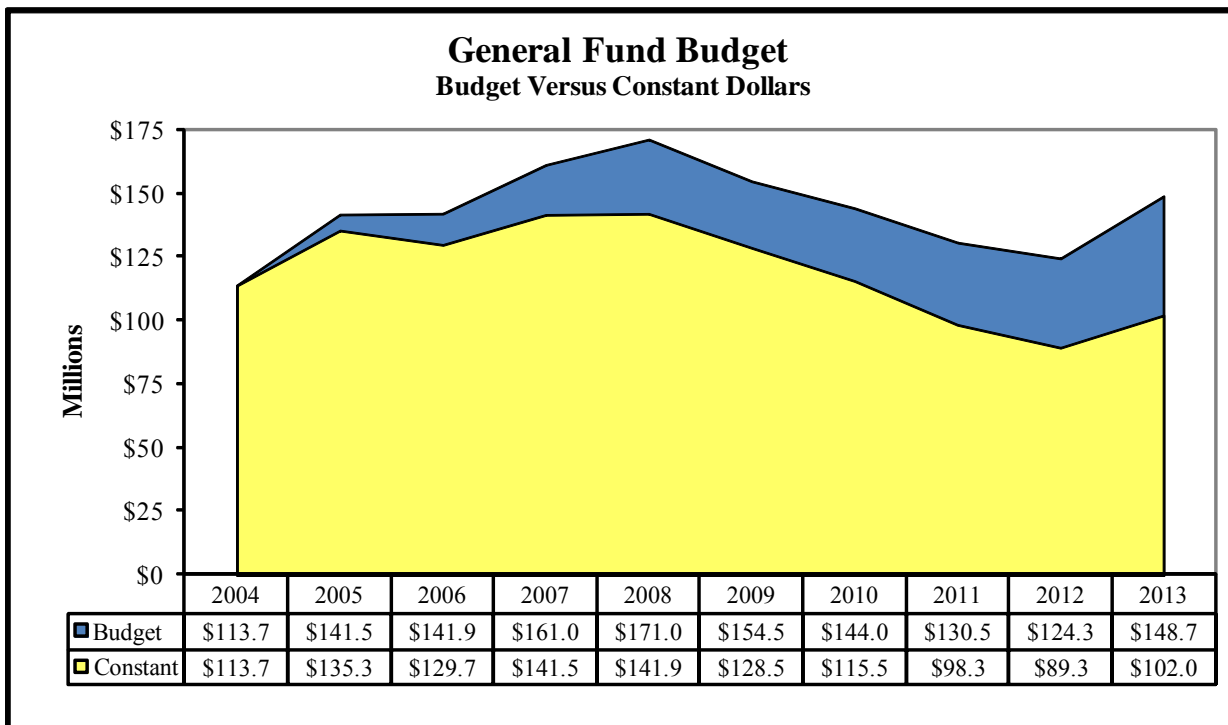
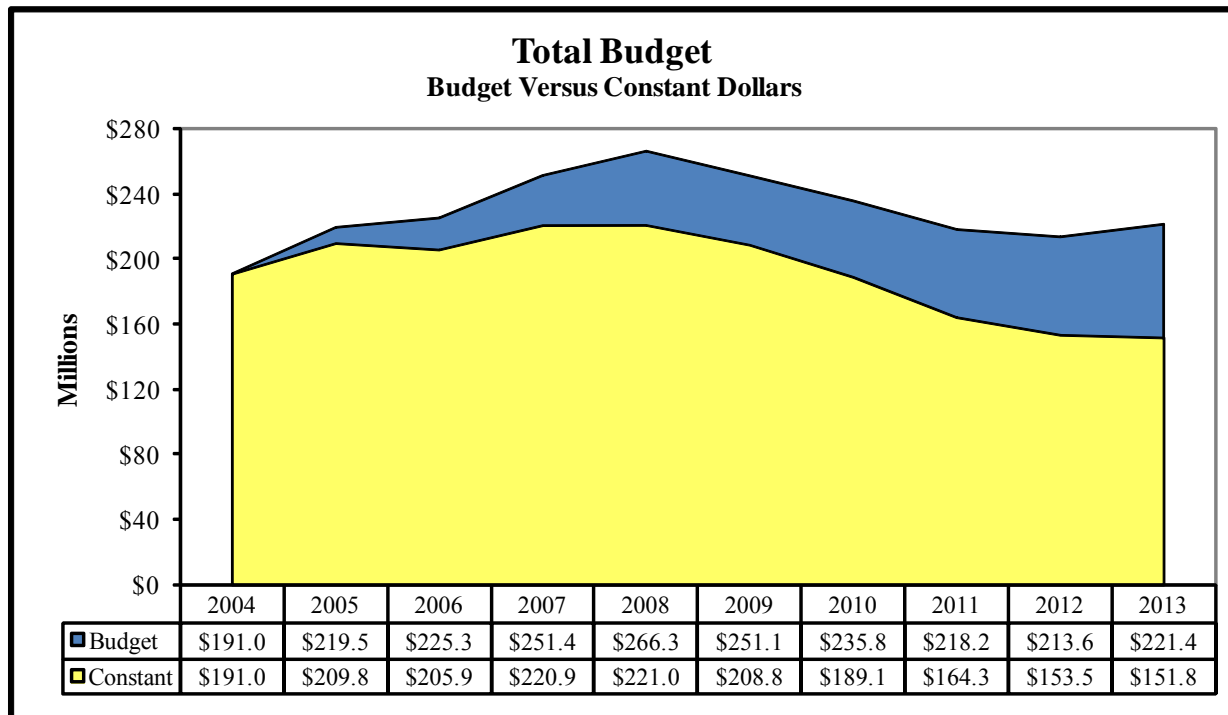
## Estimated as of January 1, 2013

	Date of Issue	Amount Issued	Estimated Amount Outstanding 1/1/2013	Principal Payment FY 2013	Interest Payment FY 2013	Date of Maturity
<b><u>General Obligation:</u></b>						
Storm Drainage	10/1/02	29,906	14,782	1,516	605	9/1/2022
Streets & Thoroughfare	10/1/02	2,337,247	1,155,218	118,484	47,319	9/1/2022
Public Facility	11/1/03	2,540,135	1,386,899	127,673	27,207	9/1/2023
Storm Drainage	11/1/03	130,000	70,978	6,534	1,393	9/1/2023
Streets & Thoroughfare	11/1/03	6,305,000	628,445	628,445	133,922	9/1/2013
Streets & Thoroughfare	11/1/03	6,114,865	3,338,678	307,348	65,496	9/1/2023
Public Facility	2/15/04	6,815,000	3,935,000	500,000	152,080	9/1/2019
Public Facility	11/1/04	5,892,998	2,670,000	460,000	100,850	9/1/2018
Parks & Rec	5/15/06	20,185,880	13,116,792	1,008,984	582,688	9/1/2025
Streets & Thoroughfare	5/15/06	6,164,725	1,841,910	613,970	78,282	9/1/2015
Streets & Thoroughfare	5/15/06	8,222,835	5,343,208	411,016	237,362	9/1/2025
Traffic Infrastructure	5/15/06	311,560	93,090	31,030	3,956	9/1/2015
Public Facility	11/15/06	44,680,000	42,385,000	1,330,000	1,846,363	9/1/2030
Parks & Rec	12/1/07	6,490,873	4,343,675	898,735	129,747	9/1/2017
Parks & Rec	12/1/07	34,965,000	25,120,000	1,500,000	1,098,969	9/1/2027
Public Facility	12/1/07	529,067	264,390	52,878	10,576	9/1/2017
Streets & Thoroughfare	12/1/07	20,645,060	10,316,935	2,063,387	412,678	9/1/2017
Streets & Thoroughfare	12/1/07	1,735,000	1,290,000	90,000	54,044	9/1/2027
Parks & Rec	9/10/09	4,013,280	2,815,851	402,300	76,437	9/1/2019
Parks & Rec	9/10/09	3,031,288	3,031,288	0	155,050	9/1/2029
Streets & Thoroughfare	9/10/09	18,531,720	13,004,149	1,857,700	352,963	9/1/2019
Streets & Thoroughfare	9/10/09	1,268,712	1,268,712	0	64,895	9/1/2029
Parks & Rec	10/13/09	82,071	4,862	4,862	146	9/1/2013
Parks & Rec - Golf*	10/13/09	355,090	21,036	21,036	631	9/1/2013
Public Facility	10/13/09	1,139,331	67,496	67,496	2,025	9/1/2013
Storm Drainage	10/13/09	35,228	2,087	2,087	63	9/1/2013
Streets & Thoroughfare	10/13/09	2,608,280	154,519	154,519	4,636	9/1/2013
Storm Drainage	9/16/10	1,223,889	979,112	122,389	19,735	9/1/2020
Streets & Thoroughfare	9/16/10	12,226,111	9,780,888	1,222,611	197,146	9/1/2020
Streets & Thoroughfare	6/1/11	8,753,078	7,640,000	850,000	199,450	9/1/2021
Streets & Thoroughfare	6/1/11	6,665,000	6,520,000	1,170,000	162,119	6/1/2024
<b>Total General Obligation Bonds</b>			<b>\$162,605,000</b>	<b>\$16,025,000</b>	<b>\$6,218,833</b>	
<b>Total Indebtedness</b>			<b>\$162,605,000</b>	<b>\$16,025,000</b>	<b>\$6,218,833</b>	

\*Payments related to the Golf Course are budgeted in the Golf Course Fund (an enterprise fund). All other payments are budgeted in the Bond and Interest Fund.

## BUDGET HISTORY

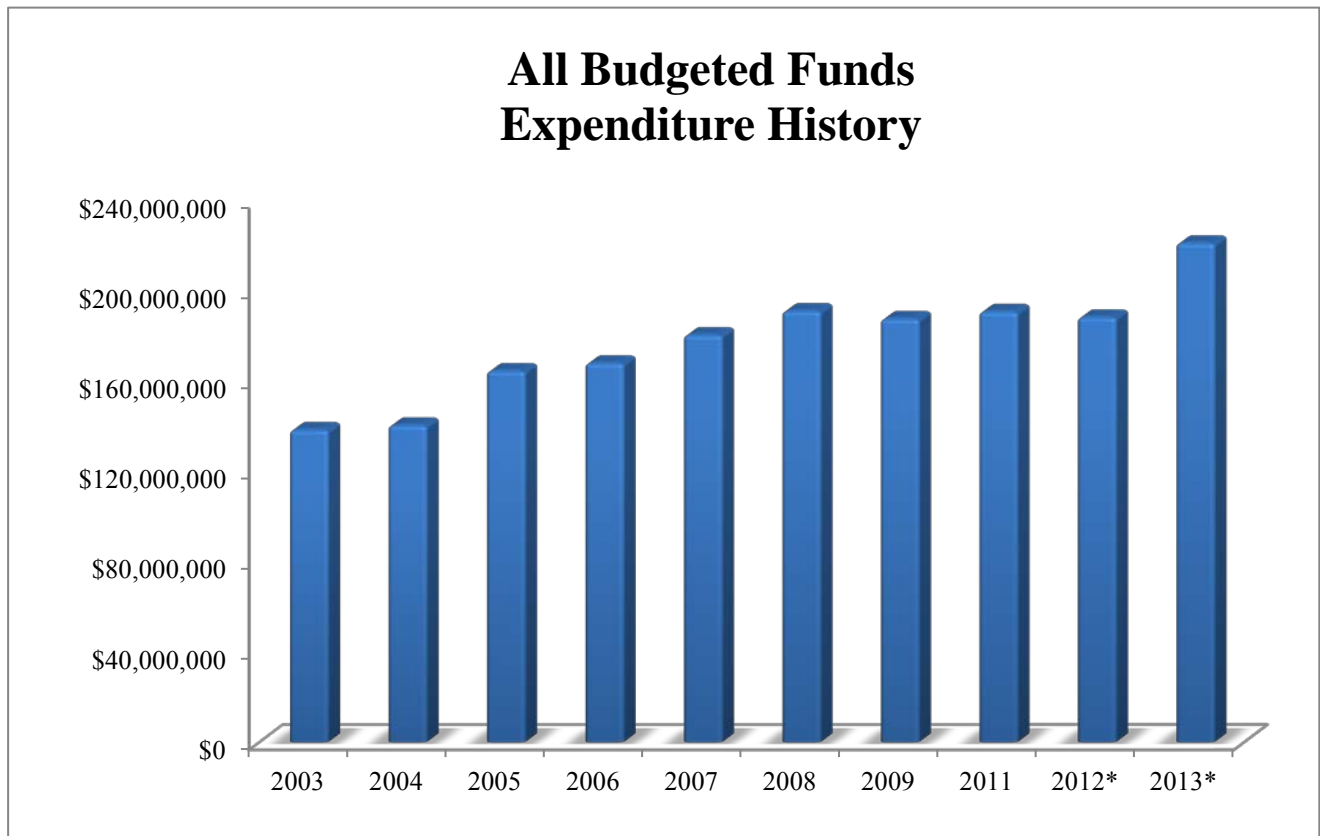
The information presented below depicts Overland Park's budget history on a total budget basis and general fund basis for the years 2004-2013. The top line of each graph indicates the budget in actual dollars while the lower line represents the same budget restated in dollars of constant 2004 purchasing 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**

<b><u>FUND</u></b>	<b><u>Actual 2011</u></b>	<b><u>Estimated 2012</u></b>	<b><u>Budgeted 2013</u></b>
General Fund	\$101,600,951	\$121,850,000	\$148,700,000
Bond and Interest	31,084,582	24,150,000	23,635,000
Business Improvement District	100,000	105,000	110,000
Fire Service Fund	19,653,224	0	0
Golf Course Fund	3,250,074	5,775,000	6,995,000
1/8-Cent Sales Tax for Street Improvements Fund	3,768,817	6,657,000	7,300,000
Soccer Operations Fund	1,165,050	1,165,000	1,450,000
Special Alcohol Control Fund	1,048,155	730,000	2,340,000
Special Parks and Recreation Fund	999,805	1,000,000	1,100,000
Special Street and Highway Fund	4,455,000	5,000,000	4,615,000
Stormwater Utility Fund	6,752,332	5,585,000	7,825,000
Tax Increment Financing Fund	30,941	235,000	350,000
Transient Guest Tax - Capital Improvements	6,361,716	6,390,000	6,650,000
Transient Guest Tax - Operating	1,555,833	1,745,000	1,880,000
Transient Guest Tax Fund	9,064,751	8,035,000	8,450,000
<b>Total Budgeted Funds</b>	<b>\$190,891,231</b>	<b>\$188,422,000</b>	<b>\$221,400,000</b>



\* 2012 figure is estimated expenditures. 2013 is budgeted expenditures.

## KEY COMPONENTS OF THE 2013 BUDGET

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The 2013 Budget continues Overland Park's commitment to providing high quality services, while safeguarding the long-term fiscal health of the City. The budget reflects a stable financial picture as the City slowly recovers from the prolonged economic recession.

### PRIORITY: BALANCED REVENUE AND EXPENDITURE STRUCTURE

- ◆ Stabilization of and Improvement to the City's Financial Position and Reserves

*The City's General Fund Balance on January 1, 2008, was \$63.6 million. Four years later, on January 1, 2012, the reserve balance had dropped to \$20.9 million. During this four-year time frame, the City was expending an average of \$10.7 million annually more than it was collecting in the General Fund.*

*The imbalance in revenue and expenditures was a result of several factors, the foremost of which was refunds of compensating use tax. During this time, the State of Kansas agreed to and processed refunds to businesses in Overland Park which resulted in the City issuing over \$29 million in use tax refunds. Without the issuance of these unforeseen compensating use refunds and related reductions in projected future revenues, the City's use of reserves would have been within manageable and planned levels.*

*In combination with these refunds, the economic recession and prolonged slow recovery resulted in diminished revenues. Assessed valuation and associated property tax revenue declined by 10% between 2009 and 2011. Between 2007 and 2010, City retail sales tax revenue contracted over 6%, while fee-based revenues declined 25% between 2008 and 2010.*

*Between 2008 and 2011, the City worked to address and stabilize the structural balance between current revenues and annual expenditures. The budgets for the City's largest operating funds (General and Fire) were reduced by 20%. Over 80 full-time positions were eliminated. Personnel compensation and benefits were modified. City services and programs were restructured and/or eliminated. Capital projects, equipment and major maintenance was delayed and cut. User fees were reviewed, implemented and increased.*

*However, by 2011 it was evident that the City's ability to reduce annual expenditures enough to balance with existing current revenues would not be achievable without extremely deep reductions in city-provided services and amenities which would likely result in a significant detrimental impact on Overland Park citizens' quality of life.*

*In order to balance annual expenditures with current revenues, the 2012 budget included an increase in the property tax rate resulting in \$10 million of additional property tax revenues. Due to this revenue enhancement, the City's annual current revenues and expenditures will be in balance in 2012. The projected December 31, 2012 fund balance is \$22.2 million, marking the first year since 2007 that current revenues are anticipated to exceed annual expenditures.*

*Balancing revenues and expenditures also lays the groundwork for the City to begin replenishment of its financial reserves. Consistent with the strategy outlined during the 2012 budget process and carried forward through development of the 2013-2017 five-year financial*

*plan, the 2013 budget accommodates moderate growth in the operating budget to allow for increased costs of goods and services, while resulting in slight growth in the ending reserve balance. This balance is projected to gradually improve through 2017, to 30.9% of annual operating expenses. This reserve level will in-line with the City's established reserve target.*

- ◆ Low Property Tax Rate 12.769 mills  
*The adopted 2013 budget maintains a stable property tax rate 12.769 mills, roughly equivalent to the 12.814 mills supporting the 2012 budget.*

*The City's property tax rate remains the lowest of any first class city in the state of Kansas. At 12.769 mills, the City's property tax rate is half to two-thirds lower than the rate of our surrounding communities which provide similar city services.*

#### PRIORITY: STRATEGIC REASSIGNMENT AND ENHANCEMENTS IN OPERATIONAL RESOURCES

- ◆ Operational Adjustments

*The 2013 budget has been developed in accordance with the financial parameters outlined as part of the City's 2013-2017 five-year financial plan. The 2013 budget holds General Fund operating expenditures to a moderate rate of growth. No new initiatives or programs are recommended. Key adjustments in the 2013 budget are consistent with the five-year financial plan, established in late 2011.*

##### ***Personal Services:***

*In order to react to the changing demands within the City's limited resources, the City has continued to systematically examine operations and focus on restructuring and making operational changes which can be achieved without elimination of services. As a result, the 2013 budget authorizes 1,004.17 full-time equivalent (FTE) positions, including 829 full-time and 175.17 FTE part-time positions. This is a 4.3 FTE increase from the 2012 budget, however still approximately 90 FTEs below the 2009 budgeted level.*

ALL FUNDS	2009 Budget		2010 Budget		2011 Budget		2012 Budget		2013 Budget	
	FT	PT	FT	PT	FT	PT	FT	PT	FT	PT
Mayor and Council	13	0.00	13	0.00	13	0.00	13	0.00	13	0.00
City Manager's Office	9	1.41	9	1.38	8	0.97	7	0.98	7	0.98
Information Technology	37	1.35	37	1.35	33	1.35	32	0.50	32	0.50
Municipal Court	28	1.32	28	1.32	26	1.32	25	1.32	25	1.76
Law	14	0.50	14	0.50	13	0.97	12	1.02	12	1.02
Finance	25	1.18	24	1.18	19	2.38	19	2.38	19	2.38
Human Resources	17	2.89	16	2.51	14	1.96	13	1.96	15	0.00
Police	317	19.71	316	18.95	308	18.34	300	17.46	303	18.54
Fire	158	0.75	158	0.75	155	0.75	154	0.75	154	0.75
Public Works	136	9.39	136	7.59	132	5.47	128	5.47	127	5.47
Park Services	29	16.00	29	16.37	26	16.39	26	16.39	27	18.63
Recreation Services	40	123.02	37	109.41	29	117.49	30	122.66	28	122.69
Planning	87	5.96	84	5.16	68	2.95	67	2.95	67	2.45
<b>TOTAL</b>	910	183.48	901	166.47	844	170.35	826	173.84	829	175.17

*Changes in personnel are the result of reassignment of personnel and strategic adjustments in personnel resources. The net result of all personnel changes is an increase of 4.3 full-time equivalent employees, which includes 3 full-time and 1.3 part-time FTE employees.*

- Positions which became vacant have been assessed and reassigned as needed. Four full-time positions and 2.46 part-time positions have been reassigned elsewhere in the organization as part of the 2013 budget.*
- The number of full-time personnel has increased by three as the result of the programmed addition of three full-time police officers in the areas of Career Criminals and Narcotics. This addition is consistent with the five-year plan established during development of the 2012 budget.*
- Part-time positions in the Police, Municipal Court and Park Services departments have been added. The part-time Park Services positions will be funded through the implementation of new user fees at the Overland Park Arboretum. The net increase in FTE part-time positions is 1.4, which includes 3.76 positions added, less 2.46 positions eliminated.*

*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 2013 includes salary adjustments for employees of 2%. This will be the first year since 2008 with significant wage increases; employee compensation adjustments have been eliminated or at reduced levels in 2009, 2010, 2011 and 2012. This compensation package will include full step increases for eligible public safety employees and a market and merit package for non-step employees.*

*Further program revisions to personnel benefits have been made. Health insurance continues to be restructured to a consumer-drive plan which requires additional financial participation and health management participation by employees.*

***Commodities and Contractual Services:***

*The 2013 budget includes strategic increases in some department operating budgets for commodities and contractual services. The increases are primarily due to significant increases in energy costs, specifically electricity for the City's traffic management system and public facilities. Other increases are for fuel costs for those departments with large vehicle and equipment fleets.*

***Equipment Investment:***

*The 2013 budget increases investment in operating capital equipment by \$600,000 to an annual amount of \$1.8 million. Areas of emphasis are in Public Safety, Public Works, Parks, Recreation and Information Technology. Equipment replacement had been limited to the most critical of replacement needs since 2008.*

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

◆ 2013 Capital Projects \$20,398,000

*The City continues investing in infrastructure improvements. In 2013, \$20,398,000 of capital improvements are planned. Of this amount, \$8.9 million of projects are financed through city resources, while the remaining \$11.5 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 2013 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.*

◆ 2013 Maintenance Program \$12,195,000

*The City's infrastructure maintenance program is funded at \$12,195,000 in 2013. This is an increase of \$1.1 million from the 2012 budget level, including an additional \$850,000 for street maintenance. The 2013 budget for infrastructure maintenance is consistent with the City's five-year strategic plan to enhance funding for maintenance, an area which was cut significantly in the last five years due to budgetary constraints.*

*As part of the five-year financial plan adopted in 2012, the City anticipates increasing infrastructure maintenance funding by \$850,000 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.*

## ENHANCEMENTS

**PRIORITY: PROVIDING QUALITY PUBLIC SAFETY AND SAFE NEIGHBORHOODS**

◆ Addition of Three Police Officers \$233,383

*Three additional full-time police officer positions are included in the 2013 Budget. These positions will be assigned to the areas of Career Criminals and Narcotics. These additions will help address increased demands in the areas of neighborhood crime suppression, gangs and drug enforcement.*

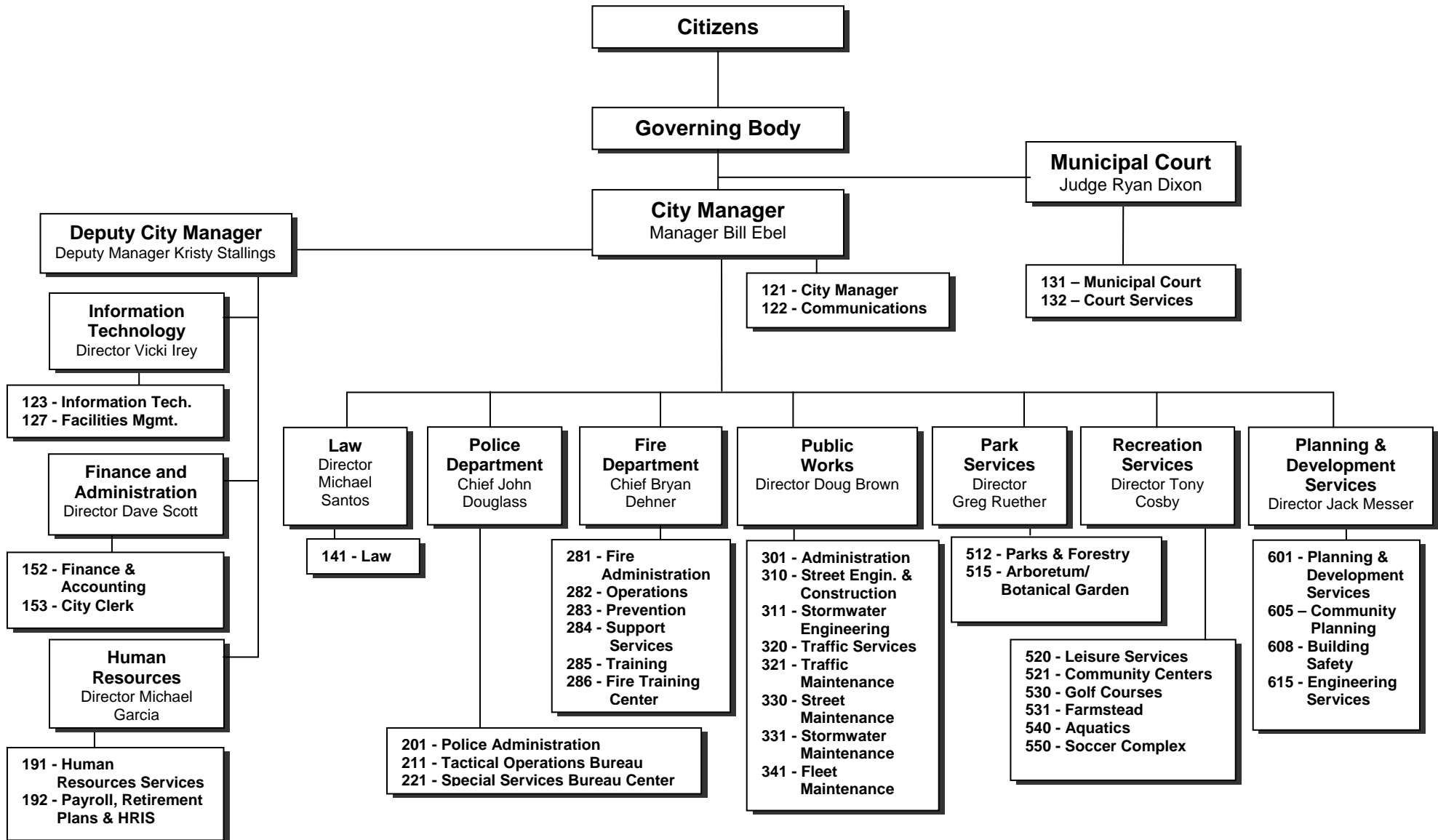
◆ Overland Park Arboretum and Botanical Gardens Operations and Staffing \$170,233

*Beginning in 2013, the City is implementing an entrance fee at the 300-acre Overland Park Arboretum and Botanical Gardens. Over \$300,000 of revenue is anticipated to be generated in 2013. \$170,233 of enhanced funding is included in the 2013 budget which supports annual ongoing costs of \$66,000 including personnel, commodities and contractual services. The remaining one-time costs of \$104,000 is for facility improvements and software/hardware to allow implementation of the fee.*

# CITY OF OVERLAND PARK

## Organizational Chart

Includes Cost Center Numbers



# 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 &amp; Council</i> 111 Mayor & Council  <i>City Manager's Office</i> 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 &amp; 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	<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 &amp; Recreation</i> 512 Parks & Forestry 515 Arboretum Botanical Gardens 520 Leisure Services 521 Community Centers 530 Golf Courses 531 Deanna Rose Children's Farmstead 540 Aquatics 550 Soccer Complex  <i>Planning &amp; 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>	2011 Budget		2012 Budget		Changes since 2012 Budget		Changes for 2013 Budget		2013 Budget	
Goal Area	FT	PT*	FT	PT*	FT	PT*	FT	PT*	FT	PT*
Finance, Administration & Econ. Dev.	126	8.96	121	8.16	2	-1.52	0	0	123	6.64
Public Safety	463	19.09	454	18.21	0	0	3	1.08	457	19.29
Public Works	132	5.47	128	5.47	-1	0	0	0	127	5.47
Community Development	123	136.83	123	142.00	-1	-0.5	0	2.24	122	143.77
<b>TOTAL</b>	<b>844</b>	<b>170.35</b>	<b>826</b>	<b>173.84</b>	<b>0</b>	<b>-2.02</b>	<b>3</b>	<b>3.32</b>	<b>829</b>	<b>175.17</b>

**PERSONNEL SUMMARY BY DEPARTMENT**

<u>ALL FUNDS</u>	2011 Budget		2012 Budget		Changes since 2012 Budget		Changes for 2013 Budget		2013 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	8	0.97	7	0.98	0	0	0	0	7	0.98
Information Technology	33	1.35	32	0.50	0	0	0	0	32	0.50
Municipal Court	26	1.32	25	1.32	0	0.44	0	0	25	1.76
Law	13	0.97	12	1.02	0	0	0	0	12	1.02
Finance, Budget and Administration	19	2.38	19	2.38	0	0	0	0	19	2.38
Human Resources	14	1.96	13	1.96	2	-1.96	0	0	15	0.00
Police	308	18.34	300	17.46	0	0	3	1.08	303	18.54
Fire	155	0.75	154	0.75	0	0	0	0	154	0.75
Public Works	132	5.47	128	5.47	-1	0	0	0	127	5.47
Park Services	26	16.39	26	16.39	1	0	0	2.24	27	18.63
Recreation Services	29	117.49	30	122.66	-2	0	0	0	28	122.69
Planning and Development Services	68	2.95	67	2.95	0	-0.5	0	0	67	2.45
<b>TOTAL</b>	<b>844</b>	<b>170.35</b>	<b>826</b>	<b>173.84</b>	<b>0</b>	<b>-2.02</b>	<b>3</b>	<b>3.32</b>	<b>829</b>	<b>175.17</b>

**PERSONNEL SCHEDULE BY COST CENTER**

	2011 Budget		2012 Budget		Changes since 2012 Budget		Changes for 2013 Budget		2013 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*
<b>FINANCE AND ADMINISTRATION GOAL AREA</b>										
<b>City Manager's Office</b>										
Mayor and Council	13	0.00	13	0.00					13	0.00
City Manager	6	0.00	5	0.00					5	0.00
Communications	2	0.98	2	0.98					2	0.98
<b>City Manager's Office</b>	<b>21</b>	<b>0.97</b>	<b>20</b>	<b>0.98</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>20</b>	<b>0.98</b>
<b>Information Technology</b>										
Information Technology	22	1.35	21	0.50					21	0.50
Facilities Management	11	0.00	11	0.00					11	0.00
<b>Information Technology</b>	<b>33</b>	<b>1.35</b>	<b>32</b>	<b>0.50</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>32</b>	<b>0.50</b>
<b>Municipal Court</b>										
Municipal Court	20	1.32	19	1.32		0.44			19	1.76
Court Services	5	0.00	5	0.00					5	0.00
<b>Municipal Court</b>	<b>25</b>	<b>1.32</b>	<b>24</b>	<b>1.32</b>	<b>0</b>	<b>0.44</b>	<b>0</b>	<b>0.00</b>	<b>24</b>	<b>1.76</b>
<b>Law</b>										
Law	13	0.97	12	1.02					12	1.02
<b>Law</b>	<b>13</b>	<b>0.97</b>	<b>12</b>	<b>1.02</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>12</b>	<b>1.02</b>



**PERSONNEL SCHEDULE BY FTE, CONTINUED**

	2011 Budget		2012 Budget		Changes since 2012 Budget		Changes for 2013 Budget		2013 Budget	
<b>GENERAL FUND</b>	General Fund		General Fund		General Fund		General Fund		General Fund	
Goal Area/Cost Center	FT	PT*	FT	PT*	FT	PT*	FT	PT*	FT	PT*
<b>Finance, Budget and Admin.</b>										
Finance and Accounting	12	1.60	12	1.60					12	1.60
City Clerk	7	0.78	7	0.78					7	0.78
<b>Finance, Budget and Admin.</b>	19	2.38	19	2.38	0	0.00	0	0.00	19	2.38
<b>Human Resources</b>										
Human Resources	8	1.96	7	1.96	4 <sup>2,3</sup>	-1.96 <sup>2</sup>			11	0.00
Payroll	6	0.00	6	0.00	-2 <sup>3</sup>				4	0.00
<b>Human Resource</b>	14	1.96	13	1.96	2	-1.96	0	0.00	15	0.00
<b>FINANCE AND ADMINISTRATION</b>	125	8.96	120	8.16	2	-1.52	0	0	122	6.64
<b>PUBLIC SAFETY GOAL AREA</b>										
<b>Police Department</b>										
Police Administration	3	0.88	5	0.00	17 <sup>4</sup>				22	0.00
Tactical Operations Bureau	182	2.15	190	15.49			1.08 <sup>11</sup>		190	16.57
Special Services Bureau	94	1.97	104	1.97	-17 <sup>4</sup>		3 <sup>12</sup>		90	1.97
Administration Bureau	24	13.34	0	0.00					0	0.00
<b>Police Department</b>	303	18.34	299	17.46	0	0.00	3	1.08	302	18.54
<b>Fire Department**</b>										
Fire Administration					7 <sup>5</sup>				7	0.00
Fire Operations					135 <sup>5</sup>				135	0.00
Fire Prevention					6 <sup>5</sup>				6	0.00
Fire Support Services					0 <sup>5</sup>	0.75 <sup>5</sup>			0	0.75
Fire Training					6 <sup>5</sup>				6	0.00
<b>Fire Department</b>	0	0.00	0	0.00	154	0.75	0	0.00	154	0.75
<b>PUBLIC SAFETY</b>	303	18.34	299	17.46	154	0.75	3	1.08	456	19.29
<b>PUBLIC WORKS GOAL AREA</b>										
<b>Public Works Department</b>										
Public Works Administration	12	0.00	11	0.00					11	0.00
Street Engineering	23	1.42	22	1.42	-1 <sup>6</sup>				21	1.42
Traffic Services	13	0.00	13	0.00					13	0.00
Traffic Maintenance	17	0.00	16	0.00					16	0.00
Street Maintenance	42	2.22	42	2.22			-7 <sup>13</sup>		35	2.22
Fleet Maintenance	0	0.00	0	0.00			7 <sup>13</sup>		7	0.48
<b>Public Works</b>	107	3.64	104	3.64	-1	0.00	0	0.00	103	4.12
<b>PUBLIC WORKS</b>	107	3.64	104	3.64	-1	0.00	0	0.00	103	4.12
<b>COMMUNITY DEVELOPMENT GOAL AREA</b>										
<b>Park Services</b>										
Parks and Forestry	22	7.72	22	7.31	1 <sup>6</sup>				23	7.31
Arboretum	4	8.67	4	9.08			2.24 <sup>14</sup>		4	11.32
<b>Park Services</b>	26	16.39	26	16.39	1	0.00	0	2.24	27	18.63
<b>Recreation Services</b>										
Leisure Services	5	0.57	5	1.15			1 <sup>15</sup>		6	1.08
Community Centers	3	44.12	3	44.61					3	44.66
Arts Commission	1	0.00	1	0.00			-1 <sup>15</sup>		0	0.00
Farmstead	4	18.00	5	23.80					5	23.85
Aquatics	1	36.55	1	35.27					1	35.27
<b>Recreation Services</b>	14	99.24	15	104.83	0	0.00	0	0.00	15	104.86

**PERSONNEL SCHEDULE BY FTE, CONTINUED**

	2011 Budget		2012 Budget		Changes since 2012 Budget		Changes for 2013 Budget		2013 Budget	
<b><u>GENERAL FUND</u></b>	General Fund		General Fund		General Fund		General Fund		General Fund	
Goal Area/Cost Center	FT	PT*	FT	PT*	FT	PT*	FT	PT*	FT	PT*
<b>Planning and Development Services</b>										
Planning and Development	17	0.67	17	0.65					17	0.65
Community Planning	18	1.18	18	1.20	-1 <sup>7</sup>				17	1.20
Building Safety	20	1.10	20	1.10	1 <sup>7</sup>	-0.50 <sup>7</sup>			21	0.60
Engineering Services	10	0.00	9	0.00					9	0.00
<b>Planning and Development Services</b>	65	2.95	64	2.95	0	-0.50	0	0.00	64	2.45
<b>COMMUNITY DEVELOPMENT</b>	105	118.58	105	124.17	1	-0.50	0	2.24	106	125.94
<b>TOTAL - General Fund</b>	<b>640</b>	<b>149.52</b>	<b>628</b>	<b>153.43</b>	<b>156</b>	<b>-1.27</b>	<b>3</b>	<b>3.32</b>	<b>787</b>	<b>155.99</b>

	2011 Budget		2012 Budget		Changes since 2012 Budget		Changes for 2013 Budget		2013 Budget	
<b><u>FIRE SERVICE FUND**</u></b>	Fire Fund		Fire Fund		Fire Fund		Fire Fund		General Fund	
Goal Area/Cost Center	FT	PT*	FT	PT*	FT	PT*	FT	PT*	FT	PT*
<b>PUBLIC SAFETY GOAL AREA</b>										
<b>Fire Department**</b>										
Fire Administration	6	0.00	6	0.00	-6 <sup>5</sup>				0	0.00
Fire Operations	135	0.00	135	0.00	-135 <sup>5</sup>				0	0.00
Fire Prevention	8	0.00	7	0.00	-7 <sup>5</sup>				0	0.00
Fire Support Services	0	0.75	0	0.75	0 <sup>5</sup>	-0.75 <sup>5</sup>			0	0.00
Fire Training	6	0.00	6	0.00	-6 <sup>5</sup>				0	0.00
<b>Fire Department</b>	155	0.75	154	0.75	-154	-0.75	0	0.00	0	0.00
<b>PUBLIC SAFETY- Fire Service Fund</b>	155	0.75	154	0.75	-154	-0.75	0	0.00	0	0.00

	2011 Budget		2012 Budget		Changes since 2012 Budget		Changes for 2013 Budget		2013 Budget	
<b><u>SPECIAL ALCOHOL FUND</u></b>	Alcohol Fund		Alcohol Fund		Alcohol Fund		Alcohol Fund		Alcohol Fund	
Goal Area/Cost Center	FT	PT*	FT	PT*	FT	PT*	FT	PT*	FT	PT*
<b>PUBLIC SAFETY GOAL AREA</b>										
<b>Police Department</b>										
DARE (Tactical Operations Bureau)	4	0.00	0	0.00					0	0.00
<b>Police Department</b>	4	0.00	0	0.00	0	0.00	0	0.00	0	0.00
<b>PUBLIC SAFETY - Sp. Alcohol Fund</b>	4	0.00	0	0.00	0	0.00	0	0.00	0	0.00

	2011 Budget		2012 Budget		Changes since 2012 Budget		Changes for 2013 Budget		2013 Budget	
<b><u>STORMWATER UTILITY</u></b>	Stormwater Fund		Stormwater Fund		Stormwater Fund		Stormwater Fund		Stormwater Fund	
Goal Area/Cost Center	FT	PT*	FT	PT*	FT	PT*	FT	PT*	FT	PT*
<b>PUBLIC WORKS GOAL AREA</b>										
<b>Public Works Department</b>										
Stormwater Engineering	7	0.00	6	0.00					6	0.00
Stormwater Maintenance	18	1.83	18	1.83					18	1.35
<b>Public Works</b>	25	1.83	24	1.83	0	0.00	0	0.00	24	1.35
<b>COMMUNITY DEVELOPMENT GOAL AREA</b>										
<b>Planning and Development Services</b>										
Engineering Services	2	0.00	2	0.00					2	0.00
<b>Planning and Development Services</b>	2	0.00	2	0.00	0	0.00	0	0.00	2	0.00
<b>TOTAL - Stormwater Fund</b>	<b>27</b>	<b>1.83</b>	<b>26</b>	<b>1.83</b>	<b>0</b>	<b>0.00</b>	<b>0</b>	<b>0.00</b>	<b>26</b>	<b>1.35</b>

**PERSONNEL SCHEDULE BY FTE, CONTINUED**

	2011 Budget		2012 Budget		Changes since 2012 Budget	Changes for 2013 Budget	2013 Budget	
<b>GOLF COURSE FUND</b>	<b>Golf Fund</b>		<b>Golf Fund</b>		<b>Golf Fund</b>	<b>Golf Fund</b>	<b>Golf Fund</b>	
Goal Area/Cost Center	FT	PT*	FT	PT*	FT	PT*	FT	PT*
<b>COMMUNITY DEVELOPMENT GOAL AREA</b>								
<b>Parks and Recreation</b>								
Golf Course Administration	13	8.94	13	8.56	-11 <sup>8, 9, 10</sup>		2	0.77
St. Andrews Golf Course	0	0.00	0	0.00	3 <sup>9</sup>		3	3.08
Skyles/Lady Golf Course	0	0.00	0	0.00	6 <sup>10</sup>		6	4.62
<b>Parks and Recreation</b>	13	8.94	13	8.56	-2	0.00	11	8.47
<b>COMMUNITY DEVELOPMENT - Golf</b>	13	8.94	13	8.56	-2	0.00	11	8.47

	2011 Budget		2012 Budget		Changes since 2012 Budget	Changes for 2013 Budget	2013 Budget	
<b>SOCCER OPERATIONS</b>	<b>TGT Funds</b>		<b>TGT Funds</b>		<b>TGT Funds</b>	<b>TGT Funds</b>	<b>TGT Funds</b>	
Goal Area/Cost Center	FT	PT*	FT	PT*	FT	PT*	FT	PT*
<b>COMMUNITY DEVELOPMENT GOAL AREA</b>								
<b>Parks and Recreation</b>								
Soccer Complex	2	9.31	2	9.27			2	9.36
<b>Parks and Recreation</b>	2	9.31	2	9.27	0	0.00	2	9.36
<b>COMMUNITY DEVELOPMENT - Soccer</b>	2	9.31	2	9.27	0	0.00	2	9.36

	2011 Budget		2012 Budget		Changes since 2012 Budget	Changes for 2013 Budget	2013 Budget	
<b>INTERGOVERNMENTAL</b>	<b>TGT Funds</b>		<b>TGT Funds</b>		<b>TGT Funds</b>	<b>TGT Funds</b>	<b>TGT Funds</b>	
Goal Area/Cost Center	FT	PT*	FT	PT*	FT	PT*	FT	PT*
<b>FAED GOAL AREA</b>								
<b>Municipal Court</b>								
ADSAP (Court Services)	1	0.00	1	0.00			1	0.00
<b>Municipal Court</b>	1	0.00	1	0.00	0	0.00	1	0.00
<b>PUBLIC SAFETY GOAL AREA</b>								
<b>Police Department</b>								
Mid-American Regional Council's Terrorism	1	0.00	1	0.00			1	0.00
<b>Police Department</b>	1	0.00	1	0.00	0	0.00	1	0.00
<b>COMMUNITY DEVELOPMENT GOAL AREA</b>								
<b>Planning and Development Services</b>								
Community Development Block Grant	1	0.00	1	0.00			1	0.00
<b>Planning and Development Services</b>	1	0.00	1	0.00	0	0.00	1	0.00
<b>TOTAL - Intergovernmental Funding</b>	3	0.00	3	0.00	0	0.00	3	0.00

<b>TOTAL - All Funds</b>	<b>844</b>	<b>170.35</b>	<b>826</b>	<b>173.84</b>	<b>0</b>	<b>-2.02</b>	<b>3</b>	<b>3.32</b>	<b>829</b>	<b>175.17</b>
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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.

\*\*Beginning with the 2013 Budget, all Fire Department positions have been transferred from the Fire Service Fund to the General Fund.

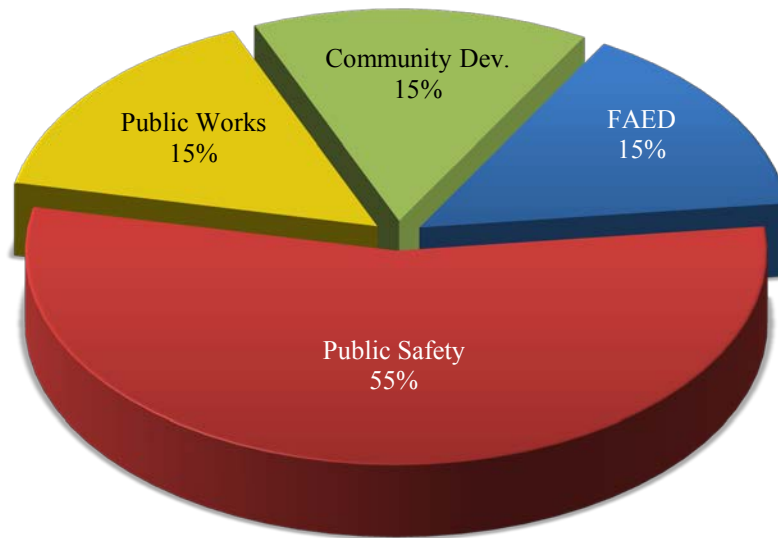
### Personnel adjustments made to 2012 from those reported in the 2012 Budget include:

- 1 Addition of part-time Court Clerk in Community Services program.
- 2 Converted two contract positions to full-time: Safety & Loss Prevention Administrator and Training & Development Specialist
- 3 Transferred two full-time positions from Payroll cost center to Human Resources cost center.
- 4 Police Department reassigned positions among Bureaus due to reorganization.
- 5 As of Jan. 1, 2012, the Fire Service Fund was combined into the General Fund. All positions were transferred to the General Fund.
- 6 Converted Public Works Sr. Civil Engineer position into Parks Project Manager position.
- 7 Converted Sr. Planner to Multidisciplined Inspector, moved from Community Planning to Building Inspection. Eliminated Part-Time (.5 FTE) Multidisciplined Inspector.
- 8 Eliminated two full-time positions: Golf Course Attendants.
- 9 Transferred three full-time positions from Golf Course Administration to new cost center, St. Andrews Golf Course
- 10 Transferred six full-time positions from Golf Course Administration cost center to new cost center, Skyes/Lady Golf Course

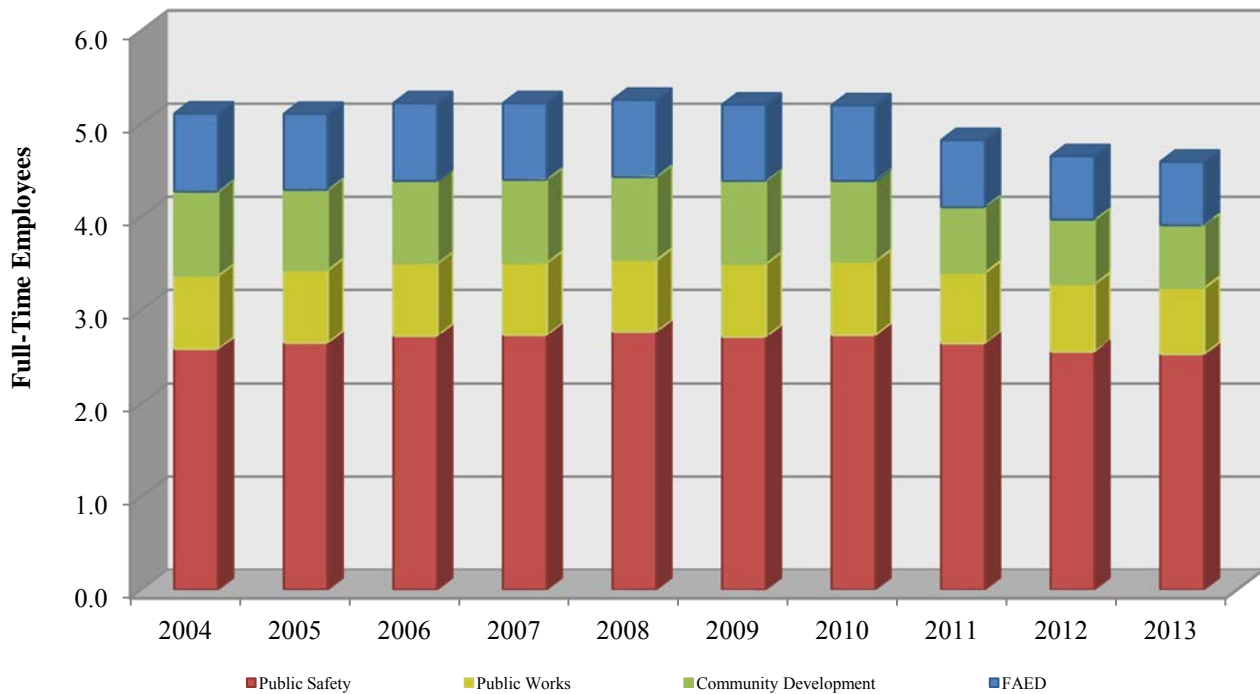
### Personnel Adjustments in the 2013 Budget include:

- 11 Added part-time Crossing Guard positions
- 12 Added three full-time Police Officer positions
- 13 Transferred seven full-time positions from the Street Maintenance cost center to the new Fleet Maintenance cost center.
- 14 Added part-time Arboretum Attendants due to implementation of entrance fee.
- 15 Converted Arts Coordinator to Recreation Supervisor; transferred from Arts cost center to Leisure Services cost center.

### 2013 Budget Full-Time Employees by Goal Area



### Full-Time Employees Per Thousand Population by Goal Area



## PERFORMANCE MEASUREMENT INITIATIVE

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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 2013 Budget document: select performance measures, program and purpose statements, goals for 2013 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. 2011 performance results, 2012 projections and 2013 targets are reported in the 2013 Budget document.

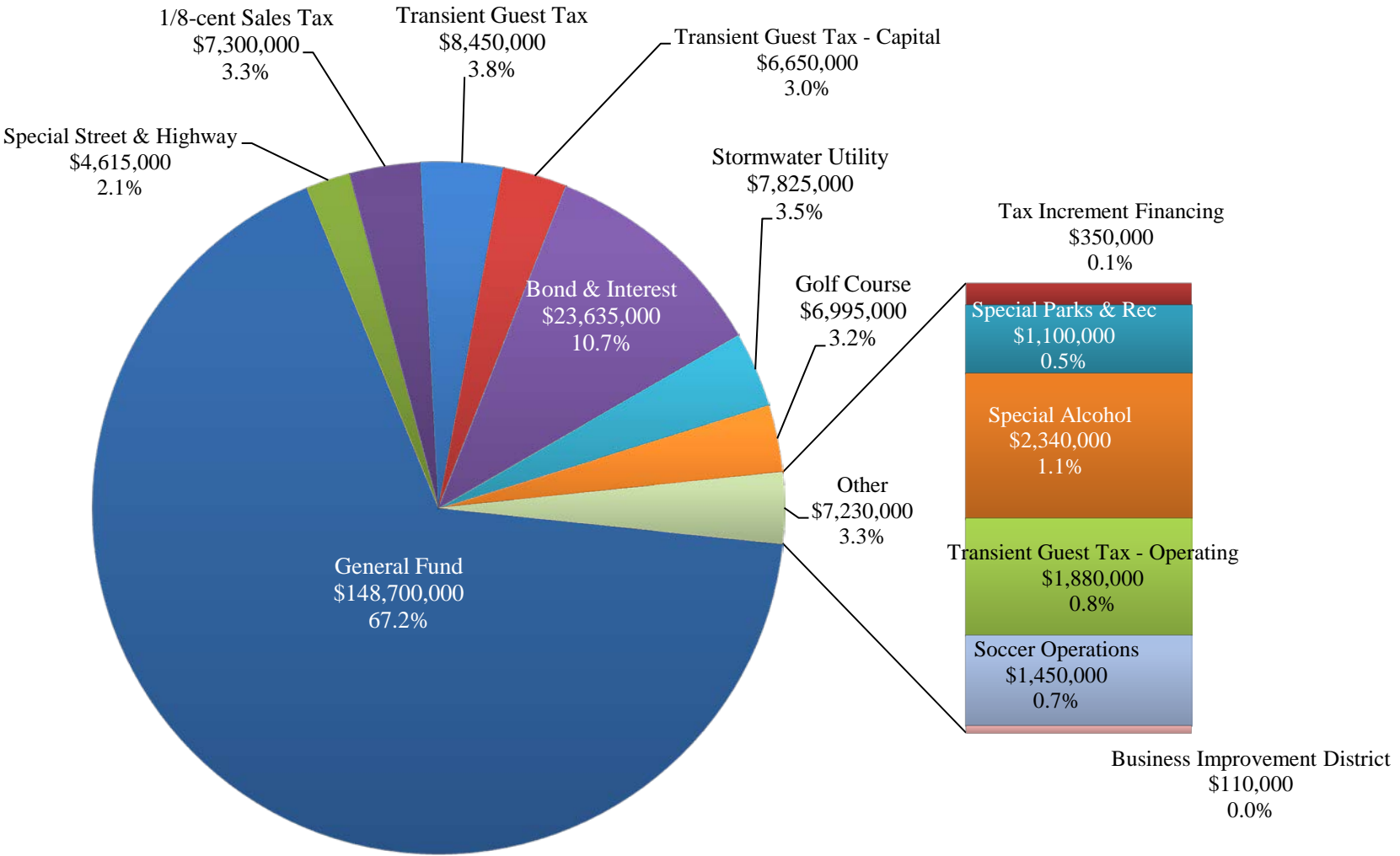
The performance measurement information included in the budget document represents selected key measures for each department. This information is by no means the full extent of our performance measurement system. Departments and supporting divisions continue to gather and evaluate other performance-related 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 2013 - 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.

# 2013 BUDGETED FUNDS



2013 Budget = \$221,400,000

# CITY OF OVERLAND PARK SUMMARY OF THE 2013 BUDGET

<b>BUDGETED REVENUES</b>	<b>General Fund</b>	<b>Special St. &amp; Highway</b>	<b>1/8-Cent for Street Improv.</b>	<b>Special Parks &amp; Recreation</b>	<b>Special Alcohol Control</b>	<b>Transient Guest Tax</b>		
						<b>Operating</b>	<b>Capital Improvements</b>	<b>TGT Fund</b>
County Collected and Distributed	\$34,148,000							
State Collected - County Distributed	-							
State Collected and Distributed Grant Revenue	62,952,160	4,500,000	5,498,000	1,000,000	1,000,000			8,445,400
City Collected Revenue	28,959,840	5,000	12,000	5,000	5,000	3,245	257,025	4,600
<b>Total Current Revenue</b>	<b>126,060,000</b>	<b>4,505,000</b>	<b>5,510,000</b>	<b>1,005,000</b>	<b>1,005,000</b>	<b>3,245</b>	<b>257,025</b>	<b>8,450,000</b>
Transfers	440,000					1,876,755	6,392,975	
Resources From Prior Year	22,200,000	110,000	1,790,000	95,000	1,335,000	0	0	0
<b>Total Revenues</b>	<b>\$148,700,000</b>	<b>\$4,615,000</b>	<b>\$7,300,000</b>	<b>\$1,100,000</b>	<b>\$2,340,000</b>	<b>\$1,880,000</b>	<b>\$6,650,000</b>	<b>\$8,450,000</b>

## **BUDGETED EXPENDITURES**

### **BY GOAL AREA**

Finance & Administration	\$17,132,566	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Public Safety	49,315,799	0	0	0	0	0	0	0
Public Works	12,848,113	0	0	0	0	0	0	0
Community Development	16,659,542	0	0	0	0	0	0	0
	95,956,020	0	0	0	0	0	0	0
Contracts with outside agencies	1,873,980	0	0	0	775,000	1,876,755	225,000	0
Maintenance	4,100,000	4,500,000	1,000,000	525,000	0	0	0	0
Debt Service	0	0	0	0	0	0	0	5,630,270
Capital Improvements	0	0	3,309,000	225,000	0	0	0	0
Citywide Contingency	3,400,000	115,000	0	0	1,565,000	3,245	312,545	0
Transfers	43,370,000	0	2,991,000	350,000	0	0	6,112,455	2,819,730
<b>Total Expenditures by Goal Area</b>	<b>\$148,700,000</b>	<b>\$4,615,000</b>	<b>\$7,300,000</b>	<b>\$1,100,000</b>	<b>\$2,340,000</b>	<b>\$1,880,000</b>	<b>\$6,650,000</b>	<b>\$8,450,000</b>

### **BY CATEGORY**

Personal Services	\$76,956,562	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Commodities	4,907,740	-	-	-	-	-	-	-
Contractual Services	12,152,785	-	-	-	-	-	-	-
Capital Outlay	1,938,933	-	-	-	-	-	-	-
	95,956,020	-	-	-	-	-	-	-
Contracts with outside agencies	1,873,980	-	-	-	775,000	1,876,755	225,000	-
Maintenance	4,100,000	4,500,000	1,000,000	525,000	-	-	-	-
Debt Service	-	-	-	-	-	-	-	5,630,270
Capital Improvements	-	-	3,309,000	225,000	-	-	-	-
Citywide Contingency	3,400,000	115,000	-	-	1,565,000	3,245	312,545	-
Transfers	43,370,000	-	2,991,000	350,000	-	-	6,112,455	2,819,730
<b>Total Expenditures by Category</b>	<b>\$148,700,000</b>	<b>\$4,615,000</b>	<b>\$7,300,000</b>	<b>\$1,100,000</b>	<b>\$2,340,000</b>	<b>\$1,880,000</b>	<b>\$6,650,000</b>	<b>\$8,450,000</b>

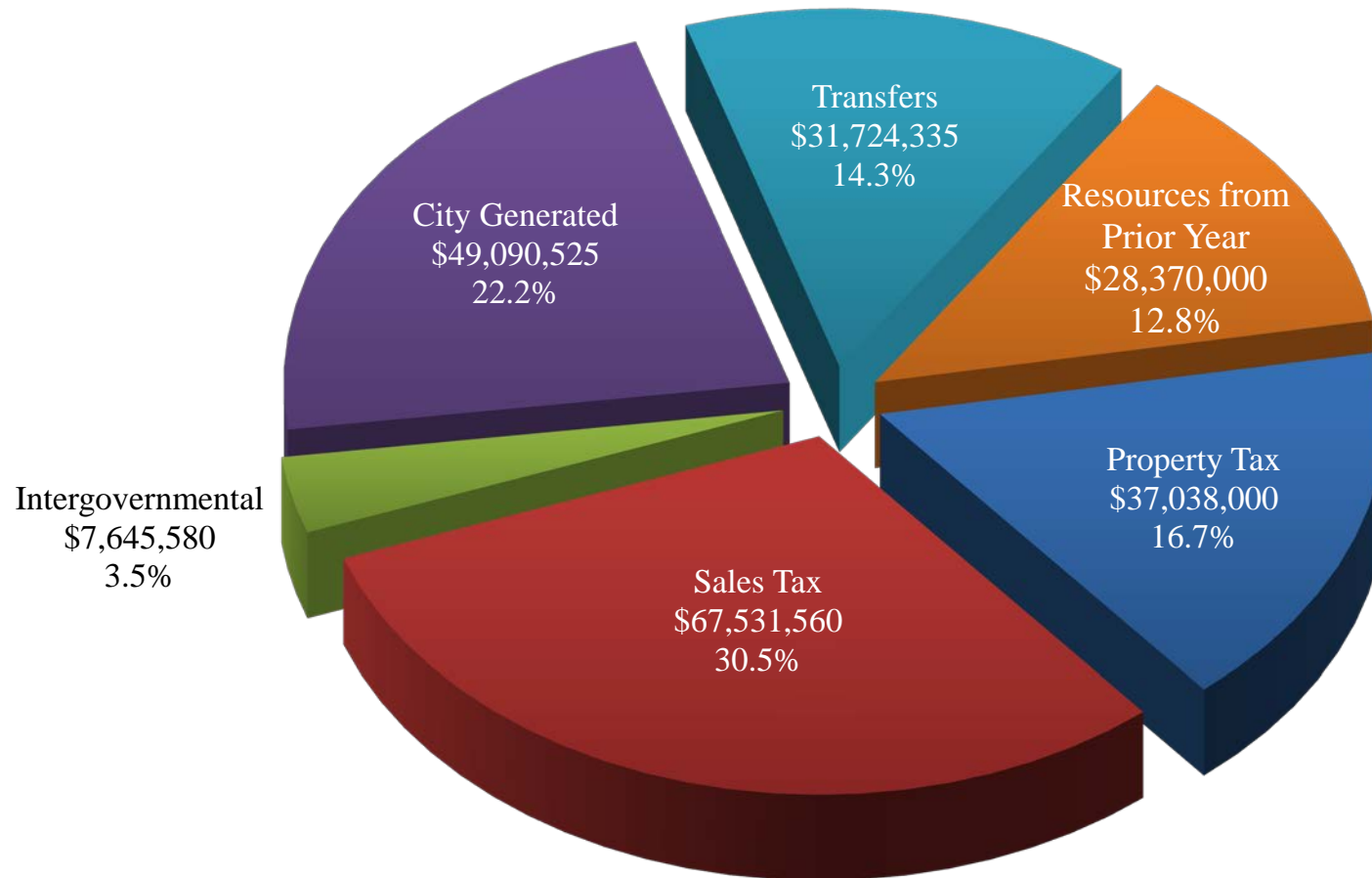


# CITY OF OVERLAND PARK

## SUMMARY OF THE 2013 BUDGET, CONT.

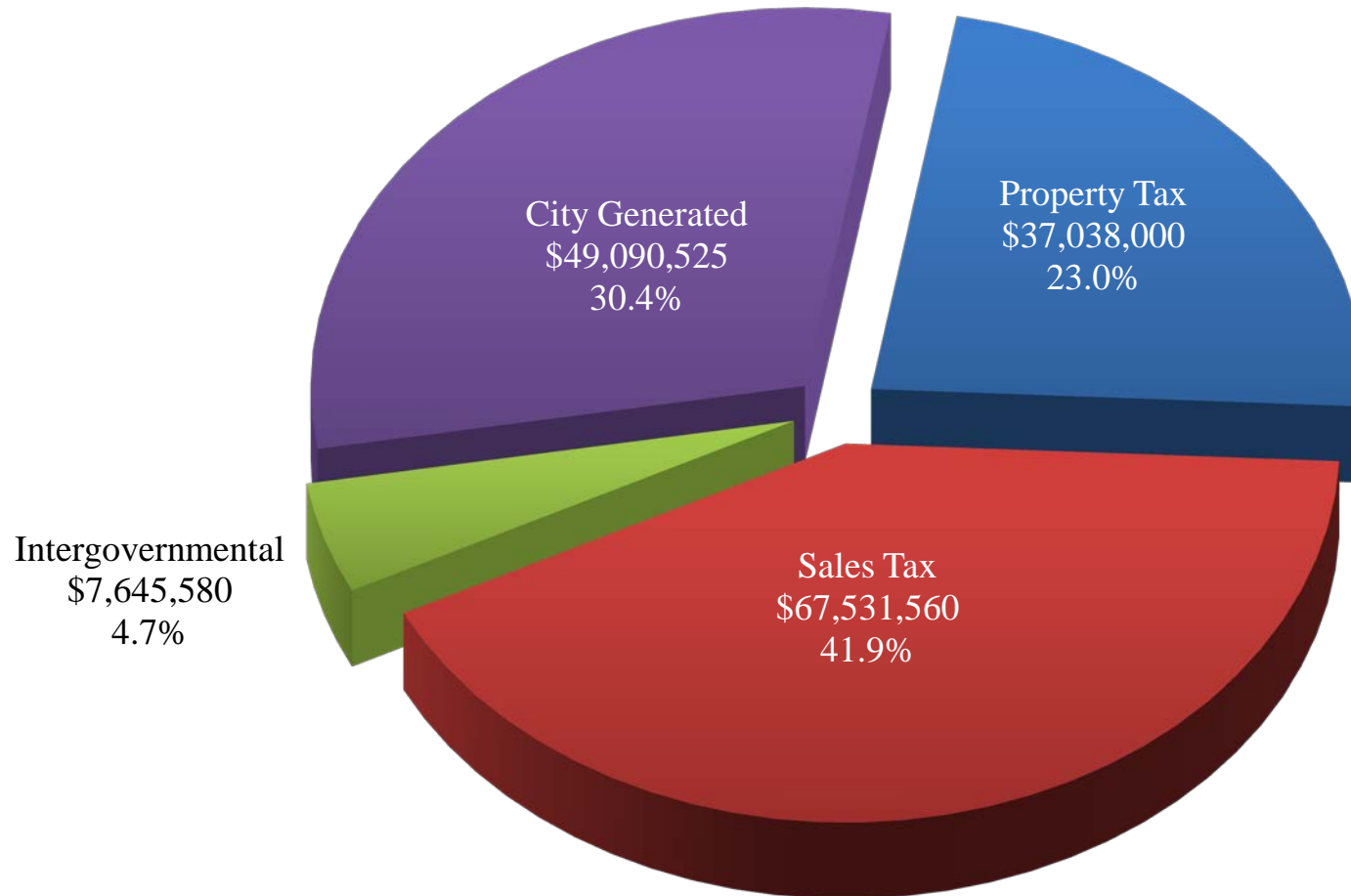
	Bond & Interest	Stormwater Utility	Golf Course	Soccer Operations	Business Improvement District	Tax Increment Financing	Total All Budgeted Funds	Capital/Maint. Projects	Total All Funds
<b><u>BUDGETED REVENUES</u></b>									
County Collected and Distributed	\$430,000	\$2,808,000				\$175,000	\$37,561,000	\$7,860,000	\$45,421,000
State Collected - County Distributed		0					0	0	0
State Collected and Distributed		0				150,000	83,545,560	0	83,545,560
Grant Revenue							0	2,740,000	2,740,000
City Collected Revenue	80,395	3,517,000	5,955,000	1,250,000	110,000	25,000	40,189,105	5,529,000	45,718,105
<b>Total Current Revenue</b>	<b>510,395</b>	<b>6,325,000</b>	<b>5,955,000</b>	<b>1,250,000</b>	<b>110,000</b>	<b>350,000</b>	<b>161,295,665</b>	<b>16,129,000</b>	<b>177,424,665</b>
Transfers	23,024,605		0	0			31,734,335	16,464,000	48,198,335
Resources From Prior Year	100,000	1,500,000	1,040,000	200,000	0	0	28,370,000	0	28,370,000
<b>Total Revenues</b>	<b>\$23,635,000</b>	<b>\$7,825,000</b>	<b>\$6,995,000</b>	<b>\$1,450,000</b>	<b>\$110,000</b>	<b>\$350,000</b>	<b>\$221,400,000</b>	<b>\$32,593,000</b>	<b>\$253,993,000</b>
<b><u>BUDGETED EXPENDITURES</u></b>									
<b><u>BY GOAL AREA</u></b>									
Finance & Administration	\$0	\$0	\$0	\$0	\$0	\$0	\$17,132,566	\$0	\$17,132,566
Public Safety	0	0	0	0	0	0	49,315,799	0	49,315,799
Public Works	0	3,054,872	0	0	0	0	15,902,985	0	15,902,985
Community Development	0	198,536	5,294,286	1,035,175	0	0	23,187,539	0	23,187,539
3	0	3,253,408	5,294,286	1,035,175	0	0	105,538,889	0	105,538,889
Contracts with outside agencies	0	0	0	0	110,000	350,000	5,210,735	0	5,210,735
Maintenance	0	970,000	100,000	0	0	0	11,195,000	12,195,000	23,390,000
Debt Service	23,200,000	0	21,667	0	0	0	28,851,937	0	28,851,937
Capital Improvements	0	1,105,000	0	0	0	0	4,639,000	20,398,000	25,037,000
Citywide Contingency	435,000	2,294,442	1,289,047	64,825	0	0	9,479,104	0	9,479,104
Transfers	0	202,150	290,000	350,000	0	0	56,485,335	0	56,485,335
<b>Total Expenditures by Goal Area</b>	<b>\$23,635,000</b>	<b>\$7,825,000</b>	<b>\$6,995,000</b>	<b>\$1,450,000</b>	<b>\$110,000</b>	<b>\$350,000</b>	<b>\$221,400,000</b>	<b>\$32,593,000</b>	<b>\$253,993,000</b>
<b><u>BY CATEGORY</u></b>									
Personal Services	\$0	\$2,313,321	\$1,134,660	475,457	\$0	\$0	\$80,880,000	\$0	\$80,880,000
Commodities	-	290,665	525,624	175,250	-	-	5,899,279	0	5,899,279
Contractual Services	-	588,322	3,634,002	384,468	-	-	16,759,577	0	16,759,577
Capital Outlay	-	61,100	-	-	-	-	2,000,033	0	2,000,033
	-	3,253,408	5,294,286	1,035,175	-	-	105,538,889	0	105,538,889
Contracts with outside agencies	-	-	-	-	110,000	350,000	5,210,735	0	5,210,735
Maintenance	-	970,000	100,000	-	-	-	11,195,000	12,195,000	23,390,000
Debt Service	23,200,000	-	21,667	-	-	-	28,851,937	0	28,851,937
Capital Improvements	-	1,105,000	-	-	-	-	4,639,000	20,398,000	25,037,000
Citywide Contingency	435,000	2,294,442	1,289,047	64,825	-	-	9,479,104	0	9,479,104
Transfers	-	202,150	290,000	350,000	-	-	56,485,335	0	56,485,335
<b>Total Expenditures by Category</b>	<b>\$23,635,000</b>	<b>\$7,825,000</b>	<b>\$6,995,000</b>	<b>\$1,450,000</b>	<b>\$110,000</b>	<b>\$350,000</b>	<b>\$221,400,000</b>	<b>\$32,593,000</b>	<b>\$253,993,000</b>

## 2013 TOTAL REVENUE BY SOURCE ALL BUDGETED FUNDS



**2013 Total Revenue = \$221,400,000**

## 2013 CURRENT CITY REVENUE BY SOURCE ALL BUDGETED FUNDS



**2013 Current Revenue = \$161,305,665**

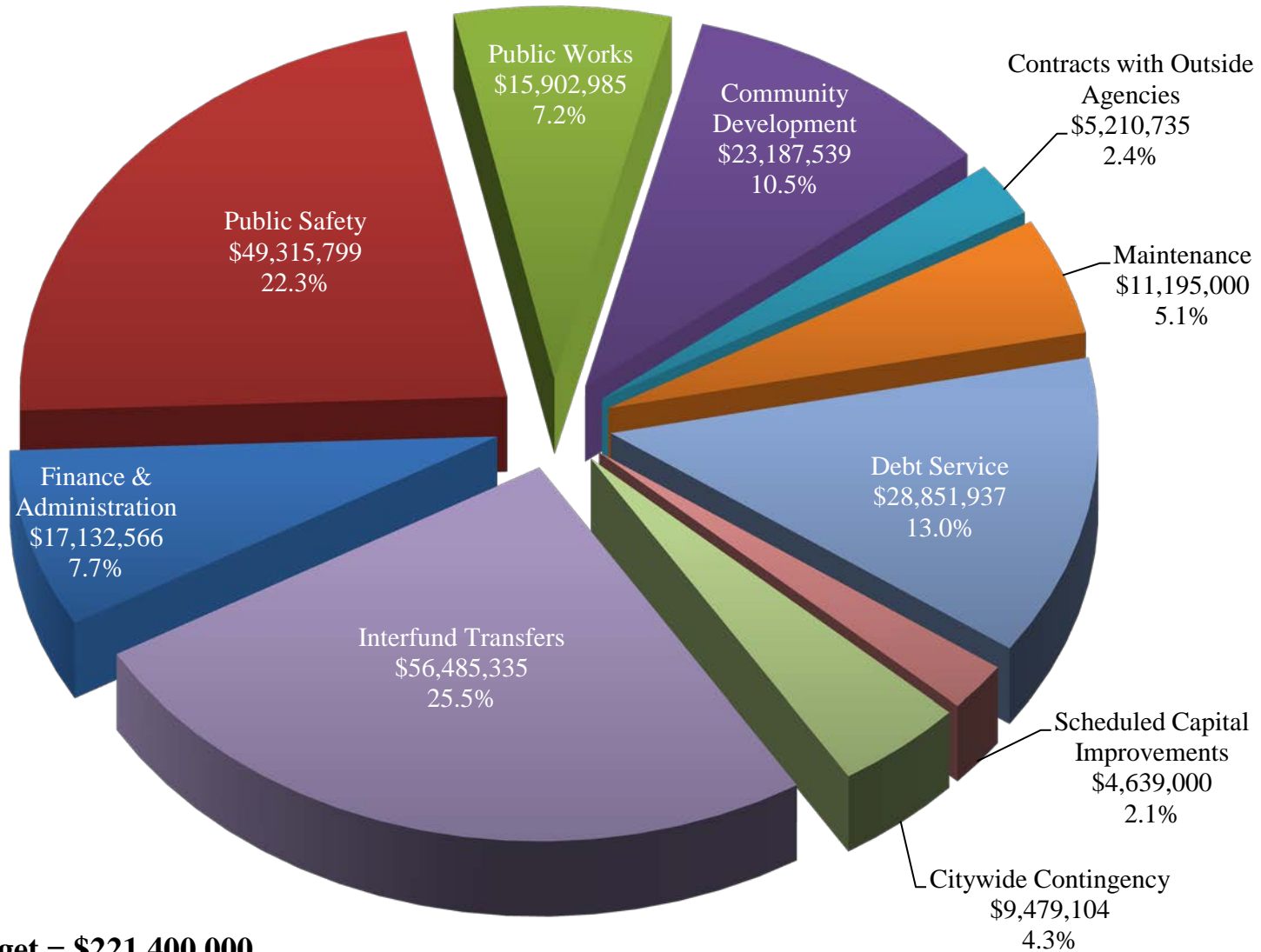
**CITY OF OVERLAND PARK**  
**ALL FUNDS**  
**STATEMENT OF REVENUE**

	2010	2011	Estimated 2012	Budgeted 2013
<b>BEGINNING BALANCE</b>	<b>\$48,387,130</b>	<b>\$33,021,034</b>	<b>\$27,509,320</b>	<b>\$28,370,000</b>
<b><u>Current Revenue</u></b>				
<b><u>County Collected and Distributed</u></b>				
Ad Valorem Property Tax	\$24,028,017	\$22,644,525	\$33,161,558	\$33,288,000
Motor Vehicle Tax	2,484,812	2,473,937	2,644,000	3,485,000
Special Assessments Tax	1,139,488	1,069,205	445,000	420,000
Delinquent Tax Collections	174,851	366,154	375,000	265,000
Delinquent Special Assessments	1,068	9,685	11,008	10,000
Rental Excise Tax	41,427	35,039	47,000	18,000
Special Weed & Sewer Tax	63,553	65,914	55,000	75,000
	<u>27,933,216</u>	<u>26,664,459</u>	<u>36,738,566</u>	<u>37,561,000</u>
<b><u>State Collected and Distributed</u></b>				
Sales Tax-City	39,713,882	46,553,901	48,217,648	49,630,560
Sales Tax-Countywide	10,405,308	11,449,461	11,591,007	11,919,000
Sales Tax-Public Safety	2,581,072	2,862,417	2,908,445	2,991,000
Sales Tax-Public Safety II	2,581,072	2,862,417	2,908,445	2,991,000
Gasoline Tax	4,673,682	4,480,469	4,500,000	4,500,000
State Highway Commission	68,664	68,664	68,600	68,600
Transient Guest Tax	6,734,429	7,451,593	7,840,000	8,445,400
Machinery and Equipment Reimbursement	0	0	0	0
Liquor Tax	2,930,154	3,010,896	3,000,000	3,000,000
	<u>69,688,263</u>	<u>78,739,818</u>	<u>81,034,145</u>	<u>83,545,560</u>
<b><u>City Collected</u></b>				
Franchise Taxes:	<u>9,952,518</u>	<u>10,386,572</u>	<u>10,297,700</u>	<u>10,703,700</u>
<b>Park and Recreation Revenues:</b>				
Golf Course Receipts	2,907,711	2,885,737	5,895,423	5,952,872
Municipal Pool Revenue	850,400	848,811	843,000	832,400
Leisure Service Revenue	2,879,880	2,819,540	2,845,000	2,826,000
Soccer Complex Revenue	1,382,133	1,227,633	1,215,600	1,246,600
Arts Commission Revenue	22,602	17,766	22,500	18,500
Arboretum Revenue	28,574	36,163	37,000	205,233
Deanna Rose Farmstead Revenue	1,055,308	1,262,043	1,687,000	1,430,700
	<u>9,126,608</u>	<u>9,097,693</u>	<u>12,545,523</u>	<u>12,512,305</u>

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

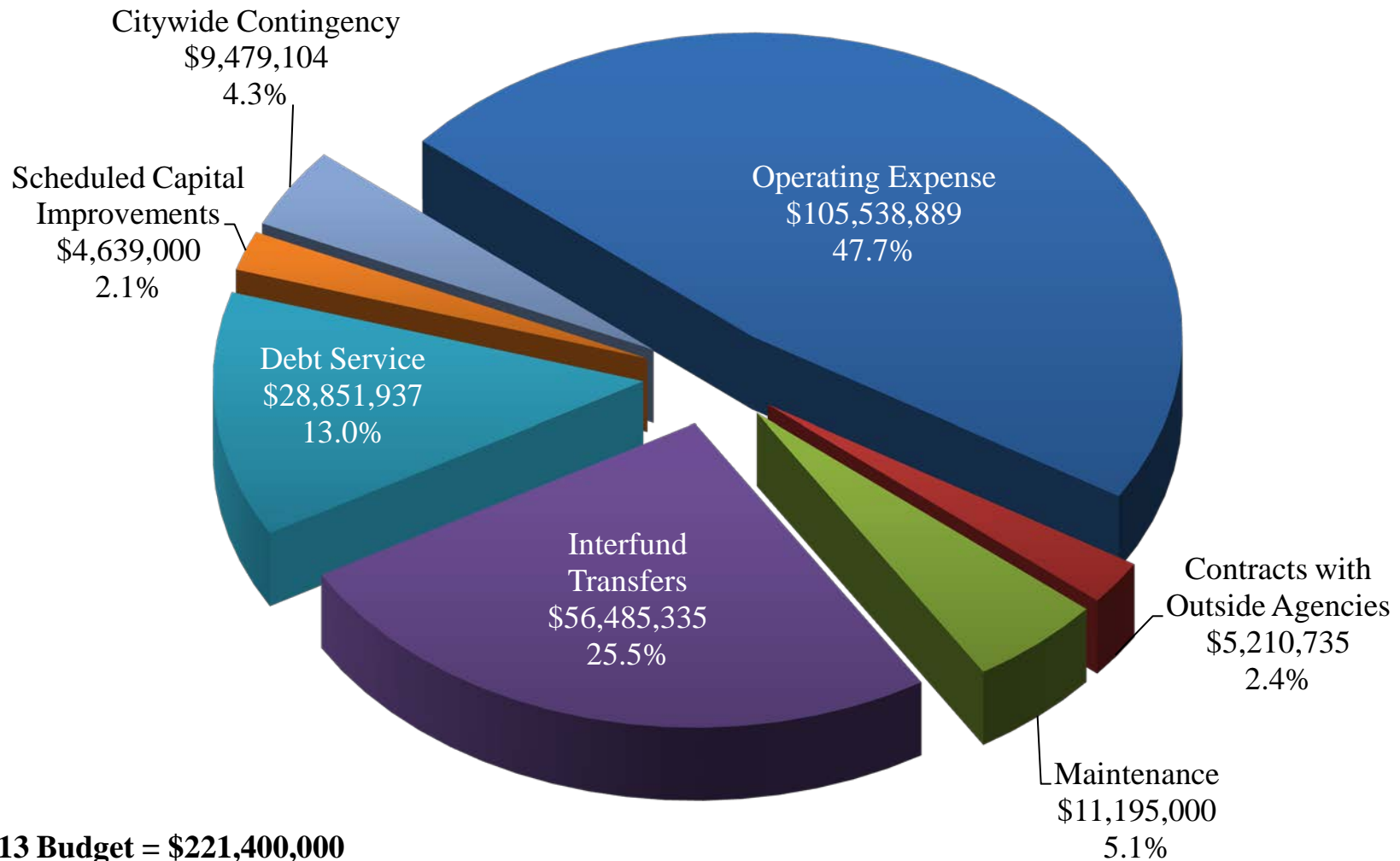
	2010	2011	Estimated 2012	Budgeted 2013
<u>City Collected (Continued)</u>				
Fines:				
Municipal Court	4,804,883	4,117,435	5,558,500	5,787,246
Court Costs	40,313	33,569	47,000	45,000
Alcohol Diversion	545,894	584,305	525,000	550,000
	<u>5,391,090</u>	<u>4,735,309</u>	<u>6,130,500</u>	<u>6,382,246</u>
Licenses, Fees, and Permits:				
Animal Licenses	212,344	202,639	215,730	204,080
Liquor Licenses/CMB Licenses	63,275	96,473	63,550	67,040
Other Licenses and Permits	234,016	279,757	80,311	271,090
Public Safety Permits and Fees	1,966,849	2,080,904	1,971,100	2,093,550
Building Permits	733,259	950,253	715,050	815,250
Plan Review Fees	299,181	638,303	390,000	485,000
Zoning and Planning Fees	140,553	181,876	150,000	160,900
Business Improvement Service Fees	96,031	96,846	103,000	109,000
Excise Tax/Transitional Revenue	442,251	556,831	805,000	882,090
Other Community Service Fees	141,334	97,338	284,200	115,250
	<u>4,329,093</u>	<u>5,181,220</u>	<u>4,777,941</u>	<u>5,203,250</u>
User Fees (Stormwater Utility Fund)	<u>3,168,071</u>	<u>3,299,877</u>	<u>3,300,000</u>	<u>3,380,000</u>
Interest Earned on Investments:	<u>470,151</u>	<u>324,572</u>	<u>289,907</u>	<u>306,534</u>
Miscellaneous Revenues:	<u>1,733,075</u>	<u>2,083,830</u>	<u>1,833,387</u>	<u>1,711,070</u>
Transfers:				
Transfer from Other Funds	909,056	946,857	447,000	440,000
Transfer from General Fund	19,622,267	25,042,310	21,406,415	21,950,000
Transfer from Capital Projects Fund	88,941	7,048,195	153,266	0
Transfer from Special Revenue Funds	461,071	533,058	404,448	402,150
Transfer from Transient Guest Tax Funds	2,112,649	5,086,191	3,735,000	2,819,730
Transfer Guest Tax Capital Improv. Fund	6,403,498	6,209,556	6,188,882	6,112,455
	<u>29,597,482</u>	<u>44,866,167</u>	<u>32,335,011</u>	<u>31,724,335</u>
<b><u>Total Revenue</u></b>	<b><u>\$209,776,697</u></b>	<b><u>\$218,400,551</u></b>	<b><u>\$216,792,000</u></b>	<b><u>\$221,400,000</u></b>

## 2013 CITY EXPENDITURES BY GOAL AREA ALL BUDGETED FUNDS



2013 Budget = \$221,400,000

## 2013 CITY EXPENDITURES BY PURPOSE ALL BUDGETED FUNDS



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

<b><u>GOAL AREA/COST CENTER</u></b>	<b>Actual</b>		<b>Estimated</b>	<b>Budgeted</b>
	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>
<b><u>Finance &amp; Administration</u></b>				
Mayor & Council	\$1,114,634	\$1,129,810	1,103,944	\$1,165,787
Convention & Tourism	2,327,597	1,707,993	1,942,220	2,101,755
Economic Development	621,527	810,625	1,035,089	1,000,980
City Manager	1,129,921	907,561	834,334	871,937
Communications	381,307	357,630	402,411	418,557
Information Technology	3,037,348	3,004,625	3,382,290	3,600,947
Facilities Management	3,356,909	3,429,924	3,331,887	3,622,318
Municipal Court	2,220,013	2,119,819	2,256,523	2,325,616
Municipal Court - Alcohol Diversion	459,706	397,807	399,182	425,205
Law	1,728,296	1,463,693	1,380,301	1,432,737
Finance & Accounting	1,252,292	1,168,593	1,273,459	1,288,102
City Clerk	729,624	651,947	683,788	714,822
Human Resources	1,668,338	1,429,986	1,506,270	1,592,096
Payroll	650,774	726,878	434,294	449,442
Total Finance & Administration	20,678,286	19,306,891	19,965,992	21,010,301
<b><u>Public Safety</u></b>				
Police Administration	2,392,751	2,389,949	2,393,754	4,409,730
Tactical Operations Bureau	14,988,961	16,919,033	17,506,951	18,445,336
Special Services Bureau	8,876,274	10,395,360	9,953,048	8,770,166
<sup>1</sup> Police Administrative Services	4,137,928	8,249	0	0
Fire Service Contracts	1,213,956	1,214,559	1,200,000	1,223,000
Fire Administration	990,189	992,991	981,508	1,115,083
Fire Operations	14,205,887	14,384,934	14,067,908	14,580,512
Fire Prevention	764,116	819,193	629,279	629,114
Fire Support Services	628,177	519,860	450,525	505,134
Fire Training	653,961	697,879	721,311	769,584
Fire Training Center	51,141	32,851	87,809	91,140
Total Public Safety	48,903,341	48,374,858	47,992,093	50,538,799
<b><u>Public Works</u></b>				
Public Works Administration	1,270,979	1,024,546	1,169,105	1,148,140
Street Engineering & Construction	2,365,502	2,267,335	2,230,527	2,393,791
Stormwater Engineering	995,337	811,303	1,550,000	926,874
Traffic Services	1,287,165	1,345,898	1,411,217	1,486,129
Traffic Maintenance	3,139,369	3,527,081	3,118,826	3,260,110
<sup>2</sup> Street Maintenance	4,145,129	4,246,034	4,060,778	3,588,940
Stormwater Maintenance	2,075,510	1,859,507	650,000	2,127,998
<sup>2</sup> Fleet Maintenance	0	0	0	971,003
Total Public Works	15,278,991	15,081,704	14,190,453	15,902,985



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

<b><u>GOAL AREA/COST CENTER</u></b>	<b>Actual</b>		<b>Estimated</b>	<b>Budgeted</b>
	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>
<b><u>Community Development</u></b>				
Parks & Forestry	2,696,334	2,721,264	2,810,338	2,990,481
Arboretum & Botanical Garden	662,195	696,694	711,333	903,693
<sup>3</sup> Leisure Services	646,498	618,190	634,598	835,808
Community Center	1,510,258	1,564,168	1,613,070	1,737,969
<sup>3</sup> Arts Commission	156,909	160,558	167,419	0
Golf Courses	2,327,090	2,592,446	5,329,081	5,294,286
Farmstead	1,269,646	1,518,238	1,639,359	1,694,531
Aquatics	1,233,293	1,336,114	1,281,776	1,344,758
Soccer Complex Operations	950,118	1,012,380	970,000	1,035,175
Planning & Development Services	2,119,694	1,794,783	1,897,610	1,938,333
Community Planning	1,853,320	1,824,851	1,928,026	2,008,561
Building Safety	2,123,742	1,937,791	2,079,812	2,185,551
Engineering Services	1,273,903	1,125,588	1,517,975	1,218,393
Business Improvement District	97,670	100,000	105,000	110,000
Total Community Development	18,920,670	19,003,065	22,685,397	23,297,539
<b>Total Operating Expenditures and Contracts with Outside Agencies</b>	<b>103,781,288</b>	<b>101,766,518</b>	<b>104,833,935</b>	<b>110,749,624</b>
Maintenance	10,679,652	10,051,334	9,952,500	11,195,000
Debt Service	28,542,261	35,182,587	28,419,736	28,851,937
Capital Improvements	3,905,601	4,307,789	7,789,750	4,639,000
Citywide Contingency	34,128	0	2,572,447	9,479,104
Transfers	29,812,733	39,583,003	34,853,632	56,485,335
<b>Total Non-Operating Expenditures</b>	<b>72,974,375</b>	<b>89,124,713</b>	<b>83,588,065</b>	<b>110,650,376</b>
<b>Total Expenditures</b>	<b>\$176,755,663</b>	<b>\$190,891,231</b>	<b>\$188,422,000</b>	<b>\$221,400,000</b>
<b>ENDING BALANCE</b>	<b>\$33,021,034</b>	<b>\$27,509,320</b>	<b>\$28,370,000</b>	<b>\$0</b>

<sup>1</sup> Beginning in 2011, Police Administrative Services were incorporated into other PD cost centers.

<sup>2</sup> Beginning in 2013, Fleet Maintenance was broken out from Street Maintenance.

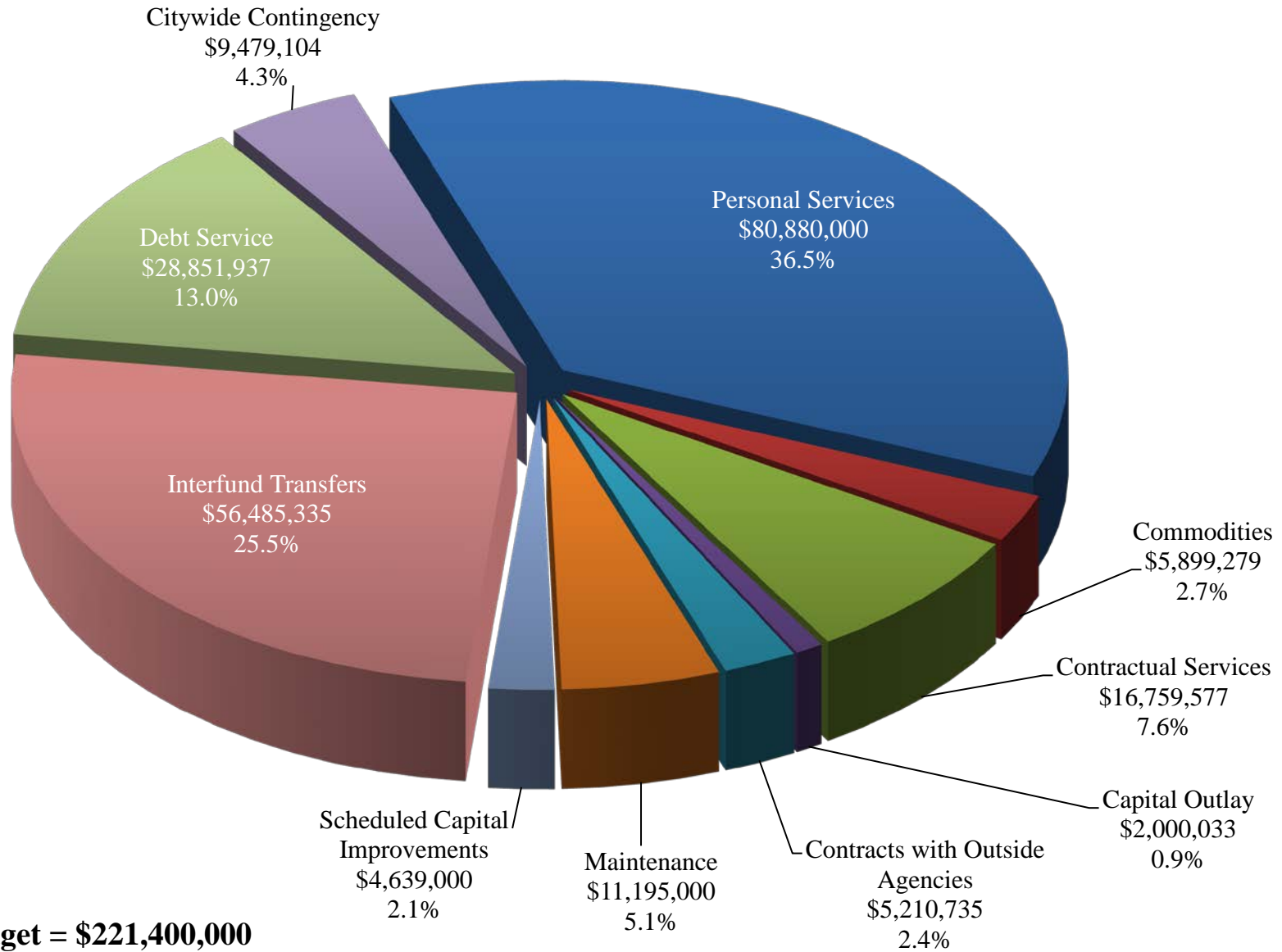
<sup>3</sup> Beginning in 2013, Arts Commission has been incorporated into Leisure Services.

**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							
<b>OPERATING EXPENDITURES</b>															
<b>Finance &amp; Administration</b>															
Mayor & Council	\$390,787														\$390,787
City Manager	871,937														871,937
Communications	418,557														418,557
Information Technology	3,600,947														3,600,947
Facilities Management	3,622,318														3,622,318
Municipal Court	2,325,616														2,325,616
Court Services	425,205														425,205
Law	1,432,737														1,432,737
Finance & Accounting	1,288,102														1,288,102
City Clerk	714,822														714,822
Human Resources	1,592,096														1,592,096
Payroll	449,442														449,442
<b>Total Finance &amp; Administration</b>	<b>17,132,566</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>17,132,566</b>
<b>Public Safety</b>															
Police Services:															
Police Administration	4,409,730														4,409,730
Tactical Operations Bureau	18,445,336														18,445,336
Special Services Bureau	8,770,166				-										8,770,166
Subtotal Police Services	31,625,232	-	-	-	-	-	-	-	-	-	-	-	-	-	31,625,232
Fire Services:															
Fire Administration	1,115,083														1,115,083
Fire Operations	14,580,512														14,580,512
Fire Prevention	629,114														629,114
Fire Support Services	505,134														505,134
Fire Training	769,584														769,584
Fire Training Center	91,140														91,140
Subtotal Police Services	17,690,567	-	-	-	-	-	-	-	-	-	-	-	-	-	17,690,567
<b>Total Public Safety</b>	<b>49,315,799</b>	-	-	-	-	-	-	-	-	-	-	-	-	-	<b>49,315,799</b>
<b>Public Works</b>															
Public Works Administration	1,148,140														1,148,140
Street Engineering & Constr.	2,393,791														2,393,791
Stormwater Engineering										926,874					926,874
Traffic Services	1,486,129														1,486,129
Traffic Maintenance	3,260,110														3,260,110
Street Maintenance	3,588,940														3,588,940
Stormwater Maintenance										2,127,998					2,127,998
Fleet Maintenance	971,003														971,003
<b>Total Public Works</b>	<b>12,848,113</b>	-	-	-	-	-	-	-	-	<b>3,054,872</b>	-	-	-	-	<b>15,902,985</b>
<b>Community Development</b>															
Parks & Forestry	2,990,481														2,990,481
Arboretum & Botanical Garden	903,693														903,693
Subtotal Parks	3,894,174	-	-	-	-	-	-	-	-	-	-	-	-	-	3,894,174
Leisure Services	835,808														835,808
Community Centers	1,737,969														1,737,969
Golf Courses										5,294,286					5,294,286
Soccer Operations											1,035,175				1,035,175
Farmstead	1,694,531														1,694,531
Aquatics	1,344,758														1,344,758
Subtotal Recreation	5,613,066	-	-	-	-	-	-	-	-	-	5,294,286	1,035,175	-	-	11,942,527

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							
<b>Community Development, Cont.</b>															
Planning & Development Serv.	1,938,333														1,938,333
Community Planning	2,008,561														2,008,561
Building Safety	2,185,551														2,185,551
Engineering Services	1,019,857									198,536					1,218,393
Subtotal Planning	7,152,302	-	-	-	-	-	-	-	-	198,536	-	-	-	-	7,350,838
<b>Total Community Development</b>	<b>16,659,542</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>198,536</b>	<b>5,294,286</b>	<b>1,035,175</b>	<b>-</b>	<b>-</b>	<b>23,187,539</b>
<b>TOTAL OPERATING</b>	<b>95,956,020</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,253,408</b>	<b>5,294,286</b>	<b>1,035,175</b>	<b>-</b>	<b>-</b>	<b>105,538,889</b>
<b>CONTRACTS WITH OUTSIDE AGENCIES</b>															
<b>Finance &amp; Administration</b>															
Mayor & Council					775,000										\$775,000
Convention & Tourism						1,876,755	225,000								2,101,755
Economic Development	650,980													350,000	1,000,980
<b>Total Finance &amp; Administration</b>	<b>650,980</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>775,000</b>	<b>1,876,755</b>	<b>225,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>350,000</b>	<b>3,877,735</b>
<b>Public Safety</b>															
Fire Protection	1,223,000														1,223,000
<b>Total Public Safety</b>	<b>1,223,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,223,000</b>
<b>Community Development</b>															
Business Improvement District													110,000		110,000
<b>Total Community Development</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>110,000</b>	<b>-</b>	<b>110,000</b>
<b>TOTAL CONTRACTS</b>	<b>1,873,980</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>775,000</b>	<b>1,876,755</b>	<b>225,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>110,000</b>	<b>350,000</b>	<b>5,210,735</b>
<b>INFRASTRUCTURE AND FACILITIES MAINTENANCE</b>															
<b>Finance &amp; Administration</b>															
Facilities Management	450,000														450,000
<b>Total Finance &amp; Administration</b>	<b>450,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>450,000</b>
<b>Public Works</b>															
Street Maintenance	3,650,000	4,500,000	1,000,000												9,150,000
Stormwater Maintenance										970,000					970,000
<b>Total Public Works</b>	<b>3,650,000</b>	<b>4,500,000</b>	<b>1,000,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>970,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>10,120,000</b>
<b>Community Development</b>															
Parks & Forestry				525,000											525,000
Golf										100,000					100,000
<b>Total Public Works</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>525,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>100,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>625,000</b>
<b>TOTAL MAINTENANCE</b>	<b>4,100,000</b>	<b>4,500,000</b>	<b>1,000,000</b>	<b>525,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>970,000</b>	<b>100,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>11,195,000</b>
<b>NON-OPERATING EXPENDITURES</b>															
Debt Service									23,200,000		21,667				23,221,667
Debt Service Support Agreement								5,630,270							5,630,270
Scheduled Capital Improve.			3,309,000	225,000						1,105,000	-	-			4,639,000
Contingency	3,400,000	115,000			1,565,000	3,245	312,545		435,000	2,294,442	1,289,047	64,825			9,479,104
Transfer to General Fund			150,000							290,000	150,000				590,000
Transfer to Bond & Interest Fund	16,500,000			250,000			6,112,455			2,150					22,864,605
Transfer to Transient Guest Tax - Oper								1,876,755							1,876,755
Transfer to Transient Guest Tax - Cap								942,975							942,975
Transfer to Self Insurance Fund	100,000														100,000
Transfer to Equip. Reserve Fund	360,000									200,000	200,000				760,000
Transfer to Transient Guest Tax Fund	5,450,000														5,450,000
Transfer to Capital Reserves Fund	20,960,000		2,841,000	100,000							-				23,901,000
<b>TOTAL NON-OPERATING</b>	<b>46,770,000</b>	<b>115,000</b>	<b>6,300,000</b>	<b>575,000</b>	<b>1,565,000</b>	<b>3,245</b>	<b>6,425,000</b>	<b>8,450,000</b>	<b>23,635,000</b>	<b>3,601,592</b>	<b>1,600,714</b>	<b>414,825</b>	<b>-</b>	<b>-</b>	<b>99,455,376</b>
<b>Total Budget</b>	<b>148,700,000</b>	<b>4,615,000</b>	<b>7,300,000</b>	<b>1,100,000</b>	<b>2,340,000</b>	<b>1,880,000</b>	<b>6,650,000</b>	<b>8,450,000</b>	<b>23,635,000</b>	<b>7,825,000</b>	<b>6,995,000</b>	<b>1,450,000</b>	<b>110,000</b>	<b>350,000</b>	<b>221,400,000</b>

## 2013 CITY EXPENDITURES BY CATEGORY ALL BUDGETED FUNDS



**2013 Budget = \$221,400,000**

# CITY OF OVERLAND PARK

## TOTAL CITY EXPENDITURES BY CATEGORY

<b><u>Personal Services</u></b>	<b>2013 Budget</b>
Salaries and Wages	\$ 56,522,368
Hospital and Medical Insurance	8,798,049
Life Insurance	310,073
Required Payroll Taxes	5,051,453
Retirement	10,198,057
Total Personal Services	<u>\$ 80,880,000</u>
 <b><u>Commodities</u></b>	
Awards	\$ 91,344
Office Supplies	530,945
Operating Supplies	2,786,351
Construction Supplies	290,450
Repair and Maintenance Supplies	2,200,189
Total Commodities	<u>\$ 5,899,279</u>
 <b><u>Contractual Services</u></b>	
Utilities	\$ 3,344,058
Communications	474,088
Transportation	432,006
Education and Training	382,421
Insurance and Bonds	527,666
Professional Services	1,342,634
Contractual Services	10,380,152
Repair and Maintenance	3,622,166
Printing and Publishing	181,913
Leases/Rentals	721,876
Other Contractual Services	561,332
Total Contractual Services	<u>\$ 21,970,312</u>
 <b><u>Capital Outlay</u></b>	
Land and Buildings	\$ 0
Office Equipment and Fixtures	41,000
Operating Equipment	1,854,978
Other Capital Outlay	104,055
Total Capital Outlay	<u>\$ 2,000,033</u>
 <b><u>Transfers/Others</u></b>	
Debt Service	28,851,937
Capital Improvements	4,639,000
Maintenance Improvements	11,195,000
Citywide Contingency	9,479,104
Transfers	56,485,335
Total Other Financing	<u>\$ 110,650,376</u>
 <b>Combined Total</b>	 <u><u>\$ 221,400,000</u></u>

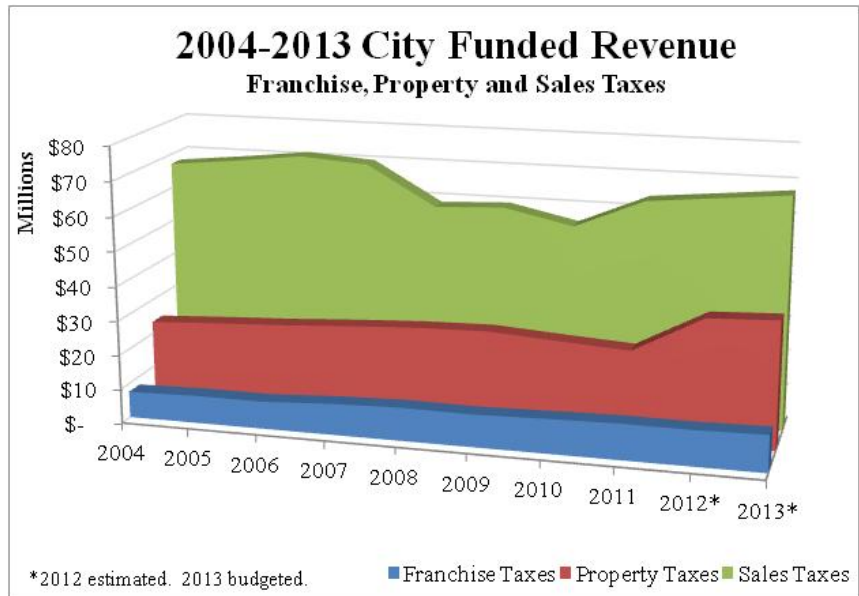
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## 2013 BUDGETED REVENUE – MAJOR SOURCES

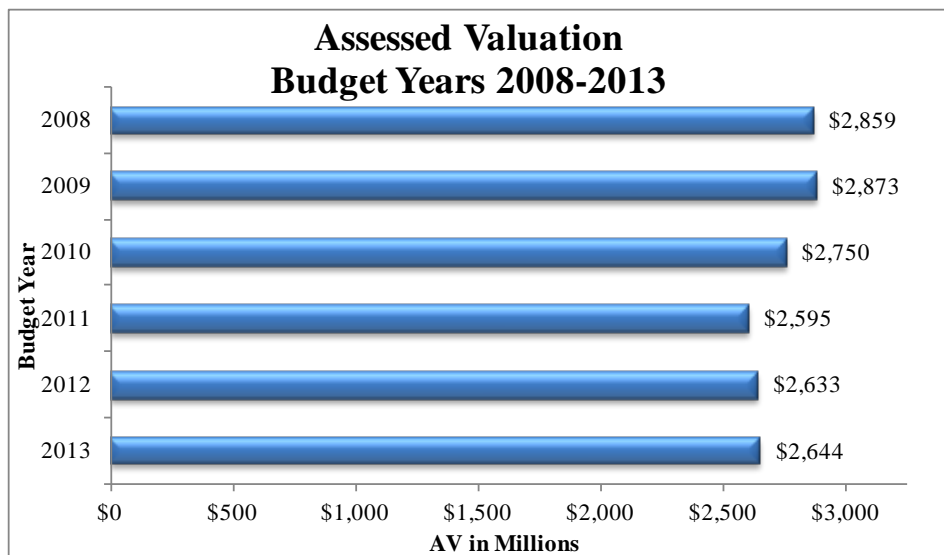
Three sources comprise the majority of City-funded revenues: property taxes, sales taxes and franchise taxes. These revenue sources are discussed in this section. Following is a chart displaying historical data for these three revenue sources.

### Property Tax

Budgeted 2013 property taxes, including Ad Valorem, Delinquent Property Taxes and Motor Vehicle Taxes, total \$37,038,000 or 16.7% of total budgeted revenues. General Fund property taxes comprise \$34,060,000 or 22.9% of total General Fund budgeted revenues. Budgeted Stormwater Utility property taxes total \$2,803,000 or 35.8% of total Stormwater Utility Fund budgeted revenues. Tax increment funding of \$175,000 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 2013 budget has increased by 0.57% from the 2012 budget's assessed valuation. This increase reflects a slight recovery in real property values, as well as a slight growth from new construction, increasing the real estate assessed value by 1.2%. However, a recent state law exempts new personal property and utilities

from being added to the tax rolls. Between the 2012 and 2013 budgets, personal property declined 14.4% and state assessed utilities declined 10.6%.

Based upon the projected assessed valuation, the mill levy is calculated to fund ad valorem property tax revenue requirements. In 2013, the City's total mill levy remains similar to the 2012 budget mill levy, at 12.769 mills. One significant change beginning with the 2013 budget is incorporating the mill rate associated with the Fire Service Fund into the General Fund, reflecting a recent operational change which eliminated the separate Fire Service Fund.

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 2013 mill levy was finalized by the County Clerk in October 2012, after all property tax appeals were resolved and the City's assessed value was certified.

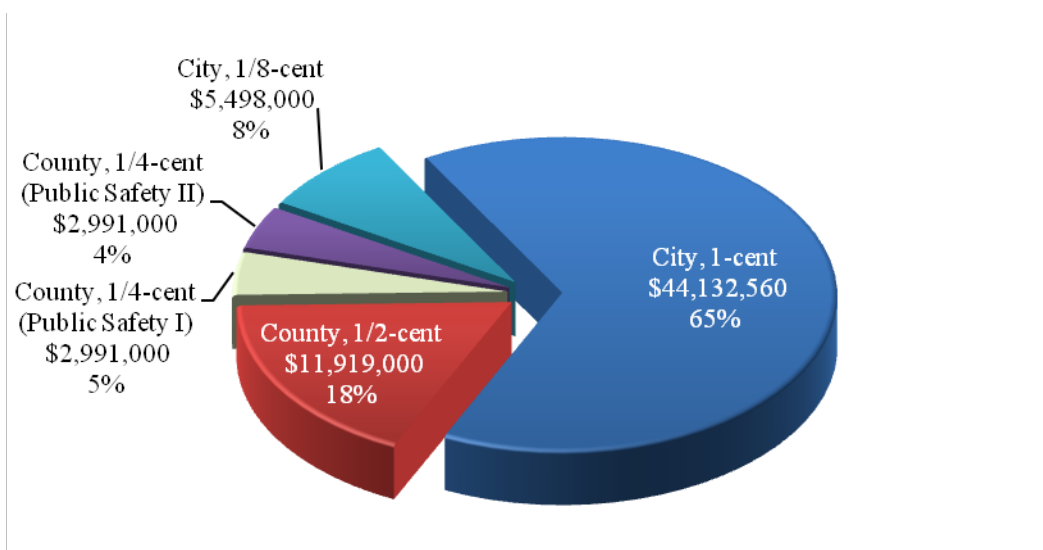
Fund	2009 Budget	2010 Budget	2011 Budget	2012 Budget	2013 Budget
General Fund	3.245	3.259	3.254	7.262	11.814
Fire Services Fund	4.638	4.658	4.651	4.593	0.000
Stormwater Utility	0.969	0.973	0.971	0.959	0.955
<b>Total</b>	<b>8.852</b>	<b>8.890</b>	<b>8.876</b>	<b>12.814</b>	<b>12.769</b>

*\*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 \$67.5 million in 2013. 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 and 2009 voters approved two five-year extensions of the tax. The sales tax is scheduled to sunset in March of 2014.

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 2013 total \$44.0 million which is an increase of 2.8% over estimated 2012 sales tax receipts. In 2013, City 1-cent sales tax revenues are projected to comprise 29.6% of General Fund resources; total City Sales Tax revenue in the General, 1/8-Cent Sales Tax and Tax Increment Financing funds comprises 22.4% of total budgeted revenues.

During the 2003 Legislative session, the Kansas Legislature passed legislation to "streamline" sales tax, which permits the state of Kansas to take part in the national Internet sales tax initiative. Effective July 2003, local "compensating" use taxes apply to any type of tangible personal property shipped from a retailer outside of Kansas to a Kansas consumer for use, storage or consumption. Overland Park has been receiving the increased compensating use tax collections since late summer 2003. This tax is included as part of the City's 1-cent sales tax collections, and has been responsible for the largest component of the increase in City sales tax revenue between 2003 and early 2008. However, in 2009 the City was informed by the Kansas Department of Revenue (KDOR) of multi-million dollar use tax refunds requests from companies doing business within Overland Park. Refunds in 2008 through 2012 have total \$29.1 million. Based on information from KDOR, which is responsible for administration, collections and auditing of all sales and use tax, the City has adjusted its financial forecast to revise baseline sales tax information, thereby adjusting future sales tax collections. However, due to continued changes and adjustments, use tax remains difficult to forecast and future adjustments are expected to occur.

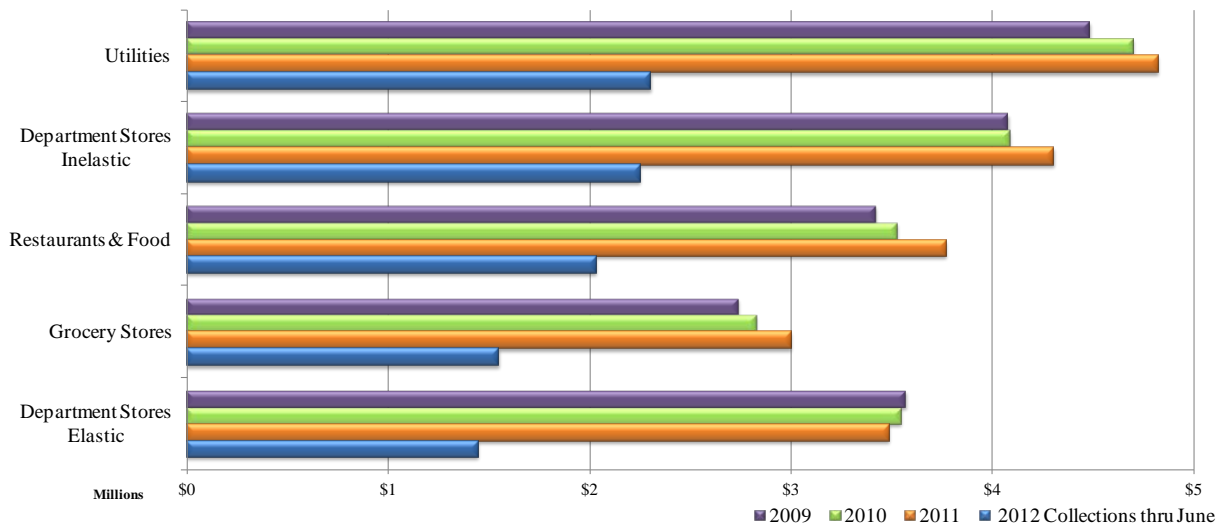
City sales tax revenue growth is projected using the most current quarterly forecast of sales tax. The sales tax forecast is based on historical data and is derived from the use of two different statistical models – regression and Box Jenkins. In addition, sales tax collections by business category are 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
2004	\$ 44,194,697	23.6%	2009	\$ 38,990,945	3.7%
2005	\$ 45,583,913	3.1%	2010	\$ 35,301,372	-9.5%
2006	\$ 47,305,649	3.8%	2011	\$ 41,367,325	17.2%
2007	\$ 46,302,259	-2.1%	2012 Est.	\$ 42,771,243	3.4%
2008	\$ 37,605,100	-18.8%	2013 Budget	\$ 43,982,560	2.8%

*\*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 2008 through June 2012. These revenue types represent over 50% of total collections.

### Sales Tax Collections By Category



### 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 2013 are \$17,901,000, which is a 2.8% increase over estimated 2012 collections. In 2013, county sales taxes are estimated to comprise 12.0% of budgeted 2013 General Fund revenues and 8.1% 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 2013 budgeted amount of \$11,919,000 reflects an increase of 2.8% over estimated 2012 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, which replaced the 1/4-cent Economic Development 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 2013 budgeted amount of \$2,991,000 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 2013 revenues from this source are estimated to increase 3.9% from estimated 2012 revenues. Total budgeted franchise tax revenue for 2013 is \$10,703,700 and comprises 7.2% of budgeted General Fund revenues and 4.8% of budgeted revenues for all funds.

# GENERAL FUND

Description	2013 Budget	Applicable Laws
Cash Balance - Jan, 1	Based on estimated 2012 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 2012 of \$2,633,371,219 and a property tax rate of 11.814 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 resolution or ordinance acknowledging an increase in property tax dollars levied over the prior year must be passed to increase property tax, 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 use.
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 2012 forecasted sales plus 2.8 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	2013 Budget	Applicable Laws
Countywide Sales Tax-Public Safety I	Based on 2012 forecasted sales plus 2.8 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 2012 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 2012 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 2012 forecasted citywide sales plus 2.8 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 2012 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 8-11-16.
Southwestern Bell Telephone d/b/a AT&T Franchise Tax	Based on 2012 forecasted revenues.	The City levies a franchise tax of 3% of gross revenues for local exchange telecommunications service rendered wholly within the corporate limits of the City of Overland Park. The agreement expires on 12-31-2012 (TF-2592, A).
Kansas Gas Service Franchise Tax	Based on 2012 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 2012 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.
Time Warner Cable & Telecommunications Franchise Tax	Based on 2012 forecasted revenues.	The City levies a franchise tax of 4.5% of gross receipts for the cable portion and 3.0% of gross telecom receipts. The telecom agreement expires on 9-17-16. The cable agreement is currently under renegotiation.
SureWest Telecable & Telecommunications Franchise Tax	Based on 2012 forecasted revenues.	The City levies a franchise tax of 4.5% of gross revenues for the cable portion and 3.0% of gross receipts for the telecom portion. The cable agreement expires on 12-12-16. The telecom agreement expires on 5-31-15.

**GENERAL FUND (continued)**

Description	2013 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 2012 forecasted revenues.	The City collects an annual charge for each liquor license granted within the City of Overland Park. The charge is \$250 for drinking establishments, private clubs and caterers. Retail liquor stores pay \$300 annually. The City levies a fee of \$100 for each license issued for retail sales & consumption of CMBs & \$50 for each license issued to sell CMBs for off-premise consumption.
Other Licenses and Permits	Based on 2012 forecasted revenues.	Fees are set by the Governing Body.
Alarm Permits	Based on 2012 forecasted revenues.	Ordinance APD-2811 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 a cost-recovery calculation. The 2013 Budget assumes 70% cost recovery.
Plan Review Fees - Engineering Services & Building Safety	Based on departmental estimate.	Resolution 3848 establishes fees for Public Permits shall be 5% of the bond amount. Resolution 3848 establishes the permit fee shall be based on the valuation of the work multiplied by the permit fee multiplier.

**GENERAL FUND (continued)**

Description	2013 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 3848 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	2013 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 2012 of \$2,648,371,219 and a property tax of .955 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	2013 Budget	Applicable Laws
Gasoline Tax	Based on actual 2011 collections and incorporates the state's 3.3% reduction due to state budget cuts.	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	2013 Budget	Applicable Laws
1/8-cent Sales Tax	Based on 2012 forecasted sales plus 2.8 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, voters approved a five-year extension of this tax. City Ordinance No. ST-2681 sets the sunset date on the tax to be March 31, 2014.

**SPECIAL PARKS & RECREATION FUND**

Description	2013 Budget	Applicable Laws
Liquor Tax	Based on estimates provided by Johnson County and 2012 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	2013 Budget	Applicable Laws
Liquor Tax	Based on estimates provided by Johnson County and 2012 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	2013 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	2013 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	2013 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	2013 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	2013 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	2013 Budget	Applicable Laws
Special Assessments	Based on expected special assessment receipts from on-line improvements - 6% delinquency.	
Transfers	Amount needed in revenues to cover current year expenditures.	



**BUSINESS IMPROVEMENT DISTRICT**

Description	2013 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 proximately to the core downtown area, and the square footage of building.

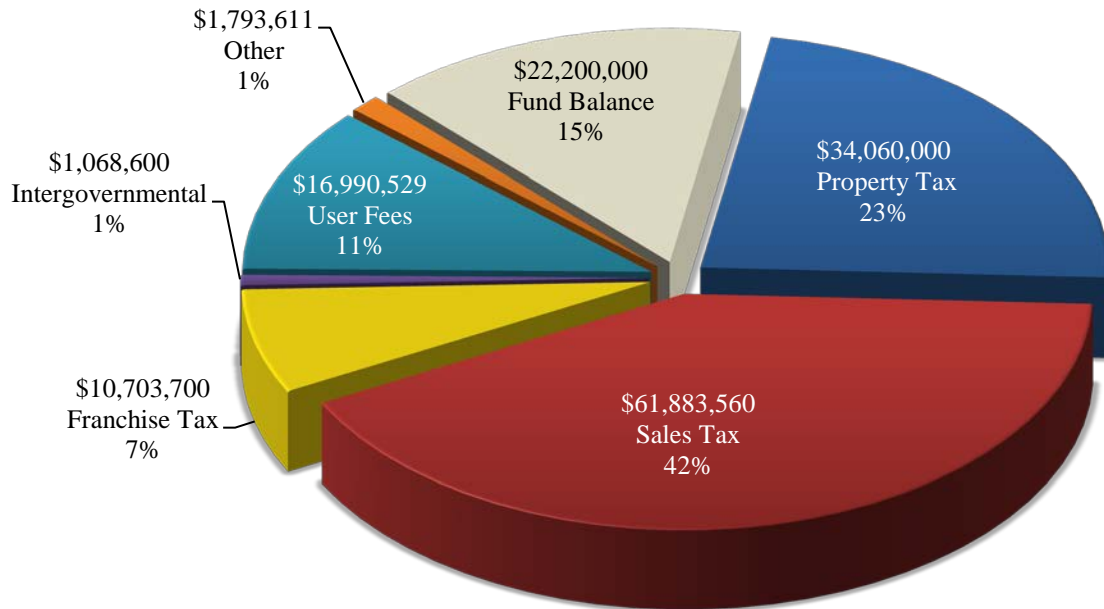
**Tax Increment Financing**

Description	2013 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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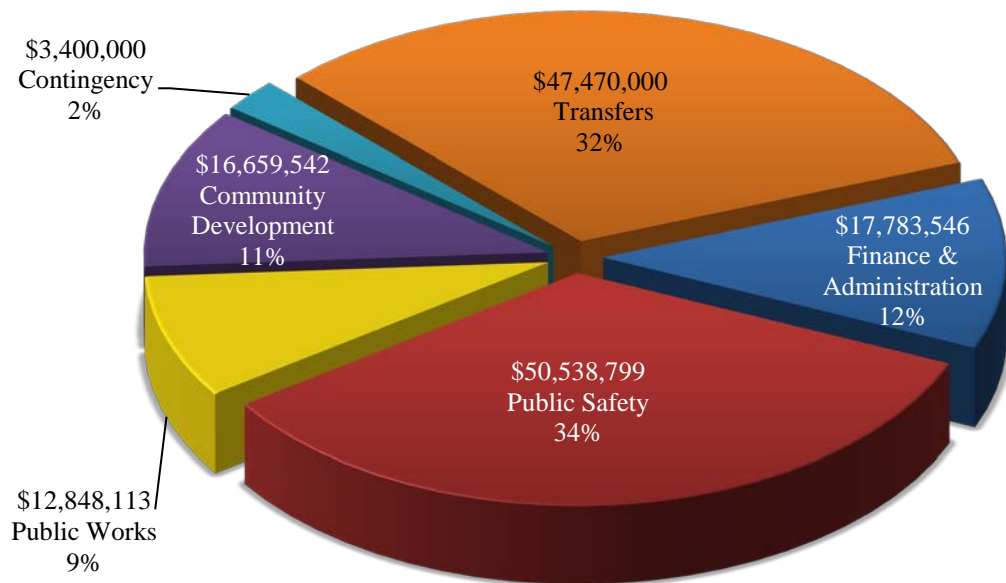
# City of Overland Park 2013 Budget

## General Fund Revenues



**Total GF Revenues = \$148,700,000**

## General Fund Expenditures



**Total GF Expenditures = \$148,700,000**

# 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
	2010	2011	2012	2013
<b><u>STATEMENT OF REVENUE</u></b>				
<b>BEGINNING BALANCE</b>	<b><u>\$39,584,697</u></b>	<b><u>\$28,303,693</u></b>	<b><u>\$20,929,756</u></b>	<b><u>\$22,200,000</u></b>
<b><u>Current Revenue</u></b>				
<u>County Collected and Distributed</u>				
<sup>1</sup> Ad Valorem Property Tax	\$8,806,970	\$8,283,014	\$30,534,000	\$30,635,000
Motor Vehicle Tax	910,911	906,921	2,369,000	3,200,000
Delinquent Tax Collections	61,010	134,672	290,000	225,000
Rental Excise Tax	15,187	12,845	43,000	13,000
Special Weed & Sewer Tax	63,553	65,914	55,000	75,000
	<u>9,857,631</u>	<u>9,403,366</u>	<u>33,291,000</u>	<u>34,148,000</u>
<u>State Collected and Distributed</u>				
Sales Tax-City	35,301,372	41,367,325	42,771,243	43,982,560
Sales Tax-Countywide	10,405,308	11,449,461	11,591,007	11,919,000
Sales Tax-Public Safety	2,581,072	2,862,417	2,908,445	2,991,000
Sales Tax-Economic Development	2,581,072	2,862,417	2,908,445	2,991,000
State Highway Commission	68,664	68,664	68,600	68,600
Liquor Tax	976,718	1,003,632	1,000,000	1,000,000
	<u>51,914,206</u>	<u>59,613,916</u>	<u>61,247,740</u>	<u>62,952,160</u>
<u>City Collected</u>				
Franchise Taxes	<u>9,952,518</u>	<u>10,386,572</u>	<u>10,297,700</u>	<u>10,703,700</u>
Fines:				
Victim Assistance Program Fees	40,313	33,569	47,000	45,000
Municipal Court	4,804,883	4,117,435	5,558,500	5,787,246
Diversion Monitoring Fee	545,894	584,305	525,000	550,000
	<u>5,391,090</u>	<u>4,735,309</u>	<u>6,130,500</u>	<u>6,382,246</u>

# CITY OF OVERLAND PARK GENERAL FUND

	Actual		Estimated	Budget
	2010	2011	2012	2013
<b><u>STATEMENT OF REVENUE</u></b>				
<u>City Collected (Continued)</u>				
Parks and Recreation Revenues:				
Municipal Pool Revenue	850,400	848,811	843,000	832,400
Leisure Service Revenue	2,879,880	2,819,540	2,845,000	2,826,000
Arts Commission Revenue	22,602	17,766	22,500	18,500
Arboretum Revenue	28,574	36,163	37,000	205,233
Deanna Rose Farmstead Revenue	1,055,308	1,262,043	1,687,000	1,430,700
	<u>4,836,764</u>	<u>4,984,323</u>	<u>5,434,500</u>	<u>5,312,833</u>
Licenses, Fees and Permits:				
Animal Licenses	212,344	202,639	215,730	204,080
Liquor Licenses/CMB Licenses	63,275	96,473	63,550	67,040
Other Licenses and Permits	234,016	279,757	80,311	271,090
Public Safety Permits and Fees	125,215	68,670	96,100	93,850
<sup>2</sup> Ambulance Fees	0	0	1,830,250	1,900,000
<sup>2</sup> Other Fire Permits & Fees	0	0	44,750	99,700
Building Permits	733,259	950,253	715,050	815,250
Plan Review Fees	299,181	638,303	390,000	485,000
Zoning and Planning Fees	140,553	181,876	150,000	160,900
Excise Tax	442,251	556,831	805,000	882,090
Other Community Service Fees	141,334	97,338	284,200	115,250
	<u>2,391,428</u>	<u>3,072,140</u>	<u>4,674,941</u>	<u>5,094,250</u>
Interest Earned on Investments:	<u>352,690</u>	<u>245,700</u>	<u>227,363</u>	<u>238,096</u>
Miscellaneous Revenues:	<u>1,194,597</u>	<u>1,208,272</u>	<u>1,369,500</u>	<u>1,228,715</u>
Transfers from Other Funds:	<u>909,056</u>	<u>577,416</u>	<u>447,000</u>	<u>440,000</u>
<b>Total Revenue</b>	<b><u>\$126,384,677</u></b>	<b><u>\$122,530,707</u></b>	<b><u>\$144,050,000</u></b>	<b><u>\$148,700,000</u></b>

# CITY OF OVERLAND PARK GENERAL FUND

	Actual		Estimated	Budget
	2010	2011	2012	2013
<b><u>STATEMENT OF EXPENDITURES</u></b>				
<b><u>GOAL AREA/COST CENTER</u></b>				
<b><u>Finance and Administration</u></b>				
Mayor & Council	\$400,888	\$427,810	\$378,944	\$390,787
Economic Development	620,980	779,684	800,980	650,980
City Manager	1,129,921	907,561	834,334	871,937
Communications	381,307	357,630	402,411	418,557
Information Technology	3,037,348	3,004,625	3,382,290	3,600,947
Facilities Management	3,356,909	3,429,924	3,331,887	3,622,318
Municipal Court	2,220,013	2,119,819	2,256,523	2,325,616
Court Services	459,706	397,807	399,182	425,205
Law	1,728,296	1,463,693	1,380,301	1,432,737
Finance & Accounting	1,252,292	1,168,593	1,273,459	1,288,102
City Clerk	729,624	651,947	683,788	714,822
Human Resources	1,668,338	1,429,986	1,506,270	1,592,096
Payroll	650,774	726,878	434,294	449,442
Total Finance & Administration	17,636,396	16,865,957	17,064,663	17,783,546
<b><u>Public Safety</u></b>				
Police Administration	2,392,751	2,389,949	2,393,754	4,409,730
Tactical Operations Bureau	14,988,961	16,919,033	17,506,951	18,445,336
Special Services Bureau	8,460,439	10,050,749	9,953,048	8,770,166
<sup>3</sup> Administrative Services Bureau	4,137,928	8,249	0	0
<sup>4</sup> OPFD Contracts	0	0	1,200,000	1,223,000
<sup>4</sup> OPFD Administration	0	0	981,508	1,115,083
<sup>4</sup> OPFD Operations	0	0	14,067,908	14,580,512
<sup>4</sup> OPFD Prevention	0	0	629,279	629,114
<sup>4</sup> OPFD Support Services	0	0	450,525	505,134
<sup>4</sup> OPFD Training	0	0	721,311	769,584
<sup>4</sup> Fire Training Center	0	0	87,809	91,140
Total Public Safety	29,980,079	29,367,980	47,992,093	50,538,799
<b><u>Public Works</u></b>				
Public Works Administration	1,270,979	1,024,546	1,169,105	1,148,140
Street Engineering & Construction	2,365,502	2,267,335	2,230,527	2,393,791
Traffic Services	1,287,165	1,345,898	1,411,217	1,486,129
Traffic Maintenance	3,139,369	3,527,081	3,118,826	3,260,110
Street Maintenance	4,145,129	4,246,034	4,060,778	3,588,940
<sup>5</sup> Fleet Maintenance	0	0	0	971,003
Total Public Works	12,208,144	12,410,894	11,990,453	12,848,113

# CITY OF OVERLAND PARK GENERAL FUND

	Actual		Estimated	Budget
	2010	2011	2012	2013
<b><u>STATEMENT OF EXPENDITURES</u></b>				
<u>Community Development</u>				
Parks & Forestry	2,696,334	2,721,264	2,810,338	2,990,481
Arboretum & Botanical Garden	662,195	696,694	711,333	903,693
Leisure Services	646,498	618,190	634,598	835,808
Community Centers	1,510,258	1,564,168	1,613,070	1,737,969
<sup>6</sup> Arts Commission	156,909	160,558	167,419	0
Farmstead	1,269,646	1,518,238	1,639,359	1,694,531
Aquatics	1,233,293	1,336,114	1,281,776	1,344,758
Planning & Development Services Admin.	2,119,694	1,794,783	1,897,610	1,938,333
Community Planning	1,853,320	1,824,851	1,928,026	2,008,561
Building Safety	2,123,742	1,937,791	2,079,812	2,185,551
Engineering Services	1,108,357	952,629	967,975	1,019,857
Total Community Development	15,380,246	15,125,280	15,731,316	16,659,542
 Non-Operating				
<sup>7</sup> Citywide Contingency	0	0	2,388,475	3,400,000
Infrastructure & Facilities Maintenance	2,950,000	1,787,893	2,700,000	4,100,000
<sup>8</sup> Transfers to Other Funds	19,926,119	26,892,947	23,983,000	43,370,000
Transfer to Reserved Fund Balance	0	(850,000)	0	0
Total Non-Operating	22,876,119	27,830,840	29,071,475	50,870,000
 <b>Total Expenditures</b>	<b>\$98,080,984</b>	<b>\$101,600,951</b>	<b>\$121,850,000</b>	<b>\$148,700,000</b>
 <b>ENDING BALANCE</b>	<b>\$28,303,693</b>	<b>\$20,929,756</b>	<b>\$22,200,000</b>	<b>\$0</b>

<sup>1</sup> The mill levy rate for the General Fund increased for 2012. 2011 rate = 3.254 mills. 2012 rate = 7.262 mills. Also, beginning with the 2012 actual and 2013 Budget, the revenue and expenditure previously shown in the Fire Service Fund has been moved to the General Fund.

<sup>2</sup> Beginning with 2012 actual/2013 Budget, revenues and expenditures previously shown in the Fire Service Fund have moved to the General Fund

<sup>3</sup> Beginning in late 2010, the Police Administration cost center was eliminated and functions in this division were moved to other divisions in the Police Department.

<sup>4</sup> Beginning with 2012 actual/2013 Budget, revenues and expenditures previously shown in the Fire Service Fund have moved to the General Fund

<sup>5</sup> Beginning with the 2013 Budget, Fleet Maintenance has been broken out from Street Maintenance.

<sup>6</sup> Beginning with the 2013 Budget, the Arts Commission has been moved into Leisure Services

<sup>7</sup> Actual 2010 and 2011 contingency expenditures have been allocated to appropriate cost centers.

<sup>8</sup> 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
	2010	2011	2012	2013
<b>STATEMENT OF REVENUE</b>				
<b>BEGINNING BALANCE</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>
<b><u>Current Revenue</u></b>				
<b><u>County Collected and Distributed</u></b>				
Special Assessment Tax	\$1,139,488	\$1,069,205	\$445,000	\$420,000
Delinquent Special Assessments	1,068	9,685	11,008	10,000
	<u>1,140,556</u>	<u>1,078,890</u>	<u>456,008</u>	<u>430,000</u>
<b><u>City Collected</u></b>				
Federal Reimbursement - Interest Subsidy	75,056	76,981	76,981	76,980
Interest Earned on Investments	3,486	2,101	3,681	3,415
	<u>78,542</u>	<u>79,082</u>	<u>80,662</u>	<u>80,395</u>
Transfers and Miscellaneous:				
Miscellaneous	0	0	0	10,000
Bond Refunding Revenue	0	0	0	0
Transfer from General Fund	15,728,043	16,244,245	17,020,000	16,500,000
Transfer from Capital Projects Fund	23,086	6,789,751	0	0
Transfer from Special Parks & Recreation	325,000	300,000	250,000	250,000
Transfer from Fire Service Fund	117,565	75,224	0	0
Transfer from Stormwater Utility Fund	18,506	157,834	4,448	2,150
Transfer from Soccer Operations Fund	0	150,000	150,000	150,000
Transfer from TGT Capital Improve Fund	6,403,498	6,209,556	6,188,882	6,112,455
	<u>22,615,698</u>	<u>29,926,610</u>	<u>23,613,330</u>	<u>23,024,605</u>
<b>TOTAL REVENUE</b>	<b><u>\$23,934,796</u></b>	<b><u>\$31,184,582</u></b>	<b><u>\$24,250,000</u></b>	<b><u>\$23,635,000</u></b>
<b>STATEMENT OF EXPENDITURES</b>				
<b><u>Non-Operating Expenses</u></b>				
<b><u>Debt Service</u></b>				
Bond Principal	\$16,322,876	\$17,165,894	\$17,227,086	\$16,500,000
Bond Interest	7,511,920	7,155,832	6,847,818	6,700,000
Bond Refunding		6,762,856	0	0
Contingency, Commission and Postage	0	0	75,096	435,000
<b>TOTAL EXPENDITURES</b>	<b><u>\$23,834,796</u></b>	<b><u>\$31,084,582</u></b>	<b><u>\$24,150,000</u></b>	<b><u>\$23,635,000</u></b>
<b>ENDING BALANCE</b>	<b><u>\$100,000</u></b>	<b><u>\$100,000</u></b>	<b><u>\$100,000</u></b>	<b><u>\$0</u></b>



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

DESCRIPTION	Actual		Estimated	Budget
	2010	2011	2012	2013
<u>Series 2001</u>				
Public Buildings: Convention Center	\$1,055,000	\$1,100,000	\$0	\$0
Street Improvements	0	0	0	0
	<u>1,055,000</u>	<u>1,100,000</u>	<u>0</u>	<u>0</u>
<u>Series 2002</u>				
Parks & Recreation	264,232	263,015	249,620	0
Public Facility	105,909	105,421	100,052	0
Storm Drainage	11,516	11,516	11,516	1,516
Street Improvement	833,343	830,048	793,812	118,484
	<u>1,215,000</u>	<u>1,210,000</u>	<u>1,155,000</u>	<u>120,000</u>
<u>Series 2003</u>				
Public Facility	127,673	127,673	127,673	127,673
Storm Drainage	6,534	6,534	6,534	6,534
Streets & Thoroughfares	935,793	935,793	935,793	935,793
	<u>1,070,000</u>	<u>1,070,000</u>	<u>1,070,000</u>	<u>1,070,000</u>
<u>Series 2004</u>				
Public Facility	485,000	475,000	485,000	500,000
Storm Drainage	478	479	479	0
Streets & Thoroughfares	1,099,522	1,099,521	1,099,521	0
	<u>1,585,000</u>	<u>1,575,000</u>	<u>1,585,000</u>	<u>500,000</u>
<u>Series 2004 Refunding Issue</u>				
1998 Refunding: Oak Park Mall Parking Deck	460,000	475,000	470,000	460,000
	<u>460,000</u>	<u>475,000</u>	<u>470,000</u>	<u>460,000</u>
<u>Series 2006</u>				
Streets & Thoroughfares	1,029,746	1,029,746	1,029,746	1,024,986
Traffic Signal Improvements	31,270	31,270	31,270	31,030
Overland Park Community Center	1,008,984	1,008,984	1,008,984	1,008,984
	<u>2,070,000</u>	<u>2,070,000</u>	<u>2,070,000</u>	<u>2,065,000</u>
<u>Series 2006 Refunding Issue</u>				
2001 Refunding: Convention Center	125,000	130,000	1,285,000	1,330,000
	<u>125,000</u>	<u>130,000</u>	<u>1,285,000</u>	<u>1,330,000</u>
<u>Series 2007 Bond Issue</u>				
Parks & Recreation	2,399,908	2,399,908	2,398,735	2,398,735
Public Facilities	52,974	52,974	52,878	52,878
Streets & Thoroughfares	2,157,118	2,157,118	2,153,387	2,153,387
	<u>4,610,000</u>	<u>4,610,000</u>	<u>4,605,000</u>	<u>4,605,000</u>
<u>Series 2009 Bond Issue</u>				
Parks & Recreation	392,516	402,307	402,309	402,300
Streets & Thoroughfares	1,812,484	1,857,693	1,857,691	1,857,700
	<u>2,205,000</u>	<u>2,260,000</u>	<u>2,260,000</u>	<u>2,260,000</u>

**PRINCIPAL SUMMARY BY SERIES, Cont.**

DESCRIPTION	Actual		Estimated	Budget
	2010	2011	2012	2013
<u>Series 2009 Refunding Issue</u>				
Parks & Recreation	40,938	26,262	9,918	4,862
Parks & Recreation: Westlinks Golf Course <sup>1</sup>	177,124	114,106	42,914	21,036
Public Facility	568,316	365,828	137,692	67,496
Storm Drainage	17,572	11,311	4,257	2,087
Streets & Thoroughfares	1,301,050	837,493	315,219	154,519
	<u>2,105,000</u>	<u>1,355,000</u>	<u>510,000</u>	<u>250,000</u>
<u>Series 2010 Bond Issue</u>				
Storm Drainage	0	122,389	122,389	122,389
Streets & Thoroughfares	0	1,222,611	1,222,611	1,222,611
	<u>0</u>	<u>1,345,000</u>	<u>1,345,000</u>	<u>1,345,000</u>
<u>Series 2011 Bond Issue</u>				
Streets & Thoroughfares	0	80,000	915,000	2,020,000
	<u>0</u>	<u>80,000</u>	<u>915,000</u>	<u>2,020,000</u>
<u>Series 2013 Bond Issue</u>				
Various Projects	0	0	0	496,036
<b>TOTAL PRINCIPAL</b>	<b><u>\$16,500,000</u></b>	<b><u>\$17,280,000</u></b>	<b><u>\$17,270,000</u></b>	<b><u>\$16,521,036</u></b>
<u>Less Golf Course Fund Expenditures<sup>1</sup></u>	(177,124)	(114,106)	(42,914)	(21,036)
<b>TOTAL PRINCIPAL - BOND &amp; INTEREST FUND</b>	<b><u>\$16,322,876</u></b>	<b><u>\$17,165,894</u></b>	<b><u>\$17,227,086</u></b>	<b><u>\$16,500,000</u></b>

<sup>1</sup> 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	Budget
	2010	2011	2012	2013
<u>Series 2001</u>				
Public Buildings: Convention Center	\$92,138	\$47,300	\$0	\$0
Street Improvements	0	0	0	0
	<u>92,138</u>	<u>47,300</u>	<u>0</u>	<u>0</u>
<u>Series 2002</u>				
Parks & Recreation	28,083	18,954	9,486	0
Public Facility	11,256	7,597	3,802	0
Storm Drainage	1,783	1,398	999	605
Streets & Thoroughfares	130,583	102,751	74,063	47,319
	<u>171,705</u>	<u>130,700</u>	<u>88,350</u>	<u>47,924</u>
<u>Series 2003</u>				
Public Facility	40,038	36,081	31,804	27,207
Storm Drainage	2,049	1,847	1,627	1,393
Streets & Thoroughfares	293,465	264,455	233,107	199,418
	<u>335,552</u>	<u>302,383</u>	<u>266,538</u>	<u>228,018</u>

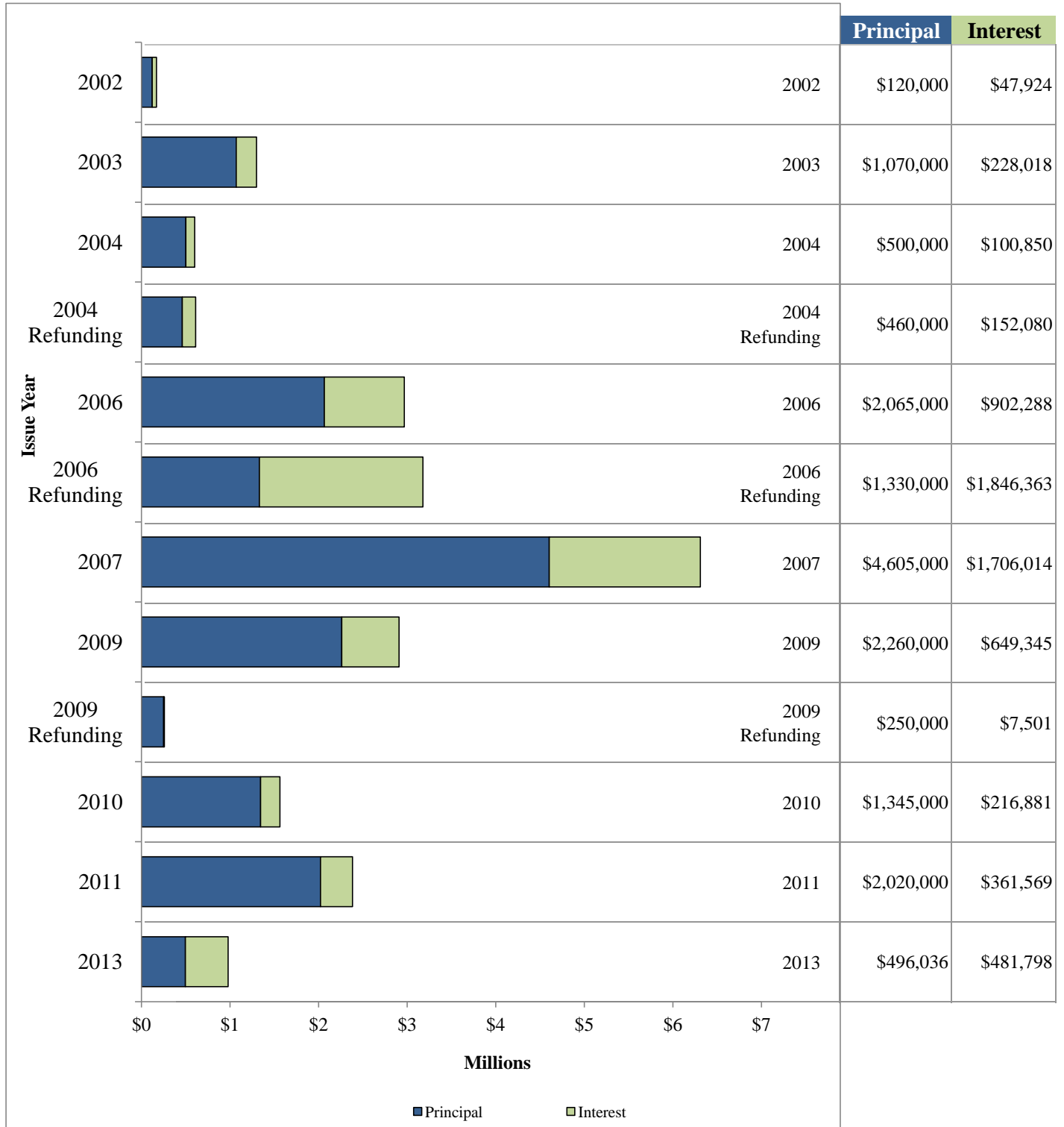
**INTEREST SUMMARY BY SERIES, Cont.**

<b>DESCRIPTION</b>	<b>2010</b>	<b>Estimated 2011</b>	<b>Budget 2012</b>	<b>Budget 2013</b>
<u>Series 2004</u>				
Public Facility	144,690	130,140	115,890	100,850
Storm Drainage	165	149	0	0
Streets & Thoroughfares	377,824	209,470	38,501	0
	<u>522,679</u>	<u>339,759</u>	<u>154,391</u>	<u>100,850</u>
<u>Series 2004 Refunding Issue</u>				
1998 Refunding: Oak Park Mall Parking Deck	195,165	181,365	167,115	152,080
	<u>195,165</u>	<u>181,365</u>	<u>167,115</u>	<u>152,080</u>
<u>Series 2006</u>				
Parks & Recreation	708,812	668,452	625,570	582,688
Public Facilities	444,361	403,172	359,408	315,644
Traffic Infrastructure	7,865	6,614	5,285	3,956
	<u>1,161,038</u>	<u>1,078,238</u>	<u>990,263</u>	<u>902,288</u>
<u>Series 2006 Refunding Issue</u>				
2001 Refunding: Convention Center	1,907,963	1,902,963	1,897,763	1,846,363
<u>Series 2007 Bond Issue</u>				
Parks & Recreation	1,516,658	1,420,662	1,324,665	1,228,716
Public Facilities	16,929	14,810	12,691	10,576
Streets & Thoroughfares	725,427	639,141	552,856	466,722
	<u>2,259,014</u>	<u>2,074,613</u>	<u>1,890,212</u>	<u>1,706,014</u>
<u>Series 2009 Bond Issue</u>				
Parks & Recreation	249,046	247,581	239,535	231,487
Streets & Thoroughfares	515,203	492,164	455,010	417,858
	<u>764,249</u>	<u>739,745</u>	<u>694,545</u>	<u>649,345</u>
<u>Series 2009 Refunding Issue</u>				
Parks & Recreation	2,175	1,234	444	146
Parks & Recreation: Westlinks Golf Course <sup>1</sup>	9,410	5,339	1,918	631
Public Facility	30,192	17,130	6,156	2,025
Storm Drainage	934	530	190	63
Streets & Thoroughfares	69,116	39,217	14,092	4,636
	<u>111,827</u>	<u>63,450</u>	<u>22,800</u>	<u>7,501</u>
<u>Series 2010 Bond Issue</u>				
Storm Drainage	0	23,604	22,183	19,735
Streets & Thoroughfares	0	235,798	221,598	197,146
	<u>0</u>	<u>259,402</u>	<u>243,781</u>	<u>216,881</u>
<u>Series 2011 Bond Issue</u>				
Streets & Thoroughfares	0	41,253	433,978	361,569
	<u>0</u>	<u>41,253</u>	<u>433,978</u>	<u>361,569</u>
<u>Series 2013 Bond Issue</u>				
Various Projects	0	0	0	481,798
<b>TOTAL INTEREST</b>	<b><u>\$7,521,330</u></b>	<b><u>\$7,161,171</u></b>	<b><u>\$6,849,736</u></b>	<b><u>\$6,700,631</u></b>
<u>Less Golf Course Fund Expenditures<sup>1</sup></u>	(9,410)	(5,339)	(1,918)	(631)
<b>TOTAL INTEREST - BOND &amp; INTEREST FUND</b>	<b><u>\$7,511,920</u></b>	<b><u>\$7,155,832</u></b>	<b><u>\$6,847,818</u></b>	<b><u>\$6,700,000</u></b>

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

# 2013 Budgeted Debt Service

## By Series



# 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
	2010	2011	2012	2013
<b>STATEMENT OF REVENUE</b>				
<b>BEGINNING BALANCE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b><u>Current Revenue</u></b>				
<b><u>City Collected</u></b>				
Licenses, Fees, and Permits:				
Business Improvement Service Fee	\$96,031	\$96,846	\$103,000	\$109,000
Interest	1,639	3,154	2,000	1,000
	<u>97,670</u>	<u>100,000</u>	<u>105,000</u>	<u>110,000</u>
<b>TOTAL REVENUE</b>	<b><u>\$97,670</u></b>	<b><u>\$100,000</u></b>	<b><u>\$105,000</u></b>	<b><u>\$110,000</u></b>

## **STATEMENT OF EXPENDITURES**

<b><u>Goal Area/Cost Center</u></b>				
<b><u>Community Development</u></b>				
Planning & Research				
Business Improvement District	\$97,670	\$100,000	\$105,000	\$110,000
<b>TOTAL EXPENDITURES</b>	<b><u>\$97,670</u></b>	<b><u>\$100,000</u></b>	<b><u>\$105,000</u></b>	<b><u>\$110,000</u></b>
 <b>ENDING BALANCE</b>	 <b><u>\$0</u></b>	 <b><u>\$0</u></b>	 <b><u>\$0</u></b>	 <b><u>\$0</u></b>

# CITY OF OVERLAND PARK FIRE SERVICE FUND

Emergency Fire and Medical Services are funded through the Fire Service Fund. Revenues are generated through an Ad Valorem Property Tax and a transfer from the City's General Fund. The majority of Fire calls are serviced by the Overland Park Fire Department, except for outlying portions of the City which is serviced by Consolidated Fire District #2 and Rural Fire District #2 through contractual relationships with the City. The City provides emergency medical services jointly with Johnson County Med-Act. Beginning with 2012 actual and 2013, Fire Services have been incorporated into the General Fund.

	Actual		Estimated	Budget
	2010	2011	2012	2013
<b>STATEMENT OF REVENUE</b>				
<b>BEGINNING BALANCE</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b><u>Current Revenue</u></b>				
<u>County Collected and Distributed</u>				
Ad Valorem Property Tax	\$12,588,507	\$11,840,396	\$0	\$0
Motor Vehicle Tax	1,301,886	1,296,237	0	0
Delinquent Tax Collections	95,119	191,587	0	0
Rental Excise Tax	21,705	18,359	0	0
	<u>14,007,217</u>	<u>13,346,579</u>	<u>0</u>	<u>0</u>
<u>State Collected and Distributed</u>				
Machinery and Equipment Reimbursement	0	0	0	0
<u>City Collected</u>				
Fire Training Facility Lease	63,480	67,955	0	0
Ambulance User Fees	1,768,652	1,932,424	0	0
Ambulance Lease	8,637	8,589	0	0
Fire Inspection Fees	865	3,266	0	0
Transfer from General Funds	2,888,033	4,241,971	0	0
Transfer from Other Funds	0	0	0	0
Interest Earned on Investments	28,337	20,643	0	0
Miscellaneous	41,134	31,797	0	0
	<u>4,799,138</u>	<u>6,306,645</u>	<u>0</u>	<u>0</u>
<b>TOTAL REVENUE</b>	<b><u>\$18,806,355</u></b>	<b><u>\$19,653,224</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>
<b>STATEMENT OF EXPENDITURES</b>				
<u>Public Safety</u>				
Fire Protection Services - Fire Department				
Administration	\$990,189	\$992,991	\$0	\$0
Operations	14,205,887	14,384,934	0	0
Prevention	764,116	819,193	0	0
Support Services	628,177	519,860	0	0
Training	653,961	697,879	0	0
Fire Training Center	51,141	32,851	0	0
Fire Department	<u>\$17,293,471</u>	<u>\$17,447,708</u>	<u>\$0</u>	<u>\$0</u>
Fire Protection Services - Consolidated #2	480,443	452,604	0	0
Emergency Medical Services - JoCo	277,101	342,003	0	0
Fire Protection Services - Rural #2	430,121	444,019	0	0
	<u>\$18,481,136</u>	<u>\$18,686,334</u>	<u>\$0</u>	<u>\$0</u>
<u>Non-Operating Expenses</u>				
Transfer to Equipment Reserve Fund	0	713,000	0	0
Transfer to Maintenance Fund	0	8,000	0	0
Transfer to Maintenance Fund	55,400	50,000	0	0
Transfer to Bond and Interest	117,565	75,224	0	0
Transfer to Internal Service Funds	128,617	144,733	0	0
Misc.	26,291	(24,067)	0	0
Contingency	(2,654)	0	0	0
	<u>325,219</u>	<u>966,890</u>	<u>0</u>	<u>0</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$18,806,355</u></b>	<b><u>\$19,653,224</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>
<b>ENDING BALANCE</b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>

# 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
	2010	2011	2012	2013
<b>STATEMENT OF REVENUE</b>				
<b>BEGINNING BALANCE</b>	<b>\$1,127,591</b>	<b>\$940,683</b>	<b>\$832,342</b>	<b>\$1,040,000</b>
<b><u>Current Revenue</u></b>				
<u>City Collected</u>				
Golf Course Revenue	\$2,907,711	\$2,885,737	\$5,895,423	\$5,952,872
Miscellaneous Revenue	134	248,346	0	0
Interest Earned on Investments	14,458	7,650	3,969	2,128
	<u>2,922,303</u>	<u>3,141,733</u>	<u>5,899,392</u>	<u>5,955,000</u>
 <u>Transfers from Other Funds</u>				
Capital Projects	0	0	83,266	0
Transfer Other Funds	0	0	83,266	0
 <b>TOTAL REVENUE</b>	<b>\$4,049,894</b>	<b>\$4,082,416</b>	<b>\$6,815,000</b>	<b>\$6,995,000</b>
 <b>STATEMENT OF EXPENDITURES</b>				
<b><u>Goal Area/Cost Center</u></b>				
<u>Parks &amp; Recreation</u>				
Golf Course Administration	\$2,327,090	\$2,313,995	\$1,477,301	\$316,366
St Andrew's Operations & Maint	0	187,513	2,623,696	2,382,776
Skyles/Lady Operations & Maint	0	90,938	1,228,084	2,595,144
	<u>2,327,090</u>	<u>2,592,446</u>	<u>5,329,081</u>	<u>5,294,286</u>
 <u>Non-Operating Expenses</u>				
Debt Service	186,534	119,445	44,832	21,667
Scheduled Capital Improvements	267,727	109,160	100,000	0
Scheduled Maintenance Improvements	0	0	0	100,000
Contingency	0	0	4,087	1,289,047
	<u>454,261</u>	<u>228,605</u>	<u>148,919</u>	<u>1,410,714</u>
 <u>Transfers to Other Funds</u>				
Transfer to General Fund	304,000	295,000	297,000	290,000
Transfer to Workmans Comp Fund	2,350	763	0	0
Transfer to Self Insurance Fund	21,510	0	0	0
Transfer to Capital Projects Fund	0	133,260	0	0
	<u>327,860</u>	<u>429,023</u>	<u>297,000</u>	<u>290,000</u>
 <b>TOTAL EXPENDITURES</b>	<b>\$3,109,211</b>	<b>\$3,250,074</b>	<b>\$5,775,000</b>	<b>\$6,995,000</b>
 <b>ENDING BALANCE</b>	<b>\$940,683</b>	<b>\$832,342</b>	<b>\$1,040,000</b>	<b>\$0</b>

**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 and 2008, voters approved the sales tax for two additional five-year periods. The tax is currently set to expire in March of 2014. Construction of projects will continue beyond that date if necessary and funding is available.

	Actual		Estimated	Budget
	2010	2011	2012	2013
<b>STATEMENT OF REVENUE</b>				
<b>BEGINNING BALANCE</b>	<b>\$344,046</b>	<b>\$1,403,029</b>	<b>\$3,082,918</b>	<b>\$1,790,000</b>
<u><b>Current Revenue</b></u>				
<u>State Collected and Distributed</u>				
Sales Tax-City <sup>(1)</sup>	\$4,412,510	\$5,181,940	\$5,346,405	\$5,498,000
<u>City Collected</u>				
Interest Earned on Investments	3,443	8,322	7,677	12,000
Transfer from Capital Projects Fund	49,254	258,444	10,000	0
	52,697	266,766	17,677	12,000
<b>TOTAL REVENUE</b>	<b>\$4,809,253</b>	<b>\$6,851,735</b>	<b>\$8,447,000</b>	<b>\$7,300,000</b>
<b>STATEMENT OF EXPENDITURES</b>				
<u><b>Non-Operating Expenses</b></u>				
Residential Streets Improvements:				
Residential Streets Reconstruction	\$0	\$1,958,000	\$1,657,000	\$670,000
Streetlighting	0	100,000	100,000	100,000
Sidewalk Reconstruction	0	50,000	50,000	50,000
Curb Reconstruction	0	500,000	500,000	500,000
	0	2,608,000	2,307,000	1,320,000
Thoroughfare Improvements:				
Thoroughfare Widening	2,256,225	510,824	3,700,000	2,489,000
Traffic Management Systems	1,000,000	499,993	500,000	500,000
	3,256,225	1,010,817	4,200,000	2,989,000
Transfer to General Fund	\$150,000	\$150,000	\$150,000	\$150,000
Scheduled Future Capital Improvements	0	0	0	2,841,000
	150,000	150,000	150,000	2,991,000
<b>TOTAL EXPENDITURES</b>	<b>\$3,406,225</b>	<b>\$3,768,817</b>	<b>\$6,657,000</b>	<b>\$7,300,000</b>
<b>ENDING BALANCE</b>	<b>\$1,403,028</b>	<b>\$3,082,918</b>	<b>\$1,790,000</b>	<b>\$0</b>

<sup>1</sup> 2010 sales tax collection amounts include refund of use tax.



# 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 through the Bond and Interest Fund. Prior to 2009, operational funding relating to the soccer complex was funded in the Transient Guest Tax Capital Improvements Fund. The soccer complex opened for play in August 2009, with the first full year of operations in 2010.

	Actual		Estimated	Budget
	2010	2011	2012	2013
<b>STATEMENT OF REVENUE</b>				
<b>BEGINNING BALANCE</b>	<b>\$0</b>	<b>\$84,115</b>	<b>\$146,698</b>	<b>\$200,000</b>
<b><u>Current Revenue</u></b>				
<b><u>City Collected</u></b>				
Field Rental Revenue	\$782,615	\$784,351	\$800,000	\$813,000
Tenant Rental Revenue	94,506	90,078	90,600	93,600
Concession Revenue	257,964	274,768	275,000	280,000
Sponsorship Revenue	65,000	45,500	50,000	60,000
Miscellaneous Revenue	18,510	32,936	0	0
Interest Earned on Investments	0	0	2,702	3,400
Transfer from Other Funds	0	0	0	0
	1,218,595	1,227,633	1,218,302	1,250,000
<b>TOTAL REVENUE</b>	<b>\$1,218,595</b>	<b>\$1,311,748</b>	<b>\$1,365,000</b>	<b>\$1,450,000</b>
<b>STATEMENT OF EXPENDITURES</b>				
<b><u>Goal Area/Cost Center</u></b>				
<b><u>Parks &amp; Recreation</u></b>				
Soccer Operations	\$950,118	\$1,012,380	\$970,000	\$1,035,175
<b><u>Non-Operating Expenses</u></b>				
Scheduled Capital Improvements	0	0	0	0
Transfer to Transient Guest Tax Capital Fund	163,538	0	0	0
Transfer to Equipment Reserve Fund			0	200,000
Transfer to Bond & Interest Fund	0	150,000	150,000	150,000
Transfer to Workmans Comp Fund	3,210	2,670		0
Transfer to Self Insurance Fund	7,615	0		0
Contingency	10,000	0	45,000	64,825
	184,363	152,670	195,000	414,825
<b>TOTAL EXPENDITURES</b>	<b>\$1,134,481</b>	<b>\$1,165,050</b>	<b>\$1,165,000</b>	<b>\$1,450,000</b>
<b>ENDING BALANCE</b>	<b>\$84,114</b>	<b>\$146,698</b>	<b>\$200,000</b>	<b>\$0</b>

# 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
	2010	2011	2012	2013
<b>STATEMENT OF REVENUE</b>				
<b>BEGINNING BALANCE</b>	<b>\$1,239,098</b>	<b>\$1,096,905</b>	<b>\$1,059,162</b>	<b>\$1,335,000</b>
<b><u>Current Revenue</u></b>				
<b><u>State Collected and Distributed</u></b>				
Liquor Tax	\$976,718	\$1,003,632	\$1,000,000	\$1,000,000
<b><u>City Collected</u></b>				
Interest Earned on Investments	12,310	6,780	5,838	5,000
Miscellaneous	0	0	0	0
	12,310	6,780	\$5,838	5,000
<b>TOTAL REVENUE</b>	<b>\$2,228,126</b>	<b>\$2,107,317</b>	<b>\$2,065,000</b>	<b>\$2,340,000</b>

## **STATEMENT OF EXPENDITURES**

<b><u>Goal Area/Cost Center</u></b>				
<b><u>Finance &amp; Administration</u></b>				
Mayor & Council:				
Drug/Alcoholism Council allocation	\$713,746	\$702,000	\$725,000	\$775,000
Misc. and Contingency	0	0	5,000	1,565,000
	713,746	702,000	\$730,000	2,340,000
<b><u>Public Safety</u></b>				
Police Administrative Services:				
DARE Program	415,835	344,611	0	0
<b><u>Transfers to Other Funds</u></b>				
Transfer to other funds	1,640	1,544	0	0
<b>TOTAL EXPENDITURES</b>	<b>\$1,131,221</b>	<b>\$1,048,155</b>	<b>\$730,000</b>	<b>\$2,340,000</b>
<b>ENDING BALANCE</b>	<b>\$1,096,905</b>	<b>\$1,059,162</b>	<b>\$1,335,000</b>	<b>\$0</b>

# 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
	2010	2011	2012	2013
<b>STATEMENT OF REVENUE</b>				
<b>BEGINNING BALANCE</b>	<b>\$25,671</b>	<b>\$25,656</b>	<b>\$31,744</b>	<b>\$95,000</b>
<u><b>Current Revenue</b></u>				
<u>State Collected and Distributed</u>				
Liquor Tax	\$976,718	\$1,003,632	\$1,000,000	\$1,000,000
<u>City Collected</u>				
Interest Earned on Investments	1,735	2,261	3,256	5,000
Transfer from Capital Projects	16,601	0	60,000	0
	18,336	2,261	63,256	5,000
<u>Miscellaneous</u>				
Miscellaneous	0	0	0	0
<b>TOTAL REVENUE</b>	<b>\$1,020,725</b>	<b>\$1,031,549</b>	<b>\$1,095,000</b>	<b>\$1,100,000</b>
 <b>STATEMENT OF EXPENDITURES</b>				
<u><b>Goal Area/Cost Center</b></u>				
<u>Community Development</u>				
Scheduled Capital Improvements	\$670,069	\$699,805	\$750,000	\$225,000
Scheduled Maintenance Improvements	0	0	0	525,000
Transfer to Bond & Interest Fund	325,000	300,000	250,000	250,000
Future Capital Projects/Contingency	0	0	0	100,000
<b>TOTAL EXPENDITURES</b>	<b>\$995,069</b>	<b>\$999,805</b>	<b>\$1,000,000</b>	<b>\$1,100,000</b>
<b>ENDING BALANCE</b>	<b>\$25,656</b>	<b>\$31,744</b>	<b>\$95,000</b>	<b>\$0</b>

# 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
	2010	2011	2012	2013
<b>STATEMENT OF REVENUE</b>				
<b>BEGINNING BALANCE</b>	<b>\$163,536</b>	<b>\$575,387</b>	<b>\$605,299</b>	<b>\$110,000</b>
<b><u>Current Revenue</u></b>				
<b><u>State Collected and Distributed</u></b>				
Gasoline Tax	\$4,673,682	\$4,480,469	\$4,500,000	\$4,500,000
<b><u>City Collected</u></b>				
Interest Earned on Investments	8,170	4,443	4,701	5,000
<b><u>Miscellaneous</u></b>				
Reimbursement from Other Governments	0	0	0	0
<b>TOTAL REVENUE</b>	<b>\$4,845,388</b>	<b>\$5,060,299</b>	<b>\$5,110,000</b>	<b>\$4,615,000</b>
<b>STATEMENT OF EXPENDITURES</b>				
<b><u>Goal Area/Cost Center</u></b>				
<b><u>Public Works</u></b>				
Infrastructure Maintenance Expenditures	\$4,270,000	\$4,455,000	\$5,000,000	\$4,500,000
Contingency	0	0	0	115,000
<b>TOTAL EXPENDITURES</b>	<b>\$4,270,000</b>	<b>\$4,455,000</b>	<b>\$5,000,000</b>	<b>\$4,615,000</b>
<b>ENDING BALANCE</b>	<b>\$575,388</b>	<b>\$605,299</b>	<b>\$110,000</b>	<b>\$0</b>

# 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
	2010	2011	2012	2013
<b>STATEMENT OF REVENUE</b>				
<b>BEGINNING BALANCE</b>	<b>\$1,553,755</b>	<b>\$1,254,172</b>	<b>\$880,651</b>	<b>\$1,500,000</b>
<b><u>Current Revenue</u></b>				
<b><u>County Collected and Distributed</u></b>				
Ad Valorem Property Tax	\$2,629,677	\$2,472,041	\$2,470,000	\$2,478,000
Delinquent Tax	18,722	39,895	85,000	40,000
Motor Vehicle Tax	272,015	270,779	275,000	285,000
Rental Car Excise Tax	4,535	3,835	4,000	5,000
	<u>2,924,949</u>	<u>2,786,550</u>	<u>2,834,000</u>	<u>2,808,000</u>
<b><u>State Collected and Distributed</u></b>				
Machinery and Equipment Reimbursement	0	0	0	0
<b><u>City Collected</u></b>				
User Fees	3,168,071	3,299,877	3,300,000	3,380,000
Transfer from Other Funds	0	219,441	0	0
Miscellaneous	64,575	49,425	50,000	113,350
Interest Earned on Investments	40,469	23,518	20,349	23,650
	<u>3,273,115</u>	<u>3,592,261</u>	<u>3,370,349</u>	<u>3,517,000</u>
<b>TOTAL REVENUE</b>	<b>\$7,751,819</b>	<b>\$7,632,983</b>	<b>\$7,085,000</b>	<b>\$7,825,000</b>
<b>STATEMENT OF EXPENDITURES</b>				
<b><u>Operating</u></b>				
Public Works - Stormwater Engineering	\$995,337	\$811,303	\$1,550,000	\$926,874
Public Works - Stormwater Maintenance	2,075,510	1,859,507	650,000	2,127,998
Planning - Stormwater Management	165,546	172,959	550,000	198,536
Maintenance Projects	2,459,652	2,808,448	1,252,500	970,000
Scheduled Capital Improvements	711,580	880,000	1,432,750	1,105,000
	<u>6,407,625</u>	<u>6,532,217</u>	<u>5,435,250</u>	<u>5,328,408</u>
<b><u>Transfers to Other Funds</u></b>				
Transfers to Equipment Reserve	50,000	50,000	50,000	200,000
Transfers to Bond & Interest	18,506	157,834	4,448	2,150
Transfers to Workmans Comp Fund	20,050	12,281	45,302	0
Transfer to Self Insurance Fund	1,466	0	0	0
	<u>90,022</u>	<u>220,115</u>	<u>99,750</u>	<u>202,150</u>
<b><u>Non-Operating Expenses</u></b>				
Contingency	(1)	0	50,000	2,294,442
<b>TOTAL EXPENDITURES</b>	<b>\$6,497,646</b>	<b>\$6,752,332</b>	<b>\$5,585,000</b>	<b>\$7,825,000</b>
<b>ENDING BALANCE</b>	<b>\$1,254,173</b>	<b>\$880,651</b>	<b>\$1,500,000</b>	<b>\$0</b>

# 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
	2010	2011	2012	2013
<b>STATEMENT OF REVENUE</b>				
<b>BEGINNING BALANCE</b>	<b>(\$67,963)</b>	<b>(\$62,233)</b>	<b>(\$29,464)</b>	<b>\$0</b>
<u><b>Current Revenue</b></u>				
<u>County Collected and Distributed</u>				
Ad Valorem Property Tax	\$2,863	\$49,074	\$157,558	\$175,000
	2,863	49,074	157,558	175,000
<u>State Collected and Distributed</u>				
Sales Tax-City	0	4,636	100,000	150,000
<u>City Collected</u>				
Contributions	0	10,000	4,926	25,000
Misc. Revenues	0	0	1,980	0
Interest earnings	3,414	0	0	0
	3,414	10,000	6,906	25,000
<b>TOTAL REVENUE</b>	<b>(\$61,686)</b>	<b>\$1,477</b>	<b>\$235,000</b>	<b>\$350,000</b>
<b>STATEMENT OF EXPENDITURES</b>				
<u><b>Goal Area/Cost Center</b></u>				
<u>Finance, Administration &amp; Economic Development</u>				
Administrative Costs	\$547	\$30,941	\$4,854	\$25,000
TIF Contractual Payment	0	0	229,255	325,000
Contingency	0	0	891	0
	547	30,941	235,000	350,000
<b>TOTAL EXPENDITURES</b>	<b>\$547</b>	<b>\$30,941</b>	<b>\$235,000</b>	<b>\$350,000</b>
<b>ENDING BALANCE</b>	<b>(\$62,233)</b>	<b>(\$29,464)</b>	<b>\$0</b>	<b>\$0</b>

# 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
	2010	2011	2012	2013
<b>STATEMENT OF REVENUE</b>				
<b>BEGINNING BALANCE</b>	<b>\$1,729,619</b>	<b>\$1,803,685</b>	<b>\$190,527</b>	<b>\$0</b>
<b><u>Current Revenue</u></b>				
<b><u>State Collected and Distributed</u></b>				
Transient Guest Tax	\$6,734,429	\$7,451,593	\$7,840,000	\$8,445,400
<b><u>City Collected</u></b>				
Interest Earned on Investments	0	0	4,473	4,600
<b>TOTAL REVENUE</b>	<b>\$8,464,048</b>	<b>\$9,255,278</b>	<b>\$8,035,000</b>	<b>\$8,450,000</b>

## **STATEMENT OF EXPENDITURES**

<b><u>Non-Operating Expenses</u></b>				
Miscellaneous	\$26,783	\$0	\$0	\$0
OPDC Hotel Appropriation	4,520,931	3,978,560	4,300,000	5,630,270
	<u>4,547,714</u>	<u>3,978,560</u>	<u>4,300,000</u>	<u>5,630,270</u>
<b><u>Transfers to Other Funds</u></b>				
Transfers to Transient Guest Tax - Operating	1,486,033	1,554,738	1,742,220	1,876,755
Transfers to Transient Guest Tax - Capital	626,616	3,531,453	1,992,780	942,975
	<u>2,112,649</u>	<u>5,086,191</u>	<u>3,735,000</u>	<u>2,819,730</u>
<b>TOTAL EXPENDITURES</b>	<b>\$6,660,363</b>	<b>\$9,064,751</b>	<b>\$8,035,000</b>	<b>\$8,450,000</b>
<b>ENDING BALANCE</b>	<b>\$1,803,685</b>	<b>\$190,527</b>	<b>\$0</b>	<b>\$0</b>

**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
	2010	2011	2012	2013
<b>STATEMENT OF REVENUE</b>				
<b>BEGINNING BALANCE</b>	<b>\$2,585,985</b>	<b>(\$2,505,153)</b>	<b>(\$320,313)</b>	<b>\$0</b>
<b><u>Current Revenue</u></b>				
<b><u>Transfer from Other Funds</u></b>				
Transfer from TGT Funds	\$632,568	\$3,531,453	\$1,992,780	\$942,975
Transfer from General Fund	1,006,191	4,556,094	4,386,415	5,450,000
	<u>1,638,759</u>	<u>8,087,547</u>	<u>6,379,195</u>	<u>6,392,975</u>
<b><u>City Collected</u></b>				
Convention Center Operations	355,580	309,818	330,000	0
Soccer Complex	163,538	0	0	0
Interest Earned on Investments	0	0	1,118	0
Miscellaneous	1,999	149,191	0	257,025
	<u>521,117</u>	<u>459,009</u>	<u>331,118</u>	<u>257,025</u>
<b>TOTAL REVENUE</b>	<b><u>\$4,745,861</u></b>	<b><u>\$6,041,403</u></b>	<b><u>\$6,390,000</u></b>	<b><u>\$6,650,000</u></b>
<b>STATEMENT OF EXPENDITURES</b>				
<b><u>Goal Area/Cost Center</u></b>				
<b><u>Finance &amp; Administration</u></b>				
Convention Center Administrative	<u>\$102,728</u>	<u>\$67,280</u>	<u>\$100,000</u>	<u>\$125,000</u>
<b><u>Non-Operating Expenses</u></b>				
Convention Center Capital	744,788	84,880	100,000	100,000
Contingency	0	0	1,118	312,545
	<u>744,788</u>	<u>84,880</u>	<u>101,118</u>	<u>412,545</u>
<b><u>Transfers to Other Funds</u></b>				
Transfers to Bond & Interest	<u>6,403,498</u>	<u>6,209,556</u>	<u>6,188,882</u>	<u>6,112,455</u>
	<u>6,403,498</u>	<u>6,209,556</u>	<u>6,188,882</u>	<u>6,112,455</u>
<b>TOTAL EXPENDITURES</b>	<b><u>\$7,251,014</u></b>	<b><u>\$6,361,716</u></b>	<b><u>\$6,390,000</u></b>	<b><u>\$6,650,000</u></b>
<b>ENDING BALANCE</b>	<b><u>(\$2,505,153)</u></b>	<b><u>(\$320,313)</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>



# 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
	2010	2011	2012	2013
<b>STATEMENT OF REVENUE</b>				
<b>BEGINNING BALANCE</b>	<b>\$1,095</b>	<b>\$1,095</b>	<b>\$0</b>	<b>\$0</b>
<b><u>Current Revenue</u></b>				
<u>Transfer from Other Funds</u>				
Transient Guest Tax Fund	\$1,480,081	\$1,554,738	\$1,742,220	\$1,876,755
Transient Guest Tax- Capital Improv. Fur	0	0	0	0
	<u>1,480,081</u>	<u>1,554,738</u>	<u>1,742,220</u>	<u>1,876,755</u>
<u>City Collected</u>				
Interest	0	0	2,780	3,245
<b>TOTAL REVENUE</b>	<b><u>\$1,481,176</u></b>	<b><u>\$1,555,833</u></b>	<b><u>\$1,745,000</u></b>	<b><u>\$1,880,000</u></b>
 <b>STATEMENT OF EXPENDITURES</b>				
<b><u>Goal Area/Cost Center</u></b>				
<u>Finance &amp; Administration</u>				
Convention and Tourism Contract	\$1,480,081	\$1,555,833	\$1,742,220	\$1,876,755
<b><u>Non-Operating Expenses</u></b>				
Citywide Contingency	0	0	2,780	3,245
<b>TOTAL EXPENDITURES</b>	<b><u>\$1,480,081</u></b>	<b><u>\$1,555,833</u></b>	<b><u>\$1,745,000</u></b>	<b><u>\$1,880,000</u></b>
<b>ENDING BALANCE</b>	<b><u>\$1,095</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>

**CITY OF OVERLAND PARK**  
**CAPITAL PROJECTS FUND (not budgeted)**

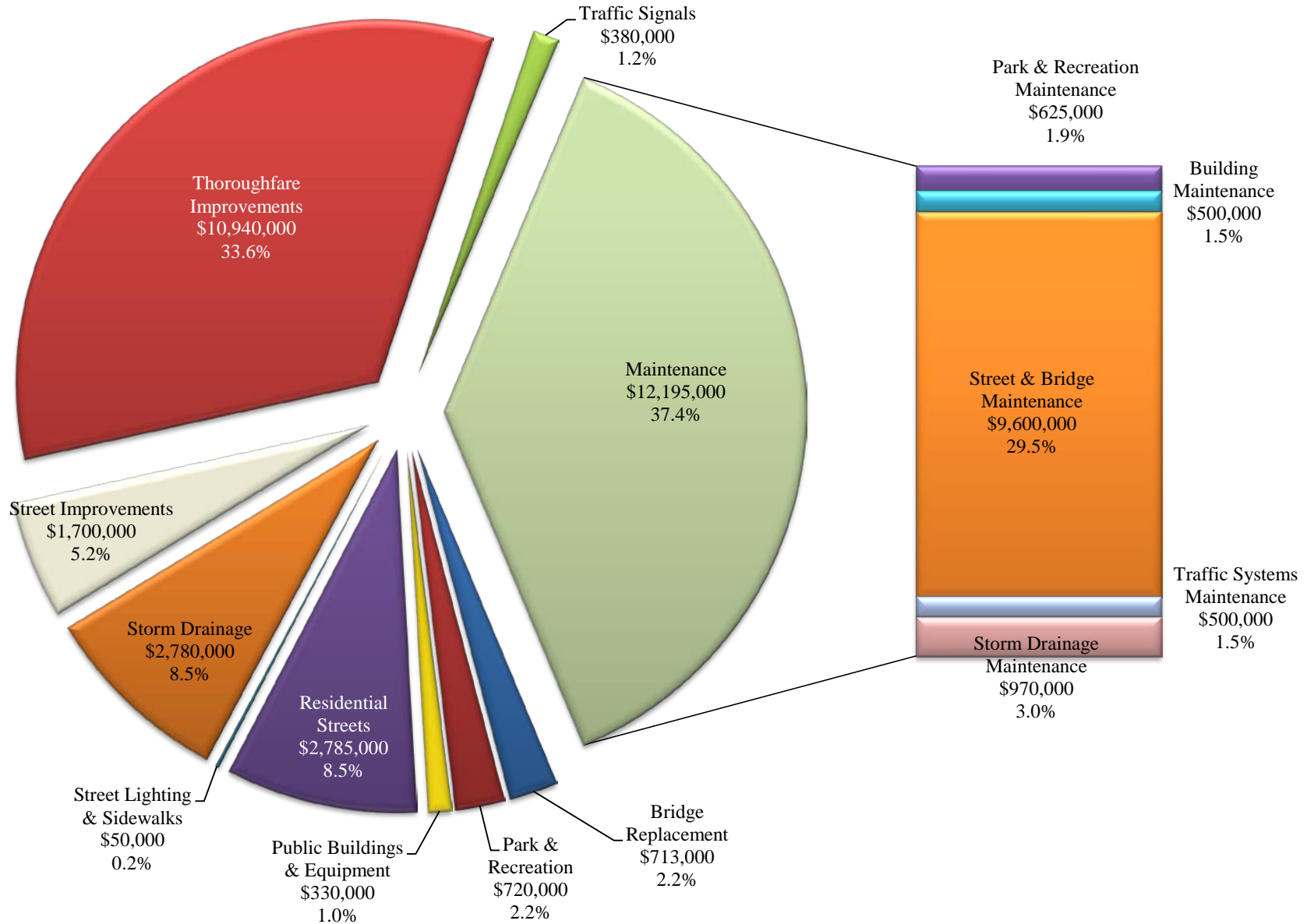
The Capital Projects Fund is employed by the City to account for the financing and construction of capital improvement and major maintenance projects. This fund is not included in the group of funds which state law requires for the adoption of a formal budget; however, the City does, as part of its annual 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
	2010	2011	2012	2013
<b>STATEMENT OF REVENUE</b>				
<u>County Collected and Distributed</u>				
Intergovernmental	\$ 6,279,208	\$ 5,880,023	\$8,335,000	\$7,860,000
<u>State Collected and Distributed</u>				
Intergovernmental	0	288,762	897,000	0
<u>Federal Government</u>				
Intergovernmental	3,838,156	1,234,987	8,688,000	2,740,000
<u>City Collected</u>				
Bond Proceeds	13,764,703	15,592,767	1,490,000	3,585,000
Special Assessment Bond Proceeds	43,058	67,805	110,000	250,000
Miscellaneous	39,987	1,232,225	0	0
Escrow Funds	82,960	755,553	0	80,000
Excise Tax	619,349	498,258	250,000	1,385,000
Intergovernmental	2,467,234	440,655	0	179,000
Private Contributions	133,435	1,103,871	50,000	50,000
Interest Earned on Investments	0	25,280	0	0
	17,150,726	19,716,415	1,900,000	5,529,000
<u>Transfers and Miscellaneous</u>				
Transfers from other Funds:				
General Fund	2,949,417	2,150,519	2,700,000	4,100,000
Fire Service Fund	55,400	58,000	0	0
Stormwater Utility Fund	3,171,232	3,688,448	2,756,750	2,075,000
Special Revenue Funds	9,146,294	8,773,621	12,357,000	9,659,000
Equipment Reserve Fund	925,000	1,363,000	1,103,000	250,000
Capital Improvement Fund	2,839,909	4,658,934	1,245,000	380,000
Golf Course Fund	0	133,260	0	0
Intergovernmental	3,640,634	2,752,791	273,750	0
Capital Project Closeouts	2,569,060	941,676	0	0
	25,296,947	24,520,248	20,435,500	16,464,000
<b>TOTAL REVENUE</b>	<b>\$52,565,036</b>	<b>\$51,640,434</b>	<b>\$40,255,500</b>	<b>\$32,593,000</b>
<b>STATEMENT OF EXPENDITURES</b>				
<u>Capital Improvements and Major Maintenance Program</u>				
Public Buildings	\$581,704	\$1,175,459	\$0	\$0
Public Equipment	1,240,949	9,698,978	1,145,000	330,000
Fire Department Buildings	0	554,982	0	0
Fire Department Equipment	571,157	1,306,577	903,000	0
Parks & Recreation	1,438,198	2,105,205	1,340,000	720,000
Bridge Replacement	433,205	400,360	0	713,000
Residential Streets/Neighborhood Imp.	4,077,312	1,948,848	2,025,000	2,785,000
Sidewalk Construction	50,000	0	50,000	50,000
Street Lighting	875,808	132,537	100,000	0
Street Improvements	2,555,182	6,043,944	0	1,700,000
Thoroughfare Improvements	20,501,469	15,124,979	18,040,000	10,940,000
Traffic Signals	2,337,908	840,555	505,000	380,000
Storm Drainage	424,167	767,534	4,570,000	2,780,000
Building Maintenance	30,016	301,415	400,000	450,000
Fire Facility Maintenance	3,498	177,356	50,000	50,000
Street & Bridge Maintenance	14,370,350	6,413,386	8,750,000	9,600,000
Traffic Systems Maintenance	929,432	136,649	500,000	500,000
Storm Drainage Maintenance	0	0	1,252,500	970,000
Parks Maintenance			625,000	625,000
<b>TOTAL EXPENDITURES</b>	<b>\$50,420,354</b>	<b>\$47,128,764</b>	<b>\$40,255,500</b>	<b>\$32,593,000</b>

PROJECTED CAPITAL IMPROVEMENTS PROGRAM				2013-2017
2014	2015	2016	2017	Total
\$6,620,000	\$3,860,000	\$3,055,000	\$2,370,000	\$23,765,000
0	0	0	0	0
0	3,000,000	4,000,000	0	9,740,000
0	0	0	0	3,585,000
0	0	0	0	250,000
0	0	250,000	0	250,000
80,000	80,000	80,000	80,000	400,000
1,000,000	910,000	1,135,000	510,000	4,940,000
0	325,000	0	0	504,000
50,000	50,000	50,000	50,000	250,000
0	0	0	0	0
1,130,000	1,365,000	1,515,000	640,000	10,179,000
4,550,000	5,400,000	6,250,000	6,400,000	26,700,000
0	0	0	0	0
3,472,000	2,400,000	2,380,000	2,350,000	12,677,000
11,800,000	12,680,000	11,575,000	10,150,000	55,864,000
938,000	908,000	1,063,000	1,153,000	4,312,000
1,690,000	940,000	3,025,000	2,150,000	8,185,000
0	0	0	0	0
300,000	300,000	300,000	300,000	1,200,000
0	0	0	0	0
22,750,000	22,628,000	24,593,000	22,503,000	108,938,000
<b>\$30,500,000</b>	<b>\$30,853,000</b>	<b>\$33,163,000</b>	<b>\$25,513,000</b>	<b>\$152,622,000</b>
\$612,000	\$0	\$0	\$0	\$612,000
1,115,000	890,000	3,150,000	2,100,000	7,585,000
0	0	0	0	-
688,000	658,000	813,000	903,000	3,062,000
275,000	275,000	275,000	275,000	1,820,000
0	0	0	0	713,000
2,550,000	4,200,000	2,550,000	2,550,000	14,635,000
50,000	50,000	50,000	50,000	250,000
300,000	100,000	100,000	100,000	600,000
0	0	0	0	1,700,000
7,125,000	9,205,000	9,870,000	3,060,000	40,200,000
380,000	380,000	380,000	380,000	1,900,000
3,800,000	1,100,000	1,100,000	1,100,000	9,880,000
450,000	450,000	450,000	450,000	2,250,000
50,000	50,000	50,000	50,000	250,000
10,100,000	10,950,000	11,850,000	11,850,000	54,350,000
500,000	500,000	500,000	500,000	2,500,000
1,880,000	1,420,000	1,400,000	1,370,000	7,040,000
625,000	625,000	625,000	775,000	3,275,000
<b>\$30,500,000</b>	<b>\$30,853,000</b>	<b>\$33,163,000</b>	<b>\$25,513,000</b>	<b>\$152,622,000</b>

# 2013 Capital Improvements and Maintenance Programs

**Total = \$32,593,000**



**2013 Capital Projects = \$20,398,000**

**2013 Maintenance Projects = \$12,195,000**

## DESCRIPTION OF CITY

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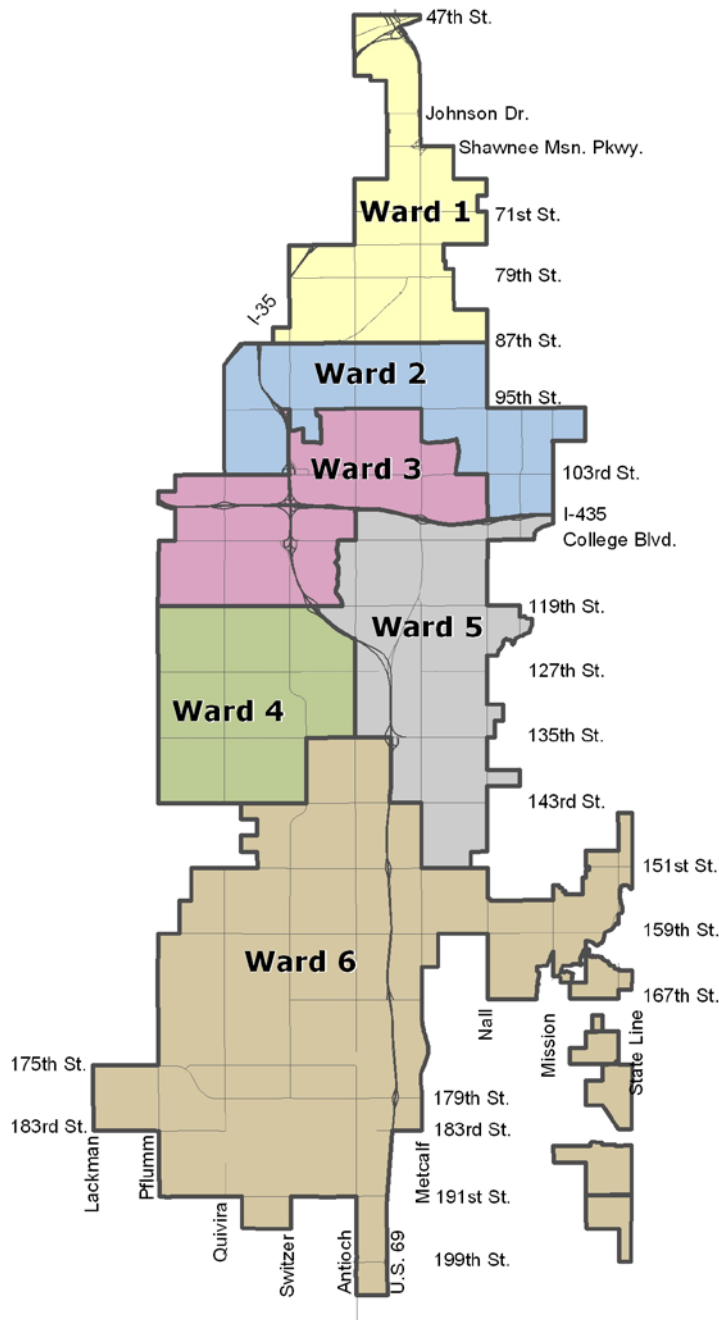
The City of Overland Park was incorporated as a city of the first class on May 20, 1960, under the provisions of K.S.A. 12-1026h. In November of 1962, the City adopted the Mayor-Council-City Manager form of government. The Mayor is elected by the City-at-large, and two Councilmembers are elected from 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.

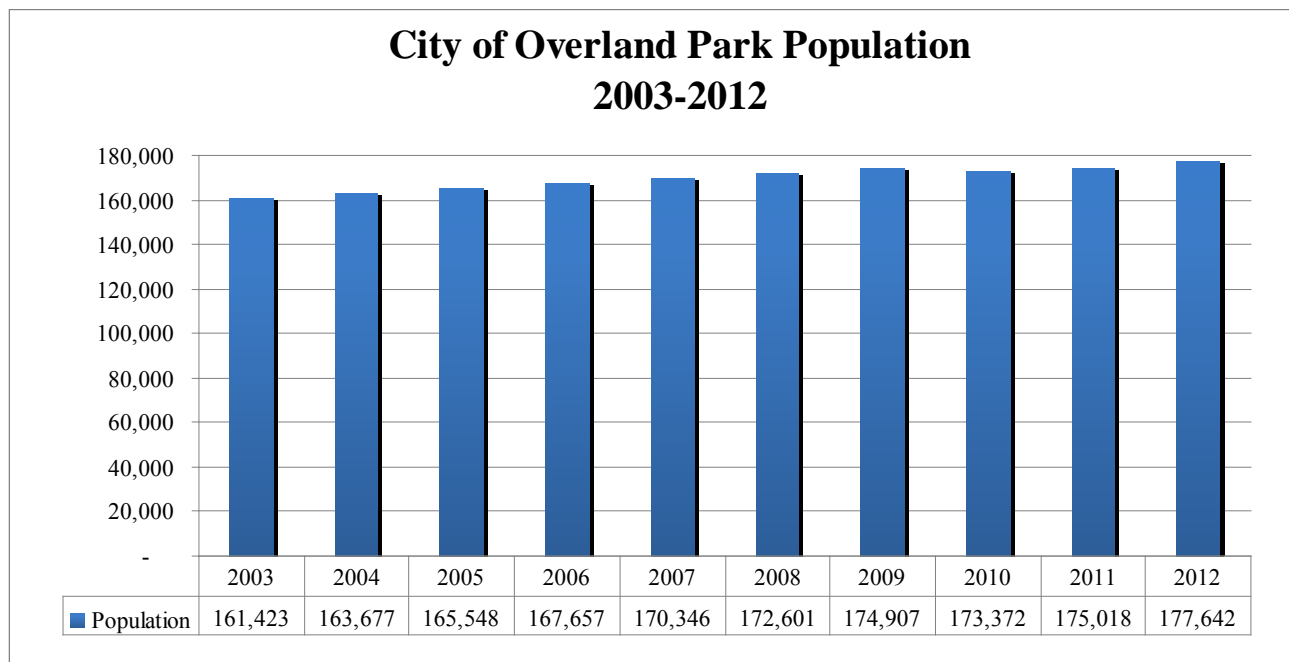
Overland Park concentrates its efforts toward providing excellent service in the areas of public safety through its law enforcement and fire protection functions; community development through its building code enforcement, environmental health regulatory functions and parks and recreation programs and 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 177,642 by 2012. 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 559,630 by 2012

Overland Park's population is affluent and highly educated. According to information from the 2010 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 43% higher than the national average. Sixty percent of the population is composed of working-age adults, while 26% are juveniles and 14% are seniors.



Sources: U.S. Census, County and City

### 2010/2012 Facts

2012 Population 177,642  
 2012 Land Area 75.4 sq. miles  
 2012 Population Density 2,355/sq. mile

#### Income

2010 Per Capita Income \$37,248  
 2010 Median Household Income \$69,490

#### Education(2010)

High School Graduate or higher 97.1%  
 Bachelor's degree or higher 57.0%

#### Population Characteristics (2010)

% Juvenile 26.5%  
 % Career Age 59.7%  
 % Seniors 13.8%  
 Median Age 38.1

#### Households & Housing (2010)

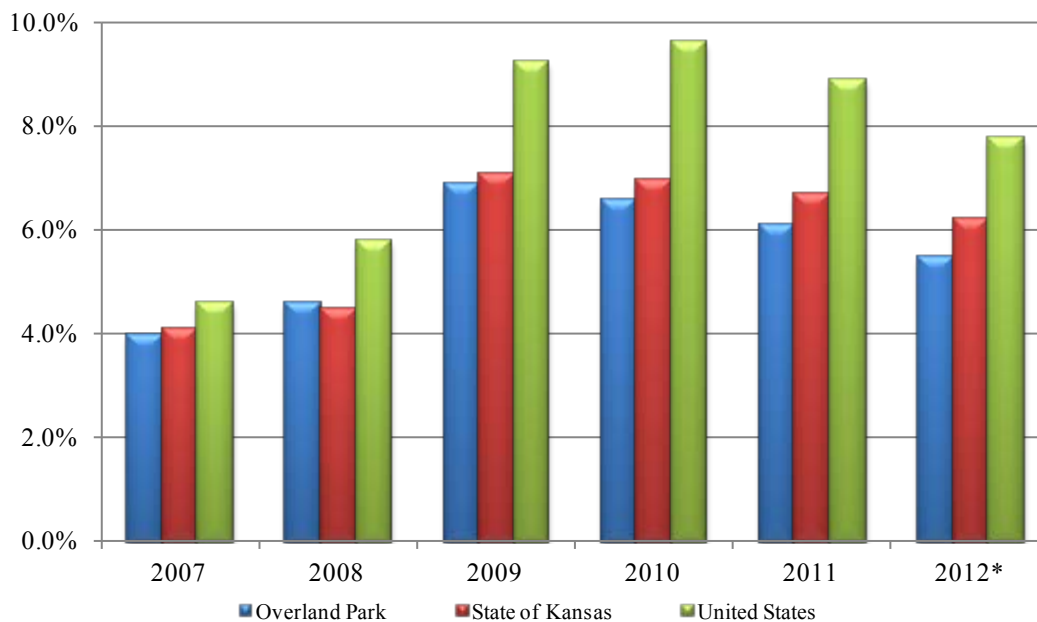
Number of Households 71,979  
 Average Household Size 2.39  
 Housing Vacancy Rate 6.2%  
 Average Sale Price of House \$271,511

Source: 2012 data: City of Overland Park; 2010 data: 2010 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 2012 averages (thru Sept. 2012), at 5.5% compared to 6.2% statewide and 7.8% nationally.

### Rate of Unemployment Annual Average 2007 to 2012



Source: Kansas Labor Information Center & US Bureau of Labor Statistics

\*2012 data thru Sept. 2012

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

Major Employers	Estimated Employees
Sprint/Nextel	8,000
Shawnee Mission School District	3,704
Blue Valley School District	3,208
Johnson County Community College	2,784
Black & Veatch Engineering Consultants	2,253

Source: Overland Park, 2011 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 2006 through July 2012.

### SQUARE FEET OF NEW CONSTRUCTION

Year	Single Family Permits	Commercial and Industrial Permits
2006	2,553,502	1,182,150
2007	1,914,556	926,451
2008	1,005,284	615,868
2009	629,163	424,170
2010	1,110,238	84,748
2011	1,528,997	483,139
2012*	1,137,691	396,692

\*2012 thru July

Source: City of Overland Park

### ESTIMATED CONSTRUCTION COST

Year	Single Family Permits	Commercial and Industrial Permits
2006	\$153,588,592	\$127,231,431
2007	\$123,931,850	\$146,697,531
2008	\$72,636,506	\$57,509,752
2009	\$34,455,070	\$59,285,096
2010	\$60,090,121	\$10,231,100
2011	\$87,338,569	\$31,523,835
2012*	\$69,893,294	\$93,264,828

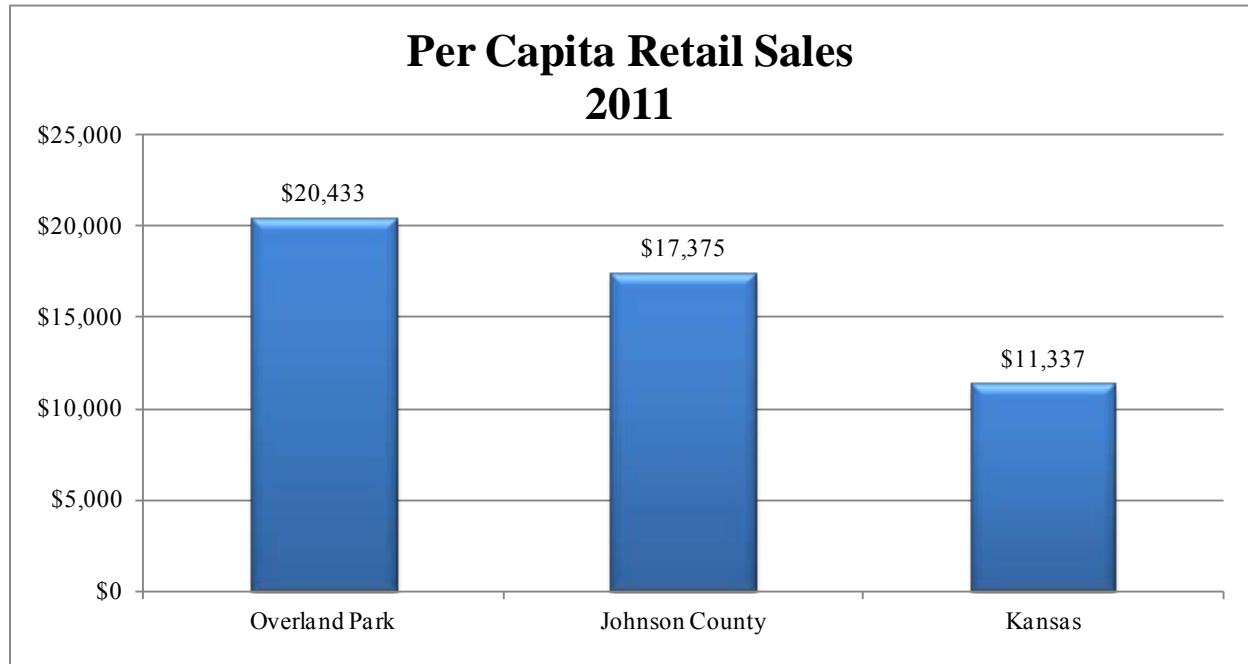
\*2012 thru July

Source: City of Overland Park

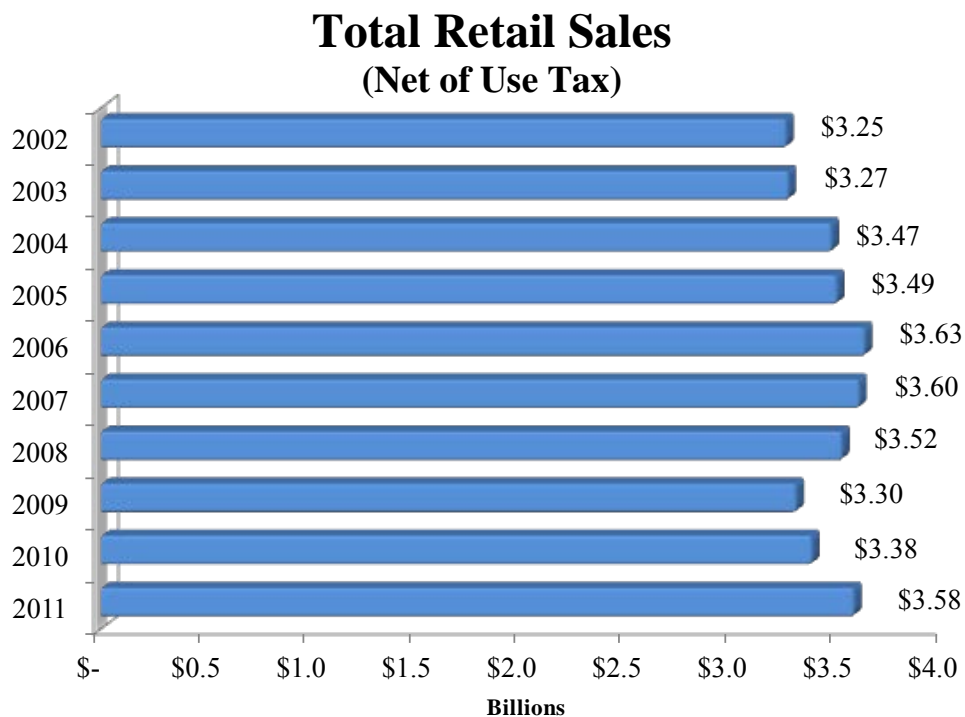


## RETAIL SALES ACTIVITY

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 during the past two decades have exhibited traditionally strong growth increasing from \$181 million in 1970 to an estimated high of \$3.63 billion in 2006, before declining to \$3.30 billion in 2009, and climbing back up to \$3.58 billion in 2011. The chart below depicts retail sales activity since 2002.



## PROPERTY TAXES

The City's mill levy to support the 2013 Budget is 12.769 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, fire protection and stormwater management.

### 2013 Budget Mill Levy Comparison

Fund	2012 Budget Mill Levy Rate	2013 Budget Mill Levy Rate	Change
General /Fire Fund	11.855	11.814	(0.041)
Stormwater Utility Fund	0.959	0.955	(0.004)
<b>TOTAL MILL RATE</b>	<b>12.814</b>	<b>12.769</b>	<b>(0.045)</b>

NOTE: Mill levy was finalized in October 2012, following the County's certification of the final assessed valuation.

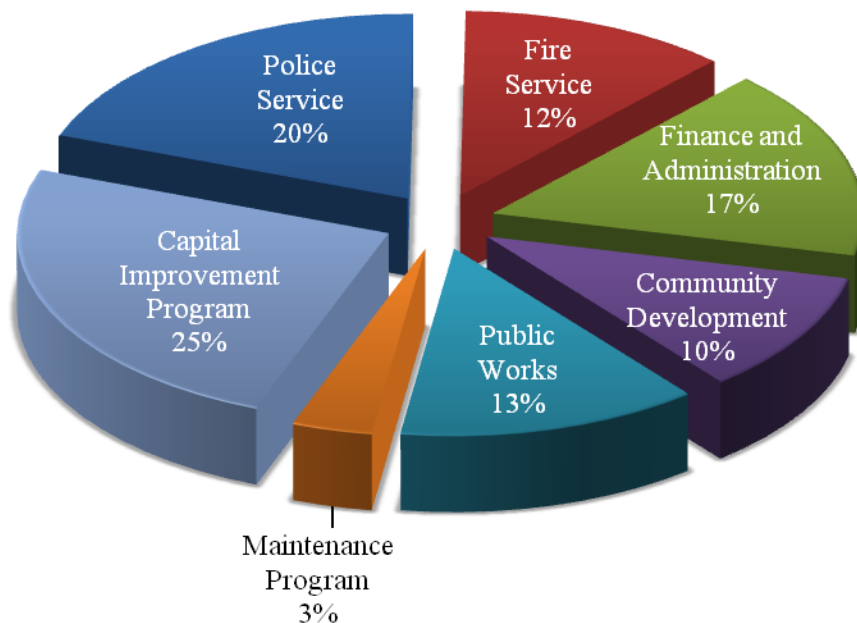
Based on this tax rate, the owner of various types of property will pay the following property taxes to the City in 2013:

### City of Overland Park Representative Tax Payments

Property Type	Market Value	2013 Budget Tax Amount
Home	\$250,000	\$367
Office Building	\$1,000,000	\$3,192
Car Dealership	\$1,250,000	\$3,990
Shopping Center	\$10,000,000	\$31,923

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



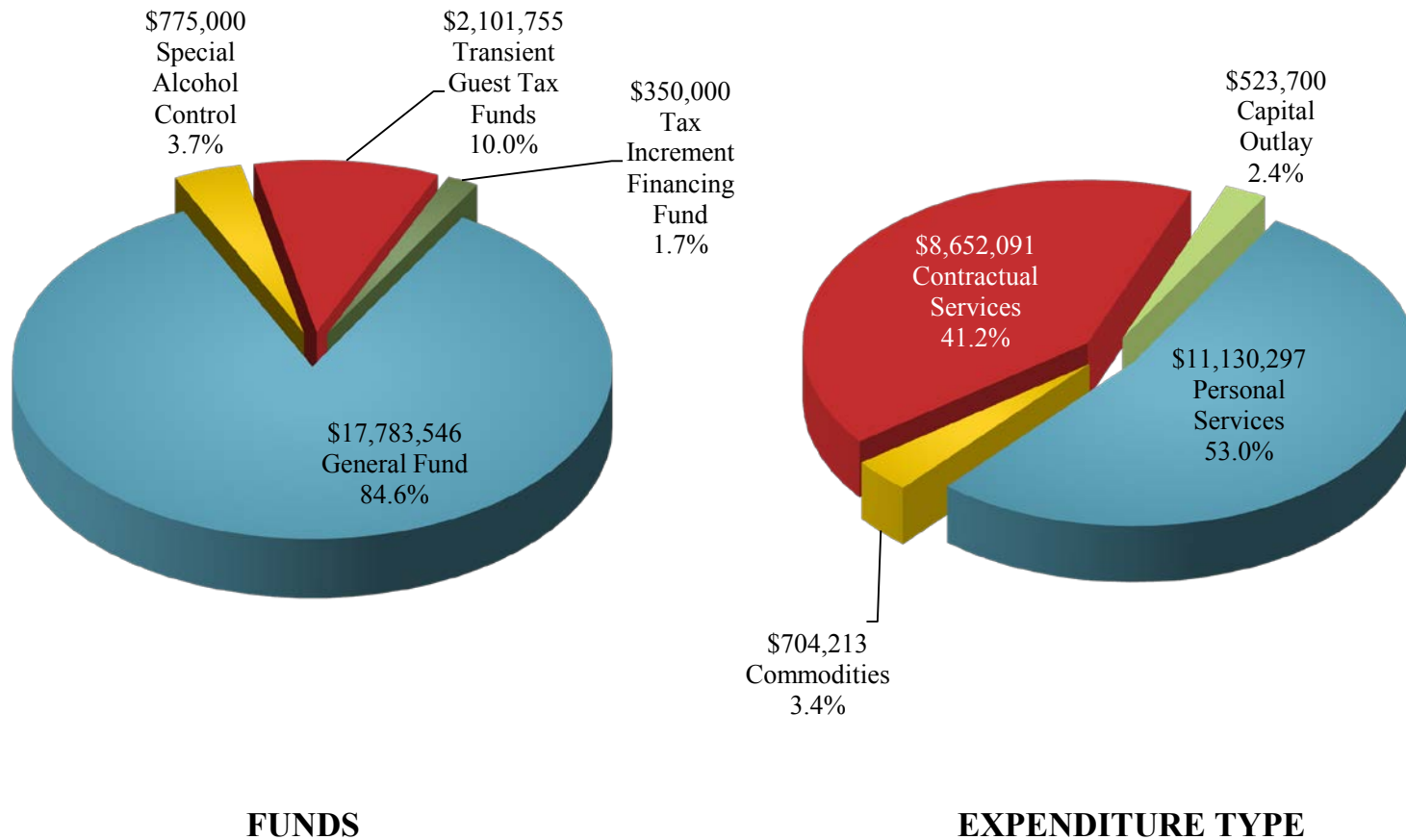
**GOAL:** To administer City government in an effective and efficient manner, which maintains and promotes confidence in public officials; to ensure economical government services financed by a fair and equitable tax system; to provide sound management planning; to promote effective participation with 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
  
- 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

# 2013 CITY OPERATING AND CONTRACTUAL EXPENDITURES BY FUND AND MAJOR PURPOSE

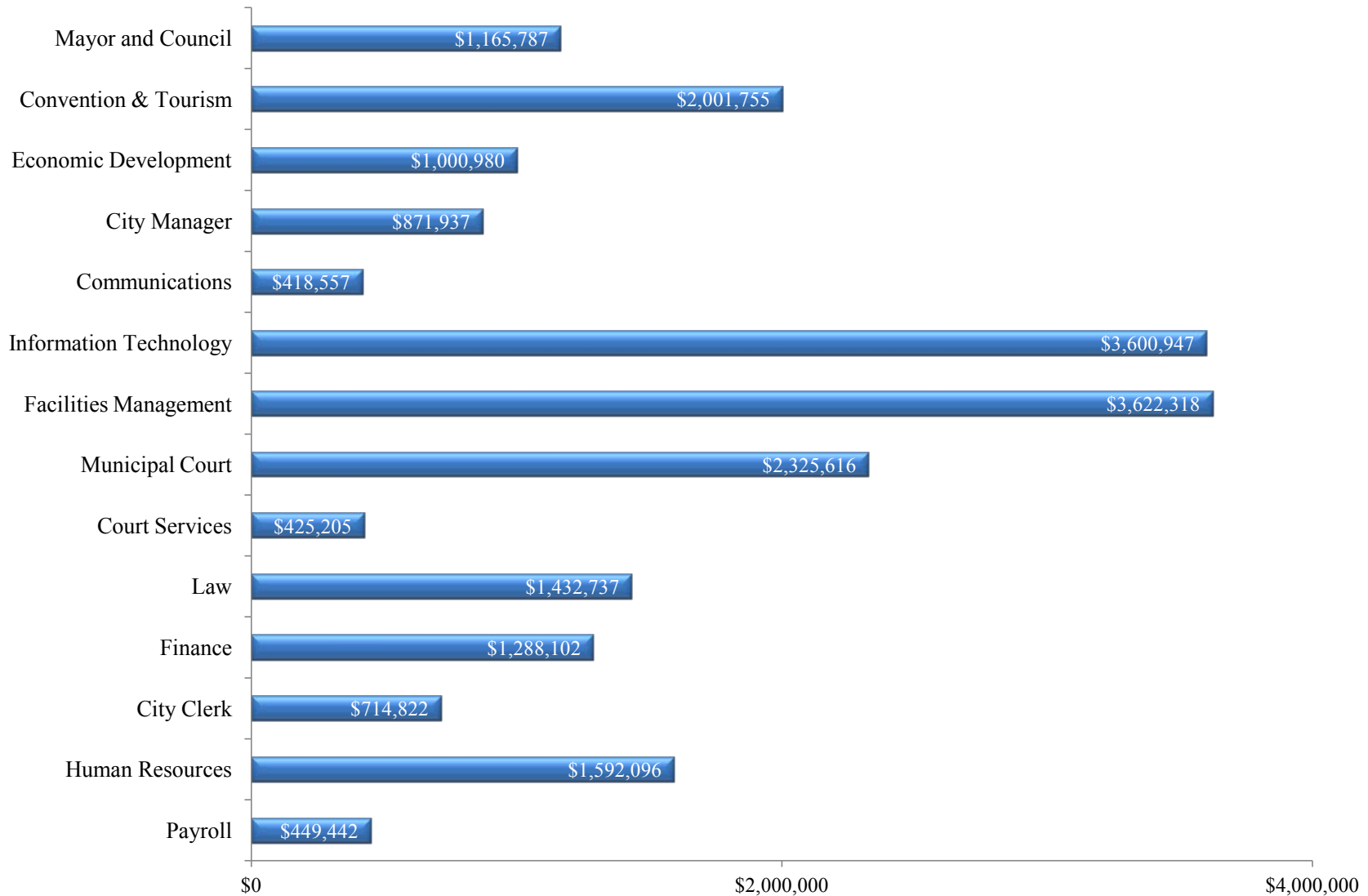
2013 Expenditures = \$21,010,301



*Finance and Administration Goal Area*

## 2013 OPERATING AND CONTRACTUAL EXPENDITURES

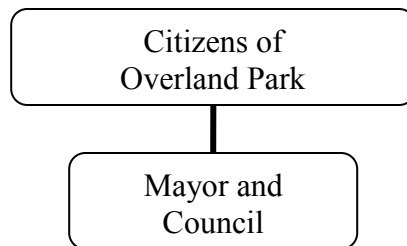
### Finance & Administration Goal Area



**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* ←

**2013 PROGRAM GOALS**

The City of Overland Park's work plan contains several items that will direct the efforts of the Mayor and Council in 2013:

- *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 federal grant applications.
  - ◆ Promote citizen participation by filling vacancies on City boards and commissions within thirty days of the expiration of terms and 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 2014 Budget by August 2013 that provides the resources necessary to achieve City goals and objectives.
  - ◆ Approve a 2014-2018 Capital Improvements Program by March 2013 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 2014 National and State Legislative Program by December 2013 that clearly identifies issues of concern to the City and possible legislative action to address these concerns.
  - ◆ Maintain membership and increase 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.

**2011-2012 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:*
  - ◆ 2013 Budget – Approve the 2013 Budget by August 2012 that provided the resources necessary to achieve City goals and objectives.
  - ◆ 2013-2017 Capital Improvements Program – Approved a Capital Improvements Program by March 2012 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 revitalize and regenerate the Metcalf Corridor.
  - ◆ Solid Waste Management – Provided policy direction and support to change the City's approach to solid waste management in response to new Johnson County regulations.
- *Promoting cooperation and communication between the City and other government agencies:*
- ◆ 2012 National and State Legislative Program – Adopted a 2012 National and State Legislative Program in December 2011 that clearly identified issues of concern to the City and possible legislative action to address these concerns.
  - ◆ 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:**

<b>General Fund</b>	<b><u>2011 Actual</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Personal Services	\$196,035	\$196,479	\$197,987
Commodities	11,238	12,850	13,350
Contractual	220,538	181,340	179,450
Capital Outlay	0	0	0
Transfers/Others	0	0	0
<b>TOTAL</b>	<b>\$427,811</b>	<b>\$390,669</b>	<b>\$390,787</b>
<b>Special Alcohol Fund</b>	<b><u>2011 Actual</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	700,000	725,000	775,000
Capital Outlay	0	0	0
Transfers/Others	3,544	1,425,000	1,565,000
<b>TOTAL</b>	<b>\$703,544</b>	<b>\$2,150,000</b>	<b>\$2,340,000</b>

**PERSONNEL (full-time equivalent):**

<b>Full-Time</b>	<b><u>2011 Budget</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Mayor	1	1	1
Council President	1	1	1
Council Member	11	11	11
<b>Total Full-time Employees:</b>	<b>13</b>	<b>13</b>	<b>13</b>
<b>Part-Time</b>			
None	0.00	0.00	0.00
<b>Total Part-time Employees:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL FTEs</b>	<b>13.00</b>	<b>13.00</b>	<b>13.00</b>



## 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:

<b>Transient Guest Tax Fund</b>	<b><u>2011 Actual</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	0	0	0
Capital Outlay	0	0	0
Transfers/Others	9,064,751	7,625,000	8,450,000
<b>TOTAL</b>	<b><u>\$9,064,751</u></b>	<b><u>\$7,625,000</u></b>	<b><u>\$8,450,000</u></b>
 <b>Transient Guest Tax Capital Fund</b>	 <b><u>2011 Actual</u></b>	 <b><u>2012 Budget</u></b>	 <b><u>2013 Budget</u></b>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	67,280	106,115	125,000
Capital Outlay	0	0	0
Transfers/Others	6,294,436	6,188,885	6,525,000
<b>TOTAL</b>	<b><u>\$6,361,716</u></b>	<b><u>\$6,295,000</u></b>	<b><u>\$6,650,000</u></b>
 <b>Transient Guest Tax Operating Fund</b>	 <b><u>2011 Actual</u></b>	 <b><u>2012 Budget</u></b>	 <b><u>2013 Budget</u></b>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	1,555,833	1,693,330	1,876,755
Capital Outlay	0	0	0
Transfers/Others	0	1,670	3,245
<b>TOTAL</b>	<b><u>\$1,555,833</u></b>	<b><u>\$1,695,000</u></b>	<b><u>\$1,880,000</u></b>

**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 such 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.

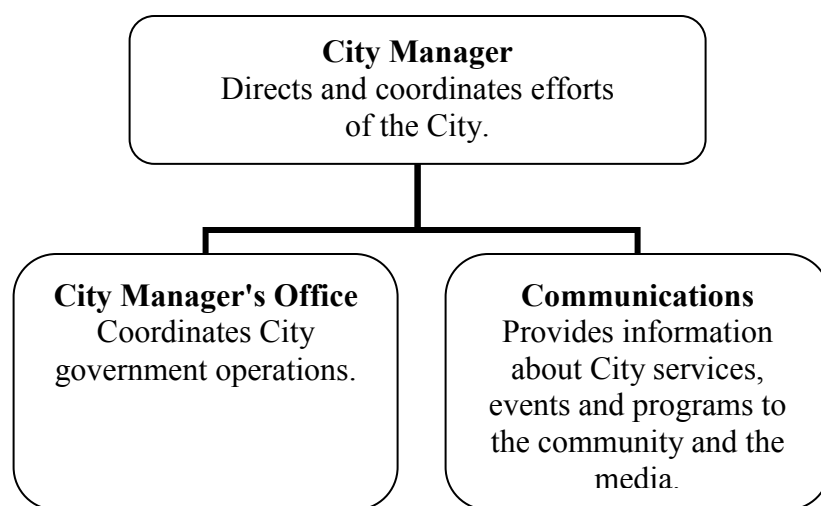
**EXPENDITURES:**

<b>General Fund</b>	<b><u>2011 Actual</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	779,684	650,980	650,980
Capital Outlay	0	0	0
Transfers/Others	0	0	0
<b>TOTAL</b>	<u><u>\$779,684</u></u>	<u><u>\$650,980</u></u>	<u><u>\$650,980</u></u>
<b>Tax Increment Financing Fund</b>	<b><u>2011 Actual</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	30,941	305,000	350,000
Capital Outlay	0	0	0
Transfers/Others	0	0	0
<b>TOTAL</b>	<u><u>\$30,941</u></u>	<u><u>\$305,000</u></u>	<u><u>\$350,000</u></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 ◀  
Communications

**2013 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 2013:

- *Coordinating and managing City government operations:*
  - ◆ Administer and implement the policies set forth by the Governing Body.
  - ◆ Prepare and present the 2014 Operating Budget and 2014-2018 Capital Improvements Program.
  - ◆ Coordinate and manage Citywide government operations.
  - ◆ Coordinate the development of the State and National Legislative Programs.

**2011-2012 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. The City continued its participation in the ICMA Performance Measurement Consortium which provides benchmarking information related to the City's performance.
  - ◆ Hotel and Convention Center – Coordinated operations of the Sheraton Hotel and Overland Park Convention Center.
  - ◆ 2013 Operating Budget and 2013-2017 Capital Improvements Plan – Prepared and presented the City's 2013 Operating Budget and 2013-2017 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 2012 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 2012 state legislative session.

**EXPENDITURES:**

<b>General Fund</b>	<b><u>2011 Actual</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Personal Services	\$789,228	\$707,618	\$715,827
Commodities	7,211	7,100	7,100
Contractual	111,122	149,520	149,010
Capital Outlay	0	0	0
Transfers/Others	0	0	0
<b>TOTAL</b>	<b><u>\$907,561</u></b>	<b><u>\$864,238</u></b>	<b><u>\$871,937</u></b>

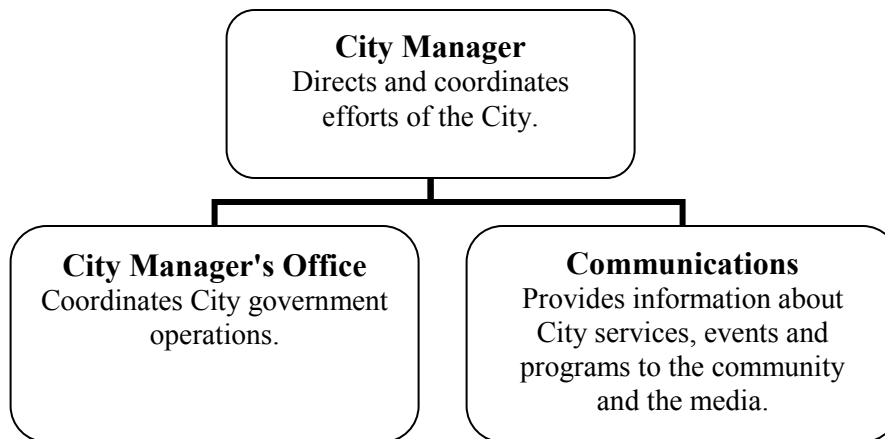
**PERSONNEL (full-time equivalent):**

<b>Full-Time</b>	<b><u>2011 Budget</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
City Manager	1	1	1
Deputy City Manager	1	1	1
Asst City Mgr/Director, External Affairs	1	0	0
Assistant City Manager	0	1	1
Assistant to the City Manager	1	0	0
Executive Assistant to CM & GB	1	1	1
Executive Assistant	1	1	1
<b>Total Full-time Employees:</b>	<b><u>6</u></b>	<b><u>5</u></b>	<b><u>5</u></b>
<b>Part-Time</b>			
None	0.00	0.00	0.00
<b>Total Part-time Employees:</b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>
<b>TOTAL FTEs</b>	<b><u>6.00</u></b>	<b><u>5.00</u></b>	<b><u>5.00</u></b>

**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 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  
Communications ←

**2013 PROGRAM GOALS**

The City of Overland Park's work plan contains several items that will direct the efforts of the Communications Division in 2013:

- *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 2013 through the use of the City's web site, email newsletters, the Overview (newsletter mailed to all City residents), press releases, social media, expanding video opportunities and others as they arise.
  - ◆ To work with the Convention and Visitors Bureau and the Economic Development Council of the Overland Park Chamber of Commerce to move forward on developing a video library of clips that may be used to develop video features for various audiences including residents, businesses and visitors.
  - ◆ To work with the city's Information Technology Department to provide more interactive features such as the 2012 budget calculator.

**2011-2012 PROGRAM ACCOMPLISHMENTS**

Accomplishments of the Communications Division include:

- *Provide community and media relations:*
  - ◆ Worked with the Police Department and national and local media to locate a missing teen-ager.
  - ◆ Furthered use of social media tools such as Facebook, Twitter, 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.
  - ◆ Worked with ETC Institute in Olathe to conduct two comprehensive citywide satisfaction surveys. The first was a survey of general operations of the city; second was on the city's quarterly residents' newsletter, Overview.
- *Provide print and Web-based information:*
  - ◆ Nearly 1.3 million visits were made to the City's Web site, [www.opkansas.org](http://www.opkansas.org), in 2012.
  - ◆ The third quarter of Overview, the residents' newsletter, was provided electronically to residents. As of the third issue of Overview in 2011, residents can also read a PDF and HTML copies by accessing the city's Web site.

## PERFORMANCE INDICATORS

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
Percent of residents rating the effectiveness of communication from the city as good or very good:	75%	NA	75%
Percent of residents rating city's efforts to keep residents informed as good or very good:	69%	NA	70%
Percent of residents rating the quality of life in Overland Park as good or very good:	94%	NA	90%
<b>WORKLOAD MEASURES</b>			
Number of visits to web site:	1,324,868	1,400,000	1,425,000
Number of copies of Overview distributed:	305,516	293,000	294,000
Number of copies of City Source distributed:	65,000	62,000	62,100
Number of annual media contacts:	520	480	480

## EXPENDITURES:

<b>General Fund</b>	<u><b>2011 Actual</b></u>	<u><b>2012 Budget</b></u>	<u><b>2013 Budget</b></u>
Personal Services	\$242,480	\$231,689	\$236,562
Commodities	62,135	82,985	82,385
Contractual	53,015	98,990	99,610
Capital Outlay	0	0	0
Transfers/Others	0	0	0
<b>TOTAL</b>	<u><u>\$357,630</u></u>	<u><u>\$413,664</u></u>	<u><u>\$418,557</u></u>

## PERSONNEL (full-time equivalent):

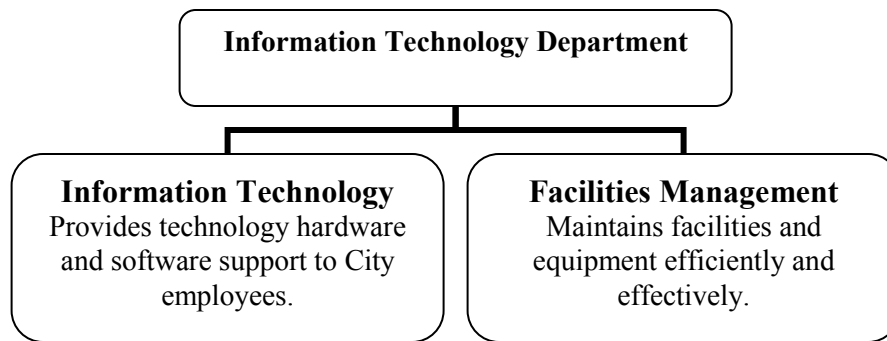
<b>Full-Time</b>	<u><b>2011 Budget</b></u>	<u><b>2012 Budget</b></u>	<u><b>2013 Budget</b></u>
Manager, Communications	1	1	1
Switchboard Operator/Receptionist	1	1	1
<b>Total Full-time Employees:</b>	<u>2</u>	<u>2</u>	<u>2</u>
<b>Part-Time</b>			
Switchboard Operator/Receptionist	0.98	0.98	0.98
<b>Total Part-time Employees:</b>	<u>0.98</u>	<u>0.98</u>	<u>0.98</u>
<b>TOTAL FTEs</b>	<u><u>2.98</u></u>	<u><u>2.98</u></u>	<u><u>2.98</u></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 and maintaining hardware, software and network services,*
- ❖ *Performing backups,*
- ❖ *Replacing equipment as appropriate and*
- ❖ *Maintaining phones, cell phones and pagers.*

**AGENCY LOCATOR**

**Finance, Administration  
and Economic  
Development**

Information  
Technology

*Information*

*Technology* ←

*Facilities*

*Management &  
Operations*

**2013 PROGRAM GOALS**

The City of Overland Park's work plan contains several items that will direct the efforts of the Information Technology Department in 2013:

- *Provide and maintain hardware, software and 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 2013 will be ranked in the fourth quarter of 2012. 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 2013 IT Program Goals.
  - ◆ Possible projects for 2013 include:
    - Replace Edge switch technology.
    - Upgrade the virtual server infrastructure and migrate additional servers to virtual hosts.
    - Completion of OPNet upgrade (scheduled to begin in 2012).
    - Citywide Equipment Replacement.
    - I/LEADS upgrade completion.
    - Replacement of EOC Projectors at FTC.
    - Increased use of Social Networking.
    - Mass Notification/Reverse 911 system.
- *Performing backups:*
  - ◆ The Information Technology Department will perform nightly backups of all City data on network servers. Nightly backups will be performed every night on a rotating 30-day cycle. After 30 days, the backed up data will be archived and stored off-site. These become monthly backups and will be stored for one year. The 12th monthly backup will be considered an annual backup, and will be stored for one year. Backups will continue to rotate in this fashion indefinitely.
- *Replacing equipment as appropriate:*
  - ◆ Replace desktop computers and notebooks for City departments based on identified need.
  - ◆ Replace servers (applications, file and print, network) based on identified need.
- *Maintaining phones, cell phones, and pagers:*
  - ◆ Maintain current Fujitsu telephone system using available parts until funding becomes available for replacement of phone system.
  - ◆ Maintain service and support contracts for cell phones, data cards, and pagers.

**2011-2012 PROGRAM ACCOMPLISHMENTS**

Recent accomplishments of the Information Technology Department include:

- *Provide and maintain hardware, software and network services:*
  - ◆ Hardware
    - Replaced the SAN and SAN switch fabric.
    - Converted physical servers to virtual servers (VMWare).
    - Upgraded components of the City's Command and Control Center's Emergency Operations Center.
    - Completed L3 Police mobile video system upgrade.

- Completed Police Booking and Court fingerprint machine replacement utilizing CrossMatch.
- Virtualized the FullCourt application servers.
- Facilitated Motorola Police Radio implementation.
- Upgrade Fire Department Mobile Data Terminals.
- ♦ Software/Applications
  - Upgrades to the Police Intergraph Computer-Aided Dispatch, I/Mobile, and I/Leads (records management system) are scheduled to be completed in 2012.
  - The Police ALERT system was replaced by Regional Justice Information System (REJIS).
  - Continued implementation of an eDiscovery solution (planned for completion in 2012).
  - Upgraded Fairway, the golf reservation application.
  - Implement a Content Management System to allow Departments to maintain [www.opkansas.org](http://www.opkansas.org) content (will be completed in 2012).
  - Develop an interface between E1 and PeopleSoft to track retiree's health payments.
  - Upgrade Active Directory domains to windows 2008 R2 schema.
  - Upgraded 12 VMWare host servers operating systems.
  - Upgrade Websense internet filter.
  - Created Document Imaging libraries for Crash Video Management, and Background Investigations.
  - License Plate Recognition (scheduled for completion in 2012).
  - Transition to four Patrol Areas.
- ♦ Network
  - Replaced eight Network Core Switches.
  - Implemented CWDM (Course Wave Division Multiplexing) connection to Johnson County ECC.
  - Fiber connection to TRAC, Deanna Rose Fishing Shack.
  - Moved County Fiber connection from Westgate to FTC.
  - Implemented a new Wi-Fi strategy for uploading police video from police cars.
  - Completed network installation to provide connectivity for the Farmstead General Store and Ice Cream Parlor to include network, phone, and Closed-Circuit TV.
  - Create one-way active directory trusts to inter agencies.
  - Created KCJIS and KBI DMZ for compliance.
- *Performing backups:*
  - ♦ Performed backups per schedule.
- *Replacing equipment as appropriate:*
  - ♦ Replaced 79 desktop and laptop computers.
  - ♦ Replaced, rebuilt or virtualized servers.
- *Maintaining phones, cell phones, and pagers:*
  - ♦ The City's phone and long distance service vendor was switched to PAETEC in 2011 resulting in an annual savings of approximately \$20,000.
  - ♦ Supported and maintained 1,796 hard-wired phones, 1,388 voicemail accounts, 382 cell phones, 243 wireless data cards, and 376 pagers.

## PERFORMANCE INDICATORS

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
System availability, based on uptime of servers/network switches:	99.8%	99.9%	99.9%
Percent of employees rating the following as good or very good:			
·PC	76%	90%	90%
·City's intranet system	86%	95%	95%
·Telephones	82%	90%	90%
·Help Desk	98%	98%	98%
·Satisfaction with Network Services	81%	91%	91%
·Satisfaction with Application Services	83%	90%	90%
·Satisfaction with Desktop Services	87%	92%	92%
·Overall Satisfaction with IT Services	89%	94%	94%
<b>WORKLOAD MEASURES</b>			
Number of PCs supported:	1,138	1,150	1,150
Number of help desk calls:	12,670	14,000	14,000
Number of new PCs installed/replaced:	79	150	150
Number of servers maintained:	207	205	205
Number of employee telephones maintained:	1,796	1,790	1,790

## EXPENDITURES:

<b>General Fund</b>	<u><b>2011 Actual</b></u>	<u><b>2012 Budget</b></u>	<u><b>2013 Budget</b></u>
Personal Services	\$2,357,848	2,410,547	\$2,448,497
Commodities	27,609	31,060	31,060
Contractual	406,104	689,600	689,890
Capital Outlay	213,064	361,200	431,500
Transfers/Others	0	0	0
<b>TOTAL</b>	<u><u>\$3,004,625</u></u>	<u><u>3,492,407</u></u>	<u><u>\$3,600,947</u></u>

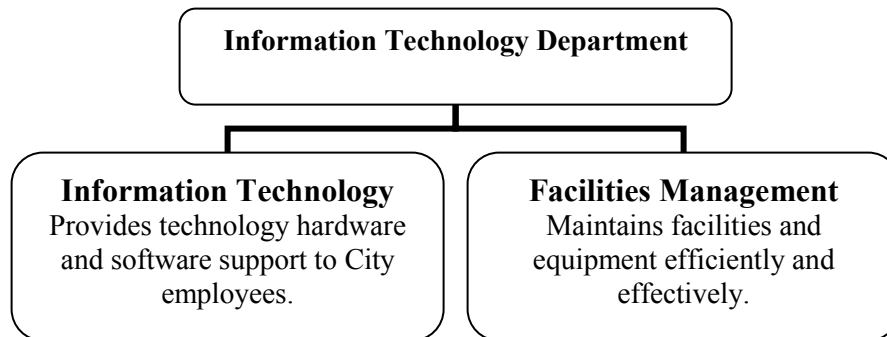
**PERSONNEL (full-time equivalent):**

<b>Full-Time</b>	<b><u>2011 Budget</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Chief Information Officer	0	1	1
Dir, Information Technology	1	0	0
Mgr, Applications & Development	1	1	1
Mgr, Technical Operations	1	1	1
Project Manager	1	1	1
Programmer/Analyst, Senior	8	8	8
Programmer/Analyst	1	0	0
Network Administrator	4	4	4
PC Technician	1	1	1
PC Technician, Sr.	2	2	2
Help Desk Support Specialist, Sr.	2	2	2
<b>Total Full-time Employees:</b>	<b><u>22</u></b>	<b><u>21</u></b>	<b><u>21</u></b>
<b>Part-Time</b>			
Programmer/Analyst, Senior	0.85	0	0
Administrative Assistant	0.50	0.50	0.50
<b>Total Part-time Employees:</b>	<b><u>1.35</u></b>	<b><u>0.50</u></b>	<b><u>0.50</u></b>
<b>TOTAL FTEs</b>	<b><u>23.35</u></b>	<b><u>21.50</u></b>	<b><u>21.50</u></b>

**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* ←

**2013 PROGRAM GOALS**

The City of Overland Park's work plan contains several items that will direct the efforts of the Facilities Management Division in 2013:

- *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.
  - ◆ 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 CIP Maintenance Program.

**2011-2012 PROGRAM ACCOMPLISHMENTS**

Recent accomplishments of the Facilities Management Division include:

- *Effectively maintain facilities and equipment while minimizing operating costs:*
  - ◆ Complete the energy efficient upgrades funded through the Energy Efficiency and Conservation Block Grant program (EECBG) funding.
  - ◆ Replace the roof system at Fire Station No. 2.
  - ◆ Completed the upgrade of the closed-circuit TV systems at Scafe Building and Sanders Justice Center to digital systems.
  - ◆ Upgrade network based CCTV system to Genetec Omnicast Platform at Matt Ross Community Center.
  - ◆ Remodel Fire Training Center to relocate Fire Training Staff and relocate Fire Administration Staff from current Fire Administration Building.
  - ◆ Reseal gym, studio, and dance floors at Matt Ross Community Center.
  - ◆ Installed new heat pump system entry area at Park Headquarters.
  - ◆ Replaced hail damaged rooftop HVAC system at Blue Valley Public Works (BVPW).
  - ◆ Install permanent back up Emergency Generator at BVPW.
  - ◆ Remove existing mortar joints on exterior brick on Tomahawk Ridge Community Center gym and install new mortar joints.
  - ◆ Replaced several hail damaged roof systems at Deanna Rose Farmstead.
  - ◆ Replace hail damaged roofs on Salt Barn, Sand Storage and metal roof at BVPW.
  - ◆ Replace hail damaged roofs on Clubhouse, Turf Care Center, and Pump House at St. Andrews Golf Course.
  - ◆ Replace hail damaged roofs on several golf buildings located throughout Sykes Lady Golf Course.

## PERFORMANCE INDICATORS

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
Percent of respondents rating the overall condition of the building and common areas as good or excellent:	68%	95%	95%
<b>EFFICIENCY / WORKLOAD MEASURES</b>			
Number of square feet maintained:	484,415	484,415	484,415
Average Energy Cost per Square Foot	123 kBtu	120 kBtu	120 kBtu

## EXPENDITURES:

<b>General Fund</b>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2013 Budget</u>
Personal Services	\$893,612	\$960,796	\$949,500
Commodities	325,378	397,913	380,953
Contractual	2,210,934	2,082,505	2,199,665
Capital Outlay	0	0	92,200
Transfers/Others	0	0	0
<b>TOTAL</b>	<u>\$3,429,924</u>	<u>\$3,441,214</u>	<u>\$3,622,318</u>

## PERSONNEL (full-time equivalent):

<b>Full-Time</b>	<u>2011 Budget</u>	<u>2012 Budget</u>	<u>2013 Budget</u>
Mgr, Facilities Management	1	1	1
Supervisor, Facilities Mgmt	2	2	2
Building Maintenance Worker II	5	6	5
Building Maintenance Worker I	2	1	2
Facilities Management Tech	1	1	1
<b>Total Full-time Employees:</b>	<u>11</u>	<u>11</u>	<u>11</u>
<b>Part-Time</b>			
None	0.00	0.00	0.00
<b>Total Part-time Employees:</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>TOTAL FTEs</b>	<u>11.00</u>	<u>11.00</u>	<u>11.00</u>

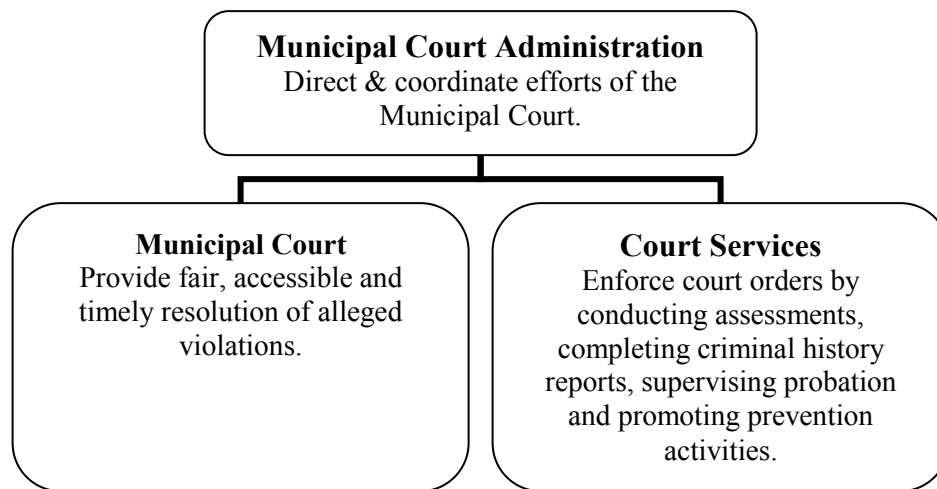


**PROGRAM DESCRIPTION**

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

**2013 PROGRAM GOALS**

The City of Overland Park's work plan contains several items that will direct the efforts of the Municipal Court in 2013:

- *Provide fair, accessible, and timely resolution of alleged violations:*
  - ◆ Maintain average cost per charge of \$40 or less.
  - ◆ Maintain case clearance rate of 75% or more.
  - ◆ Evaluation of alternatives to on-going time-to-pay docket.

**2011-2012 PROGRAM ACCOMPLISHMENTS**

Recent accomplishments of the Municipal Court include:

- *Provide fair, accessible, and timely resolution of alleged violations:*
  - ◆ Maintained 90% disposition rate for all A & B misdemeanors within 90 days.
  - ◆ Improved Court Security through transition to new digital-based camera systems.

**PERFORMANCE INDICATORS**

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
Percent of survey respondents reporting they were treated with courtesy, respect and concern by:			
·Court Clerk	98%	98%	100%
·Municipal Judge	96%	96%	100%
<b>WORKLOAD MEASURES</b>			
Number of cases filed:	40,985	39,000	41,000
Number of cases closed:	34,425	34,000	36,000
Clearance rate:	84%	80%	80%
Total revenues collected:	\$4,926,399	\$4,880,000	\$4,900,000

**EXPENDITURES:**

<b>General Fund</b>	<b><u>2011 Actual</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Personal Services	\$1,527,551	\$1,543,369	\$1,573,286
Commodities	57,438	84,450	79,420
Contractual	530,903	702,410	672,910
Capital Outlay	3,927	0	0
Transfers/Others	0	0	0
<b>TOTAL</b>	<b><u>\$2,119,819</u></b>	<b><u>\$2,330,229</u></b>	<b><u>\$2,325,616</u></b>

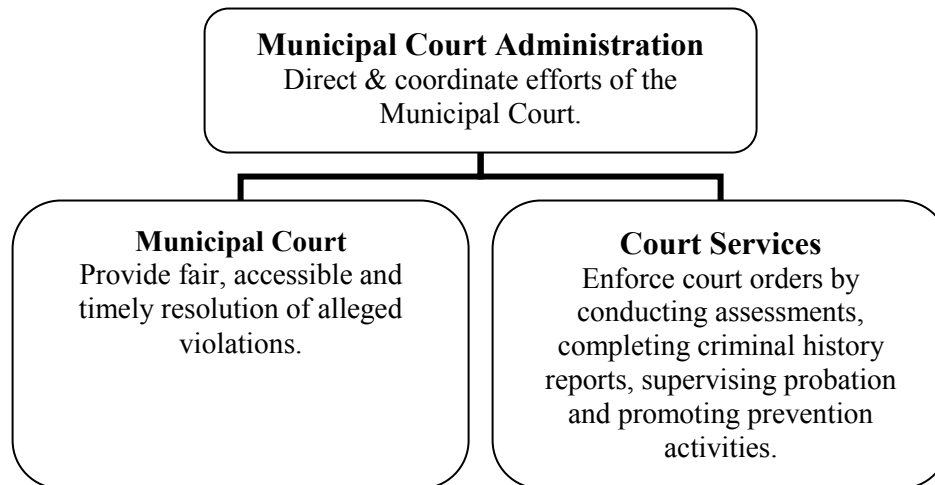
**PERSONNEL (full-time equivalent):**

<b>Full-Time</b>	<b><u>2011 Budget</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Presiding Judge	1	1	1
Municipal Court Judge	1	1	1
Court Administrator	1	1	1
Supervisor, Court Security	1	1	1
Court Security Officer	3	3	3
Court Clerk, Deputy	1	1	1
Court Clerk, Senior	3	3	3
Court Clerk	9	8	8
<b>Total Full-time Employees:</b>	<b><u>20</u></b>	<b><u>19</u></b>	<b><u>19</u></b>
<b>Part-Time</b>			
Court Security Officer	0.58	0.58	0.50
Judge Pro Tem	0.26	0.26	0.26
Court Clerk	0.48	0.48	1.00
<b>Total Part-time Employees:</b>	<b><u>1.32</u></b>	<b><u>1.32</u></b>	<b><u>1.76</u></b>
<b>TOTAL FTEs</b>	<b><u>21.32</u></b>	<b><u>20.32</u></b>	<b><u>20.76</u></b>

**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 ➡

**2013 PROGRAM GOALS**

The City of Overland Park's work plan contains several items that will direct the efforts of the Court Services Division in 2013:

- *Supervising Probation:*
  - ◆ Explore alternatives to in-person reporting for appropriate cases.
  - ◆ Incorporate legislative changes when DUI Law requirements are finalized.

**2011-2012 PROGRAM ACCOMPLISHMENTS**

Recent accomplishments of the Court Services Division include:

- *Supervising Probation:*
  - ◆ Continuing development of a risk assessment instrument.

**PERFORMANCE INDICATORS**

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
Percent of diversion/probation program participants that are involved with the court system again within two years:	32%	25%	25%
Percent of survey respondents reporting they were treated with courtesy, respect and concern by probation officer:	100%	100%	100%
<b>WORKLOAD MEASURES</b>			
Number of assessments conducted:	776	700	700
Number of people monitored on diversion or probation:	1,999	1,800	1,900

**EXPENDITURES:**

<b>General Fund</b>	<u><b>2011 Actual</b></u>	<u><b>2012 Budget</b></u>	<u><b>2013 Budget</b></u>
Personal Services	\$396,596	\$413,937	\$424,115
Commodities	450	0	0
Contractual	761	1,140	1,090
Capital Outlay	0	0	0
Transfers/Others	0	0	0
<b>TOTAL</b>	<u><u>\$397,807</u></u>	<u><u>\$415,077</u></u>	<u><u>\$425,205</u></u>

**PERSONNEL (full-time equivalent):**

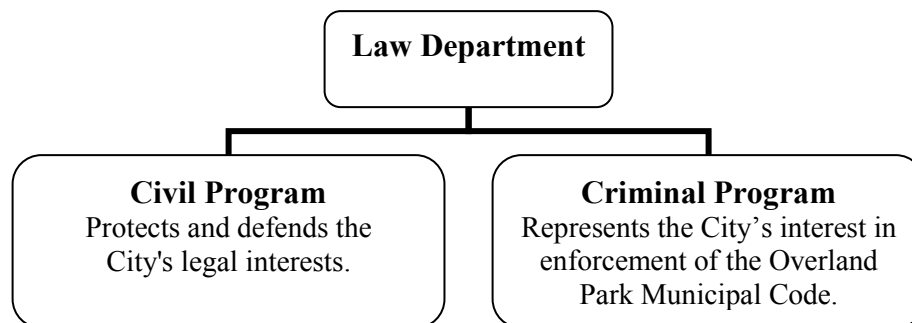
<b>Full-Time</b>	<b><u>2011 Budget</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Supervisor, Court Services	1	1	1
Court Clerk	1	1	1
Probation Officer	2	2	2
Probation/Court Security Officer	1	1	1
Substance Abuse Specialist*	1	1	1
<b>Total Full-time Employees:</b>	<b><u>6</u></b>	<b><u>6</u></b>	<b><u>6</u></b>
<b>Part-Time</b>			
None	0.00	0.00	0.00
<b>Total Part-time Employees:</b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>
<b>TOTAL FTEs</b>	<b><u>6.00</u></b>	<b><u>6.00</u></b>	<b><u>6.00</u></b>

\* The Substance Abuse Specialist is funded out of the Alcohol and Drug Safety Action Program (ADSAP), a non-budgeted fund.

**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 ←

**2013 PROGRAM GOALS**

The City of Overland Park's work plan contains several items that will direct the efforts of the Law Department in 2013:

- *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 2013 legislative sessions.
  - ◆ 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 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.

**2011-2012 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 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.
  - ◆ Represented the City in open records matters.
  - ◆ 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 Police Department radio rebanding.
  - ◆ 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 advice concerning land use matters, City-related procurement matters and franchising issues.
  - ◆ Provided legal assistance for economic development projects.
  - ◆ Provided legal assistance for numerous public infrastructure projects.
  - ◆ Provided legal support for public meetings.
  - ◆ Provided legal support and project management support for the City's annexation.
  - ◆ Provided legal support for a comprehensive review of the City's health benefit plan and pension plans to include implementation of Qualified Domestic Relations Order (QDRO) procedures.
  - ◆ Provided guidelines for code enforcement in newly annexed areas.
  - ◆ Participated in a complete revision of solid waste and recycling regulations.
  - ◆ Successfully litigated several eminent domain actions.
  - ◆ Provided legal support for the creation and assessment of several improvement districts.
  - ◆ Assisted in the development of a standard agreement with the Kansas Department of Transportation for construction of public improvements.
  - ◆ Provided legal support for the issuance of bonds for facilities and infrastructure.
  - ◆ Provided legal support for petition to enlarge sewer district for Arboretum improvements.
  - ◆ Assisted in the development of standard agreements for Construction Manager at Risk and Design-Build projects.
  - ◆ Provided legal assistance concerning Sprint subleases.
  - ◆ Provided contract assistance for Overland Park Development Corporation.
  - ◆ Assisted Information Technology Department in the ongoing effort to locate and manage connectivity with the City's network by negotiating connectivity agreements and drafting an agreement for on-demand fiber repair.
  - ◆ 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:*
- ◆ Of the approximately 40,985 new cases filed in the Municipal Court during 2011, Law Department prosecutors processed 655 DUI cases and 40,330 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 375 cases through the Department's Victim Assistance Program.

## PERFORMANCE INDICATORS

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
Percent of non-DUI charges disposed by:			
·Bench trial	10.5%	9.0%	9.0%
·Plea/Sentencing	65.8%	72.0%	72.0%
·Dismissal	13.0%	11.0%	11.0%
·Diversion	10.6%	8.0%	8.0%
Percent of DUI charges disposed by:			
·Bench trial	13.3%	12.0%	12.0%
·Diversion	41.6%	41.0%	41.0%
·Plea/Sentencing	43.7%	45.0%	45.0%
·Dismissal	1.4%	2.0%	2.0%
Percent of charges dismissed due to speedy trial:	0.0%	0.0%	0.0%
<b>WORKLOAD MEASURES</b>			
Legal opinions given:	687	500	600
Number of charges filed:			
·DUI	655	667	700
·Non-DUI:			
·Hazardous traffic (moving)	18,933	19,929	21,000
·Non-hazardous traffic (non-moving)	17,545	14,912	16,000
·Parking	635	521	650
·Theft	699	546	700
·Animal Control	683	379	600
·Drug related	310	300	350
·Codes	286	387	400
·Other	1,243	1,311	1,400
Total	40,989	38,952	41,800

## EXPENDITURES:

<b>General Fund</b>	<u><b>2011 Actual</b></u>	<u><b>2012 Budget</b></u>	<u><b>2013 Budget</b></u>
Personal Services	\$1,131,782	\$1,235,692	\$1,245,997
Commodities	23,644	26,750	26,750
Contractual	307,647	160,370	159,990
Capital Outlay	620	0	0
Transfers/Others	0	0	0
<b>TOTAL</b>	<u>\$1,463,693</u>	<u>\$1,422,812</u>	<u>\$1,432,737</u>

**PERSONNEL (full-time equivalent):**

<b>Full-Time</b>	<b><u>2011 Budget</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Director, Law/City Attorney	1	1	1
Deputy City Attorney	1	0	1
Assistant City Attorney, Sr.	3	3	2
Prosecutor	2	2	2
Administrative Prosecutor	1	1	1
Executive Legal Assistant	2	2	2
Secretary, Legal	2	2	2
Administrative Clerk	1	1	1
<b>Total Full-time Employees:</b>	<b><u>13</u></b>	<b><u>12</u></b>	<b><u>12</u></b>
<b>Part-Time</b>			
Contract Victim Asst. Coordinator	0.50	0.50	0.50
Prosecutor	0.47	0.52	0.52
<b>Total Part-time Employees:</b>	<b><u>0.97</u></b>	<b><u>1.02</u></b>	<b><u>1.02</u></b>
<b>TOTAL FTEs</b>	<b><u>13.97</u></b>	<b><u>13.02</u></b>	<b><u>13.02</u></b>

**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 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 ←  
City Clerk*

**2013 PROGRAM GOALS**

The City of Overland Park's work plan contains several items that will direct the efforts of the Finance Department in 2013:

- *Providing financial support and direction to City departments:*
  - ◆ Provide quarterly training to City employees on the City's financial management software, E1.
  - ◆ 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:*
  - ◆ Earn the Government Finance Officers Association (GFOA) Certificate of Excellence for Financial Reporting for the 2012 financial statements and the GFOA Award for the 2013 Budget.
  - ◆ Monitor the 2013 Budget, develop a 2014 Budget, and create the 2014-2018 Capital Improvements Program & financial forecast.
  - ◆ Enhance the City's financial transparency by increasing the amount of financial information reported on the City's website.
  - ◆ Implement the accounts payable automation system in additional city departments.

**2011-2012 PROGRAM ACCOMPLISHMENTS**

Recent accomplishments of the Finance Department include:

- *Providing financial support and direction to City departments:*
  - ◆ Provided quarterly training to City employees on the City's financial management software.
  - ◆ Reviewed and updated various Finance Department-related administrative policies.
- *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 2010 and 2011 Financial Statements and GFOA Award for the 2012 Operating Budget document.
  - ◆ Coordinated development of the 2012 and 2013 budgets and 2013-2017 Capital Improvements Program & financial forecast.
  - ◆ Updated the Financial and Economic Trend Report and 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.
  - ◆ Implemented in select departments an accounts payable automation system which allows for both routing and approval of invoices and paying vendors electronically.
  - ◆ Implemented the reporting requirements of Governmental Accounting Standards Board Statement No. 54 in the 2011 financial statements.

➤ *Directing the cash management of City funds:*

- ◆ In 2011, working with the City's Financial Advisor and Bond Counsel, issued \$8,490,000 General Obligation bonds to fund various capital improvement projects and also issued \$6,665,000 of Advanced Refunding Bonds, from which the City realized a present value savings of \$402,320.
- ◆ Prepared reports on the City's investment portfolio and reviewed these reports semi-annually with the Finance, Administration and Economic Development Committee.

**PERFORMANCE INDICATORS**

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
Percent variance between budgeted and actual:			
· General fund revenues	97%	90%	95%
· Expenditures	96%	95%	95%
Accuracy rate in forecasting annual city revenue estimates:			
· Sales tax	96%	95%	95%
· All other non-sales tax revenues	98%	95%	95%
Debt Service as a Percent of Operating Expenditures:	22%	18%	17%
Investment interest rate earned as a % of:			
· 1-year T-bill rate	437%	300%	300%
· Kansas Municipal Investment Pool Benchmark Rate	369%	250%	250%
Percent of vendors paid within 30 days from date of invoice:	55%	65%	70%
<b>EFFICIENCY/WORKLOAD MEASURES</b>			
General & Fire funds Operating expenditures per capita:	\$521	\$535	\$534
General & Fire funds Revenues per capita:	\$628	\$689	\$696
Debt Per Capita	\$1,010	\$924	\$841
Number of checks, ACH & Wire payments:	9,778	9,300	9,000
Average value of funds invested:	\$70.0M	\$70.0M	\$75.0M
Number of Internal Audits Prepared:	165	104	100

**EXPENDITURES:**

<b>General Fund</b>	<u><b>2011 Actual</b></u>	<u><b>2012 Budget</b></u>	<u><b>2013 Budget</b></u>
Personal Services	\$1,017,804	\$1,126,846	\$1,094,140
Commodities	16,201	16,575	15,470
Contractual	134,004	177,507	178,492
Capital Outlay	584	0	0
Transfers/Others	0	0	0
<b>TOTAL</b>	<u><u>\$1,168,593</u></u>	<u><u>\$1,320,928</u></u>	<u><u>\$1,288,102</u></u>

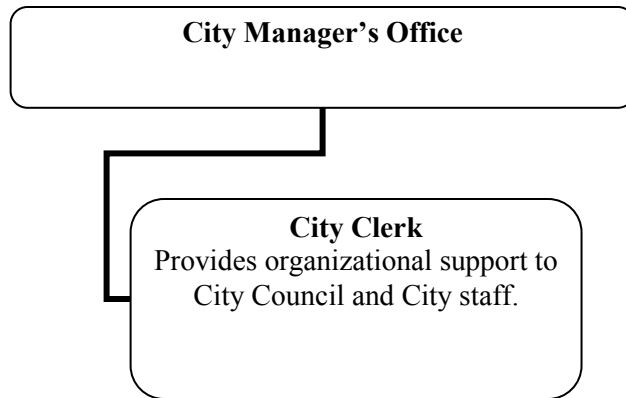
**PERSONNEL (full-time equivalent):**

<b>Full-Time</b>	<b><u>2011 Budget</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Chief Financial Officer	1	1	1
Asst Chief Financial Officer	1	1	1
Supv., Finance & Accounting	1	1	0
Internal Auditor	1	1	1
Acting Supv., Accounts Payable	0	0	1
Accountant, Senior	0	0	1
Accountant II	3	4	2
Accountant I	2	1	2
Accounting Clerk, Senior	2	2	1
Accounting Clerk	1	1	2
<b>Total Full-time Employees:</b>	<b><u>12</u></b>	<b><u>12</u></b>	<b><u>12</u></b>
<b>Part-Time</b>			
Administrative Assistant	0.60	0.75	0.80
Audit Intern	1.00	0.85	0.80
<b>Total Part-time Employees:</b>	<b><u>1.60</u></b>	<b><u>1.60</u></b>	<b><u>1.60</u></b>
<b>TOTAL FTEs</b>	<b><u>13.60</u></b>	<b><u>13.60</u></b>	<b><u>13.60</u></b>

**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**

**Finance and Administration**  
*Finance & Accounting*  
*City Clerk* ←



**2013 PROGRAM GOALS**

The City of Overland Park's work plan contains several items that will direct the efforts of the City Clerk Division in 2013:

- *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 scanning in all contracts, ordinances and resolutions into the imaging system upon approval.
  - ◆ To implement a searchable, electronic index, by reorganizing archive room 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 that all claims are handled expeditiously, by forwarding all incident reports and claims information 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 to all callers and walk-ins.
  - ◆ To provide assistance to Council and City staff, by researching and providing information as requested.
  - ◆ To assist the Finance Department in accurately tracking Business Improvement District payments using the Tidemark permit tracking system.
  - ◆ To coordinate candidate filings for City elections.

**2011-2012 PROGRAM ACCOMPLISHMENTS**

Recent accomplishments of the City Clerk Division include:

- *Providing an accurate record of Council, Committee and Planning Commission meetings:*
  - ◆ Transcribed 185 hours of meeting minutes during 2011 with 99 percent accuracy.
- *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.
  - ◆ Responded to requests for records within three days 100% of the time.
  - ◆ Processed 58 resolutions, 51 ordinances, 54 bid openings, 316 contracts and 244 legal advertisements during 2011.
  - ◆ Updated Records Management policy to include retention periods for electronically store/imaged records and for hardcopy retention periods.

- ◆ Coordinated procedures with new newspaper designated for legal publications.
- ◆ Coordinated setup and training to use new office supplies vendor.
- *Processing applications for licenses and permits:*
  - ◆ Implemented new license for scrap metals dealers effective January 1, 2012.
  - ◆ Began using social media (Facebook/Twitter) for animal licensing information/renewal notices.
  - ◆ Implemented two-year license periods for retail liquor, drinking establishment, caterers and private club licenses issued.
  - ◆ During 2011, on average, animal licenses were issued within 6 days of receipt; special animal permits within 15 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 1 day of receipt; and massage licenses within 13 days of receipt, improving or matching the established goal for all license types.
- *Facilitating the City's risk management program.*
  - ◆ Tracked 303 incident reports and 33 claims received during 2011.
  - ◆ Worked with risk manager to ensure claims and related invoices were handled in a timely manner.
- *Responding to customer service requests:*
  - ◆ Established procedures for invoicing parade personnel fees in conjunction with the Police and Public Works Departments and fee changes for 2012.
  - ◆ Coordinated quantitative purchase of stationery with new vendor.
  - ◆ Reviewed and updated information for the website to ensure information is kept up-to-date.

## PERFORMANCE INDICATORS

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
Percent of customers rating the following as good or excellent:			
·Quality of customer service	100%	100%	100%
·Courtesy/friendliness of staff	100%	100%	100%
·Timeliness/speed of service	100%	100%	100%
·Meeting of expectations	100%	100%	100%
Average number of days to transcribe and distribute minutes for review:			
·City Council	34	30	30
·Committee	36	30	30
·Planning Commission	17	15	15
·Other	20	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	15	15	15
·Dangerous animal permits	7	7	7
·Drinking establishments, caterers, & private clubs	16	21	21
·Cereal Malt Beverage (CMB) license	14	14	14
·Retail liquor license	1	5	5
·Massage therapy permits	13	21	21

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>WORKLOAD MEASURES</b>			
Number of permits and licenses processed per FTE:	6,570	7,500	7,000
Number of licenses and permits issued:			
· Animal license	15,958	17,000	16,000
· Special animal permits	352	350	350
· Dangerous animal permits	5	6	5
· Drinking establishments, caterers, and private clubs	200	185	200
· Cereal Malt Beverage (CMB) license	86	90	90
· Retail liquor license	35	30	35
· Massage therapist permits	234	300	300
Hours of meetings for which minutes were transcribed:	185	NA	NA

**EXPENDITURES:**

<b>General Fund</b>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2013 Budget</u>
Personal Services	\$551,270	\$559,023	\$568,482
Commodities	19,188	35,850	35,850
Contractual	80,069	110,530	110,490
Capital Outlay	1,420	0	0
Transfers/Others	0	0	0
<b>TOTAL</b>	<u>\$651,947</u>	<u>\$705,403</u>	<u>\$714,822</u>

**PERSONNEL (full-time equivalent):**

<b>Full-Time</b>	<u>2011 Budget</u>	<u>2012 Budget</u>	<u>2013 Budget</u>
City Clerk	1	1	1
Assistant City Clerk	1	1	1
Customer Service Rep., Sr.	2	2	2
Recording Secretary	3	3	3
<b>Total Full-time Employees:</b>	<u>7</u>	<u>7</u>	<u>7</u>
<b>Part-Time</b>			
Customer Service Representative	0.60	0.60	0.60
Document Imaging Clerk	0.18	0.18	0.18
<b>Total Part-time Employees:</b>	<u>0.78</u>	<u>0.78</u>	<u>0.78</u>
<b>TOTAL FTEs</b>	<u>7.78</u>	<u>7.78</u>	<u>7.78</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:**

<b>General Fund</b>	<b><u>2011 Actual</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	0	0	0
Capital Outlay	0	0	0
Transfers/Others	0	3,013,000	3,400,000
<b>TOTAL</b>	<b>\$0</b>	<b>\$3,013,000</b>	<b>\$3,400,000</b>
<b>Stormwater Utility Fund</b>	<b><u>2011 Actual</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	0	0	0
Capital Outlay	0	0	0
Transfers/Others	0	225,032	2,294,442
<b>TOTAL</b>	<b>\$0</b>	<b>\$225,032</b>	<b>\$2,294,442</b>
<b>Golf Course Fund</b>	<b><u>2011 Actual</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	0	0	0
Capital Outlay	0	0	0
Transfers/Others	0	799,472	1,289,047
<b>TOTAL</b>	<b>\$0</b>	<b>\$799,472</b>	<b>\$1,289,047</b>
<b>Soccer Complex Operations</b>	<b><u>2011 Actual</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	0	0	0
Capital Outlay	0	0	0
Transfers/Others	0	400,116	64,825
<b>TOTAL</b>	<b>\$0</b>	<b>\$400,116</b>	<b>\$64,825</b>

**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:**

<b>General Fund</b>	<b><u>2011 Actual</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	0	0	0
Capital Outlay	0	0	0
Transfers/Others	28,680,837	44,253,502	47,470,000
<b>TOTAL</b>	<b><u>\$28,680,837</u></b>	<b><u>\$44,253,502</u></b>	<b><u>\$47,470,000</u></b>
 <b>Stormwater Utility Fund</b>	 <b><u>2011 Actual</u></b>	 <b><u>2012 Budget</u></b>	 <b><u>2013 Budget</u></b>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	0	0	0
Capital Outlay	0	0	0
Transfers/Others	3,908,563	2,705,448	2,277,150
<b>TOTAL</b>	<b><u>\$3,908,563</u></b>	<b><u>\$2,705,448</u></b>	<b><u>\$2,277,150</u></b>
 <b>Golf Course Fund</b>	 <b><u>2011 Actual</u></b>	 <b><u>2012 Budget</u></b>	 <b><u>2013 Budget</u></b>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	-18,657	0	0
Capital Outlay	127,818	0	0
Transfers/Others	429,023	797,000	390,000
<b>TOTAL</b>	<b><u>\$538,184</u></b>	<b><u>\$797,000</u></b>	<b><u>\$390,000</u></b>
 <b>Soccer Complex Operations</b>	 <b><u>2011 Actual</u></b>	 <b><u>2012 Budget</u></b>	 <b><u>2013 Budget</u></b>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	0	0	0
Capital Outlay	0	0	0
Transfers/Others	152,670	150,000	350,000
<b>TOTAL</b>	<b><u>\$152,670</u></b>	<b><u>\$150,000</u></b>	<b><u>\$350,000</u></b>

**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.

The Golf Course Fund, as an enterprise fund, is responsible for debt service of its bond issuances. Bond and interest payments for golf course related issuances are paid out of the Golf Course Fund.

**EXPENDITURES:**

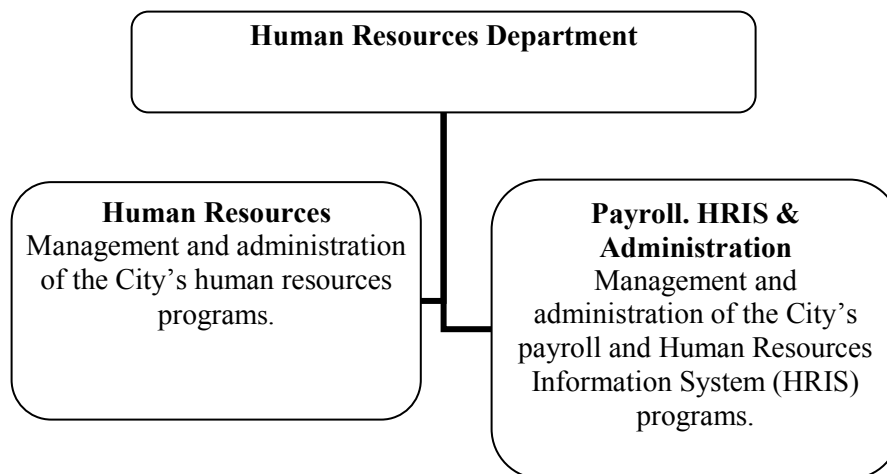
<b>Bond and Interest Fund</b>	<b><u>2011 Actual</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	0	0	0
Capital Outlay	0	0	0
Transfers/Others	31,084,582	24,750,000	23,635,000
<b>TOTAL</b>	<b><u>\$31,084,582</u></b>	<b><u>\$24,750,000</u></b>	<b><u>\$23,635,000</u></b>
 <b>Golf Course Fund</b>	 <b><u>2011 Actual</u></b>	 <b><u>2012 Budget</u></b>	 <b><u>2013 Budget</u></b>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	0	0	0
Capital Outlay	0	0	0
Transfers/Others	119,445	44,832	21,667
<b>TOTAL</b>	<b><u>\$119,445</u></b>	<b><u>\$44,832</u></b>	<b><u>\$21,667</u></b>

**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

**2013 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 2013:

- *Provide effective and inclusive recruitment, selection and orientation:*
  - ◆ Develop a strategy to increase diversity in the workforce, i.e., women, minorities, disabled, and veterans.
- *Provide competitive, financially responsive, and legally compliant compensation and benefits programs:*
  - ◆ Select and implement a provider effective January 1, 2014, for the City's Group Health Plan.
  - ◆ 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 to review and implement cost-saving strategies to control health care costs, including conducting a feasibility study to determine if an on-site health clinic will be cost-effective in reducing costs.
  - ◆ Provide employees with information necessary to set retirement goals.
- *Provide focused safety and loss prevention training and enforcement:*
  - ◆ Conduct field audits to assist and/or ensure the implementation of the site-specific Hazard Communication Program.
  - ◆ Conduct noise level baseline decibel assessments for Public Works, Park Services and Facilities equipment, workstations and locations that potentially have noise levels of eighty-five decibels.
  - ◆ Establish and maintain a strong "Safety Culture" throughout the City by focusing on safety awareness, training and accountability.
    - Reduce injury/illness frequency rate 5%.
    - Reduce vehicular frequency rate by 10%.
    - Reduce injury/illness severity rate by 10%
    - Reduce lost time incident rate by 15%.
    - Reduce workers compensation total cost by 15%.
- *Provide ongoing training and development of City leadership and staff:*
  - ◆ Coordinate and facilitate the City's Supervisory Development and Leadership Forum programs.

**2011-2012 PROGRAM ACCOMPLISHMENTS**

Recent accomplishments of the Human Resources cost center include:

- *Provide effective and inclusive recruitment, selection and orientation:*
  - ◆ Developed an on-line application, policies and procedures related to individual and group volunteers.
  - ◆ Revised on-line employment application to ensure legal compliance with all laws.
  - ◆ 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.



- ◆ Audited work locations to ensure Federal and State legal compliance for employment law posters.
- ◆ Provided staff support to the Judicial Screening Committee for the recruitment and selection of a Municipal Court Judge.
- *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.
  - ◆ Negotiated and implemented agreements for the City's self-funded health care benefits plan, dental plan, life insurance plans, short- and long-term disability insurance plans, long-term care insurance, cancer insurance, wellness program, and employee assistance program.
  - ◆ Coordinated the selection process for employee benefits consulting services.
  - ◆ Coordinated significant changes to the City's offerings for health insurance coverage that included the transition from traditional health plan offerings to consumer-driven health care options. This also included eliminating post-age-65 benefits for those retiring on or after January 1, 2011.
  - ◆ Coordinated and provided staff support for the \$40.9 million Municipal Employees Pension Plan.
  - ◆ Coordinated and provided staff support for the \$60.4 million Police Department Retirement Plan.
  - ◆ Coordinated and provided staff support for the \$20.8 million Fire Department Retirement Plan.
  - ◆ Coordinated and provided staff support for the \$14.8 million ING Deferred Compensation Plan.
  - ◆ Coordinated and provided staff support for the \$11.2 million ICMA Deferred Compensation Plan.
  - ◆ Provided staff support for the Kansas Public Employees Retirement System.
  - ◆ Provided staff support for the Kansas Police and Firemen's Retirement System.
  - ◆ Coordinated a review of the City's Compensation Program that included:
    - Reviewing and updating all full-time job descriptions,
    - Review of City's pay philosophy, policies and procedures,
    - Conducting salary survey and analyzing market data,
    - Slotting jobs in Band System,
    - Evaluating target rates, salary ranges and promotion percentages,
    - Conducting an FLSA audit for certain positions for the purpose of verifying proper exemption status, and
    - Developing a memorandum for employees affected by the changes.
- *Provide positive reward and recognition programs:*
  - ◆ Continued to administer a web-based rewards and recognition program.
  - ◆ Revised the Suggestion Connection Program to ensure compliance with the City resolution.
- *Provide focused safety and loss prevention training and enforcement:*
  - ◆ Administered twelve random breath alcohol and fifty-nine Department of Transportation drug tests that met and/or exceeded federal requirements.
  - ◆ Coordinated quarterly defensive driving program training for employees with preventable vehicle collisions and newly hired employees. This program included evaluations of drivers behind the wheel to reduce frequency of similar collisions.
  - ◆ Coordinated mandatory Department of Transportation physical qualification testing for commercial drivers.
  - ◆ Administered Alternate Duty/Work Conditioning Program to include return to work/fit for duty assessments for work (and non-work related) injury/illnesses to reduce indemnity cost.

- Reduced lost time incident rate by 24%.
  - Reduced the number of lost time cases by 30%.
  - ◆ Successfully incorporated ergonomic interventions that focused on identifying risk factors that may cause high cost Musculoskeletal Disorder injuries/illnesses.
  - ◆ Administered the City's Safety and Loss control programs to reduce the cost and frequency of the City's injury/illnesses claims.
    - Reduced injury/illnesses by 10%.
    - Reduced the number of preventable injury/illnesses by 48% .
    - Reduced workers' compensation incurred cost by 22%.
    - Reduced preventable vehicular collisions by 10%.
  - ◆ Conducted serious/lost time incident investigations and identified unsafe actions and/or conditions responsible for serious/lost time incidents to reduce the risk for similar occurrences.
  - ◆ Coordinated the selection process workers' compensation Third Party Administrator and Excess Insurance carriers.
- *Provide ongoing training and development of City leadership and staff:*
- ◆ Coordinated and conducted employee policy briefings to all employees.
  - ◆ Coordinated and facilitated the City's 2010/2011 and 2011/2012 Leadership Forum programs.
  - ◆ Conducted interviewing skills training to supervisors and managers.

## PERFORMANCE INDICATORS

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
Employee turnover rate	5.30%	5.50%	5.50%
Employees rating the City's benefit package satisfactory or above:	65%	90%	90%
Workforce that represents diverse populations:	8.8%	11.0%	11.0%
Personnel problems/issues resolved without a formal filing:	80%	100%	100%
Percent of cases resolved:			
·In-house	24%	95%	95%
·By outside agency	0%	5%	5%
Average number of days from recruitment until hiring:			
·Management	49	90	90
·Commissioned	63	90	90
·Firefighters/Paramedics	58	100	100
·Non-commissioned	58	75	75
Injury/Illness severity rate:	\$0.15	\$0.13	\$0.12
Workers' compensation cost per \$100 of payroll:	\$0.92	\$1.05	\$1.00
Eligible workforce participating in training/development activities:	38%	100%	75%
Eligible employees participating in wellness program:	89%	88%	100%

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFICIENCY/WORKLOAD MEASURES</b>			
Average benefit cost per employee (per payroll dollar):			
·Commissioned Employees	\$0.47	\$0.45	\$0.49
·Fire Safety Employees	\$0.52	\$0.53	\$0.54
·All other	\$0.46	\$0.46	\$0.51
Full-time employees receiving benefits:	773	782	829
·Commissioned Police Employees	243	253	254
·Fire Safety Employees	137	136	154
·All other	393	393	421
Number of vacancies filled:			
·Management	12	8	8
·Commissioned	15	25	25
·Firefighters/Paramedics	18	10	10
·Non-commissioned	32	50	50
·Part-time/temporary	526	500	500

**EXPENDITURES:**

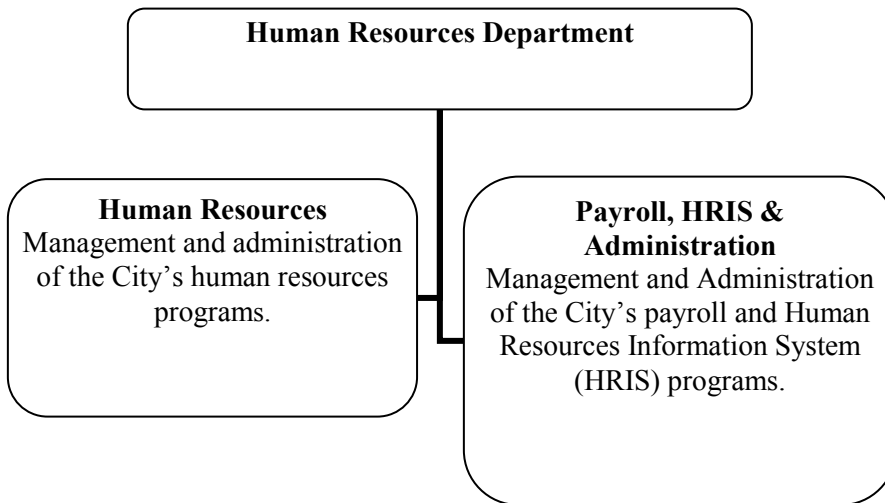
<b>General Fund</b>	<u><b>2011 Actual</b></u>	<u><b>2012 Budget</b></u>	<u><b>2013 Budget</b></u>
Personal Services	\$1,146,816	\$1,038,696	\$1,264,332
Commodities	8,733	19,500	16,910
Contractual	274,136	308,424	310,854
Capital Outlay	300	0	0
Transfers/Others	0	0	0
<b>TOTAL</b>	<u><u>\$1,429,985</u></u>	<u><u>\$1,366,620</u></u>	<u><u>\$1,592,096</u></u>

**PERSONNEL (full-time equivalent):**

<b>Full-Time</b>	<b><u>2011 Budget</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Chief Human Resource Officer	0	1	1
Manager, Human Resources	0	0	2
Manager, Personnel Services	1	0	0
Training & Development Specialist	0	0	1
Safety & Loss Prevention Admin.	0	0	1
Benefits Coordinator	1	1	1
Compensation Specialist, Sr.	1	1	1
Employee Relations Specialist	1	1	0
Retirement Plans Assistant, Sr.	0	0	1
Human Resources Assistant, Sr	2	2	2
Human Resources Representative	1	1	1
Secretary, Executive	1	0	0
<b>Total Full-time Employees:</b>	<b><u>8</u></b>	<b><u>7</u></b>	<b><u>11</u></b>
<b>Part-Time</b>			
Training & Development Specialist	1.00	1.00	0.00
Safety & Loss Prevention Admin.	0.96	0.96	0.00
<b>Total Part-time Employees:</b>	<b><u>1.96</u></b>	<b><u>1.96</u></b>	<b><u>0.00</u></b>
<b>TOTAL FTEs</b>	<b><u>9.96</u></b>	<b><u>8.96</u></b>	<b><u>11.00</u></b>

## 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, and*
- ❖ *Providing technical support to HRIS users.*

## AGENCY LOCATOR

**Finance, Administration and Economic Development**

Human Resources  
Human Resources  
Payroll/ HRIS ◀

**2013 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 2013:

- *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 City management with salary and benefits reports for the 2014 budget and planning responsibilities.
  - ◆ Transition the City to online distribution of Form W-2.
  - ◆ 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:*
  - ◆ Technical support for reporting group health insurance coverage in accordance with the Patient Protection and Affordable Care Act of 2010.
  - ◆ Implement PeopleSoft's eCompensation Manager.
  - ◆ Create a batch update method that streamlines the process of placing seasonal staff on leave of absence and returning from leave of absence.
  - ◆ Analyze and implement HRIS workflow processes. Research strategies to redesign and streamline current processes.

**2011-2012 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 \$55,707,032 payroll including the production of 27,939 pay vouchers and 3,312 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.
  - ◆ Managed the Human Resources Information System Strategic Plan by enhancing the PeopleSoft Candidate Gateway and Talent Acquisition Manager modules and implementing an online volunteer application.
  - ◆ Implemented HR self-service module eProfile Manager.
  - ◆ Developed retiree benefit pages and automated the transfer of retiree health premiums to the City's financial software package.
  - ◆ Implemented multiple job/secondary job process that streamlines the capturing of work hours for employees holding multiple jobs.

**PERFORMANCE INDICATORS**

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
Percent of employees who rate their overall Satisfaction with the Payroll Services as good or very good:	95%	95%	95%
<b>WORKLOAD MEASURES</b>			
Total number of payroll disbursements issued:	31,251	32,000	32,000
Total amount of all disbursements:	\$55,707,032	\$54,890,168	\$56,973,703

**EXPENDITURES:**

<b>General Fund</b>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2013 Budget</u>
Personal Services	\$539,495	\$603,632	\$411,572
Commodities	6,167	12,760	14,965
Contractual	181,215	25,060	22,905
Capital Outlay	0	0	0
Transfers/Others	0	0	0
<b>TOTAL</b>	<u>\$726,877</u>	<u>\$641,452</u>	<u>\$449,442</u>

**PERSONNEL (full-time equivalent):**

<b>Full-Time</b>	<u>2011 Budget</u>	<u>2012 Budget</u>	<u>2013 Budget</u>
Manager, Payroll, HRIS & Admin.	1	1	1
Manager, Retirement Plans	1	1	0
Payroll Coordinator	1	1	1
Retirement Plans Assistant, Sr.	1	1	0
HRIS/Payroll Specialist	1	1	1
Records Technician	1	1	1
<b>Total Full-time Employees:</b>	<u>6</u>	<u>6</u>	<u>4</u>
<b>Part-Time</b>			
None	0.00	0.00	0.00
<b>Total Part-time Employees:</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>TOTAL FTEs</b>	<u>6.00</u>	<u>6.00</u>	<u>4.00</u>

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# 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:**

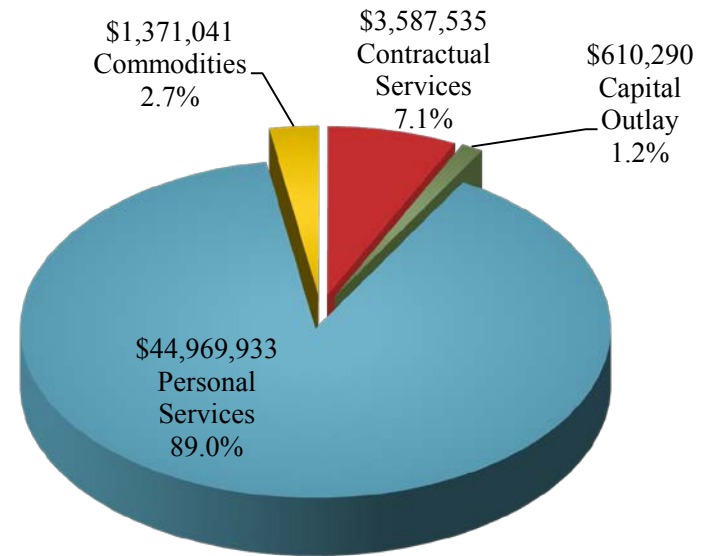
- Police Administration
- Tactical Operations Bureau
- Special Services Bureau
- Fire Administration
- Fire Operations
- Fire Prevention
- Fire Support Services
- Fire Training
- Fire Training Center

# 2013 CITY OPERATING AND CONTRACTUAL EXPENDITURES BY FUND AND MAJOR PURPOSE

2013 Expenditures = \$50,538,799



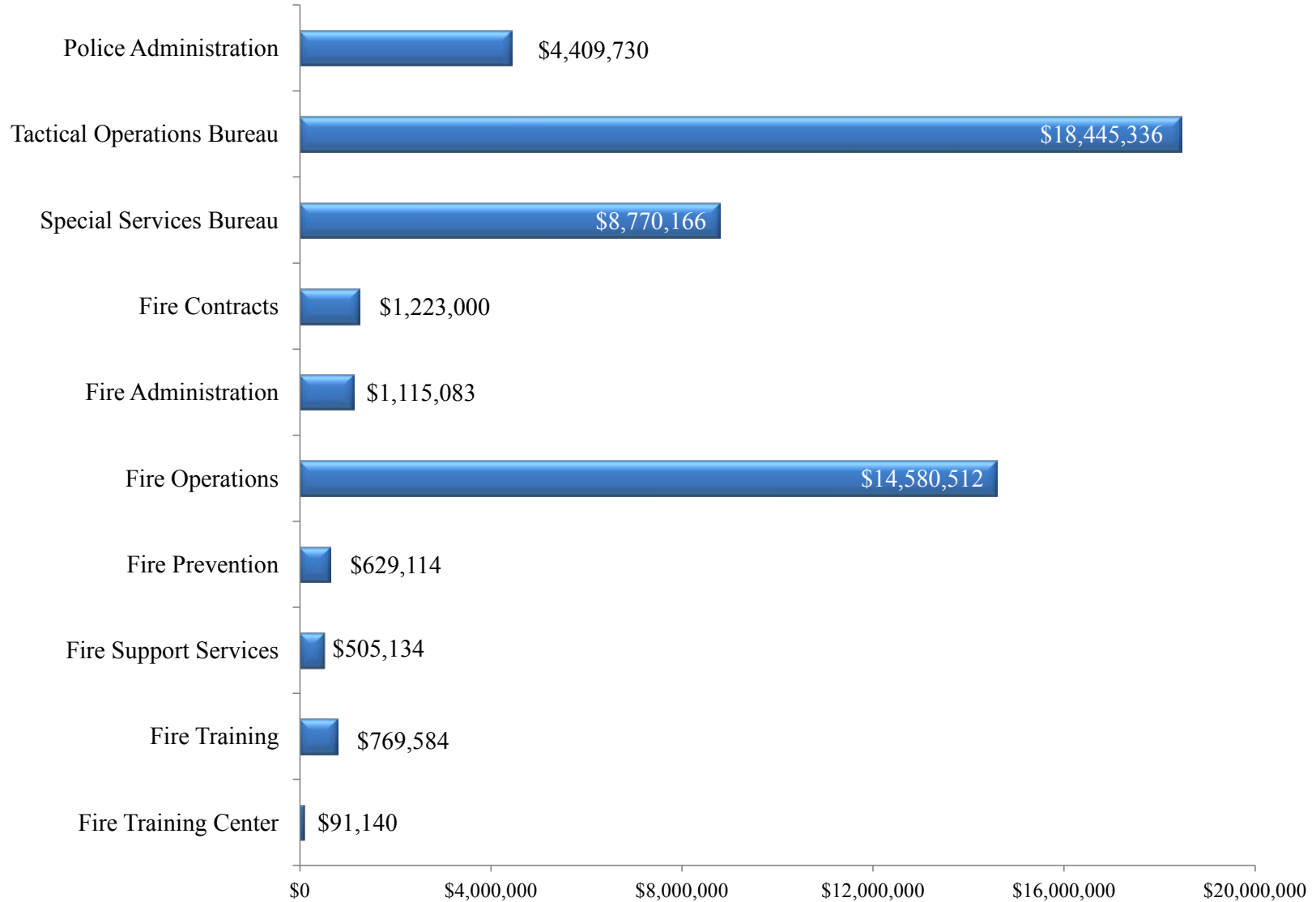
FUNDS



EXPENDITURE TYPE

*Public Safety Goal Area*

## 2013 OPERATING AND CONTRACTUAL EXPENDITURES Public Safety Goal Area

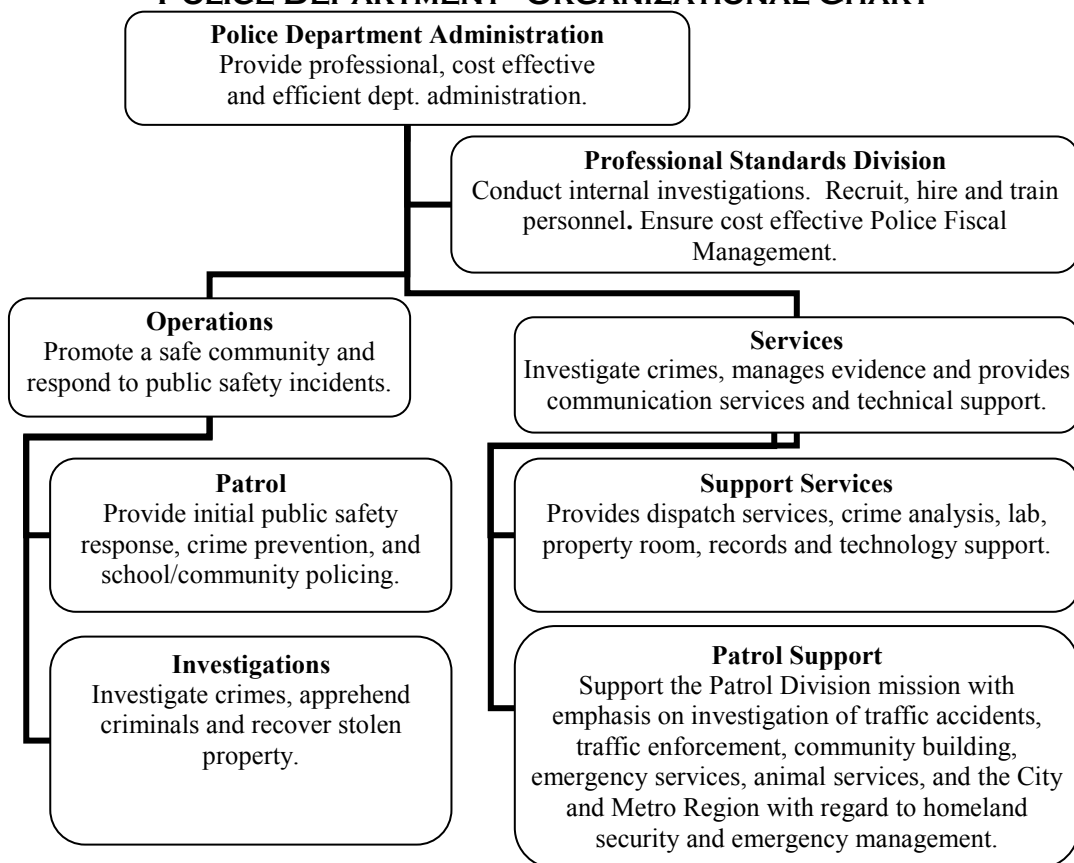


**PROGRAM DESCRIPTION**

Police Administration is responsible for overseeing the operations of the Overland Park Police Department. It also includes the Office of Professional Standards Division and the Police Fiscal Management Section.

The Office of Professional Standards Division (OPSD) is responsible for conducting internal investigations, conducting inspections of sections in the Police Department at the direction of the Chief of Police, implementation of the evaluation process, maintenance and oversight for all policies, to include an annual review. The Office of Professional Standards Division is also responsible for the recruiting process, hiring process, promotional process, oversight for all police personnel actions, logistical coordination of personnel transfers, training of personnel, coordination of the police academy, and the field training officer program.

The Police Fiscal Management Section oversees and manages the budgeting, financial and grant writing management of the department, fixed asset inventory maintenance, uniform and equipment issuance, invoice payments and 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 department,*
- ❖ *Maintain and administer sound fiscal policies, and*
- ❖ *Administer an effective personnel selection process and an ongoing professional development program.*

**AGENCY LOCATOR**

**Public Safety**  
Police

*Police Administration ←*  
*Operations Bureau*  
*Services Bureau*

**2013 PROGRAM GOALS**

The City of Overland Park's work plan contains several items that will direct the efforts of the Police Department Administration in 2013:

- *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, and benchmark cities survey and analysis.
  - ◆ Enhance leadership skills of senior staff.
- *Maintain and administer 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.
  - ◆ 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.
- *Administering an effective personnel selection process and an ongoing professional development program:*
  - ◆ Provide departmental training in compliance with Federal, State, and City requirements.
  - ◆ Design training tracts which encompass Department needs and individual career objectives.
  - ◆ Administer the recruiting, hiring and promotion processes.
  - ◆ Support Civil Service Commission functions related to hiring, promotions, and discipline of police officers.
- *Providing administrative and managerial support:*
  - ◆ Manage the logistical needs of the Police Department.
  - ◆ Expand the Administrative Investigative Management (AIM) system to include performance tracking information on personnel files and Internal Transfer Requests.
  - ◆ Continue auditing responsibilities for ABSTRAT.
  - ◆ Cross train members of Internal Affairs 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.
- ◆ Support the Civil Service Commission.
- ◆ Oversee the Police Chaplain Corp.
- ◆ Oversee Police Volunteers.
- ◆ Administer the Power DMS Program – (Written Directives).
- ◆ Administer the Vehicle Tow Program.
- ◆ Administer the Secondary Employment Program.
- ◆ Administer the Building Security Program.
- ◆ Conduct quarterly audits of critical functions.
- ◆ Conduct annual CJIS compliance checks.

## 2011-2012 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:
    - Scheduled officer assignments daily and hourly consistent with crime analysis in the City for crime suppression.
    - Continued 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.
    - Improved the Police hiring process.
    - Continued research into the changing trends of City.
    - Continued the radio re-banding upgrade project and went “live” with the new Motorola radio system.
  - ◆ Enhanced leadership capabilities of Police Department Staff:
    - Provided leadership opportunities for all supervisors to enhance leadership capabilities.
  - ◆ Establishment of significant criminal intelligence gathering capability:
    - Continued OPPD detective assignment to the Regional Computer Forensics Laboratory.
    - Improved data dissemination capabilities to Patrol and other divisions/personnel within the Police Department.
    - Participation by assignment of Crime Analyst to Regional Terrorism Early Warning Analysis Center.
    - Continue work on the Remote Alarm Verification Electronic Network (RAVEN) project.
  - ◆ Continued development of partnerships:
    - Met frequently with members of El Centro, Jewish Community Center and NAACP Chapters to continue the good working relationships with these diverse community organizations, and to enhance relationships with citizens in our community.
    - Maintained Intergraph partnership with the Johnson County Sheriff’s Department, Johnson County Parks, Johnson County Emergency Communications Center, and Leawood, Shawnee, Prairie Village, Olathe, Lenexa, Roeland Park, Mission, and Merriam Police Departments.
    - Worked with FBI as board member of the Joint Terrorism Task Force.
    - Continued as Chair of the Kansas City Metropolitan Emerging Threats Analysis Capability (ETAC) to develop and maintain a mega database of police information.
    - Serve as Chair to the International Association of Chiefs of Police Mid-Size Cities Section.
    - Continue direction of the Benchmark Cities Survey.

➤ *Maintaining and administering sound fiscal policies:*

- ◆ During 2011, managed and reported on 14 active grants with a combined award amount of \$678,321.
- ◆ During 2011, alarm processing vendor processed 6,142 false alarms.
- ◆ During 2011, assessed \$114,300 for 895 alarm penalty fees and collected alarm fees totaling \$74,175.

Recent accomplishments of the Office of Professional Standards Division include:

➤ *Administering an effective personnel selection process and an ongoing professional development program:*

- ◆ Recruiting and Hiring Activities - Attended two career fairs in 2011. These fairs, coupled with advertisements via the Internet and newspapers, resulted in the hiring of ten new police officers using the on-line hiring process.
- ◆ 159 applications for police positions were processed in 2011.
- ◆ 87 police officer applicants were processed during 2011.
- ◆ Recruited and hired 12 police officers in 2011.
- ◆ Recruited and hired 21 civilian positions during 2011.
- ◆ 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 tracts which encompass Department needs and individual career objectives.
- ◆ Partnered in the implementation of the Police Department's revised electronic performance evaluation system.
- ◆ Supported Civil Service Commission functions related to hiring, promotions, and discipline of police officers.

➤ *Providing administrative and managerial support:*

- ◆ Conducted 30 citizen complaint investigations during 2011.
- ◆ Reviewed and updated seven policies during 2011.
- ◆ Processed over 109 secondary employment requests during 2011.

## PERFORMANCE INDICATORS

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
Number of Commissioned personnel	254	249	253
Substantiated citizen complaints	6	6	6
Percent of recruits graduating from the Police Academy	83%	80%	100%

**EXPENDITURES:**

<b>General Fund</b>	<b><u>2011 Actual</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Personal Services	\$2,241,952	2,123,021	\$3,815,760
Commodities	11,296	5,960	277,280
Contractual	130,213	155,760	265,690
Capital Outlay	6,488	0	51,000
Transfers/Others	0	0	0
<b>TOTAL</b>	<b><u>\$2,389,949</u></b>	<b><u>2,284,741</u></b>	<b><u>\$4,409,730</u></b>

**PERSONNEL (full-time equivalent):**

<b>Full-Time</b>	<b><u>2011 Budget</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Chief of Police	1	1	1
Police Captain	0	0	2
Police Major	0	0	1
Executive Police Officer	1	0	0
Police Officer	0	1	13
Admin, Police Fiscal Mgmt	0	1	1
Secretary, Executive	1	1	1
Inventory Control Clerk	0	0	1
Administrative Assistant	0	1	2
<b>Total Full-time Employees:</b>	<b><u>3</u></b>	<b><u>5</u></b>	<b><u>22</u></b>
<b>Part-Time</b>			
Administrative Assistant	0.88	0.00	0.00
<b>Total Part-time Employees:</b>	<b><u>0.88</u></b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>
<b>TOTAL FTEs</b>	<b><u>3.88</u></b>	<b><u>5.00</u></b>	<b><u>22.00</u></b>



**PROGRAM DESCRIPTION**

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

The Patrol Division is comprised of three patrol sections; the day, evening and midnight sections.

The Patrol Support Division consists of four sections; Emergency Services, Homeland Security/Emergency Management, Traffic, and Community Policing. The division mission emphasizes investigation of traffic accidents, traffic enforcement, community building, emergency services, animal services, and the City and Metro Region with regard to homeland security and emergency management.

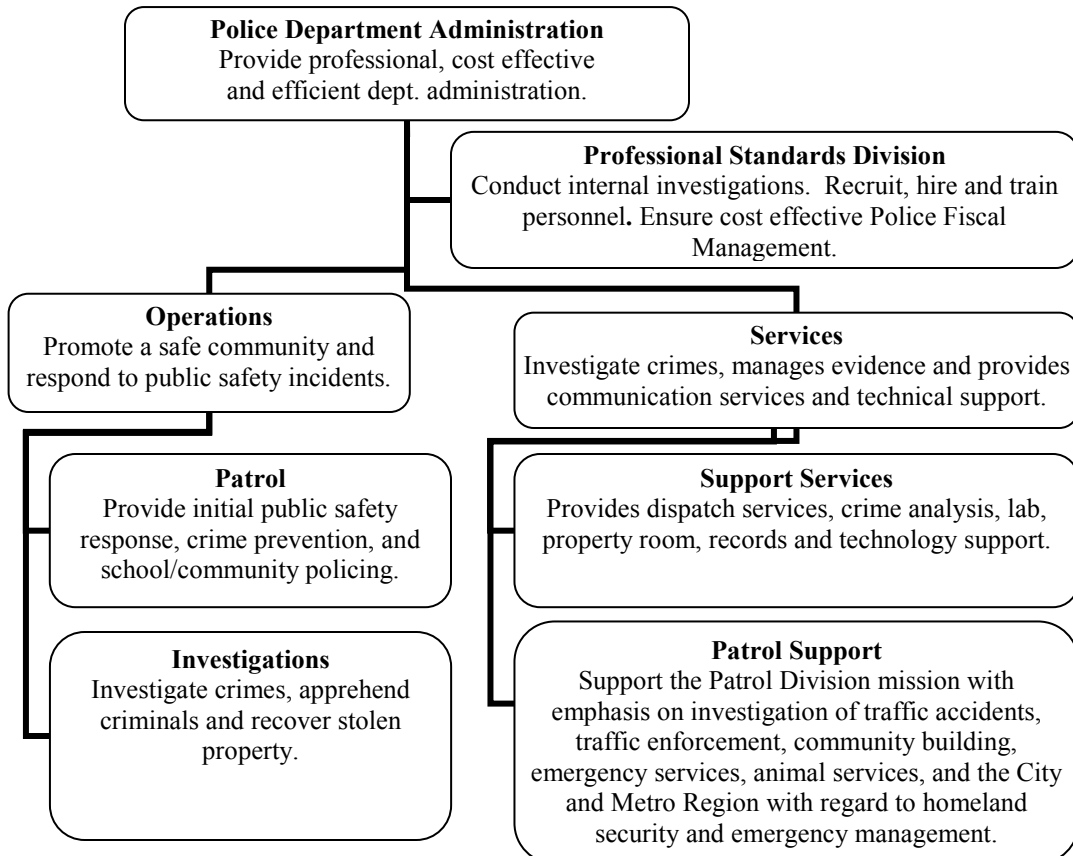
The Emergency Services Section provides support to the Patrol Division by answering calls for service and directing resources to address citywide public safety concerns. The Emergency Services Section includes special units that maintain a high level of readiness to facilitate a quick and effective police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

The Homeland Security and Emergency Management functions include threat assessment & risk remediation, responsibility for analyzing and assessing risks and developing responses.

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

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 and Civilian Support Section is responsible for the oversight of tow companies and their compliance with City Ordinance, management of the vehicle fleet and the crossing guard program.

**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 Homeland Security & Emergency services; and*
- ❖ *Providing administrative and managerial support.*

**AGENCY LOCATOR****Public Safety**

Police

Police Administration

Operations Bureau ←

Services Bureau

**2013 PROGRAM GOALS**

The City of Overland Park's work plan contains several items that will direct the efforts of the Patrol Division in 2013:

- *Interdicting:*
  - ◆ The Patrol Division's main program goals for 2013 are to suppress and reduce crime, reduce injury accidents and address areas of the City experiencing increased calls for service.
  - ◆ The Patrol Division takes an active role in patrolling parks, hiking and biking trails and other public access areas in order to provide safety and enjoyment for the citizens who use these areas.
- *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.
- *Responding to events and calls for service:*
  - ◆ The Patrol Division 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 work plan contains several items that will direct the efforts of the Patrol Support Division in 2013:

- *Responding to events and calls for service and provide a safe environment for vehicular and pedestrian traffic:*
  - ◆ Traffic Unit: Investigate at least 50% of the reported traffic accidents in the City. Maintain and/or reduce the incidence of accidents at the top ten identified high accident locations. Conduct DUI enforcement and investigate traffic complaints on thoroughfares.
  - ◆ Assist with special event management, including parades, runs, funerals, and civic events.
  - ◆ Maintain a safe environment for citizens and their domesticated animals.
- *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.
- *Direct the efforts of Homeland Security and Emergency Management:*
  - ◆ Develop a comprehensive strategy and capability for crisis intervention, homeland security, dignitary protection and natural disasters.
  - ◆ Coordinate the City's emergency management function with all City Departments to include:
    - Maintain a functional and up-to-date Emergency Operations Plan (EOP).
    - Conduct city-wide disaster training exercises, which list measurable objectives.
    - Maintain a functioning storm warning coverage capability from stationary sirens.
    - Maintain a functional Command & Control Center.
    - Maintain a citywide flood management program.
    - Participate in Johnson County Emergency Management and Mid-America Regional Council's Emergency Management Committees and sub-committees.
    - Develop and enhance the Department's capability to respond to civil disturbance, crowd control, and special events.
    - Participate in Mid-America Regional Council's Homeland Security Committee and sub-committees.

- Continue close liaison with Fire Department's Deputy Chief regarding hazardous materials and weapons of mass destruction (WMD) incidents.
  - 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 Program Section (COPPS) – Maintain active crime prevention and community education programs, and implement measures in the Neighborhood Conservation Areas and apartment communities. Maintain a high level of participation in the Crime-Free Multi-housing Program.

The City of Overland Park's work plan contains several items that will direct the efforts of the Fleet Operations and Civilian Support Section in 2013.

- *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.
  - ◆ Manage vehicle impound, intercity mail, and the school crossing guard program.
  - ◆ Manage the logistical needs of the Police Department.

## 2011-2012 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 2011, the Patrol Division issued 10,362 hazardous traffic citations and 7,044 non-hazardous traffic citations, and arrested 559 individuals for driving under the influence.
  - ◆ The Patrol Division has aggressively addressed the issue of drag racing in Overland Park for the past four years. For the fourth straight year, drag racing complaints were reduced to the point the problem was almost eliminated.
- *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, burglaries were reduced 5.1% from 2010 to 2011. Auto theft was reduced 3.4% and auto burglary was reduced 15.7% from 2010 to 2011.
- *Reducing personnel costs:*
  - ◆ The Patrol Division accounts for the majority of the Police Departments overtime expenditures. By working with the TAC Section and Traffic Safety Unit, Patrol was able to utilize available officers from those sections to help reduce the amount spent on overtime. These collaborative efforts reduced overtime expenditures, and helped the Department spend 7.9% less on overtime than the amount budgeted for 2011.

Recent accomplishments of the Patrol Support Division include:

- Emergency Services Section accomplishments during 2011 include:
  - 270 - Total Arrests
  - 123 - Warrant Arrests
  - 26 - Drug Arrests
  - 18 - Alcohol Arrests
  - 47 - Accident Reports
  - 536 - Incident Reports
  - 3,333 - Tickets
  - 28 - SWAT Activations
  - 46 - EOD Activations
  - 11 - Dive Activations
  - 1,052 - K9 uses
- Traffic Unit accomplishments during 2011 include:
  - 38 - High Visibility Traffic Enforcement Initiatives
  - 5 - Grant DUI Saturation Patrols
  - 7 - Non-Grant DUI Saturation Patrols
  - 3 - Grant DUI Check Lanes
  - 12 - Accident Reduction Initiatives
  - 5 - CVSA Inspection Days
  - 5 - Car Seat/Seat Belt Enforcement Initiatives
  - 391 - Commercial Vehicle Inspections
  - 394 - Commercial Vehicle citations
  - 537 - Operation Impact citations
  - 12,785 - Total Traffic citations
  - 125 - DUI Arrests
  - 14 - DUI Saturation
  - 2,657 - Accident Report taken
  - 52% of all accident reports were completed by Traffic Unit
  - 12 - Drug Recognition exams
  - 6 - Fatality Accidents worked
  - 8 - Critical Injury Accidents worked
- Animal Control Unit accomplishments during 2011 include:
  - 682 - Citations
  - 2,475 - Calls for Service
  - 58% of all Animal Calls handled by ACO Unit
  - 743 - Impounds
  - 65% re-claim rate
  - 104 - Bite cases
- Motorist Assist Unit Accomplishments during 2011 include:
  - 677 - Self-initiated motorist assists
  - 761 - Dispatched motorist assists
  - 531 - School Crossings covered
  - 26 - Parking Citations issued

Recent accomplishments of the Community Policing Section include:

- Aside from their normal responsibility of providing counseling, education, and enforcement in the schools, DARE, SRO and COPPS were involved in some new and continuous projects.
- The COPPS Section had 471 arrests, prepared 1,572 reports, answered 6,181 calls for service, 7,448 incidents of self-initiated activity and issued 1,763 traffic citations.
- S.R.O. and D.A.R.E. Units:
  - ◆ Officers continued to support 24 Drive Right for Life Programs for the Municipal Courts by providing a School Resource Officer to instruct the Saturday morning classes.
  - ◆ The Police Explorer program continued to be administered and overseen by officers and supervisors of the School Resource Officer Unit. There are currently 11 Advisors and 27 Explorers.
  - ◆ The COPPS Section participated in the Trick or Treat Trail at the Matt Ross Community Center on Halloween for the fourth straight year. More than 1,500 children attended the event.
  - ◆ D.A.R.E. Officers instructed 1,109 classroom lessons. D.A.R.E. officers made 7 arrests, completed 57 reports and wrote 48 traffic tickets. D.A.R.E. funded activities included lesson books, classroom handouts, D.A.R.E. graduation essay winner awards and alcohol-free related events. The D.A.R.E. Officers hosted a three day Summer D.A.R.E. Camp at the Matt Ross Community Center. The camp had guest speakers and covered CPR/basic first aid training, how

to make good decisions on food choices and encouraging exercise, bike safety, cyber bullying to name a few. Students were also allowed time for recreation to swim or play basketball.

- ◆ School Resource Officers in the Blue Valley and Shawnee Mission districts as well as St. Thomas Aquinas High School gave 553 classroom presentations and were present at 113 school-related functions. In addition, they made 219 arrests (which included 39 for drugs and 2 for weapons), and wrote 1,256 traffic tickets. This is an average of 74 tickets per officer. They also handled a total of 4,197 CAD events.
- ◆ SRO and D.A.R.E. Officers worked Patrol assignments when school was not in session, and they were not on leave. The time spent assigned to Patrol totaled approximately 14 weeks.

#### ➤ COPPS Unit

- ◆ COPPS Officers highlighted 135 issues that developed and were addressed.
  - ◆ COPPS Officers provided Crime-Free Multi-Housing Training twice in 2011. They offered a class on May 4th, where 14 property representatives with a total of 15 people attended. On October 13<sup>th</sup>, 11 properties representatives attended with a total of 20 people.
  - ◆ COPPS Officers attempted over 100 warrant services within apartment communities.
  - ◆ COPPS Officers initiated 78 evictions within apartment communities.
  - ◆ COPPS Officers conducted 34 residential and 16 commercial security surveys. They also spoke at 122 community presentations reaching 4,329 citizens. Some of the topics discussed included School Security, Neighborhood Watch, Security Awareness, Bicycle Safety and Crime Prevention
  - ◆ COPPS Officers hosted National Night Out at Sapling Grove Park, Antioch Woods Apartments, the Friends and Neighbors Neighborhood Gathering and Weston Pointe Apartments with over 150 participants from the community.
  - ◆ The COPPS Officers handled 9,528 CAD events.
  - ◆ The COPPS Officers issued 1,763 traffic tickets. This is an average of 125 per officer.
  - ◆ COPPS Initiatives:
    - Timberland Creek (formerly 18A): Comparing 2010 to 2011 crime reports, crime has been reduced by 14% in Area 1. Timberland Creek, formerly referred to as 18A, continues to be a focal point for the COPPS section assigned to Area 1. COPPS officers attend TLC neighborhood meetings.
    - Operation Community Shield - In November, COPPS Section Officers partnered with the Department of Homeland Security (DHS) and Immigration and Customs Enforcement (ICE) for Operation Community Shield. The objective of this operation was to provide a law enforcement presence in specific neighborhoods to reduce/interdict criminal activity with a focus on dismantling transnational gangs. The objective was accomplished by voluntary community contacts, serving City and County warrants, locating suspects in active criminal cases and conducting G.R.I.P. (Gang Reduction Initiative Program) contacts. ICE assisted in this effort by providing logistical support to arrest criminals with Transnational Gang ties and that were found to have no legal status to remain in the United States.
- By the numbers:**
- 73 warrant attempts
  - 2 warrant arrests
  - 5 gang members contacted
  - 6 transported by DHS, 1 additional summons issued
  - 11 police reports
  - Partnership with Codes Enforcement: The COPPS Section continues to meet with Codes Supervisors and Inspectors. The COPPS supervisors also meet with the Codes Supervisor on a monthly basis. The supervisors discuss neighborhood issues and work together to resolve the issues. They worked together to create a door hanger for the COPPS officers to identify codes violations. The door hangers assisted Codes Inspectors by facilitating the process of correcting codes violations in a quicker manner.

- COPPS officers worked with the Community Development and Parks Department in the TLC (Timberland Creek) park development. The park opened in November. The park is located in the 7800 Block of Kessler and called Kessler Park.
- COPPS and Codes Enforcement did a Codes sweep in the 8200 Block of Switzer. There were complaints of trash, parking issues and blight in the area. COPPS officers and Codes officers walked the area and noted numerous codes violations. They contacted the occupants and home owners of the property and worked with them to clean up the area.
- COPPS officers and Codes Enforcement also conducted a codes sweep in the Southdale Neighborhood. There were complaints of trash, chipping paint, windows and guttering problems. Nearly all of the issues were resolved within 60 days.
- ◆ Education:
  - The OPPD used Rainbow Valley Police Department series during the past year. This video series is aimed towards young children to introduce them to public safety and provide them with crime prevention and safety messages. DARE Officers are using the videos and have received positive feedback from students and teachers.
  - The Oxycontin/Heroin video, entitled “Down the Up Staircase,” was produced by Dan Taylor in cooperation with the Police Department. The film is intended to be shown to high school students and parents, to help stem the growing problem of prescription drug and heroin abuse among young people in Johnson County. One SRO developed an outline and gave a presentation to the Regional Community Policing Institute in Topeka, Kansas, for a group of school administrators and law enforcement officials on the video. The outline will be used for future presentations.
  - The COPPS Unit managed the grant funded Teen Angel program, which utilized undercover officers to apprehend underage consumers of alcohol and those who sell to them during the spring break, prom and graduation time periods.

➤ Gang Officers

- ◆ The Gang Officers provided information for the monthly Gang Bulletin.
- ◆ The Gang Officers identified 45 gang members of which 43 have addresses in either AREA 1 or AREA 2. The rest live elsewhere or it is unknown.
- ◆ 45 have been entered into ALERT as gang members
- ◆ 18 have been entered by our GANG Unit.
- ◆ The Gang Officers also identified 66 gang associates. They do not meet the state criteria to be classified as a gang member however; they do associate with known gang members. 43 have addresses in either AREA 1 or AREA 2. 19 live outside the city or it is unknown.
- ◆ The Gang Officers issued 177 traffic tickets. This is an average of 89 per officer.
- ◆ The Gang Officers attended the metro area Gang Meeting and hosted it three times at the Overland Park Police Department.
- ◆ The Gang Officers attended 48 hours in Gang related training.
- ◆ The Gang Officers provided roll call training for all shifts regarding basic gang identification and points of contact. They also provided training to the COPPS section prior to the start of school.
- ◆ Two SRO’s started the GRIP (Gang Resistance Intervention Program) prior to school and they trained the COPPS section.
  - 19 assessments on students received from SRO’s.
  - 9 officers are trained as GRIP officers.
- ◆ Gangs identified with local members: (these are gangs that live in our city or go to school in our city. They are groups and not just individuals claiming a gang without local associates).
  - BTL: Members were absorbed by BPS (Brown Pride Surenos) whose leader lives in Olathe
  - F6 (Fresa 6): 6 members
  - Blood (Colman Group): 5 members
  - KC Queenz: 7 members
  - PDS (Parranderas): 5 members

- Five Ace Duce: 3 members

Recent accomplishments of the Homeland Security and Emergency Services Section include:

- Provide coordinated Homeland Security & Emergency services:
  - ◆ Coordinated a federal grant to enhance a critical Public Safety communication infrastructure site within the City.
  - ◆ Coordinated federal equipment grants acquiring new tactical equipment.
  - ◆ Maintained pandemic medical supplies.
  - ◆ Coordinated of WMD training for tactical response team.
  - ◆ Coordinated of City's Storm Warning Siren Enhancement and Replacement Program.

Recent accomplishments of the Fleet Operations and Civilian Support Section include:

- ◆ During 2011, the Fleet Operations Unit managed the maintenance and repair of a fleet of 169 Police Department vehicles with an estimated value of over \$5,000,000. In addition, Police Fleet Operations coordinated fleet maintenance for 43 vehicles assigned to other City departments.
- ◆ In 2011, the Fleet Operations Unit processed over 1,636 non-self initiated maintenance requests. Fleet Operations was responsible not only for the maintenance and repair of the Police Department's vehicles, but the purchasing and outfitting as well.

## PERFORMANCE INDICATORS

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
Response Times (in minutes)			
·Priority 1	6:27	6:28	6:28
·Priority 2	9:38	9:28	8:28
Animal Control Activity			
·Response time (in minutes)	25:18	28:00	25:00
·Animal bites	98	90.0	90.0
<b>EFFICIENCY / WORKLOAD MEASURES</b>			
Calls for Service	62,097	56,000	56,000
Accidents:			
·Fatality	4	5	6
·Injury	860	825	800
·Non-injury	6,348	3,660	3,650
·Alcohol-related	152	170	175
DUI Arrests	757	850	900
Animal Control Activity:			
·Calls handled by Animal Control Officers	2,475	3,000	3,500
·Calls handled by other officers	2,651	2,000	1,500
Number of Special Events	42	41	42

**EXPENDITURES:**

<b>General Fund</b>	<b><u>2011 Actual</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Personal Services	\$15,309,630	\$16,767,873	\$16,959,277
Commodities	571,986	347,593	347,513
Contractual	653,230	731,700	738,546
Capital Outlay	384,188	358,800	400,000
Transfers/Others	0	0	0
<b>TOTAL</b>	<b><u>\$16,919,034</u></b>	<b><u>\$18,205,966</u></b>	<b><u>\$18,445,336</u></b>

**PERSONNEL (full-time equivalent):**

<b>Full-Time</b>	<b><u>2011 Budget</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Police Lieutenant Colonel	1	1	1
Police Major	2	2	2
Police Captain	3	3	6
Police Captain-Evening Shift	1	2	1
Police Captain-Midnight Shift	1	1	2
Police Lieutenant	4	3	0
Police Sergeant	18	21	24
DARE Police Sergeant*	0	0	0
DARE Police Officer*	4	0	0
Police Officer	146	149	146
Mgr, Fleet Oprs & Civilian Support Svcs	0	1	1
Supervisor, Animal Control	1	1	1
Animal Control Officer II	5	3	3
Animal Control Officer I	0	2	2
Administrative Assistant	0	1	1
<b>Total Full-time Employees:</b>	<b><u>186</u></b>	<b><u>190</u></b>	<b><u>190</u></b>
<b>Part-Time</b>			
Administrative Clerk	0.00	0.66	0.66
Fleet Services Attendant	0.00	2.09	2.09
Mail Clerk	0.00	0.74	0.74
Parking Enforcement/Motorist Asst.	2.15	2.15	2.15
School Crossing Guard	0.00	9.23	10.31
School Crossing Guard Coordinator	0.00	0.62	0.62
<b>Total Part-time Employees:</b>	<b><u>2.15</u></b>	<b><u>15.49</u></b>	<b><u>16.57</u></b>
<b>TOTAL FTEs</b>	<b><u>188.15</u></b>	<b><u>205.49</u></b>	<b><u>206.57</u></b>

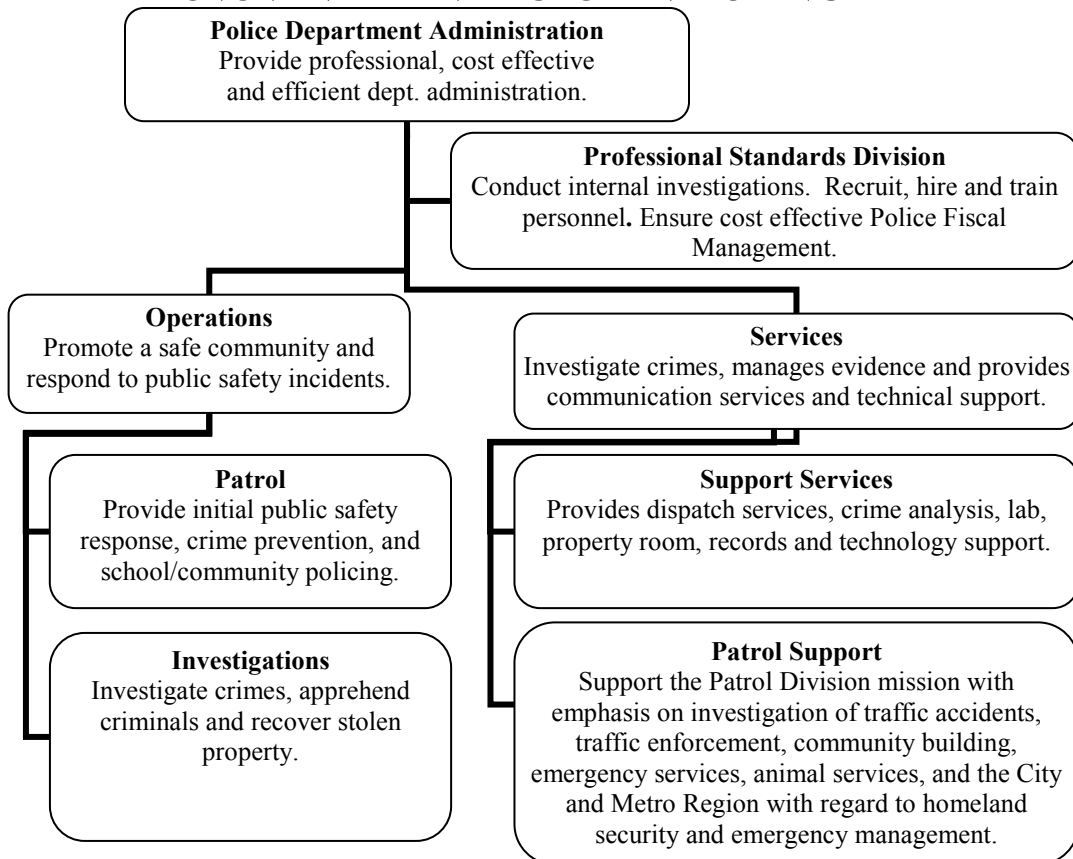


**PROGRAM DESCRIPTION**

The Special Services Bureau consists of two divisions: Investigations and Support Services.

The Investigations Division is comprised of the Crimes Against Persons, Crimes Against Property, Financial Crimes, Special Victims and Narcotics Units. The Criminal Investigation Division is responsible for prompt and effective investigation of all crimes not cleared by the Patrol Division. The Persons Crimes Unit investigates crimes such as Homicide, Robbery, Assault and Battery and tracks career criminals. The Property Crimes Unit primarily handles Burglary and Theft. The Financial Crimes Unit investigates crimes such as Forgery, Identity Theft and Organized Retail Crime. The Special Victims Unit investigates sex crimes, including those perpetrated using the internet and computers, vice and crimes against children. The Narcotics Unit investigates the unlawful production, distribution and use of drugs.

The Support Services Division is comprised of a variety of units. The Property Unit ensures a proper chain of custody is maintained for all items submitted to, stored in, and checked out of the Property Room. The Crime Lab Unit responds to major crime scenes and also provides video and related technical support. The Records Unit coordinates storage and dissemination of police reports. The Crime Analysis Unit reviews police reports; gathers, analyzes and disseminates crime data; and, develops various administrative and statistical reports. The Communications / Dispatch Unit answers administrative and 911 telephone lines and dispatches appropriate resources to calls for police service. The Division also oversees general Intergraph operations, and coordinates Department technology issues and projects with the City's Information Technology department.

**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, and*
- ❖ *Providing communications, administration and technological support to the Department.*

**AGENCY LOCATOR****Public Safety**

Police

*Police Administration  
Operations Bureau  
Services Bureau* ←

**2013 PROGRAM GOALS**

The City of Overland Park's work plan contains several items that will direct the efforts of the Detectives Division in 2013:

- *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 work plan contains several objectives that will direct the Support Services Division's efforts in 2013:

- *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.

The City of Overland Park's work plan contains several items that will direct the efforts of the Communications and Technology Division in 2013:

- *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.
  - ◆ Upgrade the City's Public Safety 800 MHz Radio System to the Johnson County Radio System's 700 MHz, P-25 Compliant Radio System and complete the FCC mandated frequency rebanding process. The Motorola radio transition process required purchase and installation of 261 Police Portable Radios, 78 Public Works Portable Radios, 122 Police Car Radios, 161 Parks and Public Works Vehicle Radios, 6 Motorcycle Radios, 11 Control Stations and 9 Police Dispatch Consoles and Control Stations. All operators of these radio systems were trained, and radio system fleetmaps were developed and programmed.
  - ◆ Continue to work with the Information Technology Department to update and improve the physical tracking of property in the Police Property Room using portable bar code scanner technology.

**2011-2012 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 78.4%. Detectives cleared 79.0% of all violent crimes in 2011. The three-year average for non-violent crimes clearances was 22.6%. During 2011, Detectives cleared 24.3% of all non-violent crimes. The dollar value of recovered stolen property in 2011 was \$2,222,494. The three-year average clearance rate for fraud/forgery was 50.8%. In 2011, detectives cleared 49.2% of fraud/forgery cases.
- *Identifying and apprehending suspects and criminals:*
  - ◆ In an effort to maintain information and intelligence capacity, the Career Criminal Unit partnered with several agencies to monitor a select group of convicted felons living in Overland Park. This effort has been labeled the 2011 SORRE Program (Strategic Offender Risk Reduction and Enforcement Team). In 2011, thirteen (13) convicted felons were identified and selected for the SORRE program. In addition to working the SORRE program in 2011, the two-man Career Criminal Unit made 27 felony arrests and assisted on 20 additional arrests. These arrests do not include any warrant arrest or warrant "sweeps" which were usually limited to misdemeanor offenses.
  - ◆ The OPPD conducted 3,840 hours of dedicated enforcement at Oak Park Mall during 2011. This enforcement action resulted in 665 total arrests for the year. The holiday enforcement, which is conducted during October through December, resulted in 226 arrests (28% felonies) and recovered \$30,437.
  - ◆ The OPPD Financial Unit participates on the Kansas City Financial Crimes Task Force and opened 65 financial cases with the Secret Service.
  - ◆ The Vice Unit was tasked with combating promotion of illicit prostitution via Internet websites. In 2011, the OPPD Vice Unit conducted 13 Vice Stings which resulted in 129 prostitution related arrests. The OPPD Vice Unit also assisted on three joint Vice Stings with surrounding jurisdictions which resulted in 13 prostitution related arrests. The Vice Unit investigated 26 prostitution leads, six massage complaints and developed five confidential informants.
  - ◆ The Cyber Crimes Unit had 16 prosecutable cases for distributing child pornography/child sexual abuse offenses, while eight cases were referred to other law enforcement agencies due to jurisdiction.
  - ◆ The Vice Unit processed 231 massage applications in 2011.
  - ◆ The Narcotics Unit developed 26 new confidential informants in 2011. The Narcotics Unit served 13 search warrants and arrested 19 individuals for felony drug possession/distribution for selling/distributing narcotics. The Narcotics Unit submitted 46 cases to the DA's office for felony possession/distribution and approximately 27 of the 46 cases are in warrant status or charges pending. The Narcotics Unit conducted a large multi-jurisdictional investigation which disrupted the distribution of 20-30 pounds of marijuana a week to Overland Park.

Recent accomplishments of the Support Services Division include:

- *Maintaining custody of property and analyzing evidence:*
  - ◆ In 2011, the Crime Lab Unit:
    - Processed 578 items submitted for latent print processing by other officers.
    - Responded to 19 major crime scene call outs, and 280 other crime scenes.
    - Responded to 51 autopsies.
    - Processed 93 recovered stolen autos.
    - Obtained 4 Combined DNA Index System (CODIS) hits and additional DNA matches.
    - Provided Basic Evidence Training.
  - ◆ In 2011, the Records Unit handled:
    - 1,139 Municipal Court Discovery requests; 914 District Court Discovery requests; 1,064 report disseminations to the public; 2,569 Office of Personnel Management records checks;

- 911 civilian fingerprints requests; 6,659 window contacts; and 5,350 phone calls requesting police follow-up or assistance.
- Completed installation processes and training of all Police personnel, so the Department could transition its computerized criminal history data bases from ALERT (Automated Law Enforcement Response Team) to REJIS (Regional Justice Information Services) after Kansas City Missouri PD retired its ALERT System.
- ◆ In 2011, the Property Unit:
  - Handled 34,848 items; transferred 1,338 items to the Johnson County Crime Lab for examination; transferred 273 items to the OP Crime Lab Unit for examination; handled 11,308 interim or internal transfers; and, coordinated disposal of 10,232 items.
- ◆ In 2011, the Crime Analysis Unit:
  - Attended numerous metro-wide meetings and briefings to gather crime and intelligence information related to robbery, sex offenses, burglary, auto crimes, gangs and organized retail theft.
  - Produced the Benchmark City Survey and the OPPD Annual Report.
- ◆ In 2011, the Technology Unit:
  - Coordinated L-3 video equipment upgrade with the Information Technology Department.
  - Managed covert surveillance equipment to support events such as OPPD prostitution stings.
  - Managed OPPD Omnicast video licenses and equipment.
  - Managed OPPD surveillance cooperatives with businesses, such as the Johnson County Community College, the Jewish Community Center and area banks.
  - Provided analog and digital video forensics services and audio forensics services.
- ◆ In 2011, the Dispatch Unit:
  - Answered 80,767 calls via 911 lines.
  - Answered 166,629 calls via administrative lines.
  - Created and dispatched 126,353 calls for service.
  - Completed 778 ALERT/REJIS Validations.
- ◆ Replaced the City's Public Safety 800 MHz Radio System with a Motorola P-25 Compliant, 700 MHz Johnson County Radio System and completed the FCC mandated frequency rebanding process.

## PERFORMANCE INDICATORS

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
Percent of crimes cleared:			
·Part 1 Crime	41.5%	38.0%	40.0%
·Part 2 Crime	71.3%	65.0%	66.0%
Percent of stolen property value recovered	31.4%	30.0%	30.0%

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFICIENCY / WORKLOAD MEASURES</b>			
Crime and Clearance Data:			
·Part I crimes	4,332	4,200	4,350
·Part I clearances	1,796	1,556	1,600
·Part II crimes	4,714	4,700	4,700
·Part II clearances	2,994	3,000	3,000
·Stolen property value	\$ 7,070,553	\$ 6,300,000	\$ 6,500,000
·Recovered property value	\$ 2,222,494	\$ 2,000,000	\$ 2,350,000
Narcotics arrests	337	380	400
Prostitution Arrests	108	75	100

**EXPENDITURES:**

<b>General Fund</b>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2013 Budget</u>
Personal Services	\$9,199,698	\$9,318,125	\$7,874,138
Commodities	338,615	371,500	124,283
Contractual	847,699	744,600	677,455
Capital Outlay	17,598	0	94,290
Transfers/Others	0	0	0
<b>TOTAL</b>	<u>\$10,403,610</u>	<u>\$10,434,225</u>	<u>\$8,770,166</u>

**PERSONNEL (full-time equivalent):**

<b>Full-Time</b>	<u>2011 Budget</u>	<u>2012 Budget</u>	<u>2013 Budget</u>
Police Lieutenant Colonel	1	1	1
Police Major	2	2	2
Police Captain	3	3	3
Police Captain - Terrorism Task Force*	1	1	1
Police Lieutenant	0	2	0
Police Sergeant	6	5	5
Manager, Support Services	1	1	0
Supervisor, Crime Analysis	1	1	1
Supervisor, Property Unit	1	1	1
Supervisor, Police Dispatch	3	3	3
Supervisor, Police Records	1	1	1
Police Officer	41	51	42
Computer Forensic Specialist	1	0	0
Crime Analyst, Senior	4	4	4
Crime Analyst	2	2	2
Inventory Control Clerk	0	1	0

<b>City of Overland Park, Kansas</b>	<b>Services Bureau</b>
--------------------------------------	------------------------

Police Dispatcher, Senior	7	8	7
Police Dispatcher	12	9	10
Administrative Assistant	5	6	5
Property Control Clerk	3	3	3
Police Lieutenant Colonel**	1	0	0
Police Captain**	1	0	0
Police Lieutenant**	1	0	0
Admin, Police Fiscal Mgmt**	1	0	0
Mgr, Fleet Oprs & Civilian Sup Svcs**	1	0	0
Police Sergeant**	2	0	0
Police Officer**	13	0	0
Inventory Control Clerk**	1	0	0
Administrative Assistant**	3	0	0
<b>Total Full-time Employees:</b>	<b>119</b>	<b>105</b>	<b>91</b>
<b>Part-Time</b>			
Police Dispatcher	1.83	1.83	1.83
Property Control Clerk	0.14	0.14	0.14
Administrative Clerk**	0.66	0.00	0.00
Fleet Services Attendant**	2.09	0.00	0.00
Mail Clerk**	0.74	0.00	0.00
School Crossing Guards**	9.23	0.00	0.00
School Crossing Guard Coordinator**	0.62	0.00	0.00
<b>Total Part-time Employees:</b>	<b>15.31</b>	<b>1.97</b>	<b>1.97</b>
<b>TOTAL FTEs</b>	<b>134.31</b>	<b>106.97</b>	<b>92.97</b>

\* Funding for "Police Captain - Terrorism Task Force" is through the Mid America Regional Council's Terrorism Early Warning Analysis Center

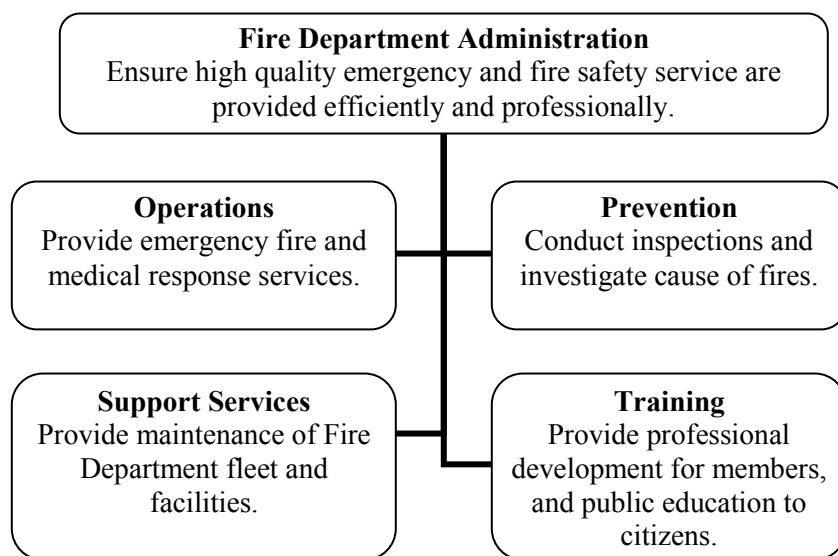
\*\* Positions were budget in CC230, Police Administrative Bureau, in 2011. This division has been eliminated beginning with the 2012 budget and positions have been assigned to other police divisions.

**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**

*To provide emergency and safety services to the community of the highest quality efficiently and professionally by:*

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

**AGENCY LOCATOR****Public Safety**

Fire

Administration ←

Operations

Prevention

Support Services

Training

**2013 PROGRAM GOALS**

The City of Overland Park's work plan contains several items that will direct the efforts of the Fire Administration Division in 2013:

- *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.
  - ◆ Relocation of North Battalion Chief Offices to Fire Station Two. Demolish former Fire Administration Building.
  - ◆ Receive Accreditation Designation through the Center for Public Safety Excellence.
  - ◆ Continue to explore service contracts with our fire-service partners to increase service to our citizens, while ensuring efficient investment of resources.

**2011-2012 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 2011 was 18,687.
  - ◆ OPFD has contributed to the overall quality of life to the citizens and patrons of Overland Park. Overland Park citizens have ranked OPFD high in service satisfaction.
  - ◆ Accomplished the 2011 fire department budget expenses at \$99.44 per capita population.
  - ◆ Filled five open firefighter and three open paramedic positions. Conducted promotion processes for Battalion Chief, Captain, Fire Lieutenant, EMS Lieutenant and Fire Medic.
  - ◆ Relocated Fire Administration office to the Fire Training Center.



## PERFORMANCE INDICATORS

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
Percent of fees bills that were collected:			
·EMS	72%	71%	71%
·Media	NA	100%	100%
·Contract training	96%	100%	100%
·Facility rental	100%	100%	100%
·Miscellaneous	92%	95%	95%

## EXPENDITURES:

<b>General Fund* (Outside Contracts)</b>	<u><b>2011 Actual</b></u>	<u><b>2012 Budget</b></u>	<u><b>2013 Budget</b></u>
Personal Services	\$1,125	\$0	\$0
Commodities	0	0	0
Contractual	1,213,435	1,222,000	1,223,000
Capital Outlay	0	0	0
Transfers/Others	0	0	0
<b>TOTAL</b>	<u><u>\$1,214,560</u></u>	<u><u>\$1,222,000</u></u>	<u><u>\$1,223,000</u></u>
<b>General Fund* (Fire Administration)</b>	<u><b>2011 Actual</b></u>	<u><b>2012 Budget</b></u>	<u><b>2013 Budget</b></u>
Personal Services	\$779,972	\$745,823	\$861,471
Commodities	101,804	138,115	127,360
Contractual	111,215	122,171	126,252
Capital Outlay	0	0	0
Transfers/Others	0	0	0
<b>TOTAL</b>	<u><u>\$992,991</u></u>	<u><u>\$1,006,109</u></u>	<u><u>\$1,115,083</u></u>

\* Beginning in 2013, all fire-related expenditures are incorporated into in the General Fund. Prior to 2013, expenditures were in the Fire Service Fund.

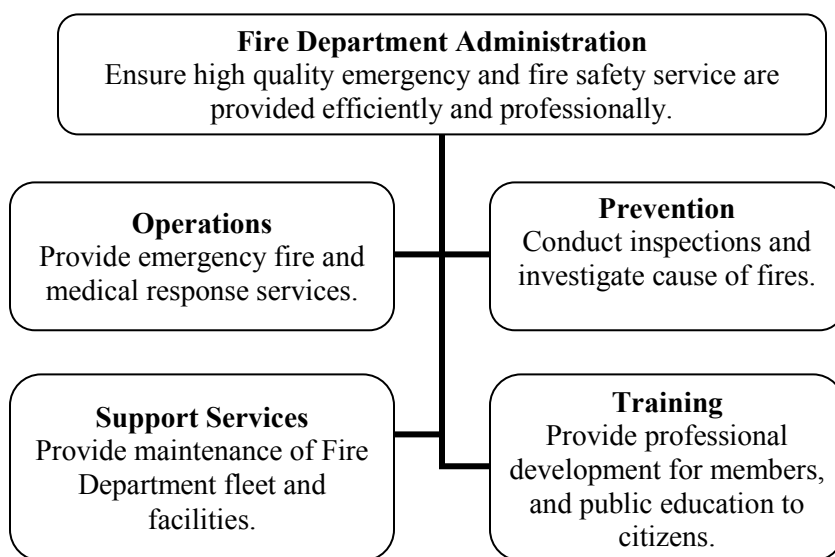
**PERSONNEL (full-time equivalent):**

<b>Full-Time</b>	<b><u>2011 Budget</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Fire Chief	1	1	1
Deputy Fire Chief	1	1	1
Deputy Chief of Admin Services	1	1	1
Risk Manager	0	0	1
Manager, Media	1	1	1
Administrative Clerk	1	1	1
Administrative Assistant	1	1	1
<b>Total Full-time Employees:</b>	<b><u>6</u></b>	<b><u>6</u></b>	<b><u>7</u></b>
<b>Part-Time</b>			
None	0.00	0.00	0.00
<b>Total Part-time Employees:</b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>
<b>TOTAL FTEs</b>	<b><u>6.00</u></b>	<b><u>6.00</u></b>	<b><u>7.00</u></b>

**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

**2013 PROGRAM GOALS**

The City of Overland Park's work plan contains several items that will direct the efforts of the Fire Operations Division in 2013.

- *Providing timely and effective fire suppression, EMS and Special Operations response and mitigation:*
  - ◆ Ensure performance standards are met for the services provided.
    - Implement improved data analysis and effectiveness measures in accordance with Standards of Cover.
    - Minimize accident and injury rates.
  - ◆ Develop and implement collaborative strategies with neighboring jurisdictions and contractual partners to improve fire, emergency medical and special operations service delivery methods. Monitor the effectiveness of the Johnson County Inter-local (Mutual Aid) system.
  - ◆ Work with EMS Protocol Committee and Medical Director to initiate engineering controls to reduce opportunities for errors in the high paced EMS environment during critical events.
  - ◆ Maximize technology, processes and equipment to respond and more efficiently mitigate fire, emergency medical and special operations incidents.
  - ◆ Expand the compressed-air foam (CAF) extinguishment capability within the department fleet to cover all response districts

**2011-2012 PROGRAM ACCOMPLISHMENTS**

Recent accomplishments of the Fire Operations Division include:

- *Providing timely and effective fire suppression, EMS and Special Operations response and mitigation:*
  - ◆ In 2011, responded to 18,687 calls for service, including 15,284 requests for EMS aid.
  - ◆ Initiated the development of Standards of Cover (SOC) as a component of department accreditation. The SOC, combined with improved data analysis, will be instrumental in monitoring and measuring performance along with identifying opportunities for system improvements.
  - ◆ Implemented county-wide Time Critical Diagnosis protocols to improve outcomes for patients with targeted signs and symptoms through early diagnosis and rapid notification.
  - ◆ Participated in a joint Johnson County Advanced Life Support (ALS) providers committee to develop a unified field evaluation and RFP process for replacement cardiac monitor defibrillators. OPFD applied for and received notification of a federal grant award that will significantly leverage replacement costs.
  - ◆ Along with IT representatives, replaced aging mobile data computer terminals in fire and ambulance response vehicles. The cost of this project was partly funded through a federal grant award in the amount of \$100,800.
  - ◆ Expanded Compressed-Air Foam System (CAFS) capability to four of our five station districts to improve fire extinguishment efficiency, reduce water damage and improve firefighter safety.
  - ◆ Implemented the revised Johnson County Inter-local (Mutual Aid) Agreement for improved system efficiency.
  - ◆ Transitioned to the Firehouse Software Records Management System for first responder EMS reports with a goal of improved consistency, quality and data analysis.
  - ◆ Replaced the department's five patient stretchers in the ambulances with mechanical power assist patient stretchers, which benefit the safety of both our patients and our employees. This project was made possible through a federal grant award in the amount of \$48,000.

## PERFORMANCE INDICATORS

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
Average response time within Overland Park (minutes):			
·Emergency (Code 1)	4:13	4:10	4:10
·Non-emergency (Code 2)	5:14	5:05	5:00
Emergency responses within 5 minutes or less within the City	75%	76%	80%
Number of Civilian fire injuries	11	1	<5
Number of Civilian fire deaths	1	0	0
<b>WORKLOAD MEASURES</b>			
Number of runs:			
·Structure fires	208	180	200
·Total fire incidents	3,403	3,200	3,200
·EMS	15,284	15,250	16,000
·HAZMAT	418	350	350
Percent of cardiac arrest patients that were delivered to the hospital with a pulse	16.0%	15.0%	>20.0%

## EXPENDITURES:

<b>General Fund*</b>	<u><b>2011 Actual</b></u>	<u><b>2012 Budget</b></u>	<u><b>2013 Budget</b></u>
Personal Services	\$14,045,639	\$14,164,041	\$14,153,292
Commodities	113,188	176,258	161,390
Contractual	165,364	200,800	220,830
Capital Outlay	60,743	78,000	45,000
Transfers/Others	0	0	0
<b>TOTAL</b>	<u><u>\$14,384,934</u></u>	<u><u>\$14,619,099</u></u>	<u><u>\$14,580,512</u></u>

\* Beginning in 2013, all fire-related expenditures are incorporated into in the General Fund. Prior to 2013, expenditures were in the Fire Service Fund.

**PERSONNEL (full-time equivalent):**

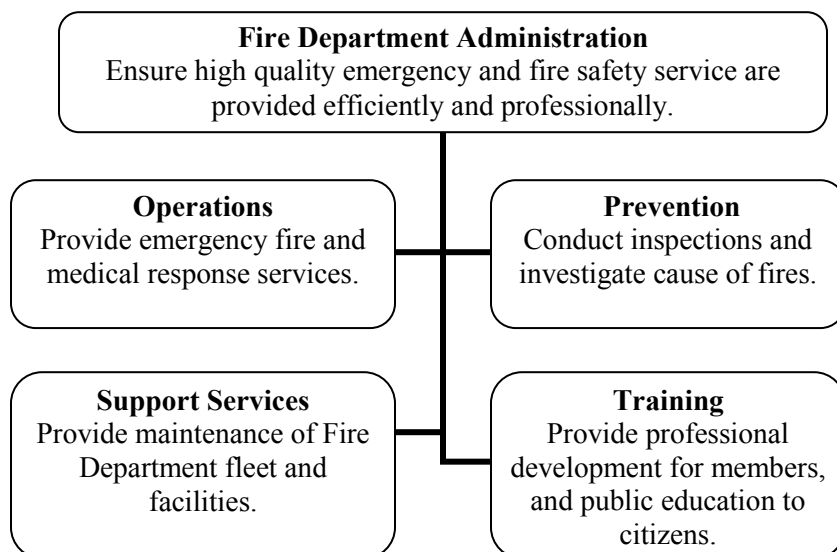
<b>Full-Time</b>	<b><u>2011 Budget</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Battalion Chief	6	6	6
EMS Chief	1	1	1
Captain	15	15	15
Lieutenant	15	16	19
Fire Medic	27	27	26
Firefighter	57	57	58
Paramedic	14	13	10
<b>Total Full-time Employees:</b>	<b><u>135</u></b>	<b><u>135</u></b>	<b><u>135</u></b>
<b>Part-Time</b>			
None	0.00	0.00	0.00
<b>Total Part-time Employees:</b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>
<b>TOTAL FTEs</b>	<b><u>135.00</u></b>	<b><u>135.00</u></b>	<b><u>135.00</u></b>

**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 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

**2013 PROGRAM GOALS**

The City of Overland Park's work plan contains several items that will direct the efforts of the Prevention Division in 2013:

- *Providing code management, safety inspections, and fire investigation services to the community:*
  - ◆ Perform fire inspections on 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 new notice to appear procedure, the average number of re-inspections is expected to remain steady or be reduced.
  - ◆ Licensed and group licensed daycares will be inspected annually due to an ordinance change in 2011.
  - ◆ Train two additional shift fire investigators and prepare current shift investigators to become capable of being on-call. Investigators are required to obtain 160 hours of fire and law enforcement training in order to be certified by the State of Kansas. After the initial certification the investigator will need to have 10 fires investigated and 60 hours of training every three years, to maintain certification.
  - ◆ 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 of the Fire Inspection Handbook for business owners.
  - ◆ Assist with the accreditation process regarding existing buildings and risk assessment related items.
  - ◆ Move the fire inspectors to the second floor at City Hall to work more closely with the building safety, planners, and permit services divisions.

**2011 - 2012 PROGRAM ACCOMPLISHMENTS**

Recent accomplishments of the Prevention Division include:

- *Providing code management, safety inspections and fire investigation services to the community:*
  - ◆ Reorganized personnel in the division to increase efficiency. the Chief of Risk Management and Fire Marshal positions were combined into one position, the Chief of Fire Prevention.
  - ◆ The current senior plans examiner job duties were realigned, to perform more fire inspections. This occurred due to the lack of plans being reviewed and the vacant fire inspector position.
  - ◆ The average fire inspection visit per business dropped from 1.44 in 2010 to 1.36 in 2011, in part due to the fee for service program, notice to appear procedure ticket books, and efforts to educate the business owner on what was expected to keep the business in compliance with fire codes.
  - ◆ The Fire Marshal was part of the code adoption task force group. Overland Park is the first city in the metro area to adopt the 2012 Fire Code, setting the stage for regional adoption.
  - ◆ Partnered with KDHE to present home daycare education classes.
  - ◆ Total Fire Inspections = 3,976
  - ◆ Fires Investigated = 303
  - ◆ New construction project book implemented. This book is filled with special meeting notes and developer correspondence details on new construction projects.
  - ◆ Increased the on call fire investigators from 3 to 5 to be more efficient, and help with having two or more arrive at the scene to assist during a fire investigation process.



## PERFORMANCE INDICATORS

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
Average number of inspections per business:	1.36	1.50	1.50
<b>WORKLOAD MEASURES</b>			
Number of inspections completed::	3,976	3,500	3,500
Number of plans reviewed:	16	50	50

## EXPENDITURES:

<b>General Fund*</b>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2013 Budget</u>
Personal Services	\$779,322	\$650,186	\$616,534
Commodities	7,110	9,975	10,190
Contractual	8,825	1,880	2,390
Capital Outlay	23,935	0	0
Transfers/Others	0	0	0
<b>TOTAL</b>	<u>\$819,192</u>	<u>\$662,041</u>	<u>\$629,114</u>

\* Beginning in 2013, all fire-related expenditures are incorporated into in the General Fund. Prior to 2013, expenditures were in the Fire Service Fund.

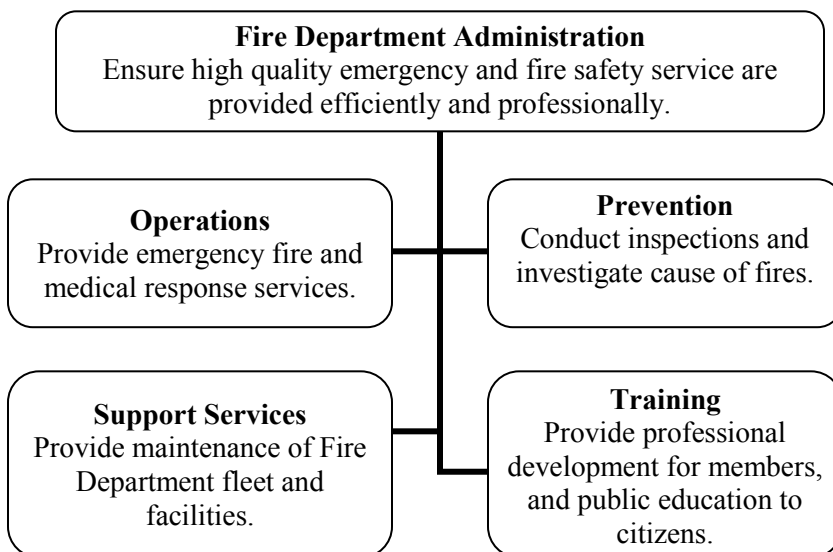
## PERSONNEL (full-time equivalent):

<b>Full-Time</b>	<u>2011 Budget</u>	<u>2012 Budget</u>	<u>2013 Budget</u>
Fire Prevention Chief	1	0	0
Risk Management Chief	0	1	0
Supervisor, Fire Inspection	1	0	0
Public Education Specialist	0	0	0
Fire Marshall	0	1	1
Fire Plans Examiner, Senior	1	1	1
Fire Inspector	3	2	2
Fire Inspector II	1	1	1
Administrative Assistant	1	1	1
<b>Total Full-time Employees:</b>	<u>8</u>	<u>7</u>	<u>6</u>
<b>Part-Time</b>			
None	0.00	0.00	0.00
<b>Total Part-time Employees:</b>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
<b>TOTAL FTEs</b>	<u>8.00</u>	<u>7.00</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

**2013 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 2013:

- *Providing well-maintained facilities, assuring fleet availability and purchasing equipment and supplies:*
  - ◆ Work with Public Works to establish a Fleet Maintenance Cost Center.
  - ◆ 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.
  - ◆ Maintain the inventory management system to track all equipment.

**2011-2012 PROGRAM ACCOMPLISHMENTS**

Recent accomplishments of the Fire Support Services Division include:

- *Providing well-maintained facilities, assuring fleet availability and purchasing equipment and supplies:*
  - ◆ Duties previously assigned to the Services Chief have been reassigned: 24-hour operational Battalion Chiefs overseeing apparatus and facility maintenance; 40-hour EMS Chief managing part-time Services Technician; and Deputy Fire Chief and Deputy Administrative Chief providing additional oversight with Public Works Fleet Management.
  - ◆ Worked with facility personnel to relocate the Fire Department Administration division to the Fire Training Center.
  - ◆ Received one replacement Engine (Pumper Truck) that was deployed to Station 41 (75<sup>th</sup> and Conser). The replacement modernized the firefighting capabilities at Station 41 to include compressed-air foam, improved safety features and mechanical efficiencies. The replaced 2001 Engine was reassigned from front-line to reserve service to provide a more modern and reliable reserve pumper truck. A 1995 reserve was removed from service.
  - ◆ In 2012 received and placed into service two additional Enhanced Safety Design replacement ambulances. All new OPFD and Johnson County Med-Act ambulances will now be of the same chassis and share safety design features to provide optimized occupant safety.
  - ◆ 2012 will see the delivery of the third new-design ambulance. This new unit will replace our highest mileage and oldest unit at Station 45. This will provide OPFD with all five front line ambulances having the safety designed interior.
  - ◆ Assembled specifications and completed a pre-purchase order for one Engine Pumper to be delivered in 2012 and assigned to Station 45 at 159th and Metcalf.
  - ◆ Worked with Public Works Department to maintain all fire department vehicles in 2011 and 2012. Worked with dealers, as needed, for special repairs and warranty issues.
  - ◆ Continued to work with city engineers on fire department infrastructure needs.

## PERFORMANCE INDICATORS

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
Average operational readiness of fleet:			
·Fire apparatus	95%	95%	95%
·Ambulances	91%	95%	95%
·Staff vehicles	99%	95%	95%
<b>WORKLOAD MEASURES</b>			
Number maintained:	43	43	43
·Fire apparatus	17	17	17
·Ambulances	5	5	5
·Staff vehicles	21	21	21

## EXPENDITURES:

<b>General Fund*</b>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2013 Budget</u>
Personal Services	\$25,199	\$25,763	\$26,492
Commodities	235,608	205,000	224,000
Contractual	247,695	215,905	242,642
Capital Outlay	11,357	15,000	12,000
Transfers/Others	0	0	0
<b>TOTAL</b>	<u>\$519,859</u>	<u>\$461,668</u>	<u>\$505,134</u>

\* Beginning in 2013, all fire-related expenditures are incorporated into in the General Fund. Prior to 2013, expenditures were in the Fire Service Fund.

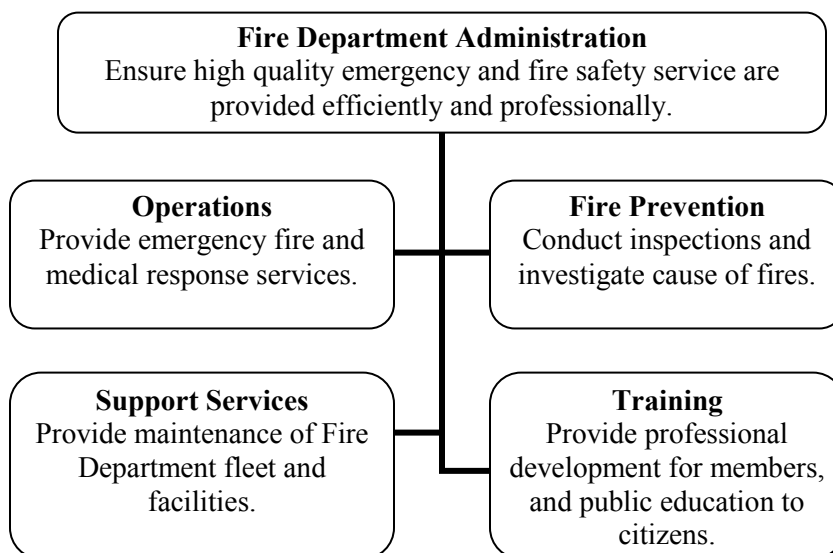
## PERSONNEL (full-time equivalent):

	<u>2011 Budget</u>	<u>2012 Budget</u>	<u>2013 Budget</u>
<b>Full-Time</b>			
None	0	0	0
<b>Total Full-time Employees:</b>	<u>0</u>	<u>0</u>	<u>0</u>
<b>Part-Time</b>			
Support Services Tech	0.75	0.75	0.75
<b>Total Part-time Employees:</b>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>
<b>TOTAL FTEs</b>	<u>0.75</u>	<u>0.75</u>	<u>0.75</u>

**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* ◀

**2013 PROGRAM GOALS**

The City of Overland Park's work plan contains several items that will direct the efforts of the Fire Training Division in 2013:

- *Providing effective professional development and training that meets the needs of professional personnel in the Department:*
  - ◆ Provide professional development of training division staff.
  - ◆ Provide executive level leadership opportunities for chief officers.
  - ◆ Provide command and control simulations for company and chief officers.
  - ◆ Provide training for new employees, as needed.
  - ◆ Maintain firefighting and special operation team skills of current employees.
  - ◆ Continue to develop a comprehensive training program for the Fire Department.
  - ◆ Replace the simulation software in the Command Training Center and enhance the Command Training Center to include EMS simulations.
  - ◆ Provide video classroom lectures and instruction to stations and to agencies throughout the KC metropolitan region.
  - ◆ Program support for the Fire Department Accreditation process.

**2011-2012 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 a National Fire Academy course; Chemistry for Emergency Response.
  - ◆ Hosted Honor Guard Clinic with Brent Jones from the Milwaukee, FD.
  - ◆ Sponsored training by national expert Michael Wilbur from the FDNY on Aerial Operations.
  - ◆ Completed the Scope of Practice for EMT recertification.
  - ◆ Sponsored first OPFD Open House in recognition of Fire Prevention Week.
  - ◆ Replacing the fixed fire simulators in the Training Tower using grant funds in the amount of \$360,000.
  - ◆ Delivered Fire Officer I and OPFD Strategy and Tactics courses in-house.
  - ◆ Developed and delivered Haz Mat On-Scene Commander course, and provided course to KU Fire and Rescue Training Institute to include in their statewide delivery program.
  - ◆ Hosted nine sessions of night drills at the Training Center with eight county agencies participating and 368 responders attending.
  - ◆ Conducted Paramedic and Firefighter Recruit academies.
  - ◆ Moved offices to the east end of the Training Center in preparation for the merger of the Administration offices to the Training Center.
  - ◆ Hosted the 80-hr Hazardous Materials Technician course taught by the Kansas State Fire Marshal's Office.

## PERFORMANCE INDICATORS

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
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 ALSC	100%	100%	100%
Academy recruits graduating from the academy:	NA	100%	100%
Academy recruits completing probation:	NA	100%	100%
<b>WORKLOAD MEASURES</b>			
Number of training courses:			
· Overland Park Fire Department	498	275	275
· All other	89	160	160
Number of instructional hours:			
· Overland Park Fire Department	63,327	90,000	90,000
Average number of participants per course	7	8	8

## EXPENDITURES:

<b>General Fund*</b>	<u><b>2011 Actual</b></u>	<u><b>2012 Budget</b></u>	<u><b>2013 Budget</b></u>
Personal Services	\$639,403	\$643,683	\$662,969
Commodities	7,943	29,125	29,025
Contractual	50,534	66,880	69,590
Capital Outlay	0	0	8,000
Transfers/Others	0	0	0
<b>TOTAL</b>	<u><u>\$697,880</u></u>	<u><u>\$739,688</u></u>	<u><u>\$769,584</u></u>

\* Beginning in 2013, all fire-related expenditures are incorporated into in the General Fund. Prior to 2013, expenditures were in the Fire Service Fund.

**PERSONNEL (full-time equivalent):**

<b>Full-Time</b>	<b><u>2011 Budget</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
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
<b>Total Full-time Employees:</b>	<b><u>6</u></b>	<b><u>6</u></b>	<b><u>6</u></b>
<b>Part-Time</b>			
None	0.00	0.00	0.00
<b>Total Part-time Employees:</b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>
<b>TOTAL FTEs</b>	<b><u>6.00</u></b>	<b><u>6.00</u></b>	<b><u>6.00</u></b>



**PROGRAM DESCRIPTION**

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

**2013 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 2013:

- *Provide training for external clients that includes:*
  - ◆ ACLS training for healthcare providers.
  - ◆ CPR and first aid for citizens.
  - ◆ Fire extinguisher training for private industry at the Training Center and on-site.
  - ◆ Community Emergency Response Teams (CERT) training programs to business and citizen neighborhoods.
  - ◆ Increase the speaker's bureau to include public education as well as national speakers.

**2011-2012 PROGRAM ACCOMPLISHMENTS**

Recent accomplishments of the Fire Training Center Division include:

- *Provide external training for industrial clients that included:*
  - ◆ ACLS training for health care providers.
  - ◆ Bi-monthly CPR programs in heart saver, health care provider and first aid.
  - ◆ Delivered CERT and fire extinguisher training to citizens and private industry and business.

**EXPENDITURES:**

<b>General Fund*</b>	<b><u>2011 Actual</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Personal Services	\$0	\$0	\$0
Commodities	22,664	70,000	70,000
Contractual	10,187	20,060	21,140
Capital Outlay	0	0	0
Transfers/Others	0	0	0
<b>TOTAL</b>	<b><u>\$32,851</u></b>	<b><u>\$90,060</u></b>	<b><u>\$91,140</u></b>

\* Beginning in 2013, all fire-related expenditures are incorporated into in the General Fund. Prior to 2013, expenditures were in the Fire Service Fund.

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# PUBLIC WORKS

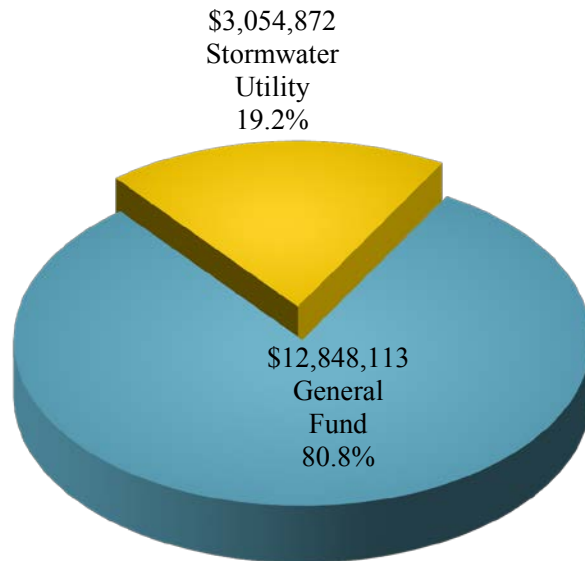
**GOAL:** Construct, manage and operate a stormwater, street and highway system, which is cost effective, safe, efficient, well maintained, compatible with the environment and visually pleasing.

**COST CENTERS:**

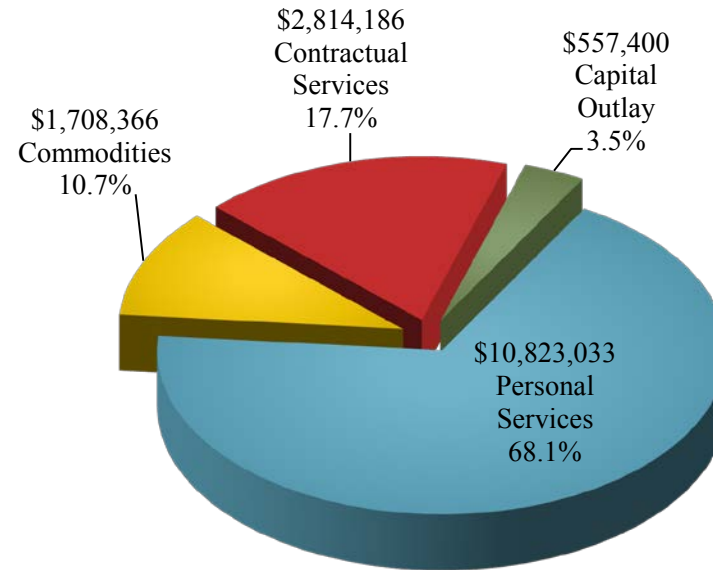
- Public Works Administration
- Street Engineering and Construction
- Stormwater Engineering
- Traffic Services
- Traffic Maintenance
- Street Maintenance
- Stormwater Maintenance
- Fleet Maintenance

# 2013 CITY OPERATING AND CONTRACTUAL EXPENDITURES BY FUND AND MAJOR PURPOSE

2013 Expenditures = \$15,902,985



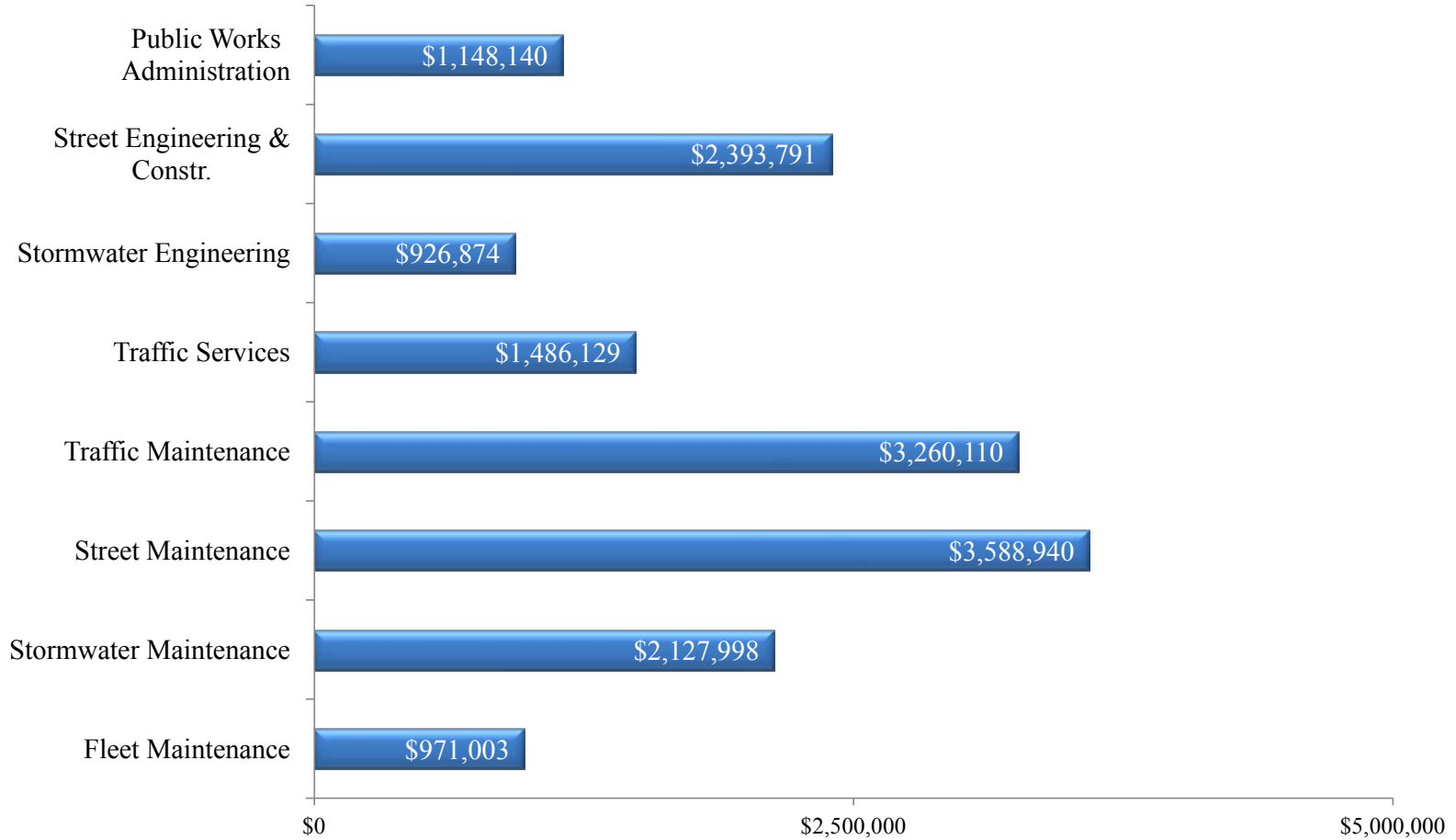
FUNDS



EXPENDITURE TYPE

*Public Works Goal Area*

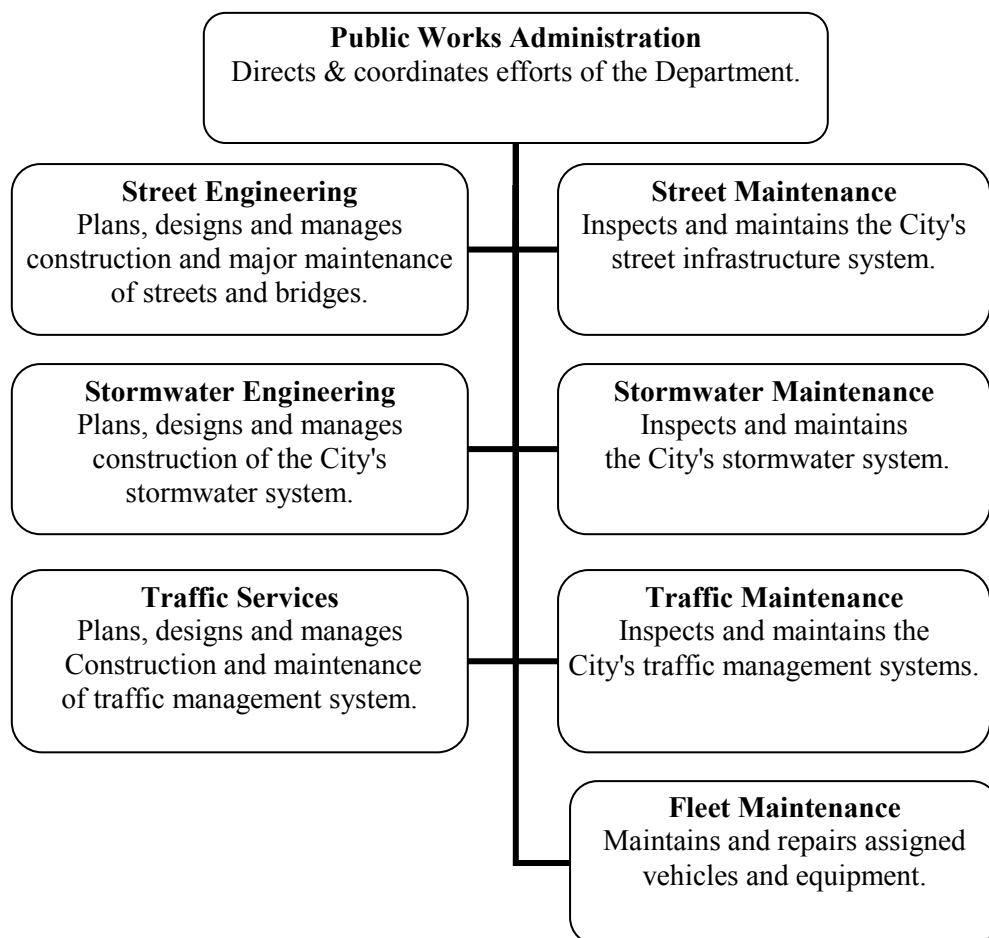
## 2013 OPERATING AND CONTRACTUAL EXPENDITURES Public Works Goal Area



**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

**2013 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 2013:

- *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 periodic 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.
  - ◆ Implement the initiatives of the Environmental Task Group and take other steps to more effectively manage the environmental impact of Public Works operations.
  - ◆ Work with managers to develop and implement training objectives and coordinate training resources for maximum benefit and cost-effectiveness.
  - ◆ Maintain the department's American Public Works Association accreditation status. Reinforce the use and upkeep of the departmental operations manual.
  - ◆ Conduct quarterly leadership training forums with supervisory staff within the Department.
  - ◆ Continue to develop and recognize leadership in non-supervisory staff through training sessions, selected courses, cross-training and work-based learning opportunities.

**2011-2012 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:*
  - ◆ Updated and implemented improvements to infrastructure asset inventory tracking and assessment systems (CAMP, Lucity).
  - ◆ Improved and utilized the new maintenance modeling system to support the request for increased funding and to develop the 2012 street maintenance program.
  - ◆ Developed a new street inspection system for use with the pavement management system.
  - ◆ Assisted in the development of a Kansas City Power and Light (KCPL) buyout plan.

- ◆ Developed a new Public Snow Map application that better informs the public of our operations, and, by providing access to our network of traffic cameras, of road conditions.
- ◆ Improved the telemetry for the flood warning system by installing and licensing four broadcast cloud for field weather stations and made preparation for the conversion to the new Alert2 transmission protocol for all equipment.
- ◆ Upgraded the Roadway Information System (RWIS) by installing six new intersection sensors. These sensors use non-destructive measurements to report road state, temperature and friction factors.
- ◆ Deployed the new public radio system within the Department.
- ◆ Made refinements to the interface between the OPCares system and the departmental work management system to improve departmental response to citizen requests.
- ◆ 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 expanded 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.

**EXPENDITURES:**

<b>General Fund</b>	<b><u>2011 Actual</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Personal Services	\$948,628	\$1,085,560	\$1,034,876
Commodities	22,889	34,214	34,214
Contractual	52,869	82,560	79,050
Capital Outlay	160	0	0
Transfers/Others	0	0	0
<b>TOTAL</b>	<b><u>\$1,024,546</u></b>	<b><u>\$1,202,334</u></b>	<b><u>\$1,148,140</u></b>

**PERSONNEL (full-time equivalent):**

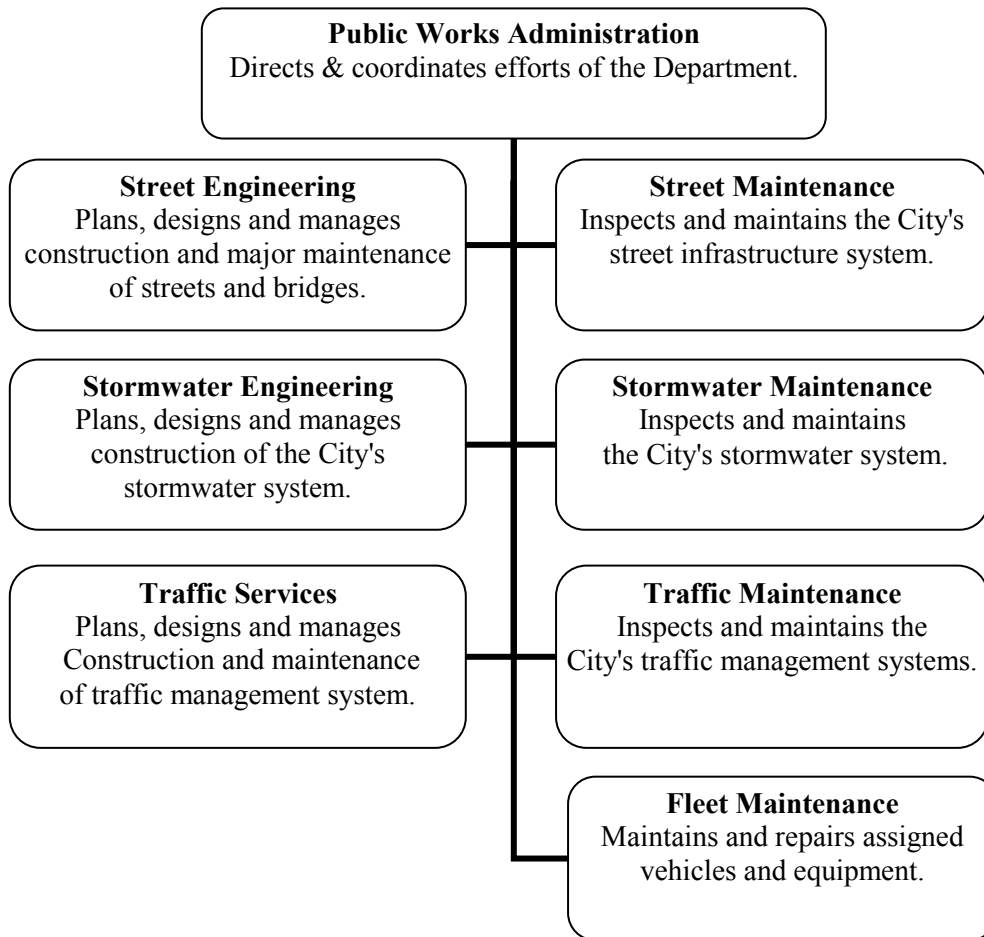
<b>Full-Time</b>	<b><u>2011 Budget</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Director, Public Works	1	1	1
Mgr, Technical & Admin Services	1	1	1
Assistant to the Director	1	1	1
Engineering Systems Specialist	1	1	1
Engineering Operations Specialist	1	0	0
Contract Specialist	2	2	2
Staff Assistant	1	1	1
Work Mgmt Systems Administrator	1	1	1
Administrative Assistant	3	3	3
<b>Total Full-time Employees:</b>	<b><u>12</u></b>	<b><u>11</u></b>	<b><u>11</u></b>
<b>Part-Time</b>			
None	0.00	0.00	0.00
<b>Total Part-time Employees:</b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>
<b>TOTAL FTEs</b>	<b><u>12.00</u></b>	<b><u>11.00</u></b>	<b><u>11.00</u></b>



**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

## 2013 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 2013:

- *Reduce disruptions to the motoring public due to roadway conditions by upholding proper design and construction standards:*
  - ◆ Complete the construction of 159<sup>th</sup> Street from Antioch to Quivira.
  - ◆ Complete the construction of TIGER grant infrastructure.
  - ◆ Continue coordination with the Kansas Department of Transportation (KDOT) on construction of the US 69 Highway, I-435 to 119<sup>th</sup> St. project.
  - ◆ Begin reconstruction of the Metcalf Avenue Bridge over the Blue River.
- *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 2013 Street Improvement/Overlay programs for residential and thoroughfare streets.
  - ◆ Execute the 2013 chip seal program.
  - ◆ Execute the 2013 microsurfacing program.
  - ◆ Execute the 2013 Neighborhood Streets Reconstruction program, including 91<sup>st</sup> Street from US 69 to Antioch Road, and CDBG eligible streets.
  - ◆ Execute the 2013 bridge maintenance program.
  - ◆ Continue to provide a lead role in facility project construction, management, and maintenance.

## 2011-2012 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 the widening of Quivira Road from 99<sup>th</sup> St. to 105<sup>th</sup> St.
  - ◆ Completed the widening of Quivira Road from College Blvd. to 119<sup>th</sup> Street.
  - ◆ Completed the construction of 159<sup>th</sup> Street from Antioch Road to Metcalf Avenue
  - ◆ In coordination with KDOT, completed the construction of the US 69 Highway "Green" project, the largest ARRA project in Kansas.
  - ◆ Completed the right-of-way acquisition, utility relocations, and coordination with KDOT on construction of the US 69, I-435 to 119<sup>th</sup> St. "Red" project.
  - ◆ Completed the Convention Center parking deck project.
  - ◆ Completed the annual Street Improvement Program (residential, and thoroughfare overlay) for all streets scheduled for 2012.
  - ◆ Completed the Neighborhood Streets Reconstruction Program for 2012.
  - ◆ Completed the 2012 microsurfacing program.
  - ◆ Completed the 2012 chip seal program.
  - ◆ Completed construction of the Sheraton Hotel HVAC improvements, interior rehabilitation, and parking deck maintenance projects.
  - ◆ Completed installation of an emergency generator at the Blue Valley Public Works facility.

## PERFORMANCE INDICATORS

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
Percent of CIP project contracts completed by original contract date:			
·CIP	100.0%	80.0%	80.0%
·Major Maintenance	80.0%	90.0%	90.0%
Average cost change of projects during construction:			
·CIP	0.2%	2.0%	2.0%
·Major Maintenance	3.4%	2.0%	2.0%
Percent of citizens in street maintenance project areas reporting that they are satisfied or very satisfied with:			
·Completed project	90%	80%	80%
·City staff customer service	92%	90%	90%
·Contractor's attitude and responsiveness	93%	80%	80%
·Information provided about the project	86%	80%	80%
·Quality of work	94%	90%	90%
·Cleanliness and upkeep of work area	90%	80%	80%
·Inconvenience experienced during work	80%	80%	80%
Percent of citizens in construction project areas reporting that they are satisfied or very satisfied with:			
·Completed project	85%	80%	80%
·City staff attitude and responsiveness	82%	90%	90%
·Construction worker's attitude and responsiveness	100%	80%	80%
·Information provided about the project	88%	80%	80%
·Quality of work	100%	90%	90%
·Cleanliness and upkeep of work area	91%	80%	80%
·Inconvenience experienced during work	69%	80%	80%
<b>WORKLOAD MEASURES</b>			
Number of right-of-way permits issued:	1,237	1,250	1,300
Dollar value of fees collected for right-of-way permits	\$78,703	\$83,000	\$100,000
Number of street projects managed for:			
·CIP	21	25	25
·Maintenance	13	12	12

**EXPENDITURES:**

<b>General Fund</b>	<b><u>2011 Actual</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Personal Services	\$2,188,040	\$2,196,909	\$2,272,618
Commodities	38,087	45,065	44,565
Contractual	41,029	89,656	76,608
Capital Outlay	179	0	0
Transfers/Others	0	0	0
<b>TOTAL</b>	<b><u>\$2,267,335</u></b>	<b><u>\$2,331,630</u></b>	<b><u>\$2,393,791</u></b>
<b>1/8 Cent Sales Tax Fund</b>	<b><u>2011 Actual</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	0	0	0
Capital Outlay	0	0	0
Transfers/Others	3,768,816	7,525,000	7,300,000
<b>TOTAL</b>	<b><u>\$3,768,816</u></b>	<b><u>\$7,525,000</u></b>	<b><u>\$7,300,000</u></b>

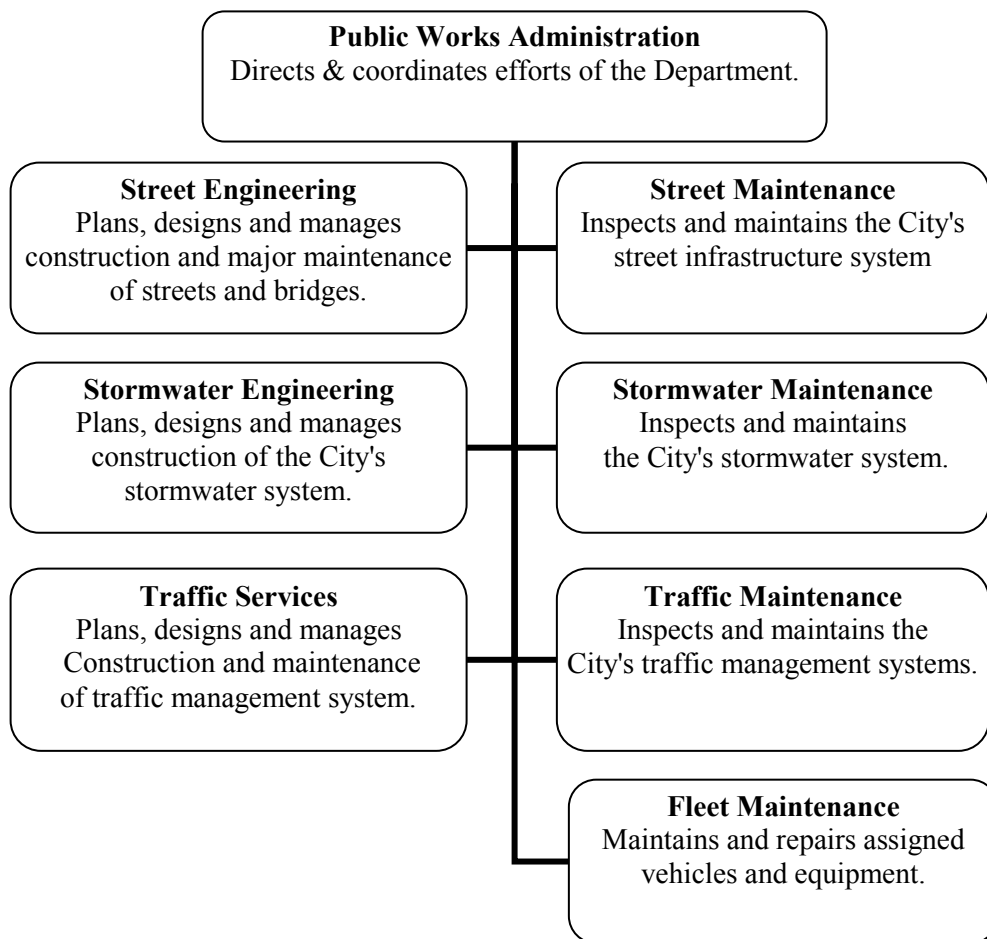
**PERSONNEL (full-time equivalent):**

<b>Full-Time</b>	<b><u>2011 Budget</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
City Engineer	1	1	1
Assistant City Engineer	1	1	1
Supv., Construction Insp-PW	1	1	1
Supervisory Civil Engineer	1	1	1
Civil Engineer, Senior	1	2	3
Civil Engineer II	4	3	2
Civil Engineer I	1	1	0
Construction Inspector, Senior	4	4	5
Construction Inspector II	1	0	1
Construction Inspector I	1	1	0
Engineering Technician, Senior	6	6	6
Right-of-Way Coordinator	1	1	1
<b>Total Full-time Employees:</b>	<b><u>23</u></b>	<b><u>22</u></b>	<b><u>22</u></b>
<b>Part-Time</b>			
Engineering Intern	1.42	1.42	1.42
<b>Total Part-time Employees:</b>	<b><u>1.42</u></b>	<b><u>1.42</u></b>	<b><u>1.42</u></b>
<b>TOTAL FTEs</b>	<b><u>24.42</u></b>	<b><u>23.42</u></b>	<b><u>23.42</u></b>

**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

**2013 PROGRAM GOALS**

The City of Overland Park's work plan contains several items that will direct the efforts of the Stormwater Engineering Division in 2013:

- *Protect the public from urban flooding, and reduce pollutant levels in stormwater runoff:*
  - ◆ Complete construction of the storm drainage enhancements at 71<sup>st</sup> Street and Glenwood.
  - ◆ Complete construction of storm sewer pipe replacement at Nieman to Ballentine – North of 95<sup>th</sup> Street; Hemlock to Hardy at 92<sup>nd</sup> Street; 100<sup>th</sup> Terrace – Juniper Lane to Cedar Street; and 83<sup>rd</sup> & Lowell Avenue.
  - ◆ Complete construction of the Stanley Storm Drainage project along Negro Creek in the vicinity of 152<sup>nd</sup> and Metcalf.
  - ◆ Complete design and construction of a storm structure replacement between Lowell and 93<sup>rd</sup>, from Foster to Conser.
  - ◆ Complete design and construction of CMP replacement in the vicinity of Antioch Road and 100<sup>th</sup> Terrace; 89<sup>th</sup> Street & Grandview; and 98<sup>th</sup> Street & Travis Lane.
  - ◆ Complete design and construction of stormwater improvements for the Rolling Woods subdivision in the vicinity of 116<sup>th</sup> and Antioch.
  - ◆ Complete storm sewer upgrades as part of the 2013 Neighborhood Street Reconstruction program.
  - ◆ Commence design of ditch liner replacement in the vicinity of 93<sup>rd</sup> & Switzer Road.
  - ◆ Commence design of stormwater improvements for the Monitor Square subdivision in the vicinity of 103<sup>rd</sup> Street & Rosewood.
  - ◆ Continue implementing programs under the city's Clean Water Act National Pollutant Discharge Elimination System (NPDES) permit.
  - ◆ Continue upgrades to the Johnson County and Overland Park flood warning systems consistent 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.

**2011-2012 PROGRAM ACCOMPLISHMENTS**

Recent accomplishments of the Stormwater Engineering Division include:

- *Protect the public from urban flooding, and reduce pollutant levels in stormwater runoff:*
  - ◆ Completed design and construction of storm sewer pipe replacement at Shawnee Mission Parkway and Robinson; 95<sup>th</sup> and Craig; 97<sup>th</sup> and Antioch; and 87<sup>th</sup> and Lamar.
  - ◆ Completed design and construction of ditch liner replacements at 101<sup>st</sup> and Melrose, and near the Public Works Maintenance Facility at 11300 W. 91<sup>st</sup> Street.
  - ◆ Completed design and construction of storm sewer pipe replacement near 98<sup>th</sup> St. and Pawnee.
  - ◆ Completed storm sewer upgrades as part of the 2012 Neighborhood Street Reconstruction program.

- ◆ Completed design of the Stanley Storm Drainage project along Negro Creek in the vicinity of 152<sup>nd</sup> St. and Metcalf Avenue.
  - ◆ Completed design and commenced construction of the storm drainage enhancements at 71<sup>st</sup> St. and Glenwood.
  - ◆ Completed design and commenced construction of storm sewer pipe replacement at Nieman to Ballentine – North of 95<sup>th</sup> Street; Hemlock to Hardy at 92<sup>nd</sup> Street; 100<sup>th</sup> Terrace – Juniper Lane to Cedar Street; and 83<sup>rd</sup> and Lowell Avenue.
  - ◆ Commenced design of an storm sewer structure replacement between Lowell and 93<sup>rd</sup>, from Foster to Conser.
  - ◆ Commenced design of storm drainage improvements for the Rolling Woods subdivision in the vicinity of 116<sup>th</sup> and Antioch.
  - ◆ Commenced design of storm sewer pipe replacement in the vicinity of Antioch Road and 100<sup>th</sup> Terrace; 89<sup>th</sup> Street & Grandview; and 98<sup>th</sup> Street & Travis Lane.
  - ◆ Completed significant upgrades to the Johnson County and Overland Park flood warning systems, including the continued upgrade of the data collection system from ALERT to ALERT2; 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.
- *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>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
Percent of citizen concerns addressed:	100%	100%	100%
Percent of NPDES permit water quality goals met on schedule:	100%	100%	100%
Percent of project contracts completed by original contract date:	95%	90%	90%
Percent of citizens in stormwater project areas reporting that they are satisfied or very satisfied with completed project:	88%	80%	80%
<b>WORKLOAD MEASURES</b>			
Citizen complaints and inquiries concerning storm water problems:	61	80	80
Number of water quality presentations given:	9	16	16

**EXPENDITURES:**

<b>Stormwater Utility Fund</b>	<b><u>2011 Actual</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Personal Services	\$624,361	\$700,540	\$608,377
Commodities	4,760	8,600	8,600
Contractual	182,182	510,137	284,897
Capital Outlay	0	0	25,000
Transfers/Others	0	0	0
<b>TOTAL</b>	<b><u>\$811,303</u></b>	<b><u>\$1,219,277</u></b>	<b><u>\$926,874</u></b>

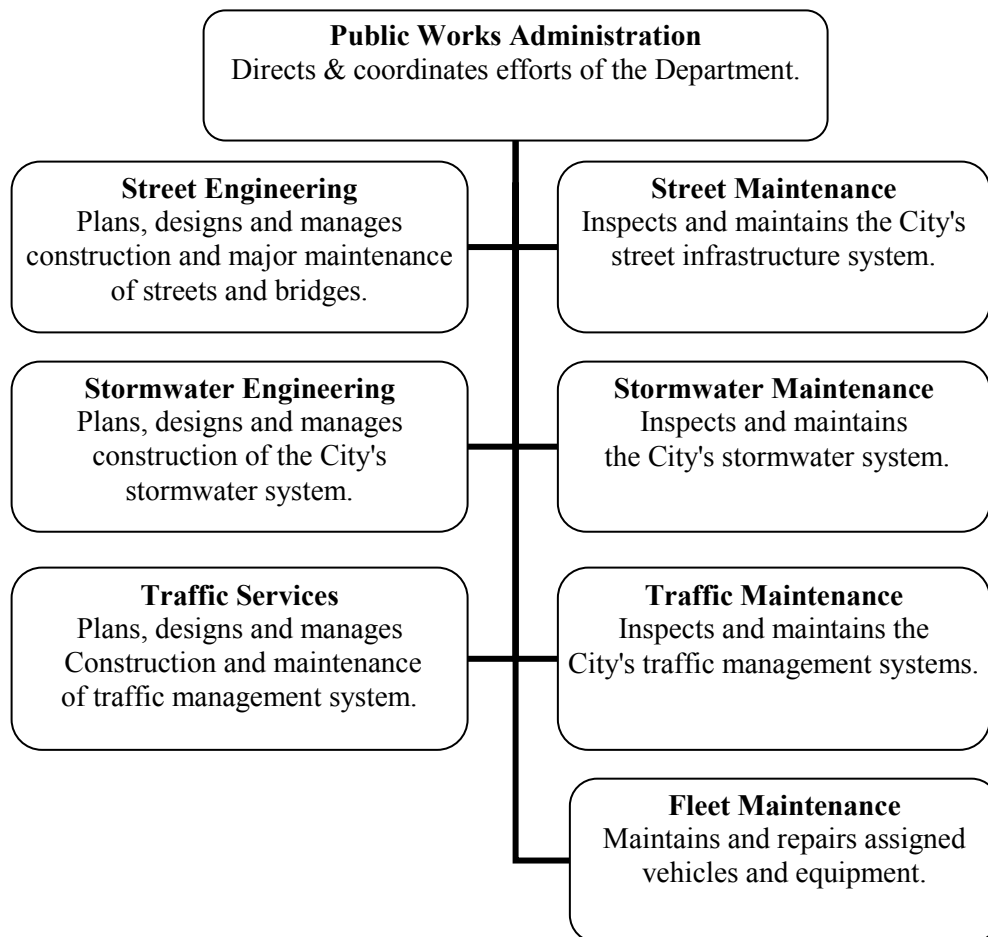
**PERSONNEL (full-time equivalent):**

<b>Full-Time</b>	<b><u>2011 Budget</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Supervisory Civil Engineer	1	1	1
Civil Engineer II	2	1	1
Construction Inspector II	1	1	0
Engineering Technician, Senior	1	1	1
Engineering Technician II	1	1	1
Water Quality Coordinator	1	0	0
Water Quality Specialist	0	1	1
<b>Total Full-time Employees:</b>	<b><u>7</u></b>	<b><u>6</u></b>	<b><u>5</u></b>
<b>Part-Time</b>			
None	0.00	0.00	0.00
<b>Total Part-time Employees:</b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>
<b>TOTAL FTEs</b>	<b><u>7.00</u></b>	<b><u>6.00</u></b>	<b><u>5.00</u></b>



## 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

**2013 PROGRAM GOALS**

The City of Overland Park's work plan contains several items that will direct the efforts of the Traffic Services Division in 2013:

- *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).
  - ◆ Begin a regular replacement program to install high definition CCTV cameras to replace aging equipment that is analog-based.
  - ◆ Continue to add our video detection cameras to the city's operating system.
  - ◆ 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, which provide enhanced technological capabilities.
  - ◆ Work closely with Johnson County Transit to implement Bus Rapid Transit 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. Possibly initiate a bicycle masterplan study.
  - ◆ Develop a more robust set of transportation system performance measures to determine how well traffic is flowing in OP compared to other similar cities.
  - ◆ Work with KC Scout to integrate our two systems so that we can post travel time information 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).
- *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.
  - ◆ Look for opportunities where tablet computing can increase productivity in the field.
  - ◆ Look at arterial streets in southern OP to determine future configurations.
- *Ensure the operational readiness of the city's transportation technology network:*
  - ◆ Replace aging traffic signals at 65<sup>th</sup> Street and Metcalf Avenue.
  - ◆ Takeover KCPL leased streetlights and upgrade as budgets allow.

**2011-2012 PROGRAM ACCOMPLISHMENTS**

Recent accomplishments of the Traffic Services Division include:

- *Optimize efficient traffic flow throughout the City:*
  - ◆ Over 115 closed-circuit television (CCTV) cameras have been installed to increase the monitoring capabilities of OPTCS.
  - ◆ The last major fiber installation project is complete. We have approximately 90 miles of fiber.

- ◆ 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.
  - ◆ The CCTV camera information was added to a snowplow web portal to give citizens better information when snowstorms hit our area.
  - ◆ Continuing to work with the traffic signal central software (TranSuite) that was brought on-line in 2006-07 to control the signal system and traffic signals. New updates/modules have been added through the multi-jurisdictional Operation GreenLight project.
  - ◆ Added several new 2070 model controllers to enhance the ability to work with the TranSuite software. As of 3/27/2012, 226 model 2070 controllers were deployed out of 258 signalized intersections.
  - ◆ Started using Facebook to relay traffic information to residents and interested users.
- *Meet recognized standards for and promote innovation in traffic safety policy and practice:*
- ◆ A driver feedback sign was added on 139<sup>th</sup> Street, west of US 69 Highway, to help control driver speeds in a residential neighborhood.
  - ◆ Continued to advocate for roundabout construction.
  - ◆ Staff started an analysis of crashes using crash rates based on traffic volume data.
  - ◆ Over 1,000 crashes were captured as part of our traffic-monitoring program.
  - ◆ The streetlight resolution was updated to reflect current industry design standards.
  - ◆ Returned Congestion Mitigation and Air Quality Improvement (CMAQ) Program funds for the Safe Routes To School program to the Mid-American Regional Council for reprogramming.
- *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 installing several miles of fiber optic cable and 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 now has some form of standby capability at 85 signalized intersections (Compressed Natural Gas generator, battery backup or the ability to plug in an external generator).
  - ◆ Initiated grant process with KDOT for enhancements to the OPTCS system including a tie-in with the KC Scout freeway management system, integration of our traffic system with the police dispatch system, installation of a traffic adaptive signal system and deployment of trailblazer signage along College Boulevard.
  - ◆ OP was awarded a CMAQ grant for 30 additional 2070 controllers with bus priority modules in anticipation of a Bus Rapid Transit (BRT) system being implemented on Metcalf Ave. Controllers have been received and are in the process of deployment.
  - ◆ Replaced traffic signals at 71<sup>st</sup> and Metcalf, 75<sup>th</sup> and Metcalf, 87<sup>th</sup> and Metcalf, 97<sup>th</sup> and Quivira and College and Lamar due to aging equipment. Signal reconstruction projects are currently underway at 75<sup>th</sup> St. and Conser St. and others will begin later in 2012 at Johnson Drive/Foster Avenue, 71<sup>st</sup> and Antioch, and 103<sup>rd</sup> and Lowell and 103<sup>rd</sup> and Antioch.

## PERFORMANCE INDICATORS

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
Percent of citizens rating the roadways as safe or very safe:	NA	75%	75%
Percent of citizens reporting that they are satisfied or very satisfied with the flow of traffic/congestion management:	NA	75%	75%
Number of traffic accidents:			
·Fatality	6	5	0
·Accident with injuries	1,044	1,000	900
·Accident with no injuries	3,813	4,000	4,000
<b>WORKLOAD MEASURES</b>			
Number of engineering plans prepared:			
·In House	30	30	20
·Contract	29	30	30
Number of projects managed:			
·CIP	18	20	20
·Major Maintenance	17	10	15
Number of citizen requests:			
·Assigned for investigation	173	300	250
· Investigation completed	110	200	250
Number of travel time conducted:	999	2,000	1,000
Number of speed surveys conducted:	52	100	100

## EXPENDITURES:

<b>General Fund</b>	<u><b>2011 Actual</b></u>	<u><b>2012 Budget</b></u>	<u><b>2013 Budget</b></u>
Personal Services	\$1,222,800	\$1,318,987	\$1,336,909
Commodities	8,994	19,375	18,850
Contractual	113,822	137,480	130,370
Capital Outlay	282	0	0
Transfers/Others	0	0	0
<b>TOTAL</b>	<u>\$1,345,898</u>	<u>\$1,475,842</u>	<u>\$1,486,129</u>

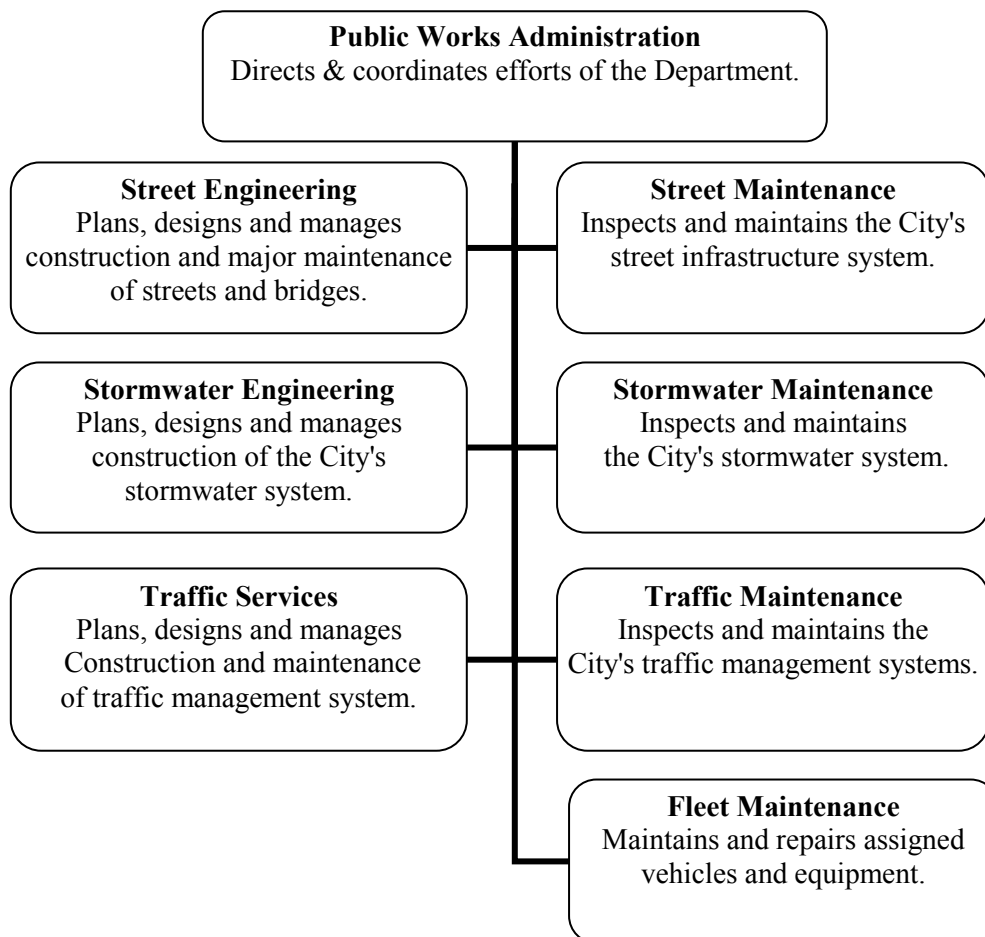
**PERSONNEL (full-time equivalent):**

<b>Full-Time</b>	<b><u>2011 Budget</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
City Traffic Engineer	1	1	1
Asst City Traffic Engineer	1	1	1
Supervisory Civil Engineer	1	1	1
Civil Engineer, Senior	2	2	2
Civil Engineer I	1	1	1
Traffic Engineering Tech, Senior	3	3	4
Traffic Engineering Technician	2	2	1
Trans. Project Inspector, Senior	2	2	2
<b>Total Full-time Employees:</b>	<b><u>13</u></b>	<b><u>13</u></b>	<b><u>13</u></b>
<b>Part-Time</b>			
None	0.00	0.00	0.00
<b>Total Part-time Employees:</b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>
<b>TOTAL FTEs</b>	<b><u>13.00</u></b>	<b><u>13.00</u></b>	<b><u>13.00</u></b>

**PROGRAM DESCRIPTION**

Traffic Maintenance is responsible for inspecting and maintaining the traffic control and traffic management systems. System elements include approximately 253 traffic signals and their associated communications system, and traffic management devices, such as video cameras; over 30,000 traffic signs, many pavement markings and more than 13,832 streetlights. The Traffic Maintenance Division conducts activities to comply with the Manual on Uniform Traffic Control Devices (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.*
- ❖ *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

**2013 PROGRAM GOALS**

The City of Overland Park's work plan contains several items that will direct the efforts of the Traffic Maintenance Division in 2013:

- *Plan for and maintain traffic system elements to ensure for safe movement of vehicles and pedestrians throughout the City:*
  - ◆ Systematically replace the video detection systems at 10% of the 130 intersections detected by video equipment.
  - ◆ Conduct annual maintenance on 31 Compressed Natural Gas (CNG) generators at traffic signal locations.
  - ◆ Conduct annual citywide sign retroreflectivity audits and replace all noncompliant signs.
  - ◆ Signal reconstruction projects are currently underway at 75<sup>th</sup> St. and Conser, 97<sup>th</sup> St. and Quivira, and 71<sup>st</sup> and Antioch. Others will begin later in 2012 at Johnson Drive/Foster Avenue, 103<sup>rd</sup> St. and Lowell, and 103<sup>rd</sup> St. and Antioch.
- *Monitor the City's traffic infrastructure assets:*
  - ◆ Continue development of an effective asset management program for traffic infrastructure.
  - ◆ Continue current traffic sign inventory and mapping activities.
  - ◆ Conduct annual verification of the location, condition and operation of all Kansas City Power and Light (KCPL) leased streetlights.
  - ◆ Continue annual traffic counting data collection for traffic engineering.
  - ◆ Continue to inspect all traffic signs for adequate retroreflectivity.
  - ◆ Continue mapping of the City's streetlight system; approximately 69% complete.
- *Dependable operation, efficient and safe navigation for citizens and economic vitality of City:*
  - ◆ Continue converting yellow traffic signal indications to Light Emitting Diodes (LEDs). The energy efficiency and longer-lasting qualities of LEDs, as compared to incandescent light bulbs, will reduce the City's maintenance and utility costs. Approximately 30% complete.
  - ◆ Continue the systematic replacement of the pedestrian walk activation buttons with the piezo electric pressure sensitive activation system. The current buttons are prone to freeze up in cold, wet conditions.
  - ◆ Work with the Police and other departments and agencies to plan and implement the traffic control measures for scheduled special events.
  - ◆ Continue converting 16 obsolete traffic signal battery back-up units with new, more reliable components.
  - ◆ Continue upgrading signal controllers to the newer 2070 traffic signal controller computer model technology.
  - ◆ Continue to install fiber and Ethernet switches to all major signalized intersections.

**2011-2012 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.*
  - ◆ Assisted Traffic Engineering with the installation and adjustment of new traffic signals and replacement of obsolete controllers.

- ◆ Coordinated with Traffic Engineering on the expansion and adjustment of video detection and traffic observation cameras.
  - ◆ On-going traffic maintenance; completed traffic count at 108 locations, tested all conflict monitors in 255 traffic signals, inspected all traffic signs for retroreflectivity, and performed structural inspection on 40 painted steel traffic signal poles.
  - ◆ Continue to install fiber and Ethernet switches to all major signalized intersections.
  - ◆ Implemented a sign maintenance program that is compliant with the most current Manual on Uniform Traffic Control Devices (MUTCD) regulations
  - ◆ Completed upgrading the school flashing beacon software and communications system.
  - ◆ Developed and executed a major traffic system maintenance program.
- *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.
  - ◆ Replaced or repaired mast arm signal poles as needed.
  - ◆ Upgraded street signage to acceptable retroreflectivity levels as outlined in the 2003 MUTCD. Targeted date in the MUTCD is 2015. Overland Park's goal was December 31<sup>st</sup>, 2010; revised to late 2014.
  - ◆ Continued annual replacement of obsolete and defective signal controller cabinets.
  - ◆ Added several new 2070 model controller. As of 3/27/2012, 226 model 2070 controllers were deployed out of 258 signalized intersections.
  - ◆ Installed 138 new countdown pedestrian signal heads and replaced another 76 LED retrofit units to convert existing to countdown indications.
- *Monitor the City's traffic infrastructure assets.*
- ◆ Continued updating and expanding streetlight inventory and asset management system.
  - ◆ Completed the annual pavement markings renewal program.
  - ◆ Continued replacing older and smaller street name signs with larger and more legible ones, and added/replaced signs in the newly annexed area.
  - ◆ Conduct annual verification of the location, condition and operation of all KCPL leased streetlights. Completed in spring of 2012.

## PERFORMANCE INDICATORS

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
Percent of citizens rating quality of street lighting repair and maintenance as good or very good:	NA	85%	85%
Percent of street light maintenance requests completed within three working days:	73%	80%	80%
<b>WORKLOAD MEASURES</b>			
Number of traffic signal repairs:	2,397	3,200	3,200
Number of street light repairs:	2,820	3,000	3,200



**EXPENDITURES:**

<b>General Fund</b>	<b><u>2011 Actual</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Personal Services	\$1,227,483	\$1,217,388	\$1,214,705
Commodities	601,388	617,400	597,400
Contractual	1,698,169	1,314,935	1,448,005
Capital Outlay	40	60,000	0
Transfers/Others	0	0	0
<b>TOTAL</b>	<b><u>\$3,527,080</u></b>	<b><u>\$3,209,723</u></b>	<b><u>\$3,260,110</u></b>

**PERSONNEL (full-time equivalent):**

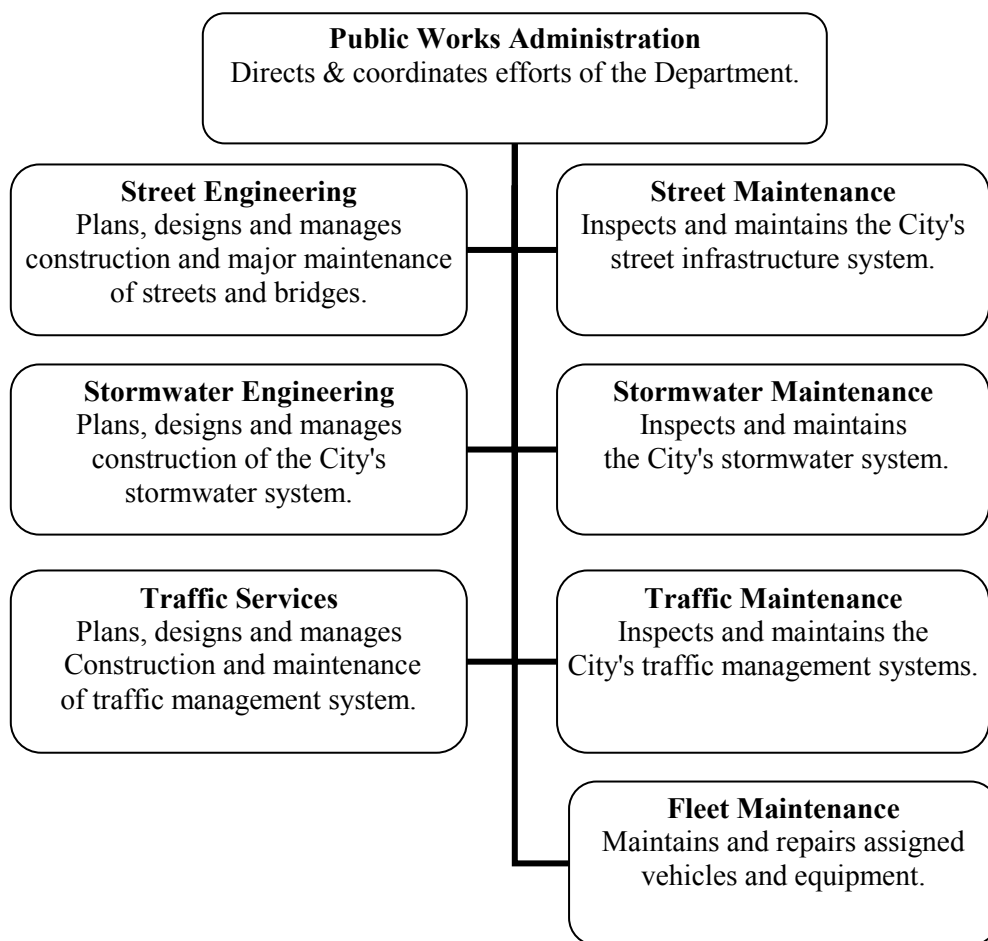
<b>Full-Time</b>	<b><u>2011 Budget</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Supv, Public Works Maintenance	2	1	1
Traffic Signal Specialist	4	4	4
Street Lighting Technician	4	4	4
Traffic Control Technician, Senior	2	1	1
Traffic Control Technician	2	2	2
Maintenance Crew Leader	0	1	1
Maintenance Worker, Senior	3	2	2
Maintenance Utility Locator Technician	0	1	1
<b>Total Full-time Employees:</b>	<b><u>17</u></b>	<b><u>16</u></b>	<b><u>16</u></b>
<b>Part-Time</b>			
None	0.00	0.00	0.00
<b>Total Part-time Employees:</b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>
<b>TOTAL FTEs</b>	<b><u>17.00</u></b>	<b><u>16.00</u></b>	<b><u>16.00</u></b>

**PROGRAM DESCRIPTION**

Street Maintenance is responsible for maintenance of the City's street infrastructure and maintenance of City vehicles and motorized equipment.

Street Maintenance inspects and maintains streets, sidewalks, and curbs in the City's transportation infrastructure system in a safe and reliable condition. In addition, it is responsible for public safety related operations on the traffic infrastructure system, such as snow and ice removal. Elements of the infrastructure include 1,866 lane miles of roads, 850 miles of sidewalks and 1,350 miles of curb.

**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

**2013 PROGRAM GOALS**

The City of Overland Park's work plan contains several items that will direct the efforts of the Street Maintenance Division in 2013.

- *Preserve the utility and longevity of the City's transportation infrastructure in a cost-effective manner.*
  - ◆ Continue to provide year-round preventative street maintenance activities performed by City staff, such as pothole repair, major asphalt repair, wide crack repair, and crack sealing.
  - ◆ Successfully complete the 2012 Street Maintenance Program.
- *Inspect and maintain the transportation infrastructure to ensure safe travel throughout the City.*
  - ◆ Direct staff resources towards follow-up repairs to certain deficiencies noted on the sidewalk inventory and assessment program.
  - ◆ Continue regular systematic inspections of city streets to determine overall condition and identify specific problems that need attention this year.
  - ◆ Inspect condition and identify type of maintenance needed for medians.
  - ◆ Update the wall and handrail inventory for condition and types.
  - ◆ Provide a responsive and efficient snow and ice control program.

**2011-2012 PROGRAM ACCOMPLISHMENTS**

Recent accomplishments of the Street Maintenance Division include:

- *Inspect and maintain the transportation infrastructure to ensure safe travel throughout the City.*
  - ◆ Added approximately ten new lane miles to the snow removal program, revised all routes to improve efficiency, responsiveness and effectiveness of the snow and ice control program.
  - ◆ Continued the sidewalk inventory and assessment program and follow-up repairs both by city crews and contractors.
  - ◆ Continued in providing services and making road improvements in recently annexed areas.
- *Preserve the utility and longevity of the City's transportation infrastructure in a cost-effective manner.*
  - ◆ Increased year-round preventative street maintenance activities performed by the City, such as asphalt repair and crack sealing.
  - ◆ Successfully caught up the backlog of three year crack seal streets.
  - ◆ Completed over 30,342 sq. yds. of asphalt repairs as well as crack sealing over 268 lane miles.
  - ◆ Successfully completed the 2011 Street Maintenance Program within budget and accomplished all planned activities and goals.
- *Responded to routine and emergency street maintenance needs in a timely and professional manner.*
  - ◆ Successfully executed the 2011-2012 snow & ice control program.
  - ◆ Milled and patched potholes and other distresses in the street system.
  - ◆ On an annual basis, repaired sidewalk locations where a two- inch or greater tripping hazard existed.
  - ◆ Successfully completed wide crack repairs on the City's residential streets.

## PERFORMANCE INDICATORS

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
Percent of street pavement with a condition rating index of 70 or higher:			
·Thoroughfares	NA	70%	70%
·Collector and residential streets	64%	80%	70%
Percent of street curbs with a curb condition index rating of 80 or higher:			
·Thoroughfares	NA	70%	70%
·Collector and residential streets	69%	70%	70%
Average PCI:			
·Thoroughfares	NA	75	75
·Collector and residential streets	73	80	80
Average days to complete pothole repair from time of report:	5	3	3
<b>WORKLOAD MEASURES</b>			
Number of snow events:	NA	5	12
Number of pothole repairs made:	8,063	3,500	6,000
Number of lane miles of street overlay:			
·Residential/Collector	0.4	10	30
·Thoroughfare	9.5	14	15

## EXPENDITURES:

<b>General Fund</b>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2013 Budget</u>
Personal Services	\$2,552,676	\$2,852,064	\$2,295,517
Commodities	796,269	669,497	498,750
Contractual	546,404	460,758	281,673
Capital Outlay	350,684	240,000	513,000
Transfers/Others	0	0	0
<b>TOTAL</b>	<u>\$4,246,033</u>	<u>\$4,222,319</u>	<u>\$3,588,940</u>
<b>Special Street and Highway Fund</b>			
	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2013 Budget</u>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	0	0	0
Capital Outlay	0	0	0
Transfers/Others	4,455,000	5,470,000	4,615,000
<b>TOTAL</b>	<u>\$4,455,000</u>	<u>\$5,470,000</u>	<u>\$4,615,000</u>

**PERSONNEL (full-time equivalent):**

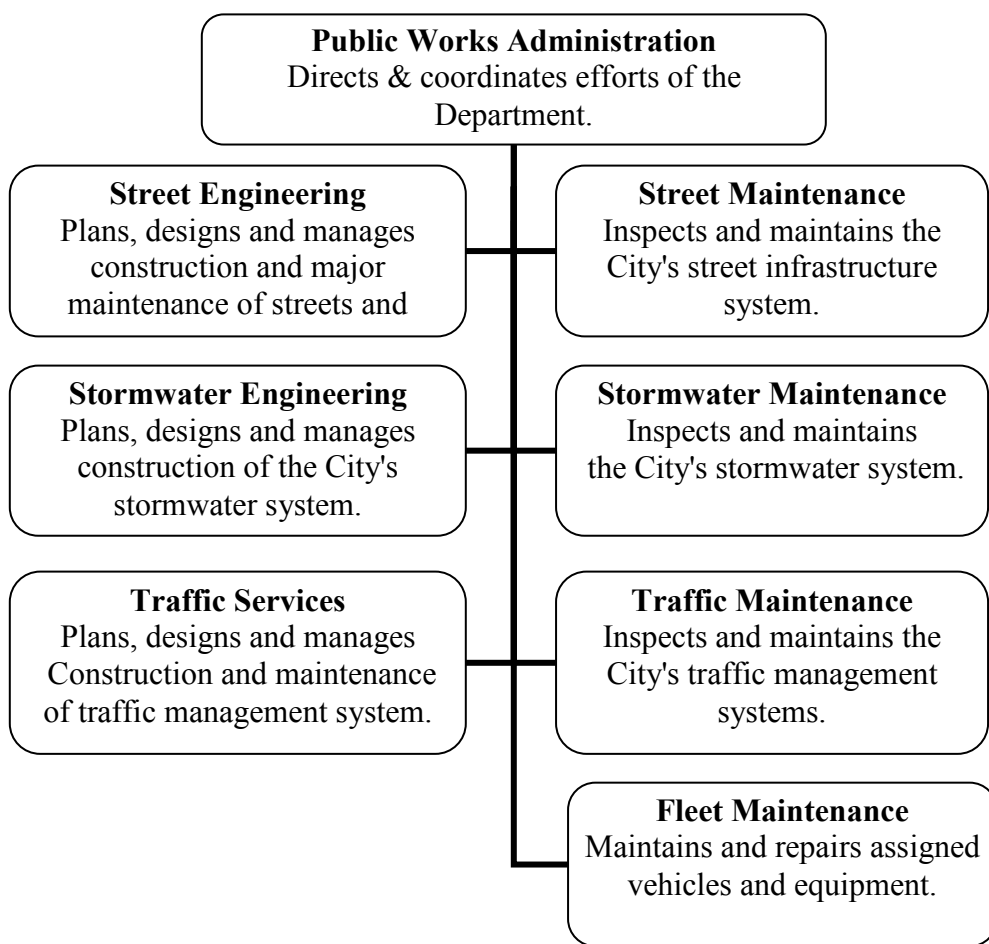
<b>Full-Time</b>	<b><u>2011 Budget</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Mgr, Maintenance Operations	1	1	1
Supt, Public Works	1	1	1
Supv, Public Works Maintenance	2	2	2
Supv, PW Fleet Maintenance	1	1	0
Construction Specialist	2	2	2
Engineering Technician, Senior	1	1	1
Engineering Technician II	0	0	0
Equipment Mechanic, Senior	4	4	0
Equipment Mechanic	1	1	0
Equipment Operator	4	4	4
Fleet Analyst	1	1	0
Inventory Control Specialist	1	1	1
Maintenance Crew Leader	2	2	2
Maintenance Worker, Senior	13	16	13
Maintenance Worker	6	3	6
Administrative Assistant	2	2	2
<b>Total Full-time Employees:</b>	<b><u>42</u></b>	<b><u>42</u></b>	<b><u>35</u></b>
<b>Part-Time</b>			
Parts Room Clerk	0.48	0.48	0.48
Public Works Laborer	0.87	0.87	0.87
Maintenance Worker	0.87	0.87	0.87
Administrative Assistant	0.00	0.00	0.00
<b>Total Part-time Employees:</b>	<b><u>2.22</u></b>	<b><u>2.22</u></b>	<b><u>2.22</u></b>
<b>TOTAL FTEs</b>	<b><u>44.22</u></b>	<b><u>44.22</u></b>	<b><u>37.22</u></b>

\*Beginning with the 2013 Budget, fleet-related positions were transferred to the new "Fleet Maintenance" cost center.

**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.*
- ❖ *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

**2013 PROGRAM GOALS**

The City of Overland Park's work plan contains several items that will direct the efforts of the Stormwater Maintenance Division in 2013:

- *Respond to service requests from the public concerning stormwater system maintenance and repair:*
  - ◆ Continue an annual street sweeping program to reduce public complaints of dirt and debris in streets and pollutants reaching the storm water management system.
  - ◆ Continue proactive inspection of the storm water management system and perform piping system repairs and/or erosion control along outlets and stream banks.
  - ◆ Inspect 150,000 linear feet of storm water piping system.
  - ◆ 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:*
  - ◆ Continue systematic video inspections of storm sewer network.
  - ◆ Inspect all corrugated metal pipe north of 119<sup>th</sup> St. for structural integrity with video inspection.
  - ◆ Continue the inlet inspection program and repair and maintain problem locations within a reasonable amount of time.
  - ◆ Continue roadside ditching improvements in annexed area and other roads in need of improvement for safety or preventative road maintenance.
  - ◆ Sweep residential streets twice a year and thoroughfare/collector streets at a minimum of nine times per year, or as weather permits.
  - ◆ Establish and execute best management practices for National Pollutant Discharge Elimination System (NPDES) Phase II compliance.
  - ◆ Complete 122 bridge culvert inspections.

**2011-2012 PROGRAM ACCOMPLISHMENTS**

Recent accomplishments of the Stormwater Maintenance Division include:

- *Manage assets, conduct inspections and complete repairs to ensure system integrity and function:*
  - ◆ Completed the 2011 bi-annual box culvert/ bridge inventory/condition assessment for development of bi-annual box culvert/ bridge maintenance program.
  - ◆ Inspected over 166 box culverts.
  - ◆ Completed the bi-annual ditch liner inspection.
  - ◆ Inspected 188 stormwater structures to check their integrity and operational effectiveness.
  - ◆ Removed many cubic yards of sediment from streamways to improve flow and mitigate flooding.
  - ◆ Repaired 96 stormwater structures.
  - ◆ Removed silt and debris from 118 box culverts.
  - ◆ Removed debris from 4,275 structures, which included the removal of leaves from curb inlet throats.
  - ◆ Assisted the Engineering Division in the continued updating of the storm sewer atlas.
  - ◆ Camera crews inspected and videoed over 139,198 linear feet of storm sewer pipe.
  - ◆ Completed at least one culvert installation projects.
  - ◆ Ditched more than 47,477 sq. ft. of roadside for improved drainage.

- ◆ Second year of alternative de-icing material (GeoMelt M) trial for snow removal.
- ◆ Swept residential streets three times and thoroughfares nine times.
- *Accommodate service requests from the public concerning stormwater system maintenance and repair:*
  - ◆ Refined street sweeping routines to maximize litter removal on thoroughfares, and improve the effectiveness of our street sweeping activities. Sweepers removed over 4,424 cubic yards of debris and swept approximately 15,025 lane-miles of roadway.
- *Determine improvements system-wide consistent with present and future demands, and conduct activity to prolong long-term infrastructure performance:*
  - ◆ Replaced seven storm sewer inlets as part of the street overlay program.

**PERFORMANCE INDICATORS**

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
Percent of storm water system inspected per year in accordance with established schedule:			
·Storm inlets	1%	5%	5%
·Stormwater pipes	4%	5%	5%
·Box culverts	NA	100%	100%
·Bridges (biennial)	NA	100%	NA
·Quality of Work	88%	75%	75%
<b>WORKLOAD MEASURES</b>			
Number of storm sewer system inspections:			
·Safety grates (includes clean-out)	375	800	800
·Storm inlets	188	950	950
·Box culverts	400	328	328
·Bridges (biennial)	NA	122	122
Number of storm sewer system repairs:			
·Ditch grading (square feet)	47,477	9,000	9,000
·Culvert pipes installed	1	5	5
·Curb inlet repair	87	150	150
·Junction box repair	1	25	25
·Underdrains installed (lineal feet)	445	550	550
·Storm water pipe repaired (each)	8	20	20
·Sump pump connections	1	10	10
Percent of city street system swept:			
·Thoroughfare	NA	1	1
·Residential	NA	1	1
·City Parking Lots	NA	1	1
Street sweeping debris collected (cu. yds.)	NA	5,250	5,000



**EXPENDITURES:**

<b>Stormwater Utility Fund</b>	<b><u>2011 Actual</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Personal Services	\$1,350,076	\$1,532,103	\$1,527,443
Commodities	236,729	281,065	281,065
Contractual	114,489	475,260	300,090
Capital Outlay	158,212	0	19,400
Transfers/Others	0	0	0
<b>TOTAL</b>	<b><u>\$1,859,506</u></b>	<b><u>\$2,288,428</u></b>	<b><u>\$2,127,998</u></b>

**PERSONNEL (full-time equivalent):**

<b>Full-Time</b>	<b><u>2011 Budget</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Supv, Public Works Maintenance	2	2	2
Construction Specialist	2	2	2
Equipment Operator	2	2	2
Video Inspection Technician	1	1	1
Maintenance Worker, Senior	7	7	7
Sweeper Operator	4	4	4
<b>Total Full-time Employees:</b>	<b><u>18</u></b>	<b><u>18</u></b>	<b><u>18</u></b>
<b>Part-Time</b>			
Public Works Laborer	0.48	0.48	0.48
Maintenance Worker	0.87	0.87	0.87
Parts Room Clerk	0.48	0.48	0.00
<b>Total Part-time Employees:</b>	<b><u>1.83</u></b>	<b><u>1.83</u></b>	<b><u>1.35</u></b>
<b>TOTAL FTEs</b>	<b><u>19.83</u></b>	<b><u>19.83</u></b>	<b><u>19.35</u></b>

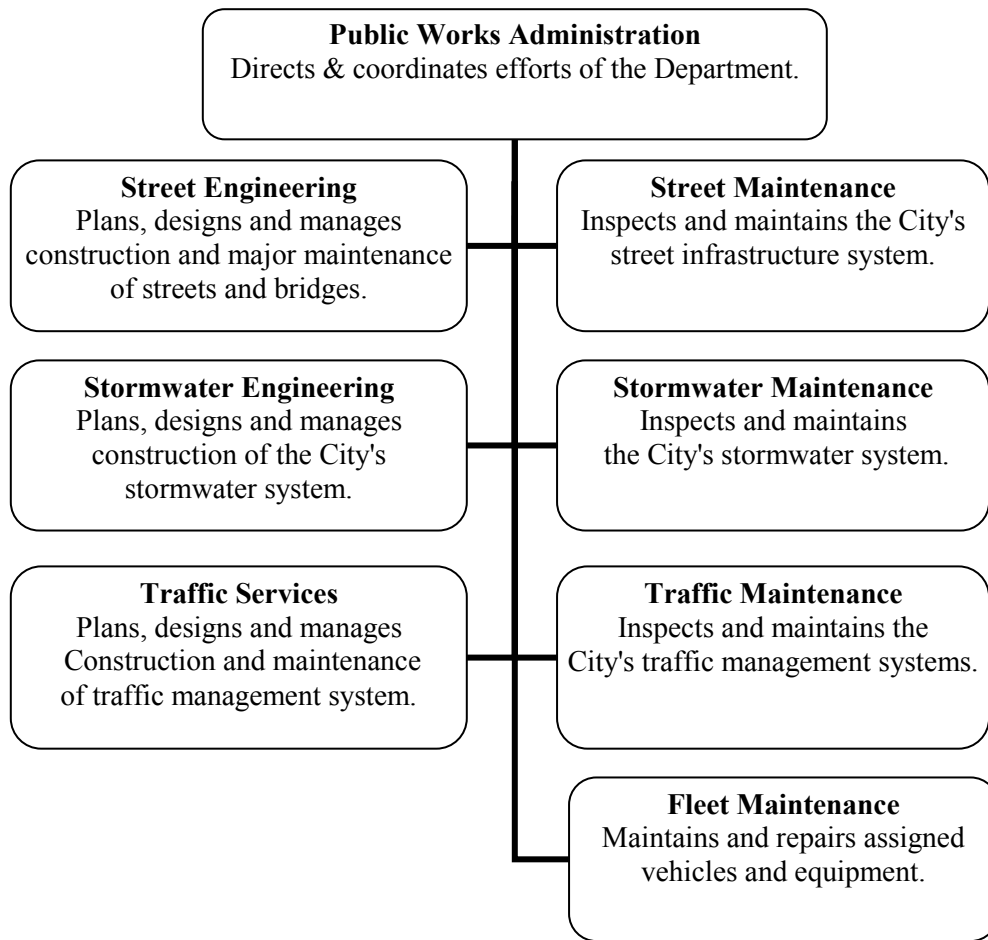
**PROGRAM DESCRIPTION**

Public Works Fleet Maintenance is responsible for fleet management of vehicles and equipment assigned to the Public Works Department.

Public Works Fleet Maintenance manages the purchasing of new vehicles, performs inspection, maintenance and repair of vehicles and heavy equipment. In addition, it is 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 fleet, automated car wash facility, and two vehicle fueling locations.

Public Works Fleet Maintenance also provides fleet management support to Fire and other departments.

**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.*
- ❖ *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 ◀

**2013 PROGRAM GOALS**

The City of Overland Park's work plan contains several items that will direct the efforts of the Fleet Maintenance Division in 2013.

- *Provide preventive and scheduled maintenance for proper working condition:*
  - ◆ Provide preventative maintenance and repairs to vehicles and equipment.
  - ◆ Conduct routine vehicle inspections and track maintenance needs to keep vehicles in a safe operating condition.
  - ◆ Perform professional fleet management in recommending prudent replacement cycles and administering the purchasing of vehicles and equipment to meet customer needs within funding limits.
- *Provide availability and safe operation of fueling and wash capabilities for city vehicles:*
  - ◆ Manage the purchasing, storage and delivery of fuel to City departments.
  - ◆ Maintain and keep operational the fuel delivery stations at the Dennis Garret and Blue Valley facilities.
  - ◆ Maintain and keep operational the car wash facility at the Dennis Garret facility.
- *Provide timely, reliable and cost-effective procurement, maintenance and repair of vehicles and mobile equipment:*
  - ◆ Provide fleet maintenance to customer vehicles and equipment in accordance with established standards and schedules.
  - ◆ Provide timely and cost effective fleet repairs that are both professional in customer service and in work reliability. Customer service goals include outward communication of work schedules, anticipated completion dates and courtesy vehicle performance reports.
  - ◆ Provide fleet management support as assigned to other departments.

**2011-2012 PROGRAM ACCOMPLISHMENTS**

Recent accomplishments of the Fleet Maintenance Division include:

- *Provide preventive and scheduled maintenance for proper working condition:*
  - ◆ Provided effective maintenance and repairs to the Street Maintenance Division's fleet of snow plow trucks. This work enabled the division to provide reliable equipment to plow snow through one of the more severe winters Jan. – April 2011.
  - ◆ Provided cost effective maintenance to the City's aging fleet of vehicles. Maintenance and repair costs were kept within available funding resources, despite a fair number of the fleet being beyond the initial replacement cycle.
- *Provide availability and safe operation of fueling and wash capabilities for city vehicles:*
  - ◆ Provide reliable fuel supply to all City Departments. Maintained fuel quality to minimize vehicle performance problems.
  - ◆ Continued preserving the environmental compliance of the City's underground fuel storage tanks and the proper permitting.
  - ◆ Maintained reliability of the car wash facility.
- *Provide timely, reliable and cost-effective procurement, maintenance and repair of vehicles and mobile equipment:*
  - ◆ Provided reliable maintenance and repair of Fire Department fire rigs and ambulances.

## PERFORMANCE INDICATORS

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
Average operational readiness of fleet:	96%	95%	95%
<b>WORKLOAD MEASURES</b>			
Number of vehicle work tasks completed:	4,289	4,000	7,300
Scheduled preventive maintenance			
· In-House	483	600	875
· Contract	331	200	525
Repair			
· In-house	2,742	2,600	4,700
· Contract	733	600	1,200

## EXPENDITURES:

<b>General Fund</b>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2013 Budget*</u>
Personal Services	\$0	\$0	\$532,588
Commodities	0	0	224,922
Contractual	0	0	213,493
Capital Outlay	0	0	0
Transfers/Others	0	0	0
<b>TOTAL</b>	<u>\$0</u>	<u>\$0</u>	<u>\$971,003</u>

\*Prior to the 2013 Budget, Fleet Maintenance was part of the Street Maintenance cost center.

## PERSONNEL (full-time equivalent):

<b>Full-Time</b>	<u>2011 Budget</u>	<u>2012 Budget</u>	<u>2013 Budget</u>
Supv, PW Fleet Maintenance*	0	0	1
Equipment Mechanic, Senior*	0	0	4
Equipment Mechanic*	0	0	1
Fleet Analyst*	0	0	1
<b>Total Full-time Employees:</b>	<u>0</u>	<u>0</u>	<u>7</u>
<b>Part-Time</b>			
Parts Room Clerk*	0.00	0.00	0.48
<b>Total Part-time Employees:</b>	<u>0.00</u>	<u>0.00</u>	<u>0.48</u>
<b>TOTAL FTEs</b>	<u>0.00</u>	<u>0.00</u>	<u>7.48</u>

\* Prior to the 2013 Budget, positions were part of the Street Maintenance cost center.

# COMMUNITY DEVELOPMENT



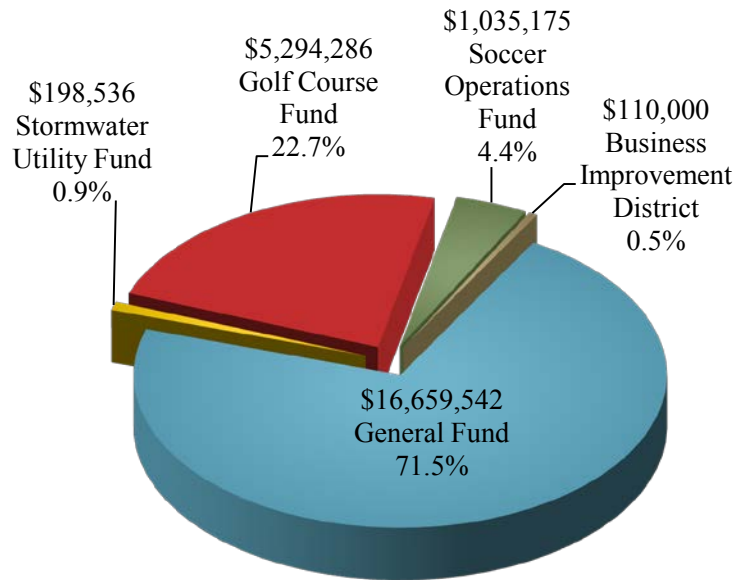
**GOAL:** To provide and promote the highest quality of life for the citizens of Overland Park by seeking the proper and most effective use of land, natural resources and human resources; by effectively administering public services that enhance health, safety and welfare; and by facilitating desirable living, working, economic and leisure opportunities for all citizens.

**COST CENTERS:**

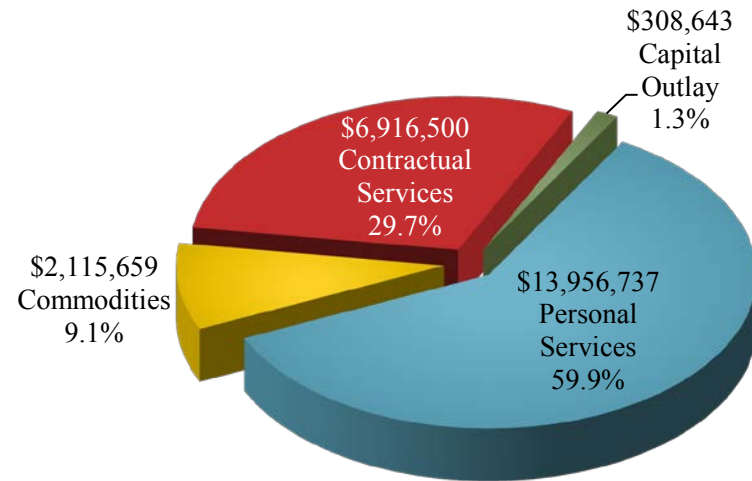
- Parks and Forestry
- Arboretum/Botanical Garden
- Leisure Services
- Community Centers
- Golf Courses & Farmstead
- Aquatics
- Soccer Complex
- Planning and Development Services
- Community Planning
- Building Safety
- Engineering Services

# 2013 CITY OPERATING AND CONTRACTUAL EXPENDITURES BY FUND AND MAJOR PURPOSE

2013 Expenditures = \$23,297,539



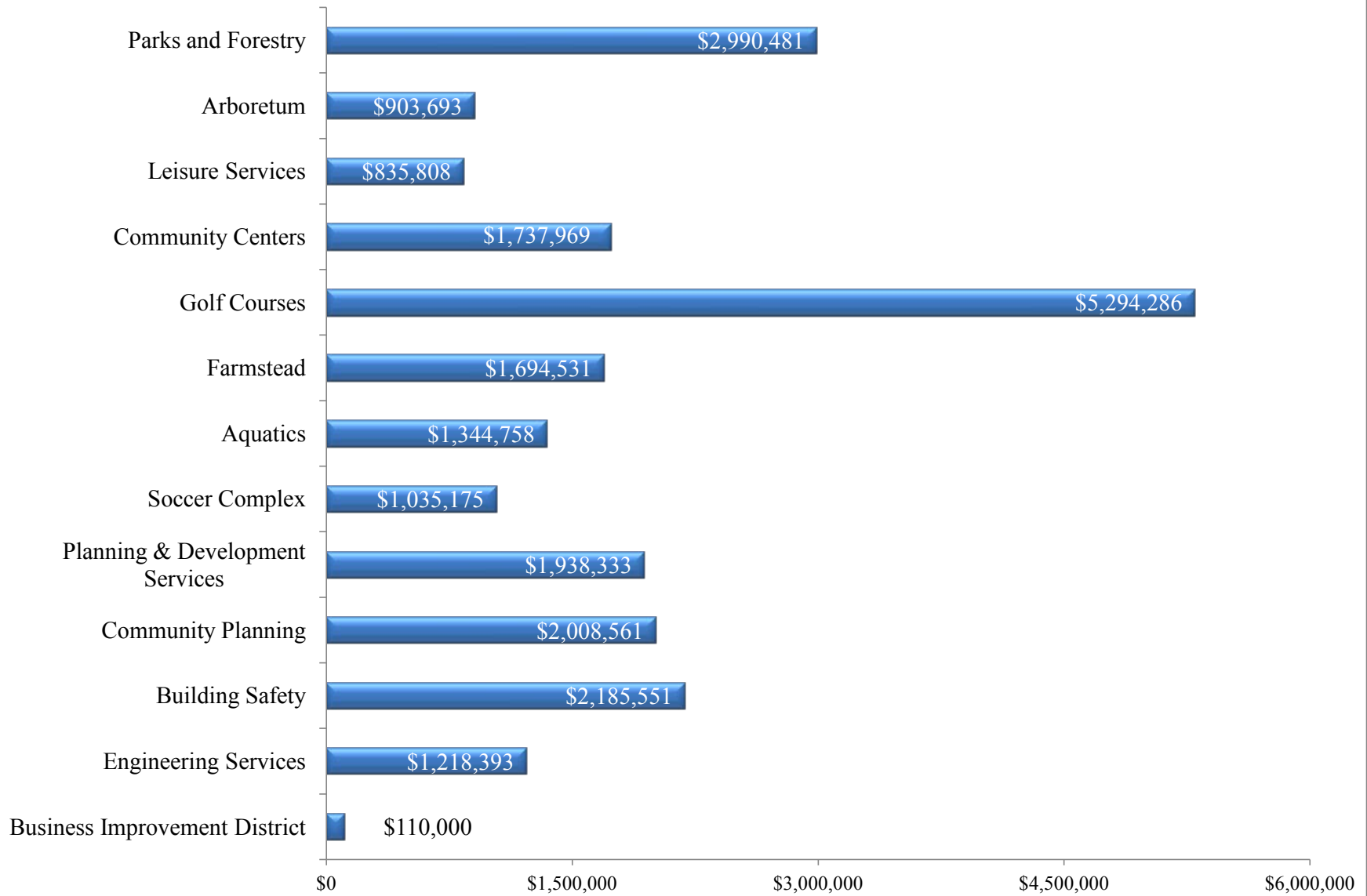
FUNDS



EXPENDITURE TYPE

*Community Development Goal Area*

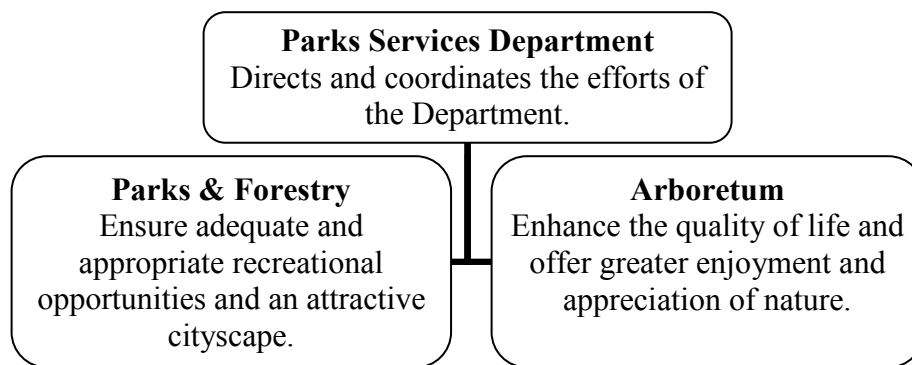
## 2013 OPERATING AND CONTRACTUAL EXPENDITURES Community Development Goal Area



**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



**2013 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 2013:

- *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.
  - ◆ Maintain six lakes with five of them having lake aeration systems.
  - ◆ Dredge Kingston Lake.
  - ◆ Construct bike/hike trail along Turkey Creek.
  - ◆ Perform seeding, grading and drainage improvements at various parks.
  - ◆ Replace playground at two park locations.
  - ◆ Replace clock assembly at downtown Clock Tower.
  - ◆ Paint Farmer's Market Pavilion.
  - ◆ Install pedestrian bridge at Cross Creek.
  - ◆ Install new roof at Indian Creek Recreation Center.
  - ◆ 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.
  - ◆ Rejuvenate landscaping at City Hall.
  - ◆ Assist in landscape improvements on Metcalf Ave. and Farmer's Market as part of TIGER grant.
  - ◆ Complete landscape improvements on 159<sup>th</sup> Street, 143<sup>rd</sup> St. and Quivira Road.
  - ◆ 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 pines throughout park system.
  - ◆ Treat infected trees for bagworms twice in late spring.
  - ◆ Slurry seal and stripe various park parking lots.
  - ◆ Create spatial layers for street trees, park amenities, landscape beds, mowed spaces etc using ARC GIS Editor.

**2011-2012 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:*
  - ◆ Completed landscape improvements on College Boulevard.
  - ◆ Installed new picnic shelter at Shannon Valley Park.
  - ◆ Added heating to restrooms at Indian Creek Recreation Center (ICRC) and Quivira Park.
  - ◆ Constructed new low water crossing and improved drainage for bike/hike trail at ICRC.
  - ◆ Increased number of pet waste stations along Indian Creek and Tomahawk Creek bike/hike trail.
  - ◆ Completed concrete plaza area for 103rd St. sculpture including seat wall, lighting and landscaping.
  - ◆ Installed new entry sign monument at Tomahawk Ridge Community Center.
  - ◆ Installed new playground, benches and trees at Rosehill Park.
  - ◆ Installed new playground, basketball court, arbor shade structure, benches, drinking fountain, fence, and sand play area at Kessler Park.
  - ◆ Constructed Community Garden site, installed water line and hydrants, and installed sign.
  - ◆ Installed new wood shade structures at Marty Pool and Bluejacket Pool.
  - ◆ Added riprap to dam at South Lake.
  - ◆ Reconstructed bike/hike trail at Amesbury Lake Park, Tomahawk Valley Park, Windham Creek Park, Beth Torah Park, Metcalf greenway, Lamar greenway, Cherokee Park and South Lake Park.
  - ◆ Installed park benches at various locations along the Indian Creek and Tomahawk Creek bike/hike trails.
  - ◆ Replaced shade structure and wood deck at Tomahawk Ridge Aquatic Center (TRAC) with stamped concrete.
  - ◆ Repainted TRAC pool.
  - ◆ Installed new plumbing and slide at Bluejacket baby pool.
  - ◆ Installed new chemical controllers at Bluejacket and TRAC.
  - ◆ Replaced concrete pad at Roe Park picnic shelter.
  - ◆ Resurfaced basketball court at Cherokee Park.
  - ◆ Repaired and resurfaced tennis courts at Brookridge Park and Antioch Acres Park.
  - ◆ Renovated sand volleyball courts at Quivira Park and Valleybrook Park.
  - ◆ Installed new roof at Quivira Park shelter and Marty Pool.
  - ◆ Installed new water line and backflow at Arboretum.
  - ◆ Tested and maintained 79 water service backflows.
  - ◆ Installed sculpture at Roe Park and lights to City Hall sculpture.
  - ◆ Installed new player benches at Young's Park ball fields.
  - ◆ Assisted Arboretum with improvement projects; Serenity Point, Train Garden, Sculpture Garden, dam wall, boardwalk decking and Celebration Terrace.
  - ◆ Painted all four pools at Matt Ross Community Center and rebuilt pumps during shut down period.
  - ◆ Assisted with Fall Festival and other Downtown Overland Park events.
  - ◆ Achieved Tree City USA designation for 33<sup>rd</sup> consecutive year and Growth Award for 21<sup>st</sup> 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 300 trees in parks, greenway linkages, and public street medians.
- ◆ Replace 101 residential street trees within public right of way.
- ◆ Planted 10,000 annual plants.
- ◆ Maintained 12,400 square feet of annual space, 56,450 square feet of ornamental beds located in medians and 70,000 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 68 miles of bike/hike trails.
- ◆ Inspected and maintained 54 playgrounds, 13 restrooms and 44 irrigation systems.
- ◆ Inspected and maintained seven aquatic facilities with 12 separate operating systems.
- ◆ Volunteers from the Legacy of Greenery Committee have completed 98% of the city in a street tree inventory. Currently 43,000 street trees have been logged and integrated into a GIS layer.
- ◆ Forest the Fox joined Facebook to promote educational projects, volunteer opportunities and to support the Legacy of Greenery Committee.
- ◆ Created a brochure titled Street Tree Planting Guidelines to assist developers in the proper planting and placement of trees to meet the street tree requirement per city code.
- ◆ Pruned 1,000 street trees and park trees.
- ◆ Contracted maintenance of 146 beds located at administrative sites.
- ◆ Chipped over 4,600 holiday trees to be used for mulch.
- ◆ In 2011, we closed 256 forestry-related Tidemark cases and responded to approximately 150 storm damage calls.

## PERFORMANCE INDICATORS

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
Percent of adjacent property owners rating maintenance of parks as good or very good:			
·City crews	93%	90%	90%
·Contract crews	96%	90%	90%
Percent of residents rating the following as good or very good:			
·Quality of turf	84%	90%	90%
·Turf height (frequency of mowing)	92%	90%	90%
·Trash pick-up (amount of ground litter)	90%	90%	90%
·Condition of amenities	89%	90%	90%
·Signage	85%	90%	90%
·Response to damage reports and vandalism	90%	90%	90%
·Security of park area, use of lighting, patrol	94%	90%	90%
·Overall quality	95%	90%	90%

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>WORKLOAD MEASURES</b>			
Number of acres of park area maintained:	1,460	1,460	1,460
Number of acres of island and easements maintained:	336	336	337
Number of flower beds maintained:	30	30	28
Number inspected and maintained:			
·Restrooms/Park Shelters	12	13	13
·Playground units and fitness courses	54	53	53
·Miles of park and stream way bike/hike trails	38	38	38
·Miles of Greenway Linkage bike/hike trails	30.5	31.0	32.0
·Irrigation systems	36	40	40
·Soccer Fields	9	9	9
·Basketball Courts	10	10	10
·Baseball/Softball Fields	12	12	12

**EXPENDITURES:**

<b>General Fund</b>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2013 Budget</u>
Personal Services	\$1,628,280	\$1,709,223	\$1,795,138
Commodities	313,494	323,000	328,500
Contractual	715,027	791,813	786,843
Capital Outlay	64,463	80,000	80,000
Transfers/Others	0	0	0
<b>TOTAL</b>	<u>\$2,721,264</u>	<u>\$2,904,036</u>	<u>\$2,990,481</u>
<b>Special Parks and Recreation Fund</b>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2013 Budget</u>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	0	0	0
Capital Outlay	0	0	0
Transfers/Others	999,805	1,250,000	1,100,000
<b>TOTAL</b>	<u>\$999,805</u>	<u>\$1,250,000</u>	<u>\$1,100,000</u>

**PERSONNEL (full-time equivalent):**

<b>Full-Time</b>	<b><u>2011 Budget</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Director, Park Services	1	1	1
Supervisor, Parks Maintenance	2	2	2
Forester	1	1	1
Parks Project Manager	0	0	1
Equipment Mechanic, Senior	1	1	1
Parks Facilities Technician II	3	1	1
Parks Facilities Technician I	0	2	2
Park Attendant, Senior	5	5	5
Park Attendant II	7	9	8
Park Attendant I	2	0	1
<b>Total Full-time Employees:</b>	<b><u>22</u></b>	<b><u>22</u></b>	<b><u>23</u></b>
<b>Part-Time</b>			
Laborer, Parks and Recreation	6.90	6.49	6.49
Administrative Clerk	0.82	0.82	0.82
<b>Total Part-time Employees:</b>	<b><u>7.72</u></b>	<b><u>7.31</u></b>	<b><u>7.31</u></b>
<b>TOTAL FTEs</b>	<b><u>29.72</u></b>	<b><u>29.31</u></b>	<b><u>30.31</u></b>

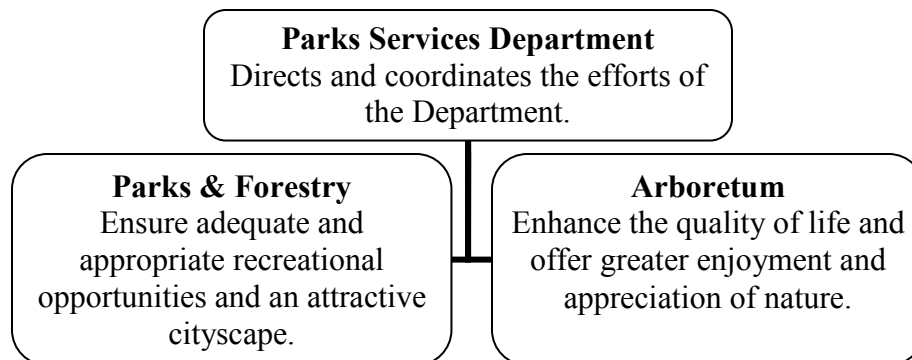
## PROGRAM DESCRIPTION

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 southern Johnson County. Eight different ecosystems have been identified on the site, including rare plant species. Hiking trails 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 conservatory 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 ◀

**2013 PROGRAM GOALS**

The City of Overland Park's work plan contains several items that will direct the efforts of the Arboretum Division in 2013.

- *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 the installation of additional signage throughout the Arboretum and Botanical Gardens.
  - ◆ Assist the Friends of the Arboretum (FOTA) with planning and operating their events through staff and volunteer support.
  - ◆ Continue to grow and effectively utilize our valuable volunteer program.
  - ◆ Continue to develop the Prairie Restoration Project.
  - ◆ Continue to add plants to all gardens and landscaped areas.
  - ◆ Design and install deer control to protect the garden plantings.
  - ◆ Continue educational programming through offering of classes and tours.
  - ◆ Expand recycling efforts and contribute to City's "green" initiative.
  - ◆ Provide staff support and assistance for the fifth annual Stems Fundraising Event.
  - ◆ Continue to host Annual Sculpture Exhibit, in cooperation with the City's Arts Coordinator.
  - ◆ Continue "Adopt a Garden" volunteer program.
  - ◆ Continue to add color to gardens through development of annual beds and containers.
  - ◆ Increase profitability of the Garden Café in the EEVC.
  - ◆ Assist FOTA in the expansion of music events in the Lakeside Amphitheater.
  - ◆ Complete construction of Phase I of the Train Garden and begin Phase II.
  - ◆ Implement admission fee system, as directed by the Overland Park City Council.
  - ◆ Complete the Master Plan for the International Sculpture Garden.

**2011-2012 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:*
  - ◆ Planted over 15,000 spring flowering bulbs during the Fall of 2011 for Spring 2012 display.
  - ◆ Hosted 30 weddings and provided 74 guided tours in 2011.
  - ◆ Planted over 30,000 annual flowers grown by volunteers in our greenhouse in 2011.
  - ◆ Continued cleanup and weed control of the 180 acre Prairie Restoration project on the south end of the Arboretum and Kemper Farm.
  - ◆ Volunteers assisted in garden, prairie and grounds maintenance in 2011. Volunteers contributed 26,019 hours.
  - ◆ The Children's Discovery Garden, Legacy Garden, Erickson Water Garden, Cohen Iris Garden, Lakeside Amphitheater, Herb Garden and the Monet Garden were maintained by these volunteers, with staff support.
  - ◆ Supported the K-State Master Gardeners in their work in the Monet Garden.
  - ◆ Maintained four miles of trails. Wood chips from Parks department tree crew and asphalt millings were used to mulch the trails. As a result, these items were kept out of the landfill.

- ◆ Arboretum attendance for 2011 totaled 138,805 visitors.
- ◆ Assisted FOTA with Spring Plant Sale, Photo Contest, Senior Art Exhibit, Arts for Kids and expanded Luminary Walk in 2011.
- ◆ Assisted FOTA with a Summer Music Series, which drew many more visitors than expected in some very hot weather.
- ◆ Added plantings in all garden areas.
- ◆ Began transition to water-saving irrigation equipment.
- ◆ Boardwalk redecked and Margaret's Pond retaining wall constructed.
- ◆ Hosted the annual Sunset Paint event, which kicked off the two-week Plein Air event. Selected work from this event was featured at the "Stems: A Garden Soiree" fundraiser.
- ◆ Hosted Arts and Recreation Foundation of Overland Park's annual "Stems: A Garden Soiree" fundraising event in June 2011.
- ◆ Hosted Annual Sculpture Exhibit in 2011 with local galleries and selected student work, in cooperation with the City's Arts Coordinator.
- ◆ Completed Margie's Serenity Pointe feature area.
- ◆ Completed Celebration Terrace in the Learning Arboretum.
- ◆ Dedicated Phase I of the International Sculpture Garden.
- ◆ Began design and construction of Phase I of the Train Garden.
- ◆ Completed construction and connection of facilities to the sanitary sewer system.
- ◆ Supported the City's snow removal program wherever needed.

## PERFORMANCE INDICATORS

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
Percent of visitors indicating they are satisfied with the following:			
· Appearance of entrance, walkways, and buildings	91%	95%	95%
· Cleanliness of facilities and restrooms	91%	95%	95%
· Staff friendliness and assistance	91%	95%	95%
· Grounds and gardens	91%	95%	95%
· Trail System	87%	95%	95%
· Identification and directional signage	71%	95%	95%
· Overall arboretum and botanical gardens	95%	95%	95%
<b>WORKLOAD MEASURES</b>			
Miles of nature trails maintained and monitored:	6	6	6
Estimated number of visitors:	138,805	110,000	110,000
Number of volunteer hours worked:	26,019	25,000	25,000



**EXPENDITURES:**

<b>General Fund</b>	<b><u>2011 Actual</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Personal Services	\$475,252	\$497,909	\$553,620
Commodities	115,988	110,900	113,000
Contractual	104,998	122,750	133,018
Capital Outlay	455	0	104,055
Transfers/Others	0	0	0
<b>TOTAL</b>	<b><u>\$696,693</u></b>	<b><u>\$731,559</u></b>	<b><u>\$903,693</u></b>

**PERSONNEL (full-time equivalent):**

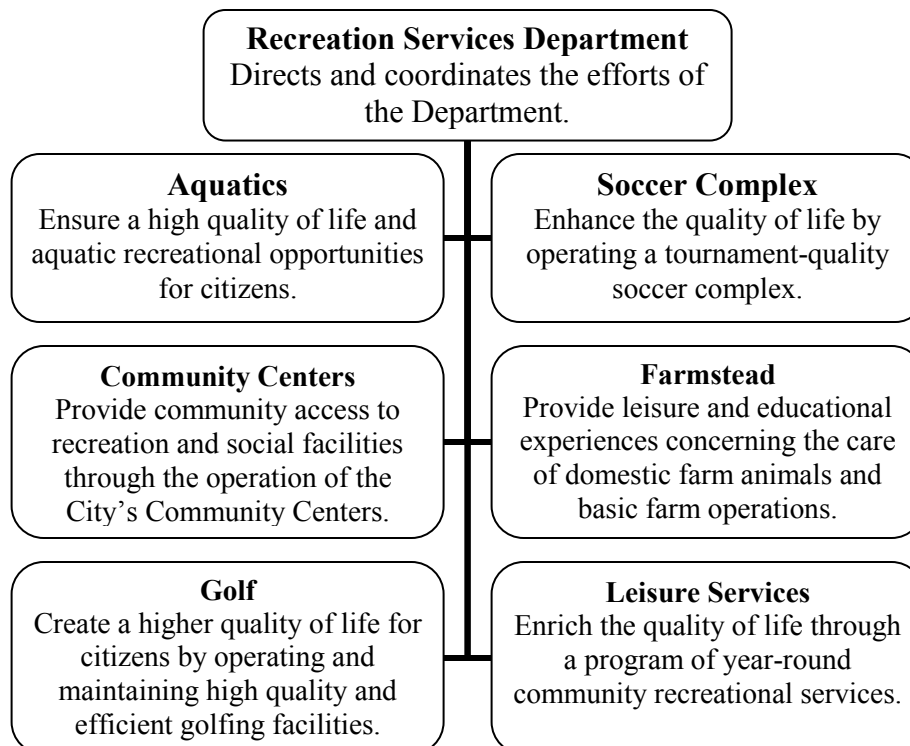
<b>Full-Time</b>	<b><u>2011 Budget</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Supv, Arboretum/Botanical Gardens	1	1	1
Horticulturist	1	1	1
Park Attendant II	2	2	2
<b>Total Full-time Employees:</b>	<b><u>4</u></b>	<b><u>4</u></b>	<b><u>4</u></b>
<b>Part-Time</b>			
Laborer, Arboretum	5.40	5.53	5.44
Gardner I	1.54	1.84	1.92
Volunteer Coordinator	0.99	0.99	0.99
Asst. Supervisor, Concessions	0.74	0.72	0.72
Point of Sale Attendant	0.00	0.00	2.25
<b>Total Part-time Employees:</b>	<b><u>8.67</u></b>	<b><u>9.08</u></b>	<b><u>11.32</u></b>
<b>TOTAL FTEs</b>	<b><u>12.67</u></b>	<b><u>13.08</u></b>	<b><u>15.32</u></b>

**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

**2013 PROGRAM GOALS**

The City of Overland Park's work plan contains several items that will direct the efforts of the Leisure Services Division in 2013.

- *Providing cultural, educational, physical, social and personal enrichment activities and events for citizens through leagues, classes, and special events.*
  - ◆ Monitor the successful operation of the Matt Ross (MRCC) and Tomahawk Ridge (TRCC) community centers.
  - ◆ Complete a successful upgrade to the vein reader system for memberships in the CLASS recreation software program.
  - ◆ 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 eConnect online system .
  - ◆ Finish the final installment of CLASS modules to ensure PCI compliance of our POS methods
  - ◆ Host a Regional or National Ultimate Tournament.
  - ◆ Increase the number of bookings and registrations completed through the online system by 20%.
- *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.
    - Incorporate corporate participation.
    - Provide avenues for volunteer participation.
    - Provide youth programming.
  - ◆ Operate year round art shows in space provided at the Tomahawk Ridge Community Center, with specific efforts to increase:
    - Entry fee revenues.
    - Number of artists vying for exhibition space.
    - Art sales.
    - Publicity exposure.
    - Patrons visiting the gallery space.

**2011-2012 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.*
  - ◆ Expanded the Free State Classic Ultimate Disk Tournament from 20 to 36 college teams in 2012.
  - ◆ Created an alert text system in 2011 to communicate with league participants regarding cancelled or postponed games.
  - ◆ Expanded recreation sports activities by hosting an indoor triathlon at MRCC and an indoor biathlon at TRCC.
  - ◆ Hosted the 2011 Hershey Kansas State Track and Field Meet.

- ◆ Leisure Services office staff completed 30,221 booking for City facilities such as park shelters, farmstead tours, arboretum weddings and community center rooms.
- ◆ Leisure Services office staff took 5,582 registrations for City programs and events.
- *Initiating and promoting development of the Arts in the City:*
  - ◆ Continued successful operation of the Arboretum Sculpture Exhibition (ASE).
    - Continuation of the cooperative relationship the Kansas City Art Institute, this institution is considering making this activity part of their curriculum.
  - ◆ Conducts 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 \$2.50.
    - Six Art Exhibitions including with success tracking that includes patron attendance figures.
    - Sculpture Exhibition.
    - Successful operation of the OP Fall Festival with more than 200 vendors for 2012, including;
      - The vintage car show.
      - Corporate sponsors to assist with event costs and expansionary efforts.
      - Addition of a national quality headline performance band.
    - 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.
      - 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.

## PERFORMANCE INDICATORS

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
Percent of program participants rating the following as good or very good:			
·Overall Program Rating	97%	95%	97%
·Instructor knowledge	97%	95%	97%
·Rate Affordability	96%	95%	96%
·Location	97%	95%	97%

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFICIENCY / WORKLOAD MEASURES</b>			
Rate of program cost recovery:			
· Fitness programs	119%	130%	130%
· Adult Softball Leagues	130%	130%	130%
· Adult Basketball Leagues	130%	120%	120%
· Adult Volleyball Leagues	130%	120%	120%
· Community Center classes	110%	110%	110%
Number of adult athletic league participants:	6,398	6,000	6,400
Number of event rentals of city facilities:	29,858	29,350	30,200
Average event cost per attendee:			
· Music in the Park	\$4.61	\$3.50	\$2.50
· OP Civic Band	\$1.82	\$2.00	\$1.15
· OP Orchestra series	\$4.47	\$3.00	\$1.50
Number of performing arts attendees:			
· Music in the Park	3,741	3,500	3,500
· Overland Park Band	2,193	5,000	5,000
· Overland Park orchestra	895	4,000	4,000

**EXPENDITURES:**

<b>General Fund</b>	<u><b>2011 Actual*</b></u>	<u><b>2012 Budget8</b></u>	<u><b>2013 Budget</b></u>
Personal Services	\$541,491	\$547,369	\$556,018
Commodities	22,093	31,985	31,635
Contractual	215,165	247,835	248,155
Capital Outlay	0	0	0
Transfers/Others	0	0	0
<b>TOTAL</b>	<u><u>\$778,749</u></u>	<u><u>\$827,189</u></u>	<u><u>\$835,808</u></u>

\*2011 and 2012 amounts include the Arts cost center (CC525), which has been combined into Leisure Service beginning with the 2013 Budget.

**PERSONNEL (full-time equivalent):**

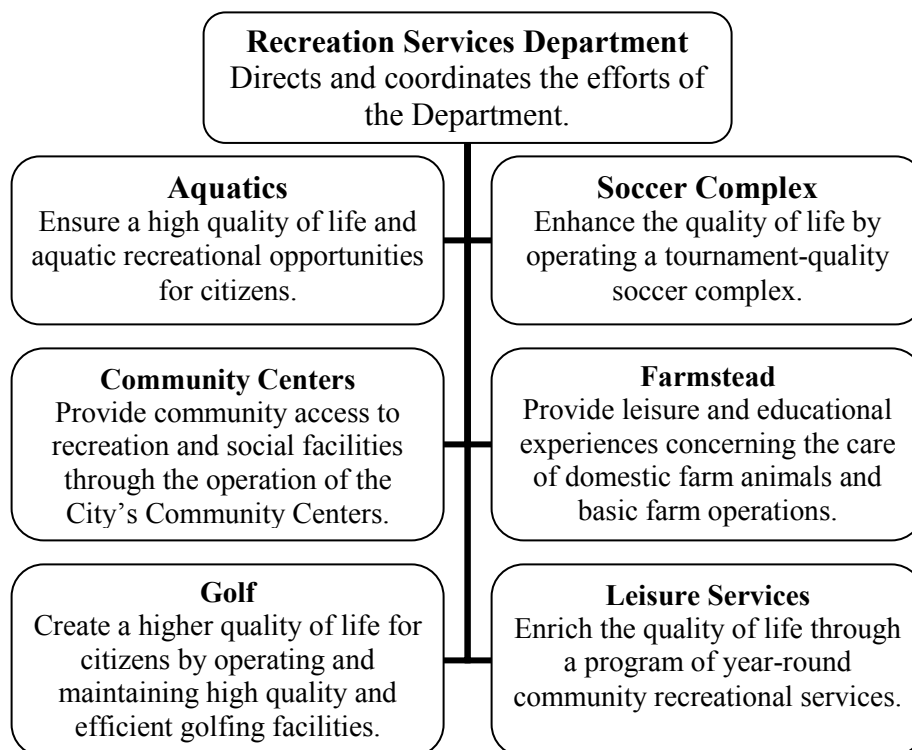
<b>Full-Time</b>	<b><u>2011 Budget</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Director, Recreation Services	1	1	1
Supervisor, Recreation	1	1	2
Arts Coordinator	1 *	1 *	0
Customer Service Rep., Senior	1	1	1
Customer Service Rep.	1	1	1
Administrative Assistant	1	1	1
<b>Total Full-time Employees:</b>	<b><u>6</u></b>	<b><u>6</u></b>	<b><u>6</u></b>
<b>Part-Time</b>			
Farmer's Market Manager	0.00	0.48	0.48
League Coordinator	0.00	0.43	0.43
Recreation Leader I	0.07	0.00	0.00
Recreation Leader II	0.31	0.24	0.17
Special Activities Instructor	0.19	0.00	0.00
<b>Total Part-time Employees:</b>	<b><u>0.57</u></b>	<b><u>1.15</u></b>	<b><u>1.08</u></b>
<b>TOTAL FTEs</b>	<b><u>6.57</u></b>	<b><u>7.15</u></b>	<b><u>7.08</u></b>

\*Arts Coordinator position was previously budgeted in the Arts cost center. Beginning with the 2013 budget, Arts was combined into the Leisure services cost center, and the Arts Coordinator position was converted to a Recreation Supervisor position.

**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 two City's 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

**2013 PROGRAM GOALS**

The City of Overland Park's work plan contains several items that will direct the efforts of the Leisure Services Division in 2013.

- *Providing cultural, educational, physical, social and personal enrichment through the operation of facilities for physical activity, recreation and rental by citizens.*
  - ◆ Increase revenue by 1% over 2012.
  - ◆ Decrease existing staff cost at both community center by 2%, while continuing to offer excellent customer service.
  - ◆ Achieve a 5% increase in the rental occupancy rate at both community centers.
  - ◆ Increase Personal Training revenue by 10% at both community centers.
  - ◆ Increase Group Exercise revenue by 10% at both community centers.

**2011-2012 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.*
  - ◆ Exceeded revenue projections for both community centers by 4%.
  - ◆ Increased daily pass revenue at both community centers by 4%.
  - ◆ Exceeded rental projections at both community centers by 5%.
  - ◆ Increased participation in special events, such as the Indoor Triathlon/Biathlon and the Trick or Treat Trail.
  - ◆ Created a new two day event, Free State Classic, that brought in college teams from 11 states to compete in Overland Park.

**PERFORMANCE INDICATORS**

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
Percent of Community Center rental patrons rating the following as good or very good:			
· Appearance of the room	100%	100%	100%
· Set-up of tables , chairs, equipment	99%	99%	99%
· Overall facility rating	99%	99%	99%
<b>EFFICIENCY / WORKLOAD MEASURES</b>			
Number of visitations at Community Centers:			
· Matt Ross Community Center	348,412	348,000	348,000
· Tomahawk Ridge Community Center	286,418	286,000	286,000
Number of event rentals at community centers:			
· Matt Ross Community Center	15,903	15,000	16,000
· Tomahawk Ridge Community Center	4,720	4,700	4,800



**EXPENDITURES:**

<b>General Fund</b>	<b><u>2011 Actual</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Personal Services	\$1,306,958	\$1,404,351	\$1,397,331
Commodities	152,052	134,750	134,750
Contractual	105,159	96,700	114,700
Capital Outlay	0	0	91,188
Transfers/Others	0	0	0
<b>TOTAL</b>	<b><u>\$1,564,169</u></b>	<b><u>\$1,635,801</u></b>	<b><u>\$1,737,969</u></b>

**PERSONNEL (full-time equivalent):**

<b>Full-Time</b>	<b><u>2011 Budget</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Community Center Manager	1	1	1
Community Center Supervisor	1	1	1
Recreation Supervisor	0	1	1
Marketing Coordinator	1	0	0
<b>Total Full-time Employees:</b>	<b><u>3</u></b>	<b><u>3</u></b>	<b><u>3</u></b>
<b>Part-Time</b>			
Asst. Community Center Supervisor	6.01	6.01	6.39
Asst. Fitness Supervisor	1.05	1.06	1.32
Community Center Attendant	18.75	18.75	18.75
Group Exercise Instructors	2.88	2.88	2.98
Personal Trainer	0.48	0.48	0.24
Lifeguard	11.59	11.59	11.00
Swim Lesson Manager	0.72	0.72	0.72
Pool Manager	1.92	2.40	2.88
Senior Pool Manager	0.72	0.72	0.38
<b>Total Part-time Employees:</b>	<b><u>44.12</u></b>	<b><u>44.61</u></b>	<b><u>44.66</u></b>
<b>TOTAL FTEs</b>	<b><u>47.12</u></b>	<b><u>47.61</u></b>	<b><u>47.66</u></b>

**PROGRAM DESCRIPTION**

The Golf Course Division is responsible for the administration and programming for 54 holes of high-quality and efficient golfing facilities at St. Andrews and Overland Park Golf Courses, the Deanna Rose Children's Farmstead, the turf and landscape maintenance of the Overland Park Soccer Complex and various city parks and bike/hike trails to ensure high quality recreational experiences at these facilities for the residents of Overland Park, thereby offering a higher quality of life for the citizens.

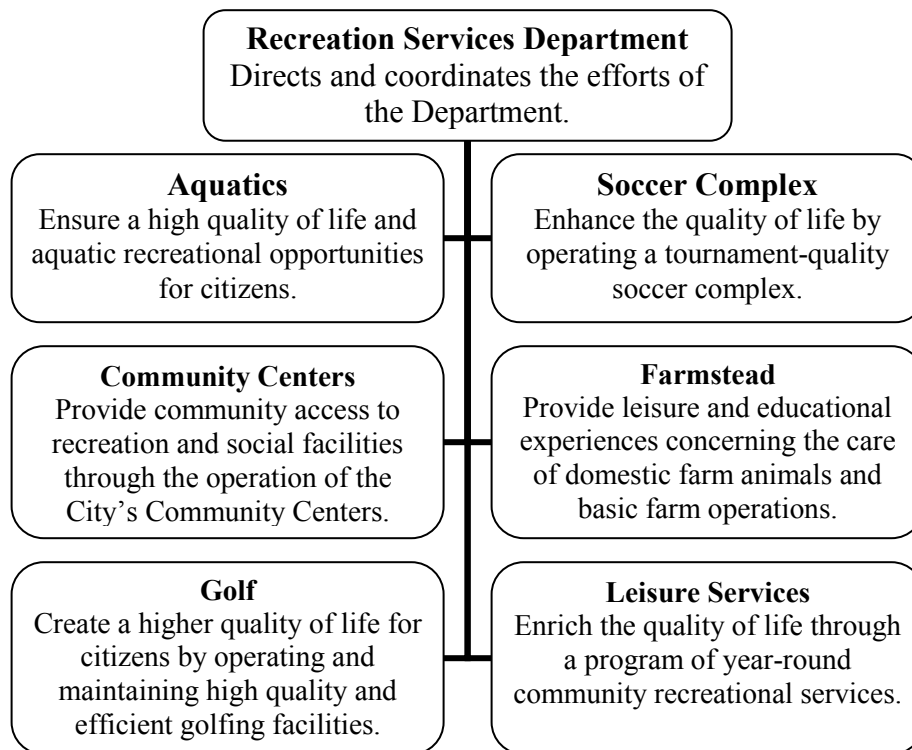
At the same time, the golf courses generate revenue to pay all budgeted operating costs, capital improvements, golf course debt retirement and administrative overhead each year while remaining fee competitive with other public golf courses within the Kansas City Metropolitan Area.

**MISSION STATEMENT**

*To create a higher quality of life for citizens of Overland Park by:*

- ❖ *Operating and maintaining 54 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 Course ➔  
Farmstead  
Aquatics  
Soccer Complex

**2013 PROGRAM GOALS**

The City of Overland Park's work plan contains several items that will direct the efforts of the Golf Course Division in 2013.

- *Operate and maintain 54 holes of high quality and efficient golfing facilities in an environmentally sensitive manner:*
  - ◆ Achieve a Fees and Changes Program that will cover all operating costs for the Golf Division.
  - ◆ Administer the contract for the clubhouse operations with MGMCO that will ensure compliance with contract specifications.
  - ◆ Meet monthly with MGMCO to review financial information, allowing sufficient time to make any necessary adjustments that may be required.
  - ◆ Achieve a Farmstead Program that provides administrative oversight, planning, and guidance to the Deanna Rose Children's Farmstead Operations that ensures they meet their program goals.
  - ◆ Achieve a Soccer Park Maintenance Program for the turf and landscape areas at the Overland Park Soccer Complex to ensure that a level of high quality maintenance is provided.
  - ◆ Achieve a Park Maintenance Program for all of the turf, landscape areas, city trails, and city parks located south of I-435, west of Antioch, North of 143<sup>rd</sup> Street.
  - ◆ Achieve a program that provides support and direction to the "Friends of the Farmstead", resulting in a minimum of \$275,000 annually to be reinvested into the Farmstead Operations, paying for staff and key improvements.
  - ◆ Achieve a recognition with Overland Park and the greater metropolitan areas as a leaders in providing world class golf operations, The Deanna Rose Children's Farmstead, maintenance of a quarter of the city's park system as well as the Overland Park Soccer Complex.
  - ◆ Achieve a overall Golf Operation Program that will provide maximum utilization of the city's Golf Courses, make the game of golf a fun and recreational opportunity in an environmental setting that adds to the quality of life for our citizens.
  - ◆ Work with golf course architect to plan an implementation program for the Overland Park Master Plan as funds become available.
  - ◆ Develop and implement environmental programs that will recognize the city golf courses as environmental leaders in the community.

**2011-2012 PROGRAM ACCOMPLISHMENTS**

Recent accomplishments of the Golf Course Division include:

- *Operate and maintain 54 holes of high quality and efficient golfing facilities in an environmentally sensitive manner:*
  - ◆ 115,689 rounds of golf were played in 2011.
  - ◆ 4,251 patron members in 2011.
  - ◆ 90% of the rounds of golf played at the golf courses were completed in less than 4 hours and 48 minutes in 2011.
  - ◆ Worked on environmental initiatives to reduce operating cost and energy consumption.
  - ◆ Sykes/Lady Overland Park Golf Course became an Audubon International Certified Golf Course in recognition of its environmental programs.

- ◆ Completed a master plan for the Sykes/Lady Golf Complex that was adopted and approved by the Overland Park City Council.
- ◆ Achieved a new clubhouse operation using a Qualified Management Agreement.

**PERFORMANCE INDICATORS**

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
Percent of 18 hole rounds completed in 4 hours and 48 minutes or less:			
• April 1 - October 31 (In Season)	91%	90%	90%
• October 31 - April 1 (Off Season)	NA	90%	90%
Percent of golfers rating the course following as good or very good:			
• Tee Time Reservations	NA	40%	50%
• City Web Site	NA	8%	50%
• Golf Division Web Site	NA	20%	50%
<b>EFFICIENCY / WORKLOAD MEASURES</b>			
Rate of total costs recovered:	100%	100%	100%
Cost to golfer per round of golf:	\$25.27	\$38.01	\$40.00
Cost to City per round of golf:	\$0.00	\$0.00	\$0.00
Number of golf patrons served:	4,260	5,000	5,000
Number of rounds played:	115,689	140,000	150,000
Total golf revenue:	\$ 2,923,587	\$5,321,633	\$ 6,000,000

**EXPENDITURES:**

<b>Golf Course Fund</b>	<u><b>2011 Actual</b></u>	<u><b>2012 Budget</b></u>	<u><b>2013 Budget</b></u>
Personal Services	\$1,061,559	\$1,221,372	\$297,437
Commodities	394,942	396,325	2,269
Contractual	845,409	855,999	16,660
Capital Outlay	12,086	0	0
Transfers/Others	0	0	0
<b>TOTAL</b>	<u><u>\$2,313,996</u></u>	<u><u>\$2,473,696</u></u>	<u><u>\$316,366</u></u>

The Golf Course Cost Center (530) has been divided into three cost centers (530, 532, 533), beginning with mid-year 2011 actuals and 2013 Budget.

**PERSONNEL (full-time equivalent):**

<b>Full-Time</b>	<b><u>2011 Budget</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget*</u></b>
Manager, Golf Course Operation	1	1	1
Superintendent, Golf Course	2	2	0
Asst. Supt., Golf Course	3	3	0
Golf Course Attendant, Senior	2	2	0
Golf Course Attendant II	4	4	0
Administrative Assistant	1	1	1
<b>Total Full-time Employees:</b>	<b><u>13</u></b>	<b><u>13</u></b>	<b><u>2</u></b>
<b>Part-Time</b>			
Administrative Clerk	0.38	0.00	0.00
Clerk Typist	0.77	0.77	0.77
Laborer, Golf Course	7.79	7.79	0.00
<b>Total Part-time Employees:</b>	<b><u>8.94</u></b>	<b><u>8.56</u></b>	<b><u>0.77</u></b>
<b>TOTAL FTEs</b>	<b><u>21.94</u></b>	<b><u>21.56</u></b>	<b><u>2.77</u></b>

Beginning with the 2013 Budget, the Golf Course cost center was divided into three cost centers: Golf Course Administration (530), St. Andrew's Golf Course (532) and Skyes/Lady Golf Course (533). Positions were transferred among the cost centers.

**PROGRAM DESCRIPTION**

The Farmstead Division is responsible for operating and maintaining the 12-acre reproduction of a 1900's Kansas farm, 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.

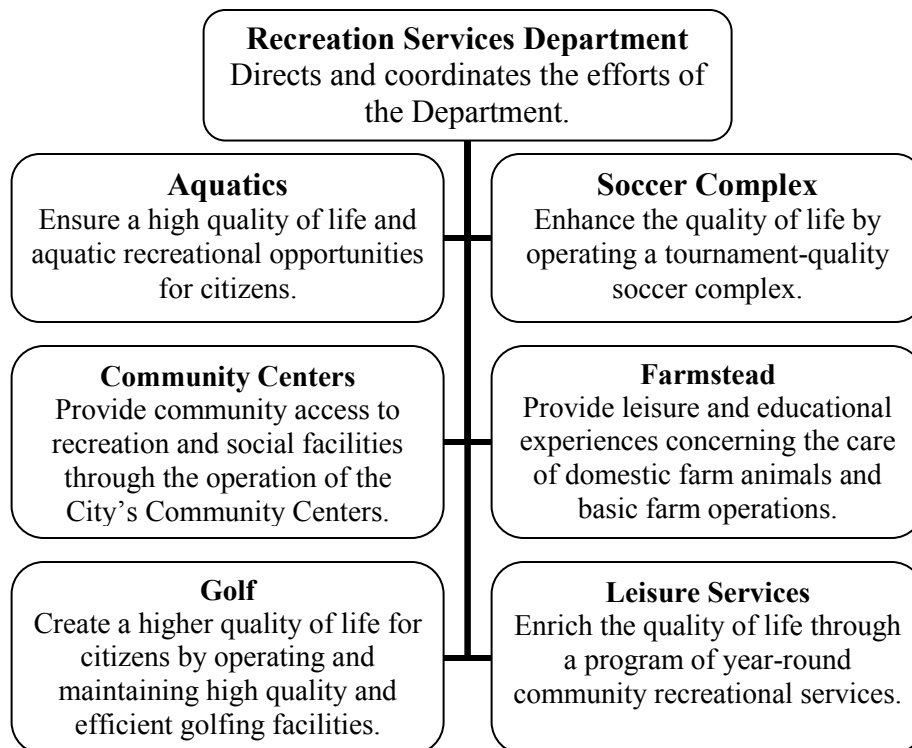
The Deanna Rose Children's Farmstead is a 12-acre park. It has farm animals, birds-of-prey, vegetable and flower gardens, nature trails, a one-room country schoolhouse, a dairy barn, a circa 1900 bank, a general store and ice cream parlor, an old-time fishing pond, horse-drawn wagon rides, pony rides, a pedal tractor track, bottle fed goats, a Native American Indian encampment, 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

**2013 PROGRAM GOALS**

The City of Overland Park's work plan contains several items that will direct the efforts of the Farmstead Division in 2013.

- *Operate and maintain a reproduction of a 1900s Kansas farm with approximately 12 acres:*
  - ◆ Achieve a program of maintenance and operation, which will accommodate 400,000 visitors during the season.
  - ◆ Achieve an educational program that will expose the public to at least ten different kinds of domestic farm animals, along with reproductions of available Kansas wildlife.
  - ◆ Achieve a program that will accommodate 7,200 children from preschool through third-grade and provide them with a professional guided tour of the Farmstead.
  - ◆ Achieve a Capital Improvements Program in 2013 for the following improvements:
    - Reforestation and landscaping, which will include annual flowerbeds, additional trees, and shrubs in various selected areas and selected planters and planter beds.
    - Reseeding or resodding of all pens and turf areas.
    - 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.
  - ◆ Achieve a concession operations program that will provide prompt, courteous and efficient service, high quality, reasonably priced food and revenue that will result in a net profit of \$70,000.
  - ◆ Achieve an environmental program that exceeds local, state and federal regulations.
  - ◆ Achieve an operation program that will result in the Farmstead covering 100% of its operating cost.

**2011-2012 PROGRAM ACCOMPLISHMENTS**

Recent accomplishments of the Farmstead Division include:

- ◆ Visitors totaled 393,421 in 2011.
- ◆ 6,618 tour visitors in 2011.
- ◆ 2011 itemized revenue includes: Feed Machines - \$56,626, Donation Boxes - \$10,110, Wagon Rides - \$140,647, Fishing Pond - \$56,814, Birthday Parties - \$28,670, Mining Exhibit - \$84,379, Goat Bottle Feeding - \$76,498.
- ◆ Special Events include: Pet Pals, Farm Fest, Dairy Days, Chicken Run, Safety Day, Fishing Tournament, Apple Fest, Pumpkin Hollow, Farmstead Stampede, and Night of the Living Farm with 7,869, visitors in four nights.
- ◆ Alex and Emily's Ice Cream Parlor, Vic's General Store and Gayle's Education Pavilion opened in April 2011. Funding to construct each of these facilities was raise through private donations.
- ◆ Educational programs were conducted three times per day in Gayle's Education outpost.
- ◆ A point of sale system was installed and utilized park-wide.
- ◆ Pig pen was renovated to include a grass run off buffer strip.
- ◆ The outside of the Indian Encampment was renovated with soil, new sod and fences.
- ◆ The dairy barn and school house exteriors were repainted.

- ◆ Asphalt trails in older side of park were patched and seal coated. The Kansas Farm Trail brick walk was extended past the dairy barn entrance with concrete curb edging. The trail in front of the General store, ice cream parlor and bank was resurfaced with asphalt.
- ◆ New roofs were installed on the red barn, birds of prey; white garden building, master gardeners' tool shed and wagon ride shelter. Portions of the east entry building received new shake siding.
- ◆ New concrete curb edging will be installed on rest of Kansas Farm Brick Trail fall 2012.

**PERFORMANCE INDICATORS**

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
Percent of visitor rating the following as good or very good:			
· Staff friendliness and assistance	95%	95%	95%
· Facility (landscaping, maintenance & cleanliness)	95%	95%	95%
· Overall rating of Farmstead experience	95%	95%	95%
Rate of Operating Cost Recovery	80%	91%	100%
<b>WORKLOAD MEASURES</b>			
Total number of Farmstead visitors:	393,421	425,000	425,000
Number of guided tours provided:	6,618	7,000	7,000

**EXPENDITURES:**

<b>General Fund</b>	<u><b>2011 Actual</b></u>	<u><b>2012 Budget</b></u>	<u><b>2013 Budget</b></u>
Personal Services	\$880,724	\$944,269	\$948,706
Commodities	336,308	417,115	395,625
Contractual	288,889	328,020	350,200
Capital Outlay	12,316	0	0
Transfers/Others	0	0	0
<b>TOTAL</b>	<u><u>\$1,518,237</u></u>	<u><u>\$1,689,404</u></u>	<u><u>\$1,694,531</u></u>



**PERSONNEL (full-time equivalent):**

<b>Full-Time</b>	<b><u>2011 Budget</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Superintendent, Farmstead	1	1	1
Supv., Maintenance & Const	1	1	1
Supv., Concession Operations	1	1	1
Supv., Animal Care	0	0	1
Animal Care Specialist	1	1	0
Asst Supv., Concession Operations	0	1	1
<b>Total Full-time Employees:</b>	<b><u>4</u></b>	<b><u>5</u></b>	<b><u>5</u></b>
<b>Part-Time</b>			
Contract Public Program Supervisor	1.00	1.00	1.00
Contract Dairy Barn Coordinator	1.00	0.00	0.00
Contract Educational Programs Supv.	0.00	1.00	1.00
Guest Services Coordinator	0.00	0.83	0.83
Volunteer Coordinator	0.63	0.63	0.67
Volunteer Coordinator Assistant	0.00	0.36	0.31
General Store Coordinator	0.00	0.88	0.84
General Store Assistant	0.00	0.48	0.58
Point-of-Sale Attendant	7.04	7.76	7.60
Guest Services Attendant	0.00	0.48	0.48
Animal Care Assistant	0.00	0.88	0.87
Animal Care Attendant	0.00	2.90	2.36
Gardner	0.58	0.58	0.58
Laborer, Farmstead	5.30	1.98	1.92
Education Program Attendant	0.00	4.04	4.81
School Marm	0.82	0.00	0.00
Tour Guide	1.63	0.00	0.00
<b>Total Part-time Employees:</b>	<b><u>18.00</u></b>	<b><u>23.80</u></b>	<b><u>23.85</u></b>
<b>TOTAL FTEs</b>	<b><u>22.00</u></b>	<b><u>28.80</u></b>	<b><u>28.85</u></b>

**PROGRAM DESCRIPTION**

The St. Andrews Golf Course maintenance staff is responsible for operating and maintaining 18 golf holes of high-quality and an efficient golfing facility, to ensure golfing opportunities for the residents of Overland Park, thereby offering a higher quality of life for the citizens.

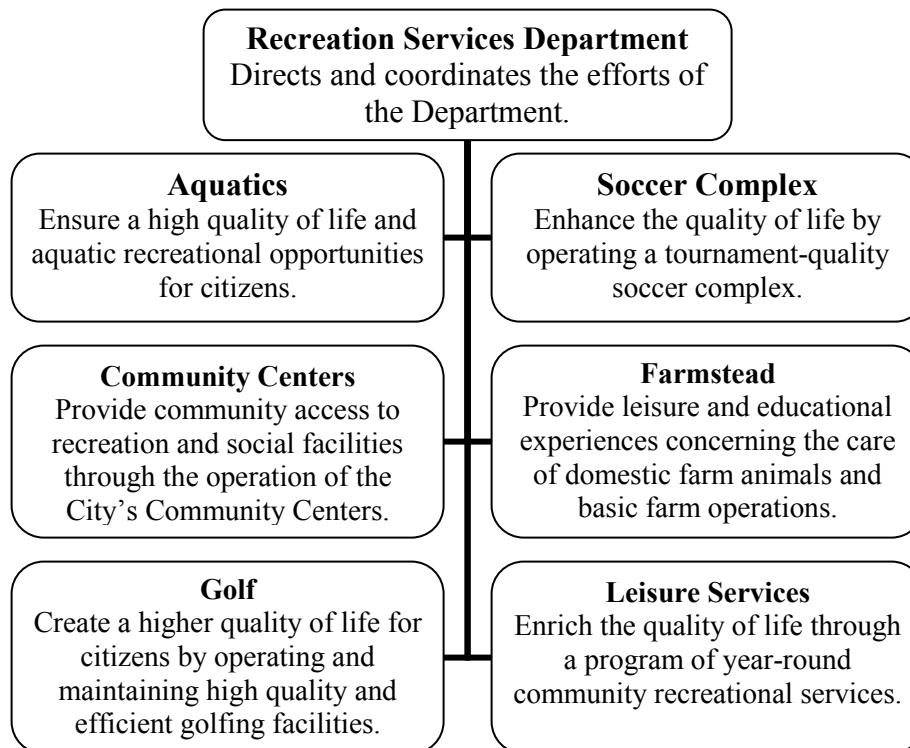
The St. Andrews Golf Course is self-supporting, generating revenue to pay all budgeted operating costs, capital improvements, golf course debt retirement and administrative overhead each year, while remaining fee-competitive with other public golf courses within the Kansas City Metropolitan Area.

**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.*

**RECREATION SERVICES DEPARTMENT -  
ORGANIZATIONAL CHART**

**AGENCY LOCATOR**

**Community Development**  
 Recreation Services  
 Leisure Services  
 Community Centers  
 Golf Courses ➡  
 Farmstead  
 Aquatics  
 Soccer Complex

**2013 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 2013.

- *Operate and maintain 18 holes of high quality and efficient golfing facilities in an environmentally sensitive manner:*
  - ◆ Maintain a Fees and Changes 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 Changes 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 2013.
  - ◆ 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 \$225,000 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.
  - ◆ 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.

**2011-2012 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:*
  - ◆ 49,799 rounds of golf were played in 2011.
  - ◆ 1,716 patron members in 2011.
  - ◆ 90% of the rounds of golf played at the golf courses were completed in less than 4 hours and 48 minutes in 2011.
  - ◆ Completed miscellaneous sodding and landscaping projects on the course.
  - ◆ Performed bunker renovation.
  - ◆ Worked on environmental initiatives to reduce operating cost and energy consumption.
  - ◆ St. Andrews was recertified as an Audubon International Certified Golf Course in recognition of its environmental programs.
  - ◆ Installed new roofs on the clubhouse, turf care center and pump station.

**PERFORMANCE INDICATORS**

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
Percent of golfers rating the Saint Andrew's course following as good or very good:			
• Course Conditions	NA	50%	50%
• Customer Service	NA	45%	50%
• Pace of Play	NA	-10%	5%
• Food & Beverage	NA	20%	50%
• Saint Andrews Golf Course Overall	NA	43%	50%

**EXPENDITURES:**

<b>Golf Course Fund</b>	<u><b>2011 Actual</b></u>	<u><b>2012 Budget</b></u>	<u><b>2013 Budget</b></u>
Personal Services	\$79,277	\$0	\$336,884
Commodities	80,159	0	209,546
Contractual	28,078	0	1,836,346
Capital Outlay	0	0	0
Transfers/Others	0	0	0
<b>TOTAL</b>	<u><u>\$187,514</u></u>	<u><u>\$0</u></u>	<u><u>\$2,382,776</u></u>

The Golf Course Cost Center (530) has been divided into three cost centers (530, 532, 533), beginning with mid-year 2011 actuals and 2013 Budget.

**PERSONNEL (full-time equivalent):**

<b>Full-Time</b>	<b><u>2011 Budget</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget*</u></b>
Superintendent, Golf Course	0	0	1
Asst. Supt., Golf Course	0	0	1
Golf Course Attendant, Senior	0	0	1
<b>Total Full-time Employees:</b>	<b>0</b>	<b>0</b>	<b>3</b>
<b>Part-Time</b>			
Laborer, Golf Course	0.00	0.00	3.08
<b>Total Part-time Employees:</b>	<b>0.00</b>	<b>0.00</b>	<b>3.08</b>
<b>TOTAL FTEs</b>	<b>0.00</b>	<b>0.00</b>	<b>6.08</b>

Beginning with the 2013 Budget, the Golf Course cost center was divided into three cost centers: Golf Course Administration, St. Andrew's Golf Course and Skyes/Lady Golf Course. Positions were transferred among the cost centers.

**PROGRAM DESCRIPTION**

The Sykes/Lady Overland Park maintenance staff 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, golf course debt retirement and administrative overhead each year while remaining fee-competitive with other public golf courses within the Kansas City Metropolitan Area.

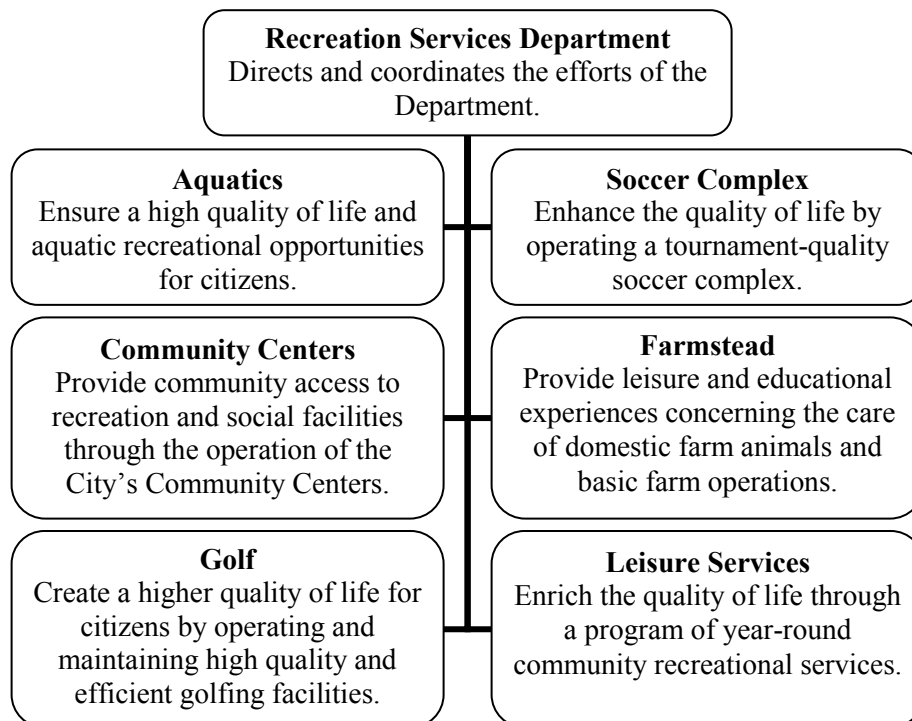
The golf course consists of the original 18-hole layout established in 1970. A nine hole Par-3 course, which encompasses the 1st Tee Program of Greater Kansas City, was constructed in 1971 and a remote nine-hole addition was added in 1992, known as Westlinks Golf Course.

**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

**2013 PROGRAM GOALS**

The City of Overland Park's work plan contains several items that will direct the efforts of the Golf Course Division in 2013.

- *Operate and maintain 36 holes of high quality and efficient golfing facilities in an environmentally sensitive manner:*
  - ◆ Maintain a Fees and Changes 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 changes 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 88,000 rounds of golf in 2013.
  - ◆ Achieve a Golf League Program that will accommodate evening corporate leagues, couples leagues, juniors, seniors, mens, and womens 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 \$275,000 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.
  - ◆ Achieve an Instruction Program that will introduce a minimum of 1000 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<sup>st</sup> through April 1<sup>st</sup> that will result in three demo days, a minimum of ten clinics, and \$10,000 in gross revenue.

**2011-2012 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:*
  - ◆ 65,840 rounds of golf were played in 2011.
  - ◆ 13,165 Par 3 rounds of golf were played in 2011.
  - ◆ 2,535 patron members in 2011.
  - ◆ Completed miscellaneous sodding and landscaping projects on the courses.
  - ◆ Continued bunker renovation.

## City of Overland Park, Kansas      Sykes/ Lady Overland Park Golf Course

- ◆ Oversaw tree maintenance and replacement program.
- ◆ Worked on environmental initiatives to reduce operating cost and energy consumption.
- ◆ Sykes/Lady Overland Park Golf Course became an Audubon International Certified Golf Course in recognition of its environmental programs.
- ◆ Implemented Phase I of a master plan for the Sykes/Lady Golf Complex.
- ◆ Established an Indoor Driving Range which included eight stations, a putting green and video golf lessons during the off-season.
- ◆ The clubhouse and south cart barn were painted externally and new carpet was installed in the clubhouse.
- ◆ Renovation of the golf shop.

### PERFORMANCE INDICATORS

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
Percent of golfers rating theSykes/Lady course following as good or very good:			
• Course Conditions	NA	40%	50%
• Customer Service	NA	45%	50%
• Pace of Play	NA	0%	5%
• Food & Beverage	NA	20%	50%
• Skyes/Lady Golf Courses Overall	NA	35%	50%

### EXPENDITURES:

<b>Golf Course Fund</b>	<u><b>2011 Actual</b></u>	<u><b>2012 Budget</b></u>	<u><b>2013 Budget</b></u>
Personal Services	\$51,837	\$0	\$500,339
Commodities	13,759	0	313,809
Contractual	25,342	0	1,780,996
Capital Outlay	0	0	0
Transfers/Others	0	0	0
<b>TOTAL</b>	<u><u>\$90,938</u></u>	<u><u>\$0</u></u>	<u><u>\$2,595,144</u></u>

The Golf Course Cost Center (530) has been divided into three cost centers (530, 532, 533), beginning with mid-year 2011 actuals and 2013 Budget.



**PERSONNEL (full-time equivalent):**

<b>Full-Time</b>	<b><u>2011 Budget</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget*</u></b>
Superintendent, Golf Course	0	0	1
Asst. Supt., Golf Course	0	0	2
Golf Course Attendant, Senior	0	0	1
Golf Course Attendant II	0	0	1
Golf Course Attendant I	0	0	1
<b>Total Full-time Employees:</b>	<b><u>0</u></b>	<b><u>0</u></b>	<b><u>6</u></b>
<b>Part-Time</b>			
Laborer, Golf Course	0.00	0.00	4.62
<b>Total Part-time Employees:</b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>	<b><u>4.62</u></b>
<b>TOTAL FTEs</b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>	<b><u>10.62</u></b>

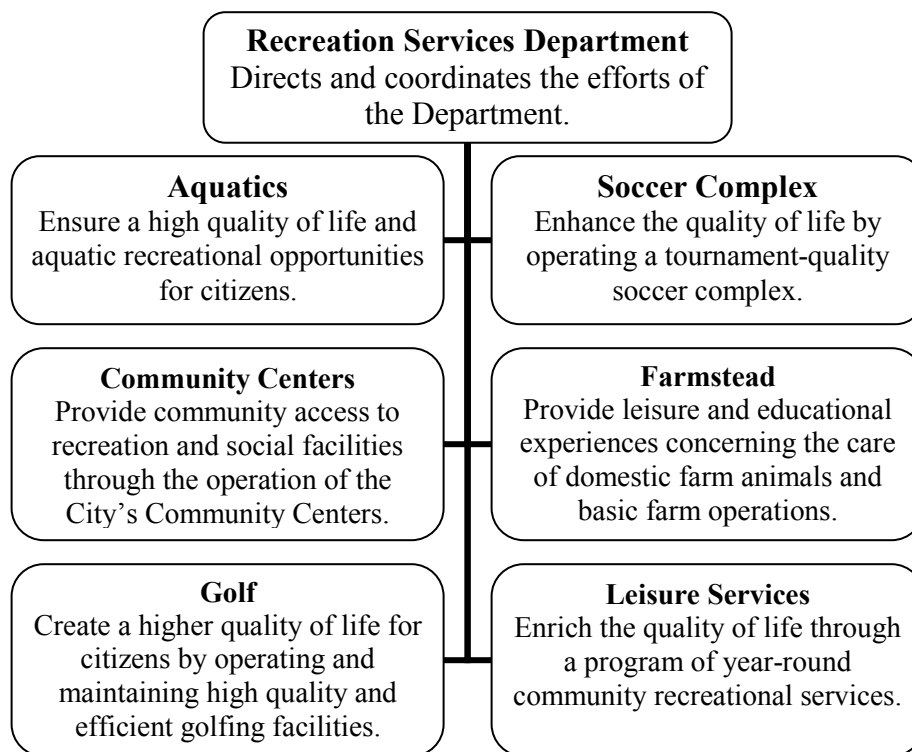
Beginning with the 2013 Budget, the Golf Course cost center was divided into three cost centers: Golf Course Administration (530), St. Andrew's Golf Course(532) and Skyes/Lady Golf Course (533). Positions were transferred among the cost centers.

**PROGRAM DESCRIPTION**

The City of Overland Park operates seven swimming pools.

The Aquatics Division is responsible for operating and maintaining Young's, Roe, Bluejacket, Stonegate, Marty, Tomahawk Ridge and Matt Ross swimming pools in a manner which ensures high-quality aquatic recreational opportunities and provides 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*

**2013 PROGRAM GOALS**

The City of Overland Park's work plan contains several items that will direct the efforts of the Aquatics Division in 2013.

- *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 the 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.
  - ◆ Maintain the return rate of employees.
  - ◆ 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.

**2011-2012 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 2011 season.
  - ◆ Improved general appearance of staff and facilities by improving uniform 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%.
  - ◆ Exceeded expectations of Starguard audits on two seasonal reviews.
  - ◆ Continued successful operation of indoor swimming lesson program.
  - ◆ Began private and semi-private lessons at Matt Ross grossing over \$16,000.

**PERFORMANCE INDICATORS**

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
Percent of pool customers rating the following as good or very good:			
· Cleanliness and condition of pool facility	98%	97%	97%
· Staff friendliness and performance	99%	97%	97%
Percent of participating parents rating the following swim lesson elements as good or very good:			
· Child learned intended skills	97%	97%	97%
· Instructor was prepared each day	99%	97%	97%
· Child enjoyed the class	99%	97%	97%
· Class challenged child	97%	97%	97%
· Would recommend program to friend	99%	97%	97%

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFICIENCY / WORKLOAD MEASURES</b>			
Cost to City per participant:			
·Swimming lessons	-\$7.11	-\$7.15	\$0.70
·Recreational Swimmers	\$3.05	\$3.00	\$3.00
Percent of operating costs recovered:	61%	60%	62%
Number of program participants:			
·Recreational swimmers	175,309	160,000	175,000
·Swim instruction	2,485	2,500	2,500
Number of pool memberships:	3,761	3,600	3,800
Number of daily fee pool admissions:	56,158	55,500	58,000
Total revenue generated:	\$811,774	\$800,000	\$812,000
Total pool operating expenditures:	\$1,335,194	\$1,320,000	\$1,330,000

**EXPENDITURES:**

<b>General Fund</b>	<u><b>2011 Actual</b></u>	<u><b>2012 Budget</b></u>	<u><b>2013 Budget</b></u>
Personal Services	\$886,791	\$877,773	\$906,213
Commodities	184,710	207,120	193,685
Contractual	234,825	238,294	244,860
Capital Outlay	29,789	0	0
Transfers/Others	0	0	0
<b>TOTAL</b>	<u><u>\$1,336,115</u></u>	<u><u>\$1,323,187</u></u>	<u><u>\$1,344,758</u></u>

**PERSONNEL (full-time equivalent):**

<b>Full-Time</b>	<b><u>2011 Budget</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Aquatics Supervisor	1	1	1
<b>Total Full-time Employees:</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b>Part-Time</b>			
Administrative Clerk	0.77	0.72	0.72
Head Swim Coach	0.14	0.12	0.12
Head Dive Coach	0.06	0.10	0.07
Assistant Swim Coach	0.15	0.10	0.11
Assistant Dive Coach	0.06	0.06	0.05
Laborer, Aquatics	0.00	0.00	0.00
Lifeguard I	9.13	7.69	8.41
Lifeguard II	4.81	6.73	5.77
Lifeguard III	7.21	6.25	7.21
Lifeguard, Senior	2.88	3.61	3.37
Lifeguard Manager	0.38	0.38	0.77
Swim Lesson Manager	0.38	0.38	0.38
Swim Lesson Instructor	0.48	0.00	0.00
Pool Cashier	6.74	6.49	5.16
Pool Manager	2.16	1.92	2.26
Pool Manager, Senior	1.20	0.72	0.87
<b>Total Part-time Employees:</b>	<b>36.55</b>	<b>35.27</b>	<b>35.27</b>
<b>TOTAL FTEs</b>	<b>37.55</b>	<b>36.27</b>	<b>36.27</b>

**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.

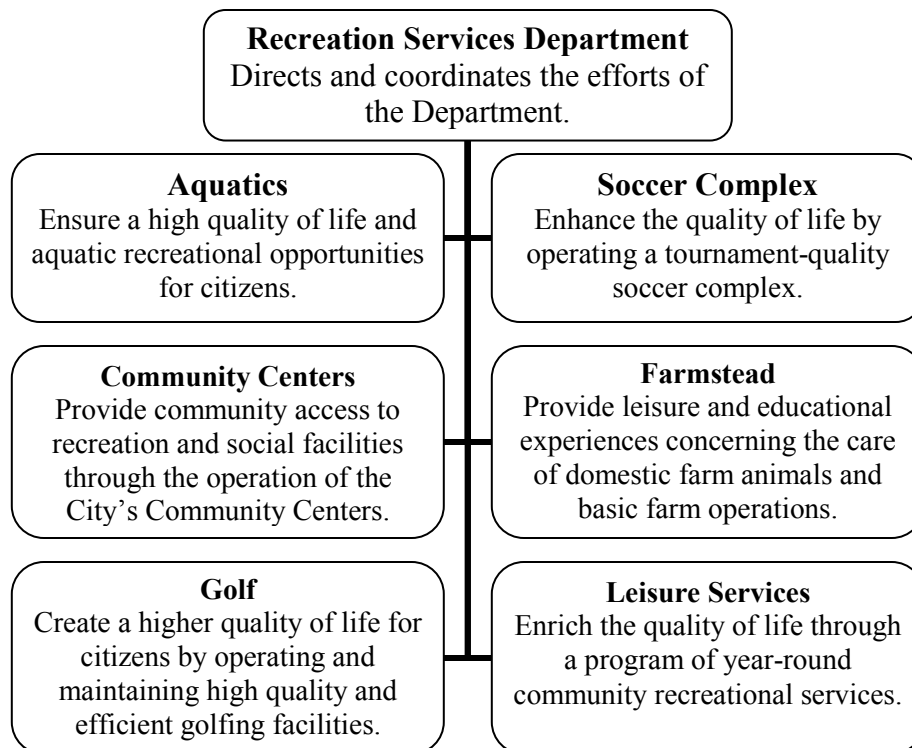
An enterprise operation, the Complex generates revenue to support all budgeted operations and maintenance expenditures.

**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 ◀

**2013 PROGRAM GOALS**

The City of Overland Park's work plan contains several items that will direct the efforts of the Soccer Complex Division in 2013.

- *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.
  - ◆ Work towards partnerships with local collegiate conferences to secure conference tournaments and/or national championships.
  - ◆ Continue to explore opportunities to host other sports (i.e. lacrosse, rugby, Ultimate Frisbee, etc.) tournaments and/or games.
  - ◆ Continue to maximize weekday and weekend hours through practices, camps/clinics, league games and tournaments.
  - ◆ Implement rental increase with revenue surplus put in capital improvement fund for future field replacement.
  - ◆ Continue to assess and refine processes and procedures, including field maintenance, equipment set-up, scheduling/permitting procedures, field reservation/allocation procedures, etc.
  - ◆ Continue to monitor hotel tracking system to ensure room night/visitor night goals are being met.
  - ◆ Continue to market complex to local, regional and national tournaments for 2013 and beyond.
  - ◆ Develop new sponsorship program, and potential partnerships, that maximize sponsorship revenue goals.
  - ◆ Continue to explore partnership with Schwan's USA Cup.
  - ◆ Continue to evaluate and refine food and beverage operation.
  - ◆ Finalize tournament agreements for any unscheduled weekends.
  - ◆ Explore partnership with Blue Valley school district to utilize Blue Valley Northwest High School athletic fields.
  - ◆ Work towards developing Overland Park Soccer Complex specific web page.

**2011-2012 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 several marquee events including Kansas State Cup and Region II Olympic Development Program Camp.
  - ◆ Secured sponsorships that generated \$70,000 in cash and \$127,000 in trade.
  - ◆ Continued to build relationships with local, regional and national soccer communities via marketing and public relations efforts.
  - ◆ Filled over 80% of weekday field availability and 100% of weekend availability during 2011 season (March-June, August-November).
  - ◆ Secured agreements to host 21 tournaments conducted by local, regional and national organizations.
  - ◆ Concession operation generated over \$300,000 in revenue and \$60,000 in profit.
  - ◆ Worked closely with the city's Golf, Forestry, Facilities and Public Works divisions to identify operational issues (i.e., irrigation, grounds maintenance, etc.) and implement procedures to address in the future.

**PERFORMANCE INDICATORS**

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
Percent of Soccer Complex participants rating the following as good or very good:			
·Overall Complex Rating	97%	95%	95%
·Rate Affordability	87%	95%	95%
Overall Field Utilization:	72%	83%	85%
Rate of program cost recovery:			
·Practice Rentals	28%	35%	28%
·League Rentals	18%	25%	25%
·Tournament Rentals	42%	40%	40%
·Concessions	124%	110%	105%

**EFFICIENCY / WORKLOAD MEASURES**

Number of visitations at Soccer Complex:

·Practice	122,200	118,000	120,000
·Camps	3,300	2,500	3,000
·Leagues	542,600	500,000	540,000
·Tournament	300,058	310,000	300,000

**EXPENDITURES:**

<b>Soccer Operations Fund</b>	<u><b>2011 Actual</b></u>	<u><b>2012 Budget</b></u>	<u><b>2013 Budget</b></u>
Personal Services	\$421,915	\$477,326	\$475,457
Commodities	177,531	157,700	175,250
Contractual	412,933	364,858	384,468
Capital Outlay	0	0	0
Transfers/Others	0	0	0
<b>TOTAL</b>	<u><u>\$1,012,379</u></u>	<u><u>\$999,884</u></u>	<u><u>\$1,035,175</u></u>



**PERSONNEL (full-time equivalent):**

<b>Full-Time</b>	<b><u>2011 Budget</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Soccer Complex Manager	1	1	1
Soccer Complex Supervisor	1	1	1
<b>Total Full-time Employees:</b>	<b><u>2</u></b>	<b><u>2</u></b>	<b><u>2</u></b>
<b>Part-Time</b>			
Concession Operations Supervisor	0.77	0.77	0.77
Asst. Concession Operations Supervisor	0.62	0.72	1.35
Concession Attendant	2.16	2.74	2.74
Asst. Supv., Soccer Complex Operations	2.40	2.40	2.40
Soccer Complex Operations Attendant	2.16	1.44	1.44
Laborer	1.20	1.20	0.66
<b>Total Part-time Employees:</b>	<b><u>9.31</u></b>	<b><u>9.27</u></b>	<b><u>9.36</u></b>
<b>TOTAL FTEs</b>	<b><u>11.31</u></b>	<b><u>11.27</u></b>	<b><u>11.36</u></b>

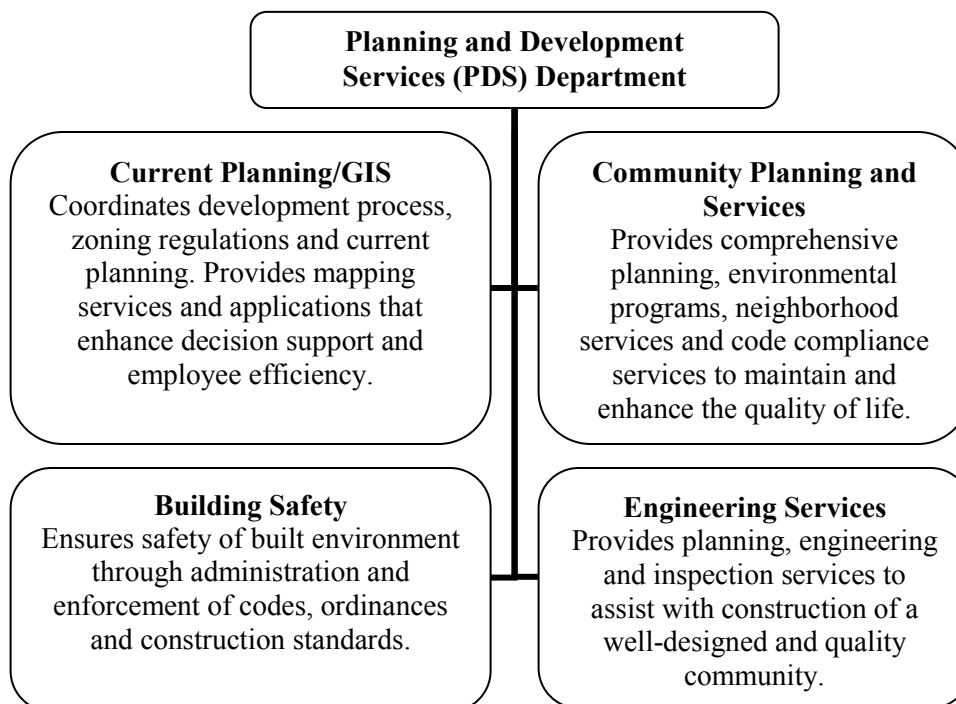
**PROGRAM DESCRIPTION**

The Planning and Development Services Department is a partner in planning, developing, enhancing and sustaining our community. Department administration, housing and social service programs, zoning regulation and compliance, current planning, and Geographic Information System (GIS) support are all services provided by the Planning and Development Services Department.

Housing and social service programs are managed and executed to preserve our community and provide assistance to citizens as required. 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.

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 that development meets the standards set by policy makers, and 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,*
- ❖ *Providing GIS support to citizens and city employees to improve information access.*

**AGENCY LOCATOR**

**Community Development**  
Planning and  
Development Services  
*Current Planning* ◀  
*Community Planning and Services*  
*Building Safety*  
*Engineering Services*

**2013 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 2013:

- 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 Mid-American Regional Council (MARC) and the Creating Sustainable Places initiative to identify needed improvements and build support for those improvements that would enhance the multi-modal transportation capabilities of the Metcalf corridor.
    - 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 scope and usefulness of the neighborhood indicators data so that neighborhood leaders have useful measures for changes in the health of their areas.
    - Expand the range of information that can be visualized and analyzed in map form by adding more themes to the existing Map Viewer application and by building new mapping applications that illustrate more of what Overland Park can offer.
    - 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 an application to visualize and analyze crime reports and police calls-for-service so that the Police Department can be more efficient in deploying their resources and more responsive in recognizing community trends.
    - Develop mobile GIS tools aimed at making field inspection staff more productive and more informed.
    - Upgrade the city's GIS infrastructure to the most recent software and hardware standards so that GIS users get faster response times.
- Providing administrative support to all aspects of the development process:
  - Integrate the Comprehensive Planning function into the Current Planning division.
    - Look for efficiencies to maintain required documents.
    - Review 2010 Census information and make relevant information available to decision makers and the public.
    - Manage the Park Master Plan process in conjunction with the Parks Department for adoption in 2012.
  - Initiate an update of the Unified Development Ordinance.
    - Conduct focus groups to get an understanding of issues to determine the appropriate method for updating the ordinance.
    - Utilize an outside consultant to update of the sign code section of the ordinance in coordination with the Law Department
  - Direct and manage the City's development review process.

**2011-2012 PROGRAM ACCOMPLISHMENTS**

Recent accomplishments of the Current Planning Services Divisions include:

- Providing GIS support to citizens and city employees to improve information access:
  - Provided geography-based technology support to city employees and to the citizens and businesses of Overland Park:
    - Led a countywide effort to create detailed maps of building complexes (such as apartment communities) for the Fire Department to make their initial response to complicated sites faster and more effective.
    - Used spatial analysis tools to identify which structures in or near the 100-year floodplain are likely to flood during storms that occur with greater frequency such as a 50-year storm or a 10-year storm.
    - Created a process to use mobile GPS devices to collect site specific features for Fire Department "pre-plans" so they can be better prepared to respond to fires at high-value locations
    - Improved a mapping application that allows city inspectors to sequence their inspections for the day in the most efficient way and provides in-field guidance on how to drive to their next inspection so that less time is wasted in driving.
    - Enhanced the snow operations map to improve system responsiveness and to allow citizens to see even more information about city efforts to clear streets in their neighborhood.
- Promoting community building activities:
  - Adopted a form-based code and regulating plan in support of Vision Metcalf for downtown Overland Park.

**PERFORMANCE INDICATORS**

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>WORKLOAD MEASURES</b>			
Number of Planning applications filed improvement plans reviewed	382	350	350
Number of reviews conducted	406	450	450

**EXPENDITURES:**

<b>General Fund</b>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2013 Budget</u>
Personal Services	\$1,549,520	\$1,700,888	\$1,679,023
Commodities	35,473	46,030	46,030
Contractual	207,979	214,470	213,280
Capital Outlay	1,811	0	0
Transfers/Others	0	0	0
<b>TOTAL</b>	<u>\$1,794,783</u>	<u>\$1,961,388</u>	<u>\$1,938,333</u>

<b>Business Improvement District</b>	<b><u>2011 Actual</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Personal Services	\$0	\$0	\$0
Commodities	0	0	0
Contractual	100,000	110,000	110,000
Capital Outlay	0	0	0
Transfers/Others	0	0	0
<b>TOTAL</b>	<b><u>\$100,000</u></b>	<b><u>\$110,000</u></b>	<b><u>\$110,000</u></b>

**PERSONNEL (full-time equivalent):**

<b>Full-Time</b>	<b><u>2011 Budget</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Planning & Development Services Director	1	1	1
Current Planning Manager	1	1	1
GIS & Support Services Manager	1	1	1
Planner, Senior	2	3	4
Planner	1	1	0
Planner, Assistant	1	1	1
Management Assistant	1	1	1
GIS Analyst	3	3	3
GIS Associate	1	1	1
Grant Program Coordinator*	1	1	1
Enforcement Specialist II	1	0	0
Senior Engineering Technician	1	1	1
Customer Service Representative, Senior	1	1	1
Administrative Assistant	2	2	2
<b>Total Full-time Employees:</b>	<b><u>18</u></b>	<b><u>18</u></b>	<b><u>18</u></b>
<b>Part-Time</b>			
GIS Analyst	0.67	0.65	0.65
<b>Total Part-time Employees:</b>	<b><u>0.67</u></b>	<b><u>0.65</u></b>	<b><u>0.65</u></b>
<b>TOTAL FTEs</b>	<b><u>18.67</u></b>	<b><u>18.65</u></b>	<b><u>18.65</u></b>

\* Grant Program Coordinator is funded through the Community Development Block Grant (CDBG).

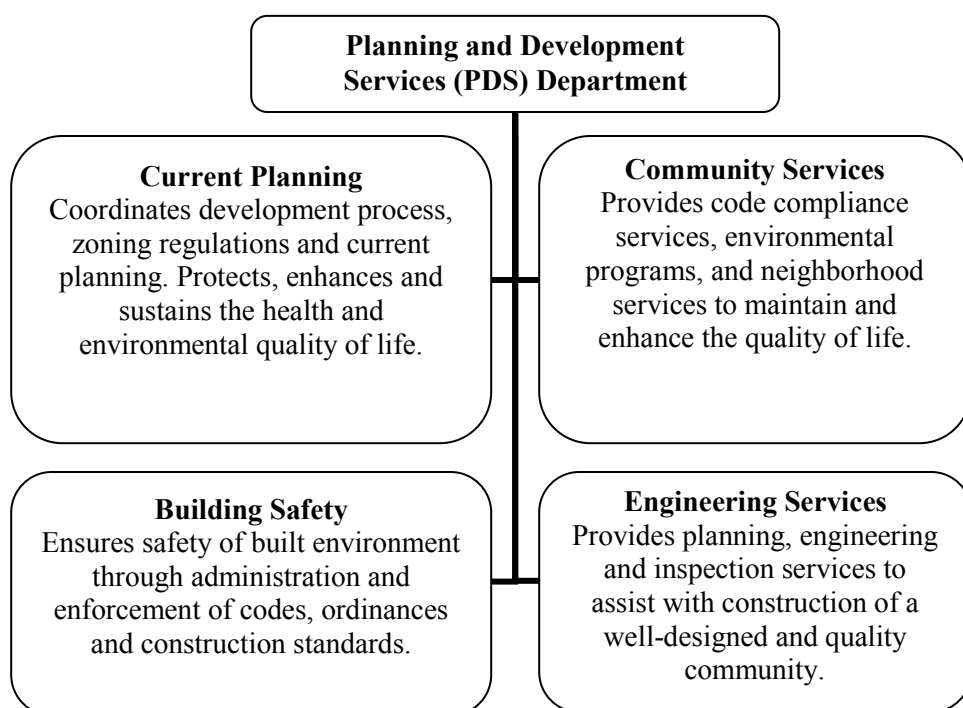
**PROGRAM DESCRIPTION**

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 (NCP), the Community Development Block Grant Program (CDBG) and other housing-related programs. This section also supports various environmental programs including running a drop-off recycling center, oversees the regulation of solid waste haulers, educates citizens on environmental matters, offerings electronic and other recycling events, and coordinates an annual citywide cleanup of streamways.

**PLANNING AND DEVELOPMENT SERVICES DEPARTMENT-  
ORGANIZATIONAL CHART**

**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.*

**AGENCY LOCATOR**

**Community Development**  
Planning and  
Development Services  
*PDS*  
*Community*  
*Services* ←  
*Building Safety*  
*Engineering Services*

**2013 PROGRAM GOALS**

The City of Overland Park's work plan contains several items that will direct the efforts of the Community Services Division in 2013:

- *Educate the public about and enforce community standards:*
  - ◆ Fully implement a risk-based inspection program for food service establishments.
  - ◆ Continue to coordinate the City's inspection program with the State's 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 that 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 effective January 1, 2012 dealing with solid waste disposal, and disposal of yardwaste and recycling materials. This will also include education on the other choices available such as mulching and composting at home or composting services that are available.
  - ◆ Partnering with other Johnson County communities, conduct a recycling event that offer the ability of citizens to recycling electronics, shred documents, 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 plan for and develop a drop-off recycling center easily accessible to citizens in the northern part of the City and other northeast Johnson County communities and would be of comparable capacity to the drop-off recycling center at 119<sup>th</sup> Street and Hardy.
  - ◆ Complete the annual large-item trash pickup for approximately half of the City.
- *Provide activities and support to neighborhoods:*
  - ◆ 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 refine and implement elements of the Enhanced Strategies for Neighborhoods, including working with selected neighborhoods to implement several of these strategies.
  - ◆ 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 CDBG Program and the 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.

**2011-2012 PROGRAM ACCOMPLISHMENTS**

Recent accomplishments of the Community Services Division include:

- *Direct and manage the City's long-range planning process:*
  - ◆ Coordinated process changes with the Manager, Current Planning for the transfer of the majority of long-range planning responsibilities in 2012 to Current Planning.
  - ◆ Completed the 2011 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.
  - ◆ Completed the 2011 update to the City's Official Street Map to ensure it continues to reflect current City policy and up-to-date information on the status of the existing and planned network of highways, thoroughfares, and collector streets.
  - ◆ Continued to work with the Mid-America Regional Council (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.
  - ◆ Published the 2011 and 2012 Annual Development Reports.
  - ◆ Worked with the Morse Study Area Task Force, a 13-member citizen advisory task force, to develop a new future land use plan and set of land use goals for the 3-square mile area near 151<sup>st</sup> Street and Quivira Road. The study was done for an area originally annexed into the city in 1985, but which has only recently seen an increase in interest in development. The recommendations were adopted as part of the 2011 Comprehensive Plan update.
  - ◆ Completed the 2011 Existing Land Use Survey and Map.
  - ◆ Completed the development of new population estimates by ward and precinct and prepare City Council Ward redistricting options for consideration by City Council in 2012.
- *Educate the public about and enforce community standards:*
  - ◆ Established an on-going relationship for shared training and emergency response coordination with the Kansas Department of Agriculture (KDA) as KDA has taken over the responsibility for the inspection of food service establishments in Johnson County.
  - ◆ Coordinated the City's inspection program with KDA's inspection program of food service establishments in Overland Park.
  - ◆ Adopt the 2009 Food and Drug Administration (FDA) Food Code in conjunction with the KDA adoption of the 2009 FDA Food Code.
  - ◆ Complete the update and restructure of Section 7.22 Vehicle Use, Parking and Storage.
  - ◆ Completed the update and restructure of Section 7.20 Weeds.
  - ◆ Considered the update and restructure of other selected sections of the Municipal Code dealing with property maintenance code enforcement so that 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:*
  - ◆ In coordination with other Johnson County communities, conducted the 2011 and 2012 recycling extravaganzas, which included offering electronic recycling, paper shredding, and recycling of several other types of materials.
  - ◆ For both 2011 and 2012, conducted a citywide volunteer streamway clean-up program using 800-900 volunteers each year.
  - ◆ Continued to operate the drop-off recycling center located at 119<sup>th</sup> 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 east and west of Antioch.



- ◆ Completed the work of the Solid Waste Management Task Force that recommended a management plan addressing how solid waste, curbside recycling, yard waste, and large-item disposal would be handled within the City and what changes should be made to the current drop-off recycling program. This plan was in agreement with the county's adopted Solid Waste Management Plan.
- *Provide activities and support to neighborhoods:*
  - ◆ 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.
  - ◆ 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 better gain a better understanding why neighborhoods decline and track the effectiveness of measures taken to intercede on behalf of distressed neighborhoods, particularly those in the NCP.
  - ◆ Updated the citizen information guide that explains the City's development process and how citizens and neighborhoods can be involved in the process.
  - ◆ Implemented elements of the Enhanced Strategies for Neighborhoods, including working with a pilot neighborhood (Timberland Creek).
  - ◆ Expand the implementation of selected elements of the Enhanced Strategies for Neighborhoods in a second neighborhood.
  - ◆ Offered for both 2011 and 2012 the Neighborhood Grant Program to assist selected neighborhoods partially fund various neighborhood activities and projects.
  - ◆ Developed in 2011 and began in 2012 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.

## PERFORMANCE INDICATORS

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>EFFECTIVENESS MEASURES</b>			
Percent of Neighborhood Conservation Program (NCP) officers, steering committee members, and block representatives rating services by the NCP staff as good or very good:	NA	90%	90%
Percent of parcels with recurrence of:			
· Same violation	6%	5%	5%
· Different violation	26%	25%	25%
Percent of routine food service establishment inspections with no critical violations:	44%	50%	50%
Percent of time critical violations in food service establishments are brought into compliance within 10 days:	86%	95%	95%
Percent of food establishments with recurrence of same violation:	7%	10%	5%

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>WORKLOAD MEASURES</b>			
Number of neighborhood organizations supported:	21	22	23
Number of NCP newsletters created, printed and distributed:	33	30	33
Number of NCP households served by groups:	9,914	9,900	9,900
Total number of food service related inspections performed:	795	1,000	1,000
Number of food service establishment plans reviewed:	65	70	70
Number of tickets issued for food violations:	2	20	10
Number of code enforcement inspections performed:	10,756	10,000	10,000

**EXPENDITURES:**

<b>General Fund</b>	<u><b>2011 Actual</b></u>	<u><b>2012 Budget</b></u>	<u><b>2013 Budget</b></u>
Personal Services	\$1,334,055	\$1,477,312	\$1,494,162
Commodities	54,065	66,550	66,550
Contractual	417,772	446,839	447,849
Capital Outlay	18,959	0	0
Transfers/Others	0	0	0
<b>TOTAL</b>	<u><u>\$1,824,851</u></u>	<u><u>\$1,990,701</u></u>	<u><u>\$2,008,561</u></u>

**PERSONNEL (full-time equivalent):**

<b>Full-Time</b>	<u><b>2011 Budget</b></u>	<u><b>2012 Budget</b></u>	<u><b>2013 Budget</b></u>
Mgr, Community Plng & Svcs	1	1	1
Section Mgr, Community Svcs	1	1	1
Supervisor, Code Compliance	1	1	1
Planner, Senior (Long Range)	1	1	0
Planner, Neighborhood	1	0	0
Neighborhood Program Coordinator	0	1	1
Environmental Programs Coordinator	1	1	1
Code Compliance Officer, Sr.	2	0	1
Code Compliance Officer II	2	2	1
Code Compliance Officer I	4	6	6
Supv, Administrative Support	1	1	1
Customer Service Rep., Sr.	3	3	3
<b>Total Full-time Employees:</b>	<u><u>18</u></u>	<u><u>18</u></u>	<u><u>17</u></u>
<b>Part-Time</b>			
Customer Service Clerk	0.50	0.50	0.50
Code Compliance Officer	0.20	0.20	0.20
Recycling Attendant	0.48	0.50	0.50
<b>Total Part-time Employees:</b>	<u><u>1.18</u></u>	<u><u>1.20</u></u>	<u><u>1.20</u></u>
<b>TOTAL FTEs</b>	<u><u>19.18</u></u>	<u><u>19.20</u></u>	<u><u>18.20</u></u>

**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. Additional support programs include emergency response and code development, which involves participation in national events dealing with the creation of regulatory codes for adoption, training and certification of technical staff, research of alternative methods and materials and providing staff support to elected and appointed officials.

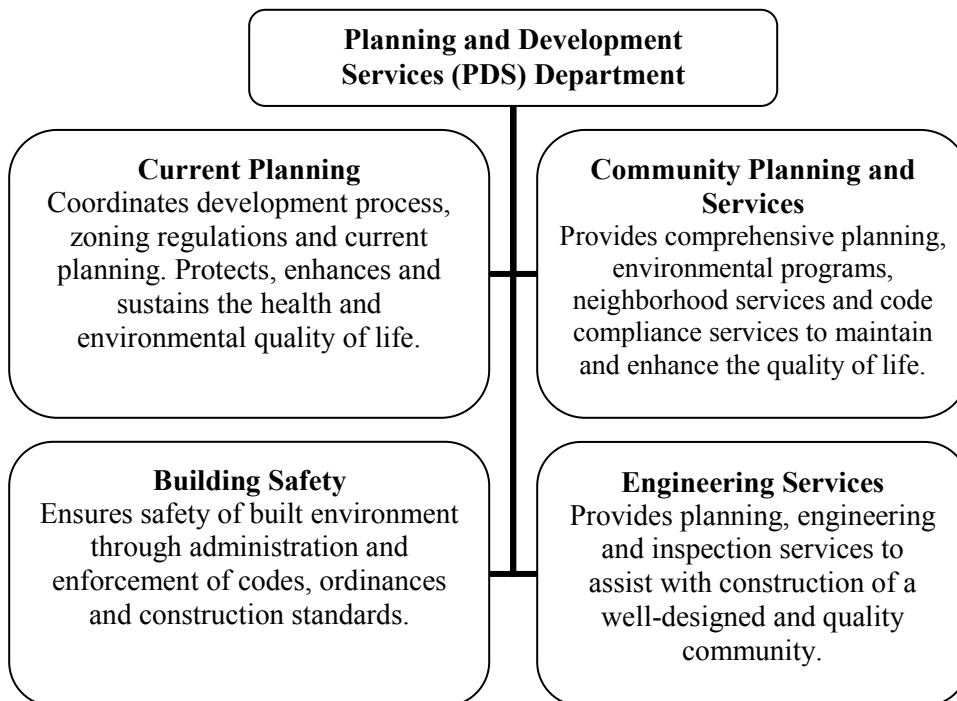
Community outreach programs include participation in emergency response efforts and public information efforts such as website management and participation in and creation of workshops and shows.

**MISSION STATEMENT**

*To ensure public safety and a high level of code compliance by:*

- ❖ *Administering and enforcing codes, ordinances and construction standards,*
- ❖ *Fair and consistent application of code and*
- ❖ *Emphasizing quality service delivery and response.*

**PLANNING AND DEVELOPMENT SERVICES DEPARTMENT-  
ORGANIZATIONAL CHART**

**AGENCY LOCATOR**

**Community Development  
Planning and  
Development Services  
PDS**  
*Community Planning  
and Services*  
*Building Safety* ←  
*Engineering Services*

**2013 PROGRAM GOALS**

The City of Overland Park's work plan contains several items that will direct the efforts of the Building Safety Division in 2013:

- *Administer and enforce codes, ordinances and construction standards:*
  - ◆ Successfully meet established benchmarks related to performance measurements for plan review, inspections, building permit issuance.
  - ◆ Continue to enhance administrative tracking system for elevator, product tank, and internal property maintenance programs.
  - ◆ Enhance ability to respond to service requests related to interior property maintenance efforts. Evaluate current property maintenance response and delivery. We will make improvements based on available resources.
  - ◆ Provide training and education to staff related to the 2012 International Codes once approved by the Governing Body.
  - ◆ Increase and manage fees to obtain a cost recovery rate as directed by the City Council for services in order to maintain current trends. Report the 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 our National Pollutant Discharge Elimination System (NPDES) Permit and EPA's rules and regulations regarding erosion and sediment control and post treatment of stormwater.
  - ◆ The Building Safety Division will continue to emphasize a project management style of service delivery. We make adjustments to this program as needed based on service delivery needs and work load.
  - ◆ Work collaboratively with other divisions within the Department to develop and enhance rental inspection program.
  - ◆ Implement goals and objectives of departmental strategic plan.
- *Emergency preparedness and response:*
  - ◆ 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 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 SOP.
- *Community Outreach Efforts:*
  - ◆ Assist in providing administrative support to the Johnson County Licensing Training Program.
  - ◆ Sponsor Overland Park's annual home renovation workshop.
  - ◆ Sponsor activities related to National Building Safety Week.
  - ◆ Provide and maintain program to 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 on line.
  - ◆ Maintain Building Safety website with the most current accurate information related to Building Safety.
  - ◆ Participate in the City's citizen response system, "OPCares."

## 2011-2012 PROGRAM ACCOMPLISHMENTS

Recent accomplishments of the Building Safety Division include:

- *Administer and enforce codes, ordinances and standards:*
  - ◆ Issued 3,580 building permits in 2011 which indicated a 7.5% increase in activity over 2010. These permits included 2,701,755 square feet of new construction in 2011 which was an increase of 74% over 2010 levels.
  - ◆ Conducted 16,709 inspections in 2011
  - ◆ Conducted 1959 plan reviews in 2011.
  - ◆ Conducted 1,673 property maintenance inspections. Received 426 new cases while closing 722 of cases.
  - ◆ Continued enhancements to our erosion and sediment control by making revisions to the enforcement program and creating programs to track activity.
  - ◆ Building Safety staff participated in the Johnson County Contractor Licensing Training Program.
  - ◆ Conducted preconstruction permit meetings between contractors, owners, architects and staff members to facilitate mutual understanding of code requirements, conditions, inspections, etc.
  - ◆ Issued 570 sign permits and conducted 570 inspections of signs.
- *Fair and consistent application of code:*
  - ◆ Participated in evaluation of several proposed bills to the State legislature including those related to Contractor Licensing, the State Fire Marshal's office and the adoption of the International Fire Code.
  - ◆ Continued re-engineering of the operations area of the division in order to establish a project management style of service delivery.
  - ◆ Initiated adoption process of the 2012 editions of the International Codes. This included the creation of a multi-disciplined task force consisting of Overland Park stakeholders.
  - ◆ Increased oversight of energy code requirements by adding additional expectations to already existing inspections and plan review activities.
- *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 the creation and completion of the departmental strategic plan.
- *Emergency Preparedness and Response:*
  - ◆ Continued certification and participation in the Kansas Disaster Rapid Damage Assessment Program.
  - ◆ Completed the Overland Park's portion of the Johnson County Multi-Jurisdictional Multi-hazard mitigation plan which was approved by Johnson County, the State of Kansas, FEMA and ultimately the Overland Park Governing Body.
  - ◆ Completed departmental operating procedure for emergency response.
  - ◆ Coordinated and participated in Command and Control Center mock exercise.

## PERFORMANCE INDICATORS

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>WORKLOAD MEASURES</b>			
Number of construction plans reviewed per FTE.:	69	70	70
Number of construction plans reviewed			
· Building Permits (BLD, SDP, LDP)	1,959	2,200	2,000
Number of construction permits issued:	3,574	3,650	3,500

## EXPENDITURES:

<b>General Fund</b>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2013 Budget</u>
Personal Services	\$1,853,351	\$1,912,468	\$1,926,621
Commodities	31,608	64,750	64,750
Contractual	39,727	177,050	177,480
Capital Outlay	13,104	0	16,700
Transfers/Others	0	0	0
<b>TOTAL</b>	<u>\$1,937,790</u>	<u>\$2,154,268</u>	<u>\$2,185,551</u>

## PERSONNEL (full-time equivalent):

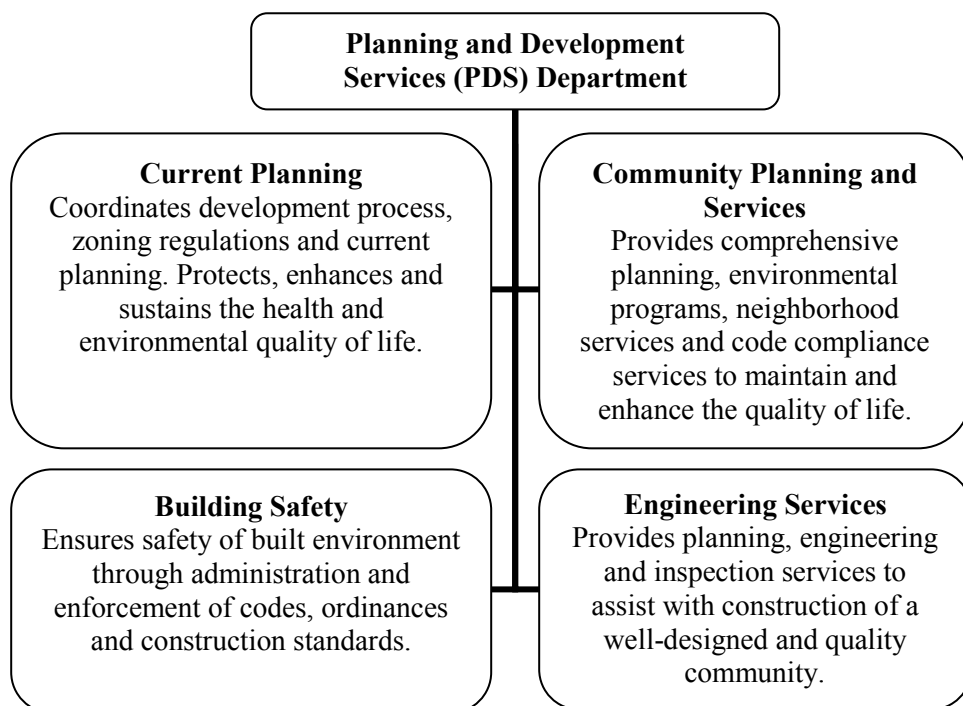
<b>Full-Time</b>	<u>2011 Budget</u>	<u>2012 Budget</u>	<u>2013 Budget</u>
Codes Administrator	1	1	1
Assistant Codes Administrator	1	1	1
Supervisor, Permit Services & Support	1	1	1
Building Safety Team Supervisor	2	2	2
Plans Examiner, Senior	2	2	4
Plans Examiner	2	2	0
Building Inspector, Systems	1	0	0
Multi-Disciplined Inspector, Senior	1	1	1
Multi-Disciplined Inspector II	2	2	3
Multi-Disciplined Inspector I	0	1	1
Development Coordinator	1	1	1
Customer Services Rep, Senior	4	4	3
Customer Services Rep	0	0	1
Administrative Assistant	2	2	2
<b>Total Full-time Employees:</b>	<u>20</u>	<u>20</u>	<u>21</u>
<b>Part-Time</b>			
Inspector	0.50	0.50	0.00
Records Technician	0.60	0.60	0.60
<b>Total Part-time Employees:</b>	<u>1.10</u>	<u>1.10</u>	<u>0.60</u>
<b>TOTAL FTEs</b>	<u>21.10</u>	<u>21.10</u>	<u>21.60</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, the 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**  
**PDS**  
*Community Planning and Services*  
*Building Safety*  
*Engineering Services* ◀

**2013 PROGRAM GOALS**

The City of Overland Park's work plan contains several items that will direct the efforts of the Engineering Services Division in 2013:

- *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:*
  - ◆ 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.
  - ◆ Jointly work with the Public Works Department to maintain and update the City's design and construction standards as it relates to private development infrastructure requirements.
  - ◆ Participate in Johnson County's Upper Blue River Low Impact Development study to evaluate the feasibility of implementing Low Impact Development practices in Overland Park and surrounding areas.
- *Provide planning, engineering and inspection services:*
  - ◆ Assist in implementing the Form Based Code as part of the Vision Metcalf project.
  - ◆ Continue to provide engineering support in reviewing reimbursable costs related to Transportation Development District (TDD) and Tax Increment Financing (TIF) Districts.

**2011-2012 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.
  - ◆ 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 recent stormwater treatment ordinance for new development and redevelopment projects.
  - ◆ Continued developing the City's Design and Construction Manual. In 2012, Engineering Services has a lead role in updates to stormwater treatment standards, private streambank stabilization requirements, and private drainage system requirements.
  - ◆ Oversaw approval and implementation of ordinance revisions related to the grading and drainage ordinance.
- *Provide planning, engineering services:*
  - ◆ Provided engineering support in developing a proposed Form Based Code for implementation of the Vision Metcalf plan.
  - ◆ Continued to participate in FEMA's Community Rating System (CRS), which qualifies all Overland Park citizens for a 10% flood insurance rate discount.
  - ◆ Provided engineering review of active TDD and TIF funded development projects.
  - ◆ Continued to manage a program to partially fund privately constructed rain gardens, rain barrels and other voluntary privately owned facilities using County stormwater funds.



## PERFORMANCE INDICATORS

<u>Measure</u>	<u>2011 Actual</u>	<u>2012 Projected</u>	<u>2013 Target</u>
<b>WORKLOAD MEASURES</b>			
Number of engineering studies and public improvement plans reviewed:			
• Public Improvement Permits	134	50	180
Number of Public Improvement Permits Issued	5	12	12

## EXPENDITURES:

<b>General Fund</b>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2013 Budget</u>
Personal Services	\$876,596	\$888,832	\$912,287
Commodities	23,444	39,260	39,260
Contractual	30,514	68,400	68,310
Capital Outlay	22,075	0	0
Transfers/Others	0	0	0
<b>TOTAL</b>	<u>\$952,629</u>	<u>\$996,492</u>	<u>\$1,019,857</u>
<b>Stormwater Fund</b>	<u>2011 Actual</u>	<u>2012 Budget</u>	<u>2013 Budget</u>
Personal Services	\$169,857	\$177,510	\$177,501
Commodities	0	1,000	1,000
Contractual	3,103	3,305	3,335
Capital Outlay	0	0	16,700
Transfers/Others	0	0	0
<b>TOTAL</b>	<u>\$172,960</u>	<u>\$181,815</u>	<u>\$198,536</u>

**PERSONNEL (full-time equivalent):**

<b>Full-Time</b>	<b><u>2011 Budget</u></b>	<b><u>2012 Budget</u></b>	<b><u>2013 Budget</u></b>
Manager, Engineering Services	0	1	1
Supervisory Civil Engineer	2	1	1
Civil Engineer II	2	2	2
Civil Engineer I	0	0	
Engineering Technician, Senior	2	1	1
Construction Inspector, Senior	2	2	2
Construction Inspector II	2	2	2
Stormwater Treatment Engr, Sr*	1	1	1
Erosion & Sediment Control Coordinator*	1	1	1
<b>Total Full-time Employees:</b>	<b><u>12</u></b>	<b><u>11</u></b>	<b><u>11</u></b>
<b>Part-Time</b>			
None	0.00	0.00	0.00
<b>Total Part-time Employees:</b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>	<b><u>0.00</u></b>
<b>TOTAL FTEs</b>	<b><u>12.00</u></b>	<b><u>11.00</u></b>	<b><u>11.00</u></b>

\* Stormwater positions are funded out of the Stormwater Utility Fund. All other positions listed are funded in the General Fund.

**2013-2017**  
**CAPITAL IMPROVEMENTS PROGRAM**

Adopted August 20, 2012

GOVERNING BODY

MAYOR

Carl Gerlach

COUNCIL PRESIDENT

Dan Stock

CITY COUNCIL

Richard Collins

Terry Goodman

Terry Happer Scheier

Jim Hix

Dave Janson

Paul Lyons

Donna Owens

Curt Skoog

John Skubal

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David White

PLANNING COMMISSION

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Steve Troester

CITY MANAGER

Bill Ebel

DEPUTY CITY MANAGER

Kristy Stallings

DIRECTOR OF PUBLIC WORKS

Doug Brown

DIRECTOR OF INFORMATION TECHNOLOGY

Vicki Ireby

DIRECTOR OF RECREATION SERVICE

Tony Cosby

DIRECTOR OF PLANNING  
AND DEVELOPMENT SERVICES

Jack Messer

DIRECTOR OF FIRE SERVICES

Bryan Dehner

DIRECTOR OF PARK SERVICES

Greg Ruether

PRESIDING MUNICIPAL COURT JUDGE

Ryan Dixon

CITY ATTORNEY

Michael R. Santos

CHIEF OF POLICE

John M. Douglass

CHIEF FINANCIAL OFFICER

Dave Scott

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# **CAPITAL IMPROVEMENTS PROGRAM**

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Overland Park Resolution 3915 establishes definitions and policies related to the City's long-term fiscal planning, including the City's multi-year Capital Improvements Program.

## **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.

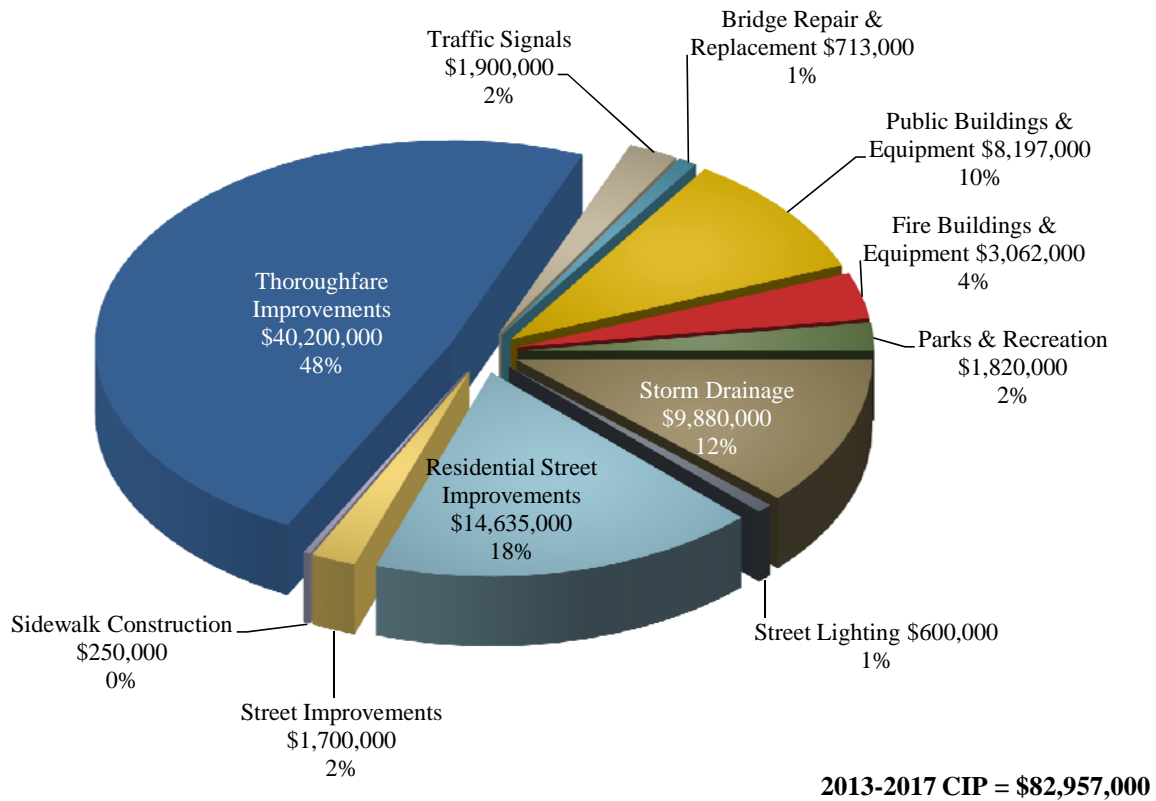
## CAPITAL PROJECT EXPENDITURES BY CATEGORY

### 2002 - 2011

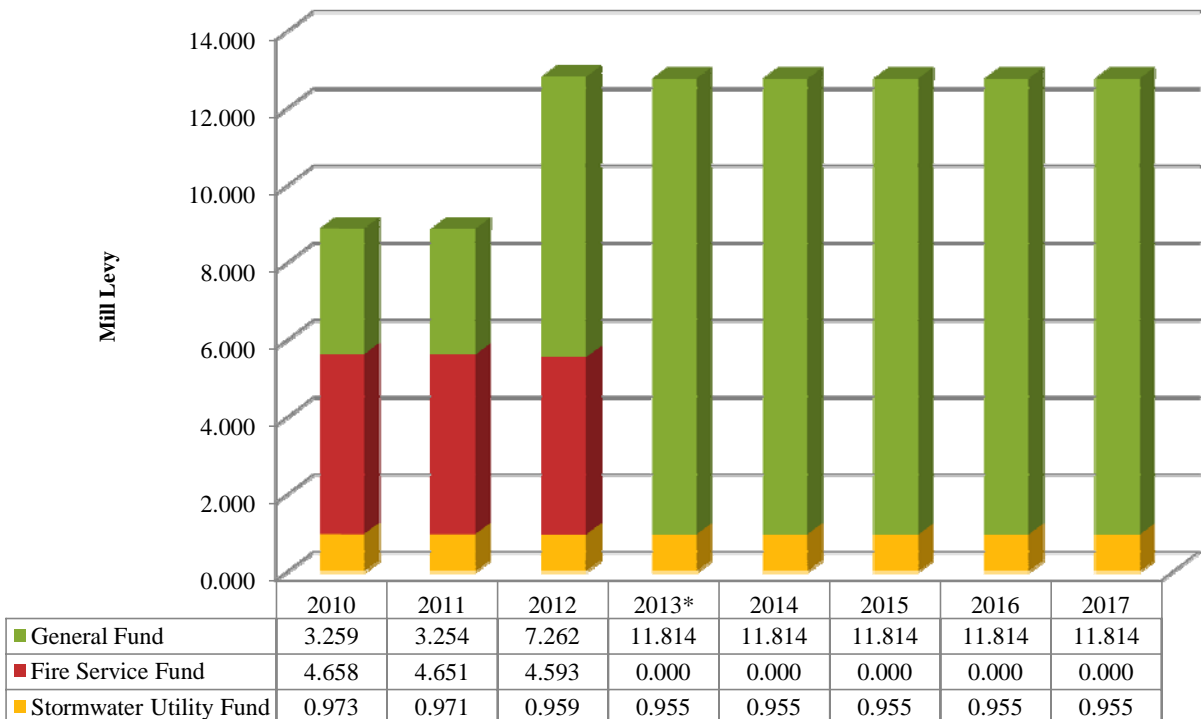
	Total 2002	Total 2003	Total 2004	Total 2005	Total 2006	Total 2007	Total 2008	Total 2009	Total 2010	Total 2011	Total All Years	% of Combined Total
<b>Park and Recreation</b>	4,179,983	1,833,322	942,113	1,686,463	1,517,766	8,437,907	19,487,430	21,140,271	1,410,869	2,097,532	62,733,656	9.9%
<b>Storm Drainage</b>	1,255,164	2,278,365	2,228,877	4,289,302	3,303,671	1,971,826	5,559,511	3,607,431	2,494,382	2,323,486	29,312,015	4.6%
<b>Street Lighting</b>	93,495	31,696	261,068	182,786	907,528	20,794	605	64,039	672,308	132,169	2,366,488	0.4%
<b>Sidewalk Construction</b>	99,009	0	29,713	0	0	0	0	0	0	0	128,722	0.0%
<b>Traffic Signals</b>	808,592	290,030	493,215	959,039	1,109,583	2,428,685	1,615,436	799,827	1,712,872	635,853	10,853,132	1.7%
<b>Street Improvements</b>	40,344,467	34,677,417	34,931,661	50,621,329	46,630,334	49,693,246	56,245,603	55,008,444	40,638,560	27,103,961	435,895,022	68.9%
<b>Public Buildings</b>	27,117,429	3,659,534	296,330	2,842,139	13,657,248	17,333,791	2,967,664	1,428,170	615,217	1,768,713	71,686,235	11.3%
<b>Bridge Repair/Replacement</b>	66,236	4,045	63,987	0	0	0	0	0	0	0	134,268	0.0%
<b>Fire Equipment</b>	380,741	322,663	608,585	0	0	0	0	0	0	0	1,311,989	0.2%
<b>Public Equipment</b>	2,390,815	1,146,397	554,528	2,525,634	1,969,692	2,039,579	1,278,031	2,229,769	1,690,434	3,449,852	19,274,731	3.0%
	<u>\$ 76,735,931</u>	<u>\$ 44,243,469</u>	<u>\$ 40,410,077</u>	<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>\$ 633,696,258</u>	<u>100.0%</u>

## 2013-2017 CAPITAL IMPROVEMENT PROGRAM

### Project Costs by Category



### PROJECTED MILL LEVY RATES 2013-2017 Capital Improvements Program



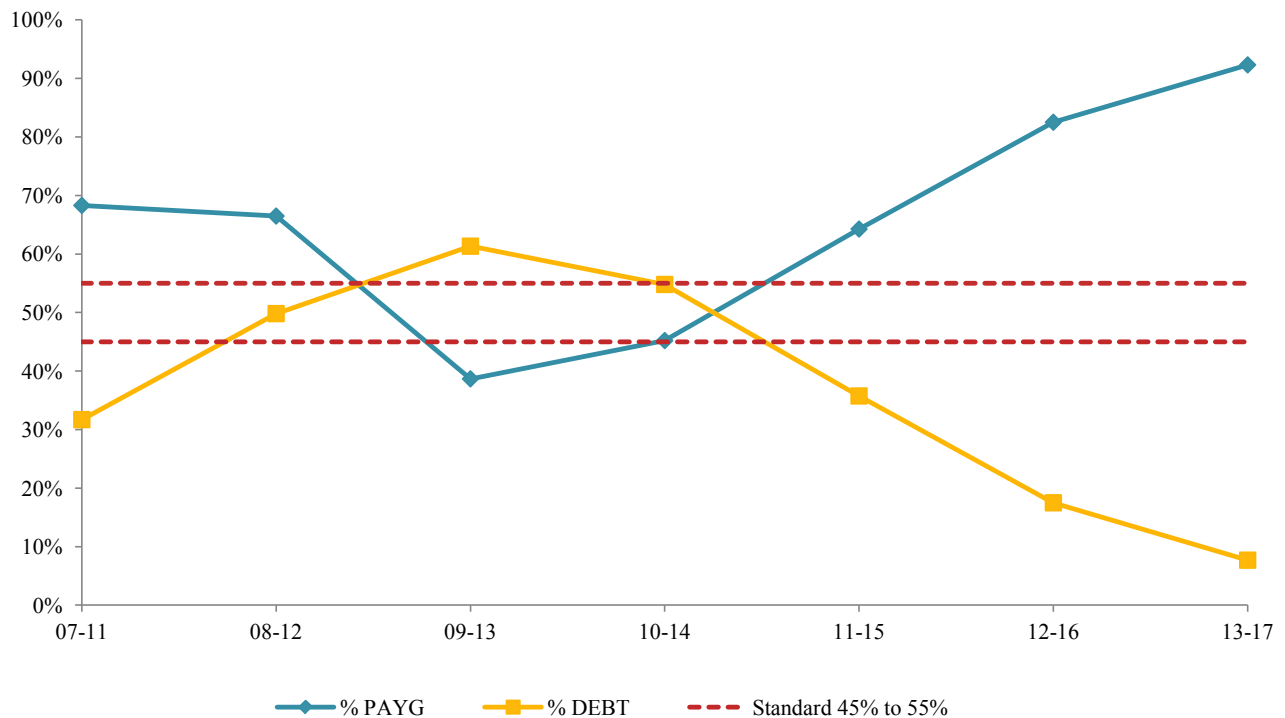
\*Beginning with the 2013 Budget, the mill levies for the General Fund and the Fire Service Fund are combined.



### ANNUAL OUTSTANDING DEBT 2013-2017 Capital Improvements Program



### PERCENT OF DEBT AND P.A.Y.G. TO TOTAL CITY-FUNDED PROJECTS for each Capital Improvements Program



## 2013-2017 Capital Improvements Program

### Projects with a 2013 Finance Year

	Funding Sources				
	City: At Large	City: Dedicated	Intergovern- mental	Developer & Private	Total
<b><u>Bridge Replacement</u></b>					
BR-1377 Redeck Metcalf Bridge over Blue River	0	179,000	534,000	0	713,000
<b>Bridge Replacement Total</b>	<b>0</b>	<b>179,000</b>	<b>534,000</b>	<b>0</b>	<b>713,000</b>
<b><u>Parks &amp; Recreation</u></b>					
PR-1067 Turkey Creek Bike/Hike Trail	445,000	0	0	0	445,000
PR-1155 2013 Public Art	0	0	0	50,000	50,000
PR-1156 2013 Park Improvements	0	200,000	0	0	200,000
PR-1157 2013 Small Improvement Projects	0	25,000	0	0	25,000
<b>Parks &amp; Recreation Total</b>	<b>445,000</b>	<b>225,000</b>	<b>0</b>	<b>50,000</b>	<b>720,000</b>
<b><u>Public Equipment</u></b>					
PE-1154 2013 Police Technology	80,000	0	0	0	80,000
PE-1161 2013 Network Technology	250,000	0	0	0	250,000
<b>Public Equipment Total</b>	<b>330,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>330,000</b>
<b><u>Residential Street Program</u></b>					
SR-1080 Neighborhood Residential Street Reconstruction Project	0	1,145,000	1,640,000	0	2,785,000
<b>Residential Street Program Total</b>	<b>0</b>	<b>1,145,000</b>	<b>1,640,000</b>	<b>0</b>	<b>2,785,000</b>
<b><u>Sidewalk Construction &amp; Maintenance</u></b>					
SW-1140 2013 New Sidewalk Construction	0	50,000	0	0	50,000
<b>Sidewalk Construction &amp; Maintenance Total</b>	<b>0</b>	<b>50,000</b>	<b>0</b>	<b>0</b>	<b>50,000</b>
<b><u>Storm Drainage</u></b>					
SD-1134 2013 Preliminary Stormwater Engineering Studies	0	80,000	120,000	0	200,000
SD-1135 2013 Storm Drainage Improvement	0	500,000	1,680,000	0	2,180,000
SD-1222 2014 Storm Drainage Improvement	0	150,000	0	0	150,000
SD-1423 147th and Switzer Flood Control Improvements	0	0	0	25,000	25,000
SD-1057 2012 Storm Drainage Improvement	0	0	0	225,000	225,000
<b>Storm Drainage Total</b>	<b>0</b>	<b>730,000</b>	<b>1,800,000</b>	<b>250,000</b>	<b>2,780,000</b>
<b><u>Thoroughfare Non-Excise Tax</u></b>					
TH-0870 159th Street - Antioch to Quivira	1,440,000	1,350,000	5,805,000	1,385,000	9,980,000
TH-1443 127th Street and Pflumm Intersection Improvements	0	260,000	0	0	260,000
TH-1026 167th Street; Antioch to US-69	0	700,000	0	0	700,000
<b>Thoroughfare Non-Excise Tax Total</b>	<b>1,440,000</b>	<b>2,310,000</b>	<b>5,805,000</b>	<b>1,385,000</b>	<b>10,940,000</b>
<b><u>Traffic Signals</u></b>					
TS-1138 2013 Traffic Signal Installation, Modification & Replacement	300,000	0	0	80,000	380,000
<b>Traffic Signals Total</b>	<b>300,000</b>	<b>0</b>	<b>0</b>	<b>80,000</b>	<b>380,000</b>
<b><u>Street Improvements</u></b>					
ST-1151 US 69 Highway: 95th Street to 119th Street	1,700,000	0	0	0	1,700,000
<b>Street Improvements Total</b>	<b>1,700,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,700,000</b>
<b>Grand Total</b>	<b>\$4,215,000</b>	<b>\$4,639,000</b>	<b>\$9,779,000</b>	<b>\$1,765,000</b>	<b>\$20,398,000</b>

**City at Large Funding**

General Obligation Debt, Pay-as-You-Go and Equipment Reserve funding budgeted each year to for the improvements and 1/8-cent sales tax for street, traffic & neighborhood improvements

**Intergovernmental Revenue**

Funds provided by other governmental entities, including adjacent cities, Johnson County funding, State of Kansas funding and Federal funds

**Dedicated Revenue**

Special Assessments - Assessment to property owner relating to improvements

Stormwater Utility Funds - Property tax /user fee revenues earmarked stormwater management improvements

Special Parks and Recreation Funds - Liquor tax revenue dedicated to park services, programs & facilities

Golf Course Revenues - Funds raised through the operation of the City's golf courses

**Developer & Private**

Excise Tax and Escrow Funds, and Private Donations and Contributions

**2013-2017 CIP**  
**2013-2017 Projects by Category**  
**August 20,2012**

<b>Projects by Category &amp; Funding Source</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>Total 2013/2017</b>	<b>Total 2012/2016</b>	<b>Increase/ Decrease</b>
<b>Bridge Replacement</b>									
GO Bonds	-	-	-	-	-	-	-	-	-
PAYG	-	-	-	-	-	-	-	-	-
1/8th Sales Tax	179,000	-	-	-	-	35,800	179,000	350,000	(171,000)
Escrow Funds	-	-	-	-	-	-	-	-	-
Storm Water Utility	-	-	-	-	-	-	-	-	-
Johnson County Funds	355,000	-	-	-	-	88,750	355,000	350,000	5,000
Funds from Other Cities	179,000	-	-	-	-	44,750	179,000	350,000	(171,000)
Federal Transportation Funding	-	-	-	-	-	-	-	-	-
<b>Bridge Replacement Total</b>	<b>713,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>169,300</b>	<b>713,000</b>	<b>1,050,000</b>	<b>(337,000)</b>
<b>Fire Service-Public Buildings</b>									
20 yr GO Bonds	-	-	-	-	-	-	-	-	-
PAYG	-	-	-	-	-	-	-	-	-
Other Federal Financing	-	-	-	-	-	-	-	-	-
Equipment Reserve Fund	-	-	-	-	-	-	-	-	-
Other Financing Sources	-	-	-	-	-	-	-	-	-
<b>Fire Service-Public Buildings Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Fire Service-Public Equipment</b>									
PAYG	-	-	-	-	-	-	-	-	-
Other Federal Financing	-	-	-	-	-	-	-	100,000	(100,000)
Equipment Reserve Fund	-	688,000	658,000	813,000	903,000	612,400	3,062,000	2,962,000	100,000
Other Financing Sources	-	-	-	-	-	-	-	-	-
<b>Fire Service-Public Equipment Total</b>	<b>-</b>	<b>688,000</b>	<b>658,000</b>	<b>813,000</b>	<b>903,000</b>	<b>612,400</b>	<b>3,062,000</b>	<b>3,062,000</b>	<b>-</b>
<b>Public Buildings</b>									
GO Bonds	-	-	-	-	-	-	-	-	-
20 yr GO Bonds	-	-	-	-	-	-	-	-	-
PAYG	-	-	-	-	-	-	-	-	-
Storm Water Utility	-	612,000	-	-	-	122,400	612,000	306,000	306,000
Johnson County Funds	-	-	-	-	-	-	-	-	-
Other Federal Financing	-	-	-	-	-	-	-	-	-
Other Financing Sources	-	-	-	-	-	-	-	-	-
<b>Public Buildings Total</b>	<b>-</b>	<b>612,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>122,400</b>	<b>612,000</b>	<b>306,000</b>	<b>306,000</b>
<b>Public Equipment</b>									
GO Bonds	-	-	-	-	-	-	-	-	-
PAYG	80,000	865,000	640,000	2,650,000	1,850,000	2,217,000	6,085,000	2,925,000	3,160,000
Equipment Reserve Fund	250,000	250,000	250,000	250,000	250,000	250,000	1,250,000	800,000	450,000
Private Contributions	-	-	-	-	-	-	-	-	-
Other Debt Financing	-	-	-	-	-	-	-	-	-
Other Financing Sources	-	-	-	250,000	-	50,000	250,000	-	250,000
<b>Public Equipment Total</b>	<b>330,000</b>	<b>1,115,000</b>	<b>890,000</b>	<b>3,150,000</b>	<b>2,100,000</b>	<b>2,517,000</b>	<b>7,585,000</b>	<b>3,725,000</b>	<b>3,860,000</b>

**2013-2017 CIP**  
**2013-2017 Projects by Category**  
**August 20,2012**

<b>Projects by Category &amp; Funding Source</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>Total 2013/2017</b>	<b>Total 2012/2016</b>	<b>Increase/ Decrease</b>
<b>Parks &amp; Recreation</b>									
GO Bonds	445,000	-	-	-	-	89,000	445,000	400,000	45,000
20 yr GO Bonds	-	-	-	-	-	-	-	-	-
PAYG	-	-	-	-	-	-	-	-	-
Storm Water Utility	-	-	-	-	-	-	-	-	-
Johnson County Funds	-	-	-	-	-	-	-	200,000	(200,000)
KDOT	-	-	-	-	-	-	-	692,000	(692,000)
Other Federal Financing	-	-	-	-	-	-	-	173,000	(173,000)
Special Parks & Rec	225,000	225,000	225,000	225,000	225,000	225,000	1,125,000	3,750,000	(2,625,000)
Private Contributions	50,000	50,000	50,000	50,000	50,000	50,000	250,000	250,000	-
Other Financing Sources	-	-	-	-	-	-	-	-	-
<b>Parks &amp; Recreation Total</b>	<b>720,000</b>	<b>275,000</b>	<b>275,000</b>	<b>275,000</b>	<b>275,000</b>	<b>364,000</b>	<b>1,820,000</b>	<b>5,465,000</b>	<b>(3,645,000)</b>
<b>Golf Course</b>									
Golf Revenue	-	-	-	-	-	-	-	2,175,000	(2,175,000)
<b>Golf Course Total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>2,175,000</b>	<b>(2,175,000)</b>
<b>Storm Drainage</b>									
PAYG	-	-	-	-	-	-	-	-	-
Special Assessments	250,000	-	-	-	-	50,000	250,000	225,000	25,000
Storm Water Utility	730,000	980,000	980,000	980,000	980,000	930,000	4,650,000	4,700,000	(50,000)
Johnson County Funds	1,800,000	2,820,000	120,000	120,000	120,000	996,000	4,980,000	5,220,000	(240,000)
KDOT	-	-	-	-	-	-	-	-	-
<b>Storm Drainage Total</b>	<b>2,780,000</b>	<b>3,800,000</b>	<b>1,100,000</b>	<b>1,100,000</b>	<b>1,100,000</b>	<b>1,976,000</b>	<b>9,880,000</b>	<b>10,145,000</b>	<b>(265,000)</b>
<b>Streetlighting</b>									
PAYG	-	-	-	-	-	-	-	-	-
1/8th Sales Tax	-	200,000	100,000	100,000	100,000	100,000	500,000	500,000	-
Escrow Funds	-	-	-	-	-	-	-	-	-
Johnson County Funds	-	100,000	-	-	-	20,000	100,000	-	100,000
Community Dev Block Grant	-	-	-	-	-	-	-	-	0
<b>Streetlighting Total</b>	<b>-</b>	<b>300,000</b>	<b>100,000</b>	<b>100,000</b>	<b>100,000</b>	<b>120,000</b>	<b>600,000</b>	<b>500,000</b>	<b>100,000</b>
<b>Residential Street Program</b>									
GO Bonds	-	-	-	-	-	-	-	-	-
PAYG	-	-	-	-	-	-	-	-	-
1/8th Sales Tax	770,000	2,250,000	3,900,000	2,250,000	2,250,000	2,284,000	11,420,000	11,000,000	420,000
Storm Water Utility	375,000	-	-	-	-	75,000	375,000	-	375,000
Johnson County Funds	1,640,000	-	-	-	-	328,000	1,640,000	-	1,640,000
Community Dev Block Grant	-	300,000	300,000	300,000	300,000	240,000	1,200,000	1,750,000	(550,000)
Special Parks & Rec	-	-	-	-	-	-	-	-	0
Other Financing Sources	-	-	-	-	-	-	-	-	-
<b>Residential Street Program Total</b>	<b>2,785,000</b>	<b>2,550,000</b>	<b>4,200,000</b>	<b>2,550,000</b>	<b>2,550,000</b>	<b>2,927,000</b>	<b>14,635,000</b>	<b>12,750,000</b>	<b>1,885,000</b>

**2013-2017 CIP**  
**2013-2017 Projects by Category**  
**August 20,2012**

<b>Projects by Category &amp; Funding Source</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>Total 2013/2017</b>	<b>Total 2012/2016</b>	<b>Increase/ Decrease</b>
<b>Sidewalk Construction &amp; Maintenance</b>									
PAYG	-	-	-	-	-	-	-	-	-
1/8th Sales Tax	50,000	50,000	50,000	50,000	50,000	50,000	250,000	250,000	-
<b>Sidewalk Construction &amp; Maintenance Total</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>50,000</b>	<b>250,000</b>	<b>250,000</b>	<b>-</b>
<b>Street Improvements</b>									
GO Bonds	1,700,000	-	-	-	-	340,000	1,700,000	1,700,000	-
20 yr GO Bonds	-	-	-	-	-	-	-	-	-
PAYG	-	-	-	-	-	-	-	-	-
Escrow Funds	-	-	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-	-	-
Johnson County Funds	-	-	-	-	-	-	-	-	-
KDOT	-	-	-	-	-	-	-	-	-
Federal Transportation Funding	-	-	-	-	-	-	-	-	-
Other Financing Sources	-	-	-	-	-	-	-	-	-
<b>Street Improvements Total</b>	<b>1,700,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>340,000</b>	<b>1,700,000</b>	<b>1,700,000</b>	<b>-</b>
<b>Thoroughfare Excise Tax</b>									
Excise Tax	1,385,000	1,000,000	910,000	1,135,000	510,000	988,000	4,940,000	5,370,000	(430,000)
<b>Thoroughfare Excise Tax Total</b>	<b>1,385,000</b>	<b>1,000,000</b>	<b>910,000</b>	<b>1,135,000</b>	<b>510,000</b>	<b>988,000</b>	<b>4,940,000</b>	<b>5,370,000</b>	<b>(430,000)</b>
<b>Thoroughfare Non-Excise Tax</b>									
GO Bonds	1,440,000	-	-	-	-	288,000	1,440,000	7,140,000	(5,700,000)
20 yr GO Bonds	-	-	-	-	-	-	-	-	-
PAYG	-	525,000	-	75,000	-	1,120,000	600,000	-	600,000
1/8th Sales Tax	2,310,000	2,900,000	2,230,000	2,725,000	1,300,000	2,293,000	11,465,000	12,385,000	(920,000)
Escrow Funds	-	-	-	-	-	-	-	-	-
Special Assessments	-	-	-	-	-	-	-	110,000	(110,000)
Johnson County Funds	3,065,000	2,700,000	2,740,000	1,935,000	1,250,000	2,338,000	11,690,000	14,855,000	(3,165,000)
Eco Devo Sales Tax	-	-	-	-	-	-	-	-	0
Funds from Other Cities	-	-	325,000	-	-	65,000	325,000	2,280,000	(1,955,000)
KDOT	-	-	-	-	-	-	-	-	-
Federal Transportation Funding	2,740,000	-	3,000,000	4,000,000	-	1,948,000	9,740,000	13,900,000	(4,160,000)
Private Contributions	-	-	-	-	-	-	-	-	0
Other Financing Sources	-	-	-	-	-	-	-	-	-
<b>Thoroughfare Non-Excise Tax Total</b>	<b>9,555,000</b>	<b>6,125,000</b>	<b>8,295,000</b>	<b>8,735,000</b>	<b>2,550,000</b>	<b>8,052,000</b>	<b>35,260,000</b>	<b>50,670,000</b>	<b>(15,410,000)</b>

**2013-2017 CIP**  
**2013-2017 Projects by Category**  
**August 20,2012**

<b>Projects by Category &amp; Funding Source</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>Total 2013/2017</b>	<b>Total 2012/2016</b>	<b>Increase/ Decrease</b>
<b>Traffic Mgt. Systems</b>									
PAYG	300,000	300,000	300,000	300,000	300,000	300,000	1,500,000	1,500,000	-
1/8th Sales Tax	-	-	-	-	-	-	-	-	-
Escrow Funds	80,000	80,000	80,000	80,000	80,000	80,000	400,000	400,000	-
Special Assessments	-	-	-	-	-	-	-	-	-
Eco Devo Sales Tax	-	-	-	-	-	-	-	-	-
Funds from Other Cities	-	-	-	-	-	-	-	-	-
KDOT	-	-	-	-	-	-	-	205,000	(205,000)
Other Federal Financing	-	-	-	-	-	-	-	-	-
Private Contributions	-	-	-	-	-	-	-	-	-
<b>Traffic Mgt. Systems Total</b>	<b>380,000</b>	<b>380,000</b>	<b>380,000</b>	<b>380,000</b>	<b>380,000</b>	<b>380,000</b>	<b>1,900,000</b>	<b>2,105,000</b>	<b>(205,000)</b>
<b>Grand Total</b>	<b>20,398,000</b>	<b>16,895,000</b>	<b>16,858,000</b>	<b>18,288,000</b>	<b>10,518,000</b>	<b>18,618,100</b>	<b>82,957,000</b>	<b>99,273,000</b>	<b>(16,316,000)</b>

**2013-2017 CIP**  
**2013-2017 Projects by Funding Sources**  
**August 20, 2012**

<b>Funding Source</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>Total 2013/2017</b>	<b>Total 2012/2016</b>	<b>Increase/ Decrease</b>
GO Bonds	1,490,000	3,585,000	-	-	-	-	717,000	3,585,000	9,240,000	(5,655,000)
20 yr GO Bonds	-	-	-	-	-	-	-	-	-	-
PAYG	1,245,000	380,000	1,690,000	940,000	3,025,000	2,150,000	3,637,000	8,185,000	4,425,000	3,760,000
Excise Tax	250,000	1,385,000	1,000,000	910,000	1,135,000	510,000	988,000	4,940,000	5,370,000	(430,000)
1/8th Sales Tax	5,507,000	3,309,000	5,400,000	6,280,000	5,125,000	3,700,000	4,762,800	23,814,000	24,485,000	(671,000)
Escrow Funds	-	80,000	80,000	80,000	80,000	80,000	80,000	400,000	400,000	-
Special Assessments	110,000	250,000	-	-	-	-	50,000	250,000	335,000	(85,000)
Storm Water Utility	1,504,250	1,105,000	1,592,000	980,000	980,000	980,000	1,127,400	5,637,000	5,006,000	631,000
Johnson County Funds	7,335,000	6,860,000	5,620,000	2,860,000	2,055,000	1,370,000	3,770,750	18,765,000	20,625,000	(1,860,000)
Eco Devo Sales Tax	-	-	-	-	-	-	-	-	-	-
Funds from Other Cities	-	179,000	-	325,000	-	-	109,750	504,000	2,630,000	(2,126,000)
KDOT	897,000	-	-	-	-	-	-	-	897,000	(897,000)
Federal Transportation Funding	8,415,000	2,740,000	-	3,000,000	4,000,000	-	1,948,000	9,740,000	13,900,000	(4,160,000)
Community Dev Block Grant	273,750	-	300,000	300,000	300,000	300,000	240,000	1,200,000	1,750,000	(550,000)
Other Federal Financing	273,000	-	-	-	-	-	-	-	273,000	(273,000)
Equipment Reserve Fund	1,103,000	250,000	938,000	908,000	1,063,000	1,153,000	862,400	4,312,000	3,762,000	550,000
Golf Revenue	-	-	-	-	-	-	-	-	2,175,000	(2,175,000)
Special Parks & Rec	225,000	225,000	225,000	225,000	225,000	225,000	225,000	1,125,000	3,750,000	(2,625,000)
Private Contributions	50,000	50,000	50,000	50,000	50,000	50,000	50,000	250,000	250,000	-
Other Debt Financing	-	-	-	-	-	-	-	-	-	-
Other Financing Sources	-	-	-	-	250,000	-	50,000	250,000	-	250,000
<b>Grand Total</b>	<b>28,678,000</b>	<b>20,398,000</b>	<b>16,895,000</b>	<b>16,858,000</b>	<b>18,288,000</b>	<b>10,518,000</b>	<b>18,618,100</b>	<b>82,957,000</b>	<b>99,273,000</b>	<b>(16,316,000)</b>

**General Fund - Debt**

Proposed Debt Issue	1,600,000	3,835,000	-	-	-	-	767,000	767,000	3,835,000	(3,068,000)
General Obligation:										
Five Yr. Maturities	-	-	-	-	-	-	-	-	-	-
Ten Yr. Maturities	1,490,000	3,585,000	-	-	-	-	717,000	717,000	3,585,000	(2,868,000)
Twenty Yr. Maturities	-	-	-	-	-	-	-	-	-	-
Special Assessment:										
Ten Yr. Maturities	110,000	250,000	-	-	-	-	50,000	50,000	250,000	(200,000)

**Fire Service Fund - Debt**

General Obligation:										
Ten Yr. Maturities	-	-	-	-	-	-	-	-	-	-
Twenty Yr. Maturities	-	-	-	-	-	-	-	-	-	-
Proposed Debt Issue	-	-	-	-	-	-	-	-	-	-

<b>Total General Fund &amp; Fire Fund Debt Issue</b>	<b>1,600,000</b>	<b>3,835,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-</b>	<b>767,000</b>	<b>767,000</b>	<b>3,835,000</b>	<b>(3,068,000)</b>
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## **2013-2017 Capital Improvements Program**

### **Key to Project Categories**

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**PUBLIC BUILDINGS** - The public building category accounts for remodeling and/or new construction of public facilities.

**FIRE BUILDINGS** - The public building category accounts for remodeling and/or new construction of public facilities for fire service.

**PUBLIC EQUIPMENT** - This public equipment category accounts for acquisition of major equipment and technology.

**FIRE EQUIPMENT** - The public equipment category accounts for acquisition of major equipment for fire service.

**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, 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 KCP&L 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 2013-2017 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.



## **KEY TO PROJECT CATEGORIES - continued**

**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.

## **2013-2017 Capital Improvements Program**

### **Key to Funding Sources**

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**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 and 2008, voters approved an extension of this tax for two additional five-year periods. The tax is currently set to sunset in March of 2014, however the 2013-2017 CIP anticipates continuation of this tax throughout the financial planning period.

**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.

## **KEY TO FUNDING SOURCES – continued**

**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.

**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.

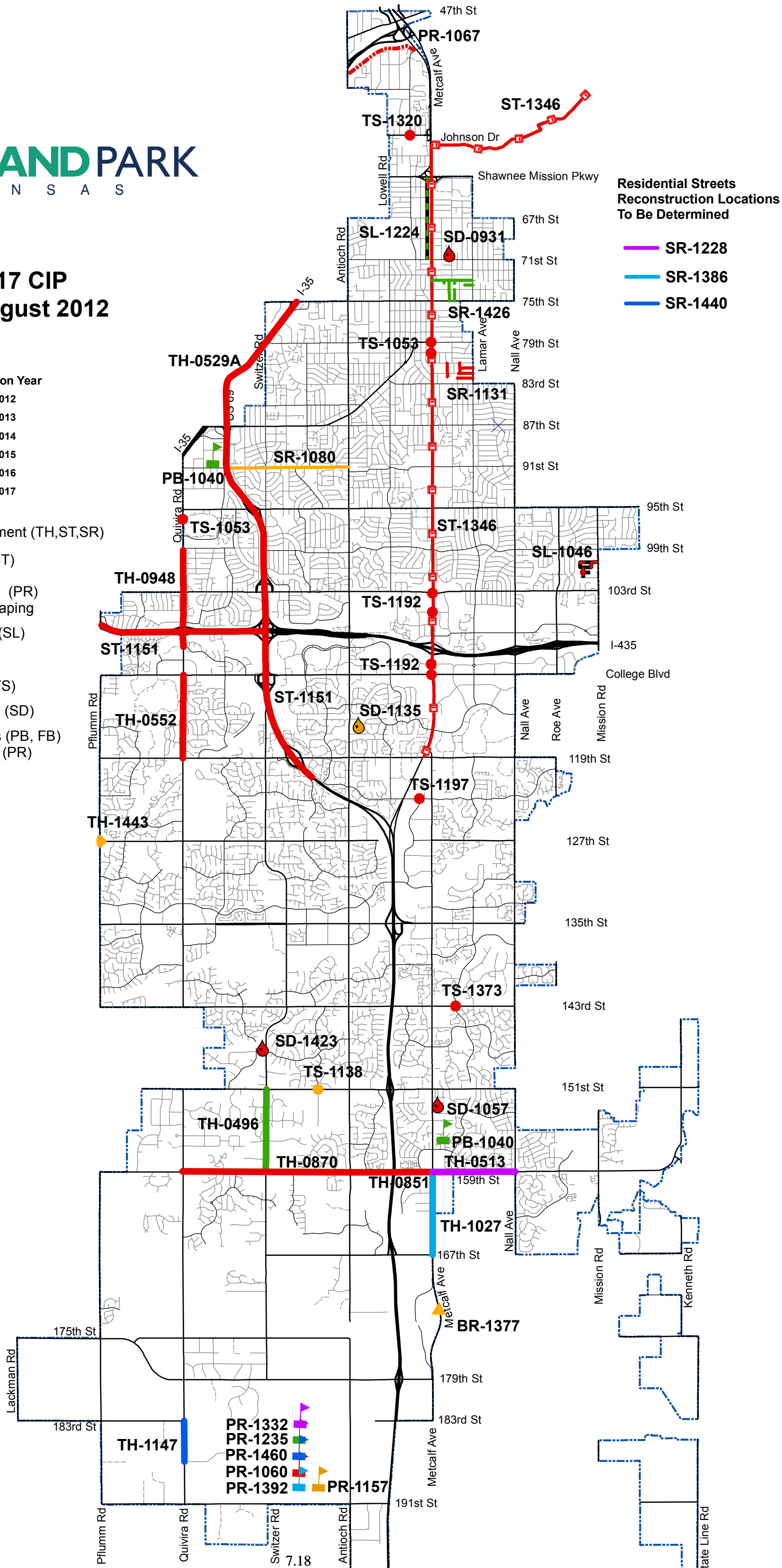
**GCR - GOLF COURSE REVENUE:** Golf Course revenues that exceed operating expenses (which include a computation for overhead) are used to fund golf course improvements.

**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.

**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.



Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>PUBLIC BUILDINGS</b>						
PB-1431	<b>Dennis Garrett Public Work Facility Truck Port</b> Replace storm damaged truck port at the Dennis Garrett Maintenance Facility.	New	2011	2011	2011	0 *GO 85,000 *PAYG 0 *1/8STX 45,000 *SWU 0 *TEA21 [OFIN= \$220K insu., \$25k risk mgt] 245,000 *OFIN
Project Total						<u>375,000</u>
PB-1040	<b>Contained Calcium Chloride Tanks &amp; Dispensing Systems</b> Replace current fiberglass tank & mechanical dispensing system with a new concrete containment area. New area would provide a spill containment area. Liquid CaCl is used during snow/ice removal. Revised scope to include construction of both DG and BV facilities. Revised construction years from 2011 & 2012 to 2014.	Revised Scope Revised Year	2013	2014	2014	0 GO 0 PAYG 0 1/8STX 612,000 SWU 0 TEA21 0 OFED
Project Total						<u>612,000</u>
PB-1041	<b>BVPW Contained Calcium Chloride Tank &amp; Dispensing System</b> Replace current fiberglass tank & mechanical dispensing system with a new concrete containment area. New area will provide a spill containment area. Liquid CaCl is used during snow/ice removal. Project removed - combined with PB-1040.	Removed Combined into PB-1040	2012	2012	2012	0 *GO 0 *PAYG 0 *1/8STX 0 *SWU 0 *TEA21 0 *OFED
Project Total						<u>0</u>
SUBTOTAL - PUBLIC BUILDINGS						0 GO 0 20GO 0 PAYG 0 EXCIS 0 1/8STX 0 ESC 0 SA 612,000 SWU 0 CTY 0 OCITY 0 KDOT 0 TFED 0 CDBG 0 OFED 0 ERF 0 GCR 0 SPR 0 PRIV 0 ODF 0 OFIN
						<u>612,000</u>

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>FIRE SERVICE FUND - PUBLIC BUILDINGS</b>						
FB-1427	<b>Training Tower Props Replacement</b> Training Tower Props replacement and upgrade.	No Change	2011	2011	2011	0 *GO 82,000 *PAYG 0 *ERF [OFED= 2010 FEMA Grant] 360,000 *OFED [OFIN = 2011 Operating budget savings] 8,000 *OFIN <u>450,000</u>
	Project Total					
FB-1434	<b>Fire Administration Relocation</b> Relocation of Fire Administration Office to the Fire Training Center and Fire Station #2. Includes demolition of existing administrative offices. Funding reallocated from other projects.	New	2011	2011	2011	0 *GO 145,300 *PAYG 0 *ERF 0 *OFED 0 *OFIN <u>145,300</u>
	Project Total					
FB-1253	<b>Land Acquisition - Fire Station #5</b> Purchase of land to allow for eventual relocation of Fire Station #5 in the vicinity of 151st and Metcalf Avenue. The City believes it would be advantageous to purchase land ASAP, however location and amount of land is yet to be determined. Funding amount and funding source will be determined once land identified and purchase timeframe is established.	New	TBD	TBD	TBD	0 *GO 0 *20GO 0 *PAYG 0 *ERF 0 *OFED 0 *OFIN <u>0</u>
	Project Total					

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>FIRE SERVICE FUND - PUBLIC BUILDINGS</b>						
SUBTOTAL						0 GO
FIRE SERVICE FUND - PUBLIC BUILDINGS						0 20GO
						0 PAYG
						0 EXCIS
						0 1/8STX
						0 ESC
						0 SA
						0 SWU
						0 CTY
						0 OCITY
						0 KDOT
						0 TFED
						0 CDBG
						0 OFED
						0 ERF
						0 GCR
						0 SPR
						0 PRIV
						0 ODF
						0 OFIN
						<u>0</u>
						<u>0</u>

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>PUBLIC EQUIPMENT</b>						
PE-1327	<b>2010 Public Safety CAD/RMS Upgrade</b> Upgrade of the City's Computer-Aided Dispatch and Records Management Software. Software upgrade is on a three-year cycle.	No Change	2010	2010	2010	0 *GO 62,000 *PAYG 0 *OFED 0 *ERF 0 *ODF [OFIN = open POs] 145,000 *OFIN <u>207,000</u>
	Project Total					
PE-1164	<b>Police Radio System Replacement</b> The City's current 800MHz Radio System was purchased in 1994. The analog system does not comply with Federal Interoperability Standards, and several components of the system are no longer supported, thus difficult to repair due to lack of replacement components. Project includes the City becoming part of the County system. Backbone structure would be provided by the County. This project includes the purchase of user equipment by the City. Revised cost based on updated estimates.	Revised Cost	2011	2011	2011	0 *GO 197,000 *PAYG 0 *OFED 0 *ERF 0 *ODF [OFIN = \$460K from Special Law Enf Trust, \$925K from Rebanding FRA payment, \$880K from 911 funds] 2,265,000 *OFIN <u>2,462,000</u>
	Project Total					
PE-1328	<b>BVPW Emergency Generator</b> Emergency generator to support Public Works and snow operations in the event of a power failure.	No Change	2011	2011	2011	0 *GO 0 *PAYG 0 *OFED 150,000 *ERF 0 *ODF 0 *OFIN <u>150,000</u>
	Project Total					
PE-1070	<b>Police Mobile Digital Video (MDV) Camera Replacement</b> Replacement of MDV cameras and server purchased in 2006. PD plans to replace all at once, due to technology and training issues.	No Change	2011	2011	2011	0 *GO 495,000 *PAYG 0 *OFED 0 *ERF 0 *ODF 0 *OFIN <u>495,000</u>
	Project Total					
PE-0966	<b>2011 Network Technology</b> Annual funding for improvements to Information Technology networks, systems and hardware.	No Change	2011	2011	2011	0 *GO 0 *PAYG 0 *OFED 100,000 *ERF 0 *ODF 0 *OFIN <u>100,000</u>
	Project Total					

\*indicates project costs not included in plan totals



Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>PUBLIC EQUIPMENT</b>						
PE-0960	<b>2011 Police Technology</b> Replacement and upgrade of Mobile Data Terminal & Computer Aided Dispatch equipment based on the Police Department's assessment of needs.	No Change	2011	2011	2011	0 *GO 830,000 *PAYG 0 *OFED 0 *ERF 0 *ODF 0 *OFIN <hr/> 830,000
	Project Total					<hr/> 830,000
PE-1075	<b>2012 Software Licenses</b> Annual funding for renewal of software licensing as needed. Funding to be used for Email upgrade and Microsoft upgrade projects. RFI has been issued for email upgrade; expected project completion is late 2012. Transferred funding from 2010 and 2011 software projects (PE-0843 and PE-0966).	Revised Scope	2012	2012	2012	0 *GO 0 *PAYG 0 *OFED 150,000 *ERF 0 *ODF <hr/> 150,000
	Project Total					<hr/> 150,000
PE-1076	<b>2012 Network Technology</b> Annual funding for improvements to Information Technology networks, systems and hardware. Includes replacement of edge switches for \$50,000 to maintain compatibility with core switches.	No Change	2012	2012	2012	0 *GO 0 *PAYG 0 *OFED 150,000 *ERF 0 *ODF 0 *OFIN <hr/> 150,000
	Project Total					<hr/> 150,000
PE-1062	<b>2012 Police Technology</b> Replacement and upgrade of Mobile Data Terminal & Computer Aided Dispatch equipment based on the Police Department's assessment of needs.	No Change	2012	2012	2012	0 *GO 845,000 *PAYG 0 *OFED 0 *ERF 0 *ODF 0 *OFIN <hr/> 845,000
	Project Total					<hr/> 845,000
PE-1154	<b>2013 Police Technology</b> Annual program for replacement and upgrade of Mobile Data Terminal & Computer Aided Dispatch equipment based on the Police Department's assessment of needs. Revised cost based on delaying purchase of related servers.	Revised Cost Revised Scope	2013	2013	2013	0 GO 80,000 PAYG 0 OFED 0 ERF 0 ODF 0 OFIN <hr/> 80,000
	Project Total					<hr/> 80,000

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>PUBLIC EQUIPMENT</b>						
PE-1161	<b>2013 IT Network Technology and Software</b> Annual funding for improvements to Information Technology networks, systems, hardware and software. Combined PE-1162 into project. Increased funding to allow for technology to be upgraded and replaced on a more timely basis.	Revised Cost Revised Scope	2013	2013	2013	0 GO 0 PAYG 0 OFED 250,000 ERF 0 ODF
Project Total						250,000
PE-1162	<b>2013 Software Licenses</b> Annual funding for renewal of software licensing as needed. Project combined into PE-1161.	Removed Combined into PE-1161	2013	2013	2013	0 GO 0 PAYG 0 OFED 0 ERF 0 ODF 0 OFIN
Project Total						0
PE-1231	<b>2014 Police Technology</b> Replacement and upgrade of Mobile Data Terminal & Computer Aided Dispatch equipment based on the Police Department's assessment of needs. Revised scope and transferred \$150k of funding PE-1329, E-ticketing Replacement.	Revised Cost Revised Scope	2014	2014	2014	0 GO 90,000 PAYG 0 OFED 0 ERF 0 OFIN
Project Total						90,000
PE-1329	<b>E-Ticketing Replacement: 2014</b> Replacement and upgrade of electronic traffic ticketing user hardware, including printers and scanners. Revised year from 2012 to 2014 based on current projection of expected equipment life. Revised scope to include replacement of software and servers as well as user hardware. \$150,000 of funding has been transferred from PE-1231 to this project.	Revised Year Revised Scope Revised Cost	2014	2014	2014	0 GO 300,000 PAYG 0 OFED 0 ERF 0 ODF 0 OFIN
Project Total						300,000
PE-1232	<b>2014 IT Network Technology and Software</b> Annual funding for improvements to Information Technology networks, systems, hardware and software. Combined PE-1233 into project. Increased funding to allow for technology to be upgraded and replaced on a more timely basis.	Revised Cost Revised Scope	2014	2014	2014	0 GO 0 PAYG 0 OFED 250,000 ERF 0 OFIN
Project Total						250,000

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>PUBLIC EQUIPMENT</b>						
PE-1233	<b>2014 Software Licenses</b> Annual funding for renewal of software licensing as needed. Project combined into PE-1232.	Removed Combined into PE-1232	2014	2014	2014	0 GO 0 PAYG 0 OFED 0 ERF 0 ODF 0 OFIN <hr/> 0
	Project Total					<hr/> 0
PE-1463	<b>Citywide Information Technology Backup System Replacement</b> Replacement of city-wide disk to disk backup system purchased in 2009.	New	2014	2014	2014	0 GO 475,000 PAYG 0 OFED 0 ERF 0 OFIN <hr/> 475,000
	Project Total					<hr/> 475,000
PE-1330	<b>Public Safety CAD/RMS Upgrade</b> Upgrade of the City's Computer-Aided Dispatch and Records Management Software. Software upgrade is on a three/four year cycle. Revised scope to include replacement of related servers; transferred \$170K of funding from PE-1154 to this project for the servers. Revised year from 2014 to 2015.	Revised Cost Revised Scope Revised Year	2015	2015	2015	0 GO 520,000 PAYG 0 OFED 0 ERF 0 OFIN <hr/> 520,000
	Project Total					<hr/> 520,000
PE-1293	<b>2015 IT Network Technology and Software Licenses</b> Annual funding for improvements to Information Technology networks, systems and hardware. Combined PE-1294 into project. Increased funding to allow for technology to be upgraded and replaced on a more timely basis.	Revised Cost Revised Scope	2015	2015	2015	0 GO 0 PAYG 0 OFED 250,000 ERF 0 ODF 0 OFIN <hr/> 250,000
	Project Total					<hr/> 250,000
PE-1294	<b>2015 Software Licenses</b> Annual funding for renewal of software licensing as needed. Project combined into PE-1293.	Removed Combined into PE-1293	2015	2015	2015	0 GO 0 PAYG 0 OFED 0 ERF 0 OFIN <hr/> 0
	Project Total					<hr/> 0
PE-1316	<b>2015 Police Technology</b> 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

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>PUBLIC EQUIPMENT</b>						
PE-1398	<b>2016 IT Network Technology and Software</b> Annual funding for improvements to Information Technology networks, systems, hardware and software. Combined PE-1399 into project. Increased funding to allow for technology to be upgraded and replaced on a more timely basis.	Revised Cost Revised Scope	2016	2016	2016	0 GO 0 PAYG 0 OFED 250,000 ERF 0 OFIN
Project Total						250,000
PE-1399	<b>2016 Software Licenses</b> Annual funding for renewal of software licensing as needed. Project combined into PE-1398.	Removed Combined into PE-1398	2016	2016	2016	0 GO 0 PAYG 0 OFED 0 ERF 0 OFIN
Project Total						0
PE-1417	<b>2016 Police Technology</b> Replacement and upgrade of Mobile Data Terminal & Computer Aided Dispatch equipment based on the Police Department's assessment of needs.	No Change	2016	2016	2016	0 GO 820,000 PAYG 0 OFED 0 ERF 0 OFIN
Project Total						820,000
PE-1418	<b>2016 E-Ticketing Replacement</b> Replacement and upgrade of electronic traffic ticketing user hardware purchased in 2012, including printers and scanners. PD and IT have determined the equipment has a longer useful life than previously anticipated. Therefore replacement can be delayed until 2018 or 2019.	Removed Project delayed to outside of plan years	TBD	TBD	TBD	0 GO 0 PAYG 0 OFED 0 ERF 0 OFIN
Project Total						0
PE-1464	<b>Police Mobile Digital Voice Recorder and Logging System</b> Replacement of system used to record 911 calls and police radio traffic.	New	2016	2016	2016	0 GO 0 PAYG 0 OFED 0 ERF [OFIN = E911 funds] 250,000 OFIN
Project Total						250,000
PE-1451	<b>Police Mobile Digital Video (MDV) Camera Replacement</b> Replacement of MDV cameras and server purchased in 2011. PD plans to replace all at once, due to technology and training issues.	New	2016	2016	2016	0 GO 530,000 PAYG 0 OFED 0 ERF 0 OFIN
Project Total						530,000

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>PUBLIC EQUIPMENT</b>						
PE-0975	<b>Telephone System Replacement - Phase 1</b> <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>	New	2016	2016	2016	0 GO 1,300,000 PAYG 0 OFED 0 ERF 0 OFIN
	Project Total					1,300,000
PE-0976	<b>Telephone System Replacement - Phase 2</b> <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>	New	2017	2017	2017	0 GO 900,000 PAYG 0 OFED 0 ERF 0 OFIN
	Project Total					900,000
PE-1452	<b>2017 IT Network Technology and Software</b> <div>Annual funding for improvements to Information Technology networks, systems, hardware and for renewal of software licensing as needed.</div>	New	2017	2017	2017	0 GO 0 PAYG 0 OFED 250,000 ERF 0 OFIN
	Project Total					250,000
PE-1454	<b>2017 Police Technology</b> <div>Replacement and upgrade of Mobile Data Terminal &amp; Computer Aided Dispatch equipment based on the Police Department's assessment of needs.</div>	New	2017	2017	2017	0 GO 100,000 PAYG 0 OFED 0 ERF 0 OFIN
	Project Total					100,000
PE-1455	<b>Storage Area Network Replacement</b> <div>Replacement and upgrade of storage area networks.</div>	New	2017	2017	2017	0 GO 850,000 PAYG 0 OFED 0 ERF 0 OFIN
	Project Total					850,000

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>PUBLIC EQUIPMENT</b>						
SUBTOTAL						0 GO
PUBLIC EQUIPMENT						0 20GO
						6,085,000 PAYG
						0 EXCIS
						0 1/8STX
						0 ESC
						0 SA
						0 SWU
						0 CTY
						0 OCITY
						0 KDOT
						0 TFED
						0 CDBG
						0 OFED
						1,250,000 ERF
						0 GCR
						0 SPR
						0 PRIV
						0 ODF
						250,000 OFIN
						<u>7,585,000</u>

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>FIRE SERVICE FUND - PUBLIC EQUIPMENT</b>						
FE-0451	<b>Hazardous Materials Utility Vehicle</b> Replace 1994 Freightliner Hazardous Materials Truck, fixed asset #11567. FD has delayed purchase of this equipment until 2011.	No Change	2008	2011	2008	0 *GO 0 *PAYG 0 *CTY 400,000 *ERF 0 *OFIN <u>400,000</u>
	Project Total					<u>400,000</u>
FE-0963	<b>2010 Ambulance Replacement</b> Replacement of 2003 Ambulance, due to age, mileage and maintenance. Fixed asset #24762. FD has delayed purchase of this equipment until 2011.	No Change	2010	2011	2010	0 *GO 0 *PAYG 0 *CTY 188,000 *ERF 0 *OFED <u>188,000</u>
	Project Total					<u>188,000</u>
FE-0961	<b>2011 Ambulance Replacement</b> Replacement of 2005 Ambulance, due to age, mileage and maintenance. Fixed asset #26444.	No Change	2011	2011	2011	0 *GO 0 *PAYG 0 *CTY 188,000 *ERF 0 *OFIN <u>188,000</u>
	Project Total					<u>188,000</u>
FE-0962	<b>2011 Fire Truck Replacement - Engine</b> Replacement of 2001 E-One Pumper due to age, mileage and maintenance. Fixed asset #21950.	No Change	2011	2011	2011	0 *GO 0 *PAYG 0 *CTY 525,000 *ERF 0 *OFIN <u>525,000</u>
	Project Total					<u>525,000</u>
FE-1063	<b>2012 Ambulance Replacement</b> Replacement of 2006 Ambulance, due to age, mileage and maintenance. Fixed asset #27927.	No Change	2012	2012	2012	0 *GO 0 *PAYG 0 *CTY 188,000 *ERF 0 *OFIN <u>188,000</u>
	Project Total					<u>188,000</u>
FE-1064	<b>2012 Fire Truck Replacement - Engine</b> Replacement of 2002 E-One Pumper due to age, mileage and maintenance. Fixed asset #23126.	No Change	2012	2012	2012	0 *GO 0 *PAYG 0 *CTY 525,000 *ERF 0 *OFIN <u>525,000</u>
	Project Total					<u>525,000</u>

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>FIRE SERVICE FUND - PUBLIC EQUIPMENT</b>						
FE-1419	<b>2012 Fire Mobile Data Terminal Replacement</b> Replacement of MDTs in all fire vehicles. Purchased in 2005, this equipment will need be replaced in 2012 to maintain reliability.	No Change	2012	2012	2012	0 *GO 0 *PAYG 0 *CTY 90,000 *ERF [OFED = 2010 FEMA Grant] 100,000 *OFIN <u>190,000</u>
	Project Total					
FE-1166	<b>2014 Fire Truck Replacement-E45</b> Replacement of 2003 E-One Pumper, due to age, mileage and maintenance. Fixed asset #24656.	No Change	2014	2014	2014	0 GO 0 PAYG 0 CTY 500,000 ERF 0 OFIN <u>500,000</u>
	Project Total					
FE-1250	<b>2014 Ambulance Replacement</b> Replacement of 2008 Ambulance, due to age, mileage and maintenance. Fixed asset #34898.	No Change	2014	2014	2014	0 GO 0 PAYG 0 CTY 188,000 ERF 0 OFIN <u>188,000</u>
	Project Total					
FE-1299	<b>2015 Ambulance Replacement</b> Replacement of 2009 Ambulance, due to age, mileage and maintenance. Fixed Asset #24761.	No Change	2015	2015	2015	0 GO 0 PAYG 0 CTY 188,000 ERF 0 OFIN <u>188,000</u>
	Project Total					
FE-1337	<b>2015 Rescue Truck Replacement</b> Replacement of 2004 Rescue Truck, due to age, mileage and maintenance. Fixed Asset #26653.	No Change	2015	2015	2015	0 GO 0 PAYG 0 CTY 470,000 ERF 0 OFIN <u>470,000</u>
	Project Total					
FE-1393	<b>2016 Ambulance Replacement</b> Replacement of 2010 Ambulance, due to age, mileage and maintenance. Unit M1145.	No Change	2016	2016	2016	0 GO 0 PAYG 0 CTY 188,000 ERF 0 OFIN <u>188,000</u>
	Project Total					
FE-1394	<b>2016 Fire Truck Replacement-Ladder Truck</b> Replacement of 2006 Pierce Dash Ladder Truck (Q41) due to age, mileage and maintenance. Fixed asset #28653.	No Change	2016	2016	2016	0 GO 0 PAYG 0 CTY 625,000 ERF 0 OFIN <u>625,000</u>
	Project Total					

\*indicates project costs not included in plan totals



Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>FIRE SERVICE FUND - PUBLIC EQUIPMENT</b>						
FE-1456	<b>2017 Ambulance Replacement</b> Continuation of annual program. Replacement of 2011 Ambulance (1143), due to age, mileage and maintenance.	New	2017	2017	2017	0 GO 0 PAYG 0 CTY 188,000 ERF 0 OFIN <u>188,000</u>
	Project Total					<u>188,000</u>
FE-1457	<b>2017 Fire Truck Replacement- Ladder Truck</b> Continuation of annual program. Replacement of 2007 E-One Pumper Truck (E44) due to age, mileage and maintenance.	New	2017	2017	2017	0 GO 0 PAYG 0 CTY 525,000 ERF 0 OFIN <u>525,000</u>
	Project Total					<u>525,000</u>
FE-1458	<b>2017 Fire Mobile Data Terminal Replacement</b> Replacement of MDTs in all fire vehicles. Purchased in 2012, this equipment will need be replaced in 2017 to maintain reliability.	New	2017	2017	2017	0 GO 0 PAYG 0 CTY 190,000 ERF 0 OFIN <u>190,000</u>
	Project Total					<u>190,000</u>
SUBTOTAL						0 GO
FIRE SERVICE FUND - PUBLIC EQUIPMENT						0 20GO
						0 PAYG
						0 EXCIS
						0 1/8STX
						0 ESC
						0 SA
						0 SWU
						0 CTY
						0 OCITY
						0 KDOT
						0 TFED
						0 CDBG
						0 OFED
						3,062,000 ERF
						0 GCR
						0 SPR
						0 PRIV
						0 ODF
						0 OFIN <u>3,062,000</u>

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>PARKS &amp; RECREATION: Public Art</b>						
PR-0836	<b>2010 Public Art</b> Funding for permanent art acquisition. The City will match up to \$50,000 of funding raised by Friends of OP Arts. Funding for "Blackbird" by Larry Young, a 10' bronze sculpture to be placed on the north-east City Hall lawn at the intersection of 85th and Santa Fe Drive.	No Change	2010	2010	2010	50,000 *PAYG 50,000 *PRIV 0 *OFIN
	Project Total					100,000
PR-0959	<b>2011 Public Art</b> Funding for permanent art acquisitions. Project removed due to lack of private funding received.	Project Removed	2011	2011	2011	0 *PAYG 0 *PRIV 0 *OFIN
	Project Total					0
PR-1069	<b>2012 Public Art</b> Funding for permanent art acquisitions.	No Change	2012	2012	2012	0 *PAYG 50,000 *PRIV 0 *OFIN
	Project Total					50,000
PR-1155	<b>2013 Public Art</b> Funding for permanent art acquisitions.	No Change	2013	2013	2013	0 PAYG 50,000 PRIV 0 OFIN
	Project Total					50,000
PR-1234	<b>2014 Public Art</b> Funding for permanent art acquisitions.	No Change	2014	2014	2014	0 PAYG 50,000 PRIV 0 OFIN
	Project Total					50,000
PR-1331	<b>2015 Public Art</b> Funding for permanent art acquisitions.	No Change	2015	2015	2015	0 PAYG 50,000 PRIV 0 OFIN
	Project Total					50,000
PR-1416	<b>2016 Public Art</b> Funding for permanent art acquisitions.	No Change	2016	2016	2016	0 PAYG 50,000 PRIV 0 OFIN
	Project Total					50,000

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>PARKS &amp; RECREATION: Public Art</b>						
PR-1459	<b>2017 Public Art</b>	New	2017	2017	2017	0 PAYG
	Funding for permanent art acquisitions.					50,000 PRIV
	Continuation of annual program.					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 CTY
						0 OCITY
						0 KDOT
						0 TFED
						0 CDBG
						0 OFED
						0 ERF
						0 GCR
						0 SPR
						250,000 PRIV
						0 ODF
						0 OFIN
						250,000

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>PARKS &amp; RECREATION: Bike-Hike Trails</b>						
PR-1067	<b>Turkey Creek Bike/Hike Trail</b> 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 would not be 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. Revised cost based on updated engineer's estimate and design underway. Revised funding year for GO from 2012 to 2013. Construction is not anticipated to begin until late 2012.	Revised Cost Revised Year	2011	2012	2012	0 *GO 0 *PAYG 0 *1/8STX 692,000 *KDOT 173,000 *OFED 0 *SPR 200,000 *CTY 2013 445,000 GO
Project Total						1,510,000
SUBTOTAL						445,000 GO
PARKS & RECREATION: Bike-Hike Trails						0 20GO 0 PAYG 0 EXCIS 0 1/8STX 0 ESC 0 SA 0 SWU 0 CTY 0 OCITY 0 KDOT 0 TFED 0 CDBG 0 OFED 0 ERF 0 GCR 0 SPR 0 PRIV 0 ODF 0 OFIN 445,000

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>PARKS &amp; RECREATION: Arboretum &amp; Kemper Farm</b>						
PR-1251	<b>Train Garden</b> 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. The caboose was placed in mid-2011, and phase 1 of the garden, including construction of the G-scale train area is expected to be completed in late 2011 or early 2012. The remaining phases will be constructed when private donations are available.	No Change	2009	2011	2009	0 *GO 0 *PAYG 0 *SPR 760,000 *PRIV 0 *OFIN
Project Total						760,000
PR-1171	<b>Erickson Rose Garden</b> 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	2010	2010	0 *GO 0 *20GO 0 *PAYG 0 *SPR 500,000 *PRIV 0 *OFIN
Project Total						500,000
PR-1391	<b>Margie's Serenity Pointe Garden</b> The 6,000 sq. ft. Margie's Serenity Pointe Garden is located adjacent to the Erickson Water Garden. Containing two separate spaces, a scenic overlook to the rose/rill gardens and the other a small "secret" garden, the garden consists of stone retaining walls, walkways and stairs, benches, ornamental trees and shrubs, perennials and annuals. (Operating Costs: \$20,000/yr)	No Change	2010	2011	2011	0 *GO 0 *20GO 115,000 *PAYG 0 *SPR 230,000 *PRIV 0 *OFIN
Project Total						345,000
PR-0958	<b>2011 Small Improvement Projects</b> Construction of one or two specific feature areas at the Arboretum or Kemper Farm - some in cooperation with service and garden clubs or other private donors. (Operating Costs: \$20,000/yr)	No Change	2011	2011	2011	0 *GO 0 *PAYG 100,000 *SPR 0 *PRIV 0 *OFIN
Project Total						100,000

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>PARKS &amp; RECREATION: Arboretum &amp; Kemper Farm</b>						
PR-1060	<b>2012 Small Improvement Projects</b> Funds construction and addition of minor improvements at the OP Arboretum, often in conjunction with private funds. Revised scope to remove funds used for maintenance of existing features.	Revised Scope	2012	2012	2012	0 *GO 0 *PAYG 25,000 *SPR 0 *PRIV 0 *OFIN
	Project Total					25,000
PR-1157	<b>2013 Small Improvement Projects</b> Funds construction and addition of minor improvements at the OP Arboretum, often in conjunction with private funds. Revised scope to remove funds used for maintenance of existing features.	Revised Scope	2013	2013	2013	0 GO 0 PAYG 25,000 SPR 0 PRIV 0 OFIN
	Project Total					25,000
PR-1235	<b>2014 Small Improvement Projects</b> Funds construction and addition of minor improvements at the OP Arboretum, often in conjunction with private funds. Revised scope to remove funds used for maintenance of existing features.	Revised Scope	2014	2014	2014	0 GO 0 PAYG 25,000 SPR 0 PRIV 0 OFIN
	Project Total					25,000
PR-1332	<b>2015 Small Improvement Projects</b> Funds construction and addition of minor improvements at the OP Arboretum, often in conjunction with private funds. Revised scope to remove funds used for maintenance of existing features.	Revised Scope	2015	2015	2015	0 GO 0 PAYG 25,000 SPR 0 PRIV 0 OFIN
	Project Total					25,000
PR-1392	<b>2016 Small Improvement Projects</b> Funds construction and addition of minor improvements at the OP Arboretum, often in conjunction with private funds. Revised scope to remove funds used for maintenance of existing features.	Revised Scope	2016	2016	2016	0 GO 0 PAYG 25,000 SPR 0 PRIV 0 OFIN
	Project Total					25,000

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>PARKS &amp; RECREATION: Arboretum &amp; Kemper Farm</b>						
PR-1460	<b>2017 Small Improvement Projects</b>	New	2017	2017	2017	0 GO
	Funds construction and addition of minor improvements at the OP Arboretum, often in conjunction with private funds.					0 PAYG
						25,000 SPR
						0 PRIV
						0 OFIN
	Project Total					25,000
<b>SUBTOTAL</b>						
<b>PARKS &amp; RECREATION: Arboretum &amp; Kemper Farm</b>						0 GO
						0 20GO
						0 PAYG
						0 EXCIS
						0 1/8STX
						0 ESC
						0 SA
						0 SWU
						0 CTY
						0 OCITY
						0 KDOT
						0 TFED
						0 CDBG
						0 OFED
						0 ERF
						0 GCR
						125,000 SPR
						0 PRIV
						0 ODF
						0 OFIN
						125,000

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>PARKS &amp; RECREATION: Park and Greenspace Improvements</b>						
PR-0730	<b>2009 Park Improvements</b> Construction of park improvements for projects recommended by the Citizens' Advisory Council on P&R. Projects are on-going.	No Change	2009	2009	2009	815,000 *SPR
	Project Total					815,000
PR-0838	<b>2010 Park Improvements</b> Construction of park improvements for projects recommended by the Citizens' Advisory Council on P&R. Projects are on-going.	No Change	2010	2010	2010	575,000 *SPR
	Project Total					575,000
PR-0956	<b>2011 Park Improvements</b> Construction of park improvements for projects recommended by the Citizens' Advisory Council on P&R.	No Change	2011	2011	2011	600,000 *SPR
	Project Total					600,000
PR-1333	<b>Median Landscaping: College Blvd., Antioch to Nall</b> Install landscaping and irrigation on the center medians of College Boulevard from Antioch to Nall. (Operating cost: \$40,000/yr)	No Change	2010	2011	2011	300,000 *PAYG 0 *SPR
	Project Total					300,000
PR-1061	<b>2012 Park Improvements</b> Funding for construction and addition of improvements at city parks for projects recommended by the Citizens' Advisory Council on P&R. Revised scope to remove funds used for maintenance of existing amenities.	Revised Scope	2012	2012	2012	200,000 *SPR
	Project Total					200,000
PR-1156	<b>2013 Park Improvements</b> Funding for construction and addition of improvements at city parks for projects recommended by the Citizens' Advisory Council on P&R. Revised scope to remove funds used for maintenance of existing amenities.	Revised Scope	2013	2013	2013	200,000 SPR
	Project Total					200,000

\*indicates project costs not included in plan totals



<b>Project Number</b>	<b>Project Description</b>	<b>Change From 2016-2016 CIP</b>	<b>Des. Year</b>	<b>Cons. Year</b>	<b>Fin. Year</b>	<b>2013-2017 CIP</b>
<b>PARKS &amp; RECREATION: Park and Greenspace Improvements</b>						
PR-1236	<b>2014 Park Improvements</b> <div> Funding for construction and addition of improvements at city parks for projects recommended by the Citizens' Advisory Council on P&amp;R. Revised scope to remove funds used for maintenance of existing amenities. </div>	Revised Scope	2014	2014	2014	200,000 SPR
	Project Total					<u>200,000</u>
PR-1334	<b>2015 Park Improvements</b> <div> Funding for construction and addition of improvements at city parks for projects recommended by the Citizens' Advisory Council on P&amp;R. Revised scope to remove funds used for maintenance of existing amenities. </div>	Revised Scope	2015	2015	2015	200,000 SPR
	Project Total					<u>200,000</u>
PR-1395	<b>2016 Park Improvements</b> <div> Funding for construction and addition of improvements at city parks for projects recommended by the Citizens' Advisory Council on P&amp;R. Revised scope to remove funds used for maintenance of existing amenities. </div>	Revised Scope	2016	2016	2016	200,000 SPR
	Project Total					<u>200,000</u>
PR-1461	<b>2017 Park Improvements</b> <div> Funding for construction and addition of improvements at city parks for projects recommended by the Citizens' Advisory Council on P&amp;R. </div>	New	2017	2017	2017	200,000 SPR
	Project Total					<u>200,000</u>

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>PARKS &amp; RECREATION: Park and Greenspace Improvements</b>						
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 CTY
						0 OCITY
						0 KDOT
						0 TFED
						0 CDBG
						0 OFED
						0 ERF
						0 GCR
						1,000,000 SPR
						0 PRIV
						0 ODF
						0 OFIN
						<u>1,000,000</u>

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>PARKS &amp; RECREATION: Park Facility Improvements</b>						
PR-1369	<b>Deanna Rose Farmstead General Store and Ice Cream Parlor</b> <div> Construction and furnishing of a General Store and Ice Cream Shop at the Deanna Rose Farmstead.   (Net Operating cost: \$0/year - revenue supported) </div>	No Change	2010	2010	2010	0 *PAYG 0 *1/8STX 0 *OFIN 900,000 *PRIV
	Project Total					900,000
SUBTOTAL						0 GO
PARKS & RECREATION: Park Facility Improvements						0 20GO
						0 PAYG
						0 EXCIS
						0 1/8STX
						0 ESC
						0 SA
						0 SWU
						0 CTY
						0 OCITY
						0 KDOT
						0 TFED
						0 CDBG
						0 OFED
						0 ERF
						0 GCR
						0 SPR
						0 PRIV
						0 ODF
						0 OFIN
						0

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>PARKS &amp; RECREATION: Golf Courses</b>						
PR-0957	<b>2011 Golf Course Improvements</b> Improvements to the golf courses' grounds and facilities.	No Change	2011	2011	2011	500,000 *GCR
	Project Total					<u>500,000</u>
PR-1059	<b>2012 Golf Course Improvements</b> Improvements to the golf courses' grounds and facilities. Removed project. Available funding moved to maintenance schedule.	Removed Project	2012	2012	2012	0 *GCR
	Project Total					<u>0</u>
PR-1158	<b>2013 Golf Course Improvements</b> Improvements to the golf courses' grounds and facilities. Removed project. Available funding moved to maintenance schedule.	Removed Project	2013	2013	2013	0 GCR
	Project Total					<u>0</u>
PR-1237	<b>2014 Golf Course Improvements</b> Improvements to the golf courses' grounds and facilities. Removed project. Available funding moved to maintenance schedule.	Removed Project	2014	2014	2014	0 GCR
	Project Total					<u>0</u>
PR-1335	<b>2015 Golf Course Improvements</b> Improvements to the golf courses' grounds and facilities. Removed project. Available funding moved to maintenance schedule.	Removed Project	2015	2015	2015	0 GCR
	Project Total					<u>0</u>
PR-1396	<b>2016 Golf Course Improvements</b> Improvements to the golf courses' grounds and facilities. Removed project. Available funding moved to maintenance schedule.	Removed Project	2016	2016	2016	0 GCR
	Project Total					<u>0</u>

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>PARKS &amp; RECREATION: Golf Courses</b>						
SUBTOTAL						0 GO
PARKS & RECREATION: Golf Courses						0 20GO
						0 PAYG
						0 EXCIS
						0 1/8STX
						0 ESC
						0 SA
						0 SWU
						0 CTY
						0 OCITY
						0 KDOT
						0 TFED
						0 CDBG
						0 OFED
						0 ERF
						0 GCR
						0 SPR
						0 PRIV
						0 ODF
						0 OFIN
						0

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>BRIDGE IMPROVEMENTS</b>						
BR-0369	<b>Design of 151st St. Bridge at Kenneth Road</b> Replacement of the bridge over the Blue River at 151st St. This is a cooperative project with KCMO. Jackson County, MO will be administering project. Project removed until construction funding is available and a funding agreement reached with KCMO.	Project Removed	TBD	TBD	TBD	0 *PAYG
Project Total						0
BR-1377	<b>Redeck Metcalf Bridge over Blue River</b> Replace deteriorating bridge deck. Project will be in conjunction with Johnson County, as bridge is 50% in the county. Revised construction year from 2016 to 2013, based on recent assessment of bridge condition.	Revised Year	2012	2013	2013	179,000 1/8STX 355,000 CTY 179,000 OCITY
Project Total						713,000
SUBTOTAL -						0 GO
BRIDGE IMPROVEMENTS						0 20GO
						0 PAYG
						0 EXCIS
						179,000 1/8STX
						0 ESC
						0 SA
						0 SWU
						355,000 CTY
						179,000 OCITY
						0 KDOT
						0 TFED
						0 CDBG
						0 OFED
						0 ERF
						0 GCR
						0 SPR
						0 PRIV
						0 ODF
						0 OFIN
						713,000

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>RESIDENTIAL STREET PROGRAM</b>						
SR-1352	<b>2011 CDBG Program</b> Community Development Block Grant (CDBG) portion of the Residential Street Program. Project locations include area near 80th to 81st Streets, Lamar to Glenwood/Barkley. Revised cost based on construction completion. Have delayed SR-1080, Neighborhood Street Reconstruction program as a result of additional funding needed for this project.	Revised Cost	2011	2011	2011	0 *GO 0 *PAYG 1,458,000 *1/8STX 0 *CTY 97,000 *SWU 310,000 *CDBG
Project Total						1,865,000
SR-1131	<b>2012 Neighborhood Streets Reconstruction Program - Part 1</b> Program includes complete reconstruction of residential and collector streets, replacement of KCPL streetlights, curbs, sidewalks and required storm drainage improvements. Project locations includes streets located south of 81st, west of Lamar including Barkley, Walmer, 81st Terr, 82nd St, and 82nd Terrace. Added Stormwater Utility funding for portion of project related to storm drainage improvements.	Revised Funding	2011	2012	2012	0 *GO 0 *PAYG 1,657,000 *1/8STX 94,250 *SWU 0 *CTY 273,750 *CDBG
Project Total						2,025,000
SR-1080	<b>Neighborhood Streets Reconstruction Program - 91st: Antioch to Neiman</b> 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. Revised cost based on current engineer's estimates. Changed construction from 2011 to 2013 to accommodate funding available. Added CARS funding.	Revised Cost Revised Timing	2010	2013	2011	500,000 *1/8STX  0 GO 0 PAYG 770,000 1/8STX 375,000 SWU 1,640,000 CTY 0 CDBG
Project Total						3,285,000
SR-1183	<b>2013 Neighborhood Streets Reconstruction Program</b> Program includes complete reconstruction of residential and collector streets, replacement of KCPL street lights, curbs, sidewalks and required storm drainage improvements. Project removed as 1/8-cent sales tax funding for 2013 has been reallocated to project SR-1080.	Project Removed	2012	2013	2013	0 GO 0 PAYG 0 1/8STX 0 CTY 0 EDSTX 0 CDBG
Project Total						0

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>RESIDENTIAL STREET PROGRAM</b>						
SR-1426	<b>2014 Neighborhood Streets Reconstruction Program</b> <div> Program includes complete reconstruction of residential and collector streets, replacement of KCPL streetlights, curbs, sidewalks and required storm drainage improvements. Added Stormwater Utility funding for portion of project related to storm drainage improvements. </div>	New	2013	2014	2014	0 GO 0 PAYG 2,250,000 1/8STX 0 SWU 0 CTY 300,000 CDBG
Project Total						2,550,000
SR-1228	<b>2015 Neighborhood Streets Reconstruction Program</b> <div> Program includes complete reconstruction of residential and collector streets, replacement of KCPL street lights, curbs, sidewalks and required storm drainage improvements. Revised scope based on available funding for construction. </div>	Revised Scope Revised Year	2014	2015	2015	0 GO 0 PAYG 3,900,000 1/8STX 0 CTY 300,000 CDBG
Project Total						4,200,000
SR-1288	<b>2015 Neighborhood Streets Reconstruction Program</b> <div> Program includes complete reconstruction of residential and collector streets, replacement of KCPL street lights, curbs, sidewalks and required storm drainage improvements. Removed, project combined with other projects. </div>	Removed Project	2014	2015	2015	0 GO 0 PAYG 0 1/8STX 0 CTY 0 CDBG
Project Total						0
SR-1386	<b>2016 Neighborhood Streets Reconstruction Program</b> <div> Program includes complete reconstruction of residential and collector streets, replacement of KCPL street lights, curbs, sidewalks and required storm drainage improvements. </div>	No Change	2015	2016	2016	0 GO 0 PAYG 2,250,000 1/8STX 0 CTY 300,000 CDBG
Project Total						2,550,000

\*indicates project costs not included in plan totals



Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>RESIDENTIAL STREET PROGRAM</b>						
SR-1440	<b>2017 Neighborhood Streets Reconstruction Program</b>	New	2016	2017	2017	0 GO
	Program includes complete reconstruction of residential and collector streets, replacement of KCPL street lights, curbs, sidewalks and required storm drainage improvements. Continuation of annual program.					0 PAYG
						2,250,000 1/8STX
						0 CTY
						300,000 CDBG
	Project Total					2,550,000
<b>SUBTOTAL</b>						
<b>RESIDENTIAL STREET PROGRAM</b>						0 GO
						0 20GO
						0 PAYG
						0 EXCIS
						11,420,000 1/8STX
						0 ESC
						0 SA
						375,000 SWU
						1,640,000 CTY
						0 OCITY
						0 KDOT
						0 TFED
						1,200,000 CDBG
						0 OFED
						0 ERF
						0 GCR
						0 SPR
						0 PRIV
						0 ODF
						0 OFIN
						14,635,000

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>SIDEWALK CONSTRUCTION</b>						
SW-0928	<b>2011 Sidewalk Construction</b> Construction of sidewalks in areas without existing sidewalks.	No Change	2011	2011	2011	0 *PAYG 50,000 *1/8STX
	Project Total					50,000
SW-1055	<b>2012 Sidewalk Construction</b> Construction of sidewalks in areas without existing sidewalks.	No Change	2012	2012	2012	0 *PAYG 50,000 *1/8STX
	Project Total					50,000
SW-1140	<b>2013 Sidewalk Construction</b> Construction of sidewalks in areas without existing sidewalks.	No Change	2013	2013	2013	0 PAYG 50,000 1/8STX
	Project Total					50,000
SW-1227	<b>2014 Sidewalk Construction</b> Construction of sidewalks in areas without existing sidewalks.	No Change	2014	2014	2014	0 PAYG 50,000 1/8STX
	Project Total					50,000
SW-1287	<b>2015 Sidewalk Construction</b> Construction of sidewalks in areas without existing sidewalks.	No Change	2015	2015	2015	0 PAYG 50,000 1/8STX
	Project Total					50,000
SW-1385	<b>2016 Sidewalk Construction</b> Construction of sidewalks in areas without existing sidewalks.	No Change	2016	2016	2016	0 PAYG 50,000 1/8STX
	Project Total					50,000
SW-1435	<b>2017 Sidewalk Construction</b> Construction of sidewalks in areas without existing sidewalks. Continuation of annual program.	New	2017	2017	2017	0 PAYG 50,000 1/8STX
	Project Total					50,000

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>SIDEWALK CONSTRUCTION</b>						
SUBTOTAL						0 GO
SIDEWALK CONSTRUCTION						0 20GO
						0 PAYG
						0 EXCIS
						250,000 1/8STX
						0 ESC
						0 SA
						0 SWU
						0 CTY
						0 OCITY
						0 KDOT
						0 TFED
						0 CDBG
						0 OFED
						0 ERF
						0 GCR
						0 SPR
						0 PRIV
						0 ODF
						0 OFIN
						<u>250,000</u>

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>STREET LIGHTING</b>						
SL-0829	<b>2010 Street Lighting</b> Installation of street lighting on residential, collectors and thoroughfares. Project location is Quivira Rd, 95th to 99th and 102nd Street, Mission to Catalina.	No Change	2009	2010	2010	0 *PAYG 100,000 *1/8STX 0 *OCTY
	Project Total					100,000
SL-0933	<b>2011 Street Lighting</b> Installation of street lighting on residential, collectors and thoroughfares.	No Change	2010	2011	2011	0 *PAYG 100,000 *1/8STX 0 *OCTY
	Project Total					100,000
SL-1046	<b>2012 Street Lighting</b> Installation of street lighting on residential, collectors and thoroughfares.	No Change	2011	2012	2012	0 *PAYG 100,000 *1/8STX 0 *OCTY
	Project Total					100,000
SL-1139	<b>2013 Street Lighting</b> Installation of street lighting on residential, collectors and thoroughfares. Project removed in order to transfer funds to SL-1224, 2014 Streetlighting. Combining funds for future year larger project.	Project Removed Funding transferred to SL-1224	2012	2013	2013	0 PAYG 0 1/8STX 0 OCTY
	Project Total					0
SL-1224	<b>2014 Street Lighting</b> Installation of street lighting on residential, collectors and thoroughfares. Revised scope to allow for larger project in 2014: Metcalf Ave., 63rd St. to 71st St. \$100,000 1/8-cent sales tax funding has been transferred from SL-1139 (2013 Street Lighting). County CARS funding has been added.	Revised Cost Revised Scope Revised Funding	2013	2014	2014	0 PAYG 200,000 1/8STX 0 OCTY 100,000 CTY
	Project Total					300,000
SL-1284	<b>2015 Street Lighting</b> Installation of street lighting on residential, collectors and thoroughfares.	No Change	2014	2015	2015	0 PAYG 100,000 1/8STX 0 OCTY
	Project Total					100,000
SL-1381	<b>2016 Street Lighting</b> Installation of street lighting on residential, collectors and thoroughfares.	No Change	2015	2016	2016	0 PAYG 100,000 1/8STX 0 OCTY
	Project Total					100,000

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>STREET LIGHTING</b>						
SL-1437	<b>2017 Street Lighting</b>	New	2017	2017	2017	0 PAYG
	Installation of street lighting on residential, collectors and thoroughfares. Continuation of annual program.					100,000 1/8STX
						0 OCTY
	Project Total					100,000
SUBTOTAL						0 GO
STREET LIGHTING						0 20GO
						0 PAYG
						0 EXCIS
						500,000 1/8STX
						0 ESC
						0 SA
						0 SWU
						100,000 CTY
						0 OCTY
						0 KDOT
						0 TFED
						0 CDBG
						0 OFED
						0 ERF
						0 GCR
						0 SPR
						0 PRIV
						0 ODF
						0 OFIN
						600,000

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>STREET IMPROVEMENTS</b>						
ST-1151	<b>U.S. 69 Highway Widening Design: 103rd Street to 119th Street</b> Joint design effort with KDOT. Project adds auxiliary lanes along southbound US 69 from I-435 to 119th Street and along eastbound and westbound I-435 from Quivira Rd. to US 69, and reconstructs the Quivira Rd. interchange. Construction of the project is scheduled for 2011-2013. Project administered by KDOT. Funding shown is for City contribution only of \$4.5M for design and \$8M for construction. OFIN funding reflects city's contribution to KDOT related to TH-0529A.	No Change	2009-2012	2013	2009	2,010,000 *GO
					2010	1,920,000 *GO
					2011	1,262,135 *GO 1,587,865 *PAYG 4,020,000 *OFIN
					2013	1,700,000 GO
	Project Total					12,500,000
ST-1371	<b>U.S. 69 Highway Widening ROW Acquisition 103rd Street to 119th Street</b> Purchase of Right of Way to add auxiliary lanes to U.S. 69 Highway between 103rd Street and 119th Street. Project is 100% reimbursable from KDOT. Revised cost base on current estimates.	Revised Cost	2009-2012	2010	2011	0 *GO 0 *PAYG 0 *ESC 0 *SWU 0 *CTY 1,575,000 *KDOT 0 *TFED 0 *OFIN
	Project Total					1,575,000
ST-1275	<b>I-435 Eastbound On-Ramp Improvements at Metcalf Avenue</b> Reconstruct ramp and includes addition of second northbound right turn lane. Both lanes will be under signal control. Project should reduce number of rear-end accidents. Funding includes federal/KDOT grant.	No Change	2009	2011	2011	0 *GO 55,000 *PAYG 0 *ESC 0 *SWU 0 *CTY 0 *KDOT 145,000 *TFED 0 *OFIN
	Project Total					200,000

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>STREET IMPROVEMENTS</b>						
ST-1346	<b>Metcalf Avenue &amp; Shawnee Mission Parkway Bus Corridor</b> Design and construction bus stops, park and ride stops, a transit center, traffic signal priority system, and pedestrian access improvement for Metcalf Ave/Shawnee Mission Parkway bus corridor. The project is 100% funded by ARRA TIGER grant through Johnson County Transit. Overland Park will be reimbursed for managing design and construction of the project.	No Change	2010	2011-2012	2011	0 *GO 0 *PAYG 0 *ESC 0 *SWU 0 *CTY 0 *KDOT 10,625,000 *TFED 0 *OFIN
	Project Total					10,625,000
ST-1058	<b>159th St. and U.S. 69 Highway Interchange</b> Addition of diamond-interchange at 159th Street on US 69 Highway. The bridge for the project is included in TH-0851. Revised estimated project costs based on current estimates. Project funding listed as "Other Financing" (OFIN), as available funding has not yet been identified. Project is not scheduled at this time.	Revised Cost	TBD	TBD	TBD	0 *GO 0 *PAYG 0 *ESC 0 *SWU 0 *CTY 0 *OCTY 0 *KDOT 0 *TFED 0 *PRIV 27,200,000 *OFIN
	Project Total					27,200,000
SUBTOTAL						1,700,000 GO
STREET IMPROVEMENTS						0 20GO 0 PAYG 0 EXCIS 0 1/8STX 0 ESC 0 SA 0 SWU 0 CTY 0 OCITY 0 KDOT 0 TFED 0 CDBG 0 OFED 0 ERF 0 GCR 0 SPR 0 PRIV 0 ODF 0 OFIN
						1,700,000

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>THOROUGHFARE CONSTRUCTION IMPROVEMENTS - Eligible for Excise Tax</b>						
TH-0501	<b>143rd Street: Quivira to Switzer</b>	Revised Cost	2007	2010	2007	600,000 *EXCIS
	<div> Widening 143rd from 2 to 4 lanes. The project designed in 2007 and constructed in 2010. Includes traffic signal at 143rd and Switzer. Revised cost based actuals; project near completion. Revised funding to include transferring funding out of project in 2011. </div>				2009	380,000 *PAYG
					2010	2,963,000 *GO 116,264 *PAYG 43,736 *ESC 2,367,000 *CTY 440,000 *OCITY
					2011	-450,000 *PAYG -360,000 *EXCIS
						<u>6,100,000</u>
		Project Total				
TH-0726	<b>127th Street: Metcalf to Nall</b>	Revised Cost	2005-2006	2011	2005	50,000 *ESC
	<div> Widening of 127th street from 2 to 4 lanes. Revised cost based on updated engineer's estimate. </div>				2006	0 *PAYG 360,000 *ESC
					2009	330,000 *PAYG 165,000 *ESC
					2010	2,455,000 *CTY
					2011	2,025,000 *GO 950,000 *EXCIS
		Project Total				<u>6,335,000</u>
TH-0851	<b>159th Street: Antioch to Metcalf, U.S. 69 &amp; 159th St. Interchange Design</b>	No Change	2006	2011-2012	2006	0 *GO 800,000 *PAYG
	<div> Design includes full design of U.S. 69 Highway(151st to 167th), 159th Street (Antioch to Metcalf), and the interchange at 159th St. and U.S. 69 Highway. Scope of the construction includes 159th (Antioch to Metcalf) Street Improvements, including a bridge over U.S. 69 Highway. </div>				2007	2,975,000 *GO 500,000 *EXCIS
					2008	170,000 *ESC
					2010	2,423,000 *GO 750,000 *EXCIS
						[PRIV = Developer Funded] 0 *PRIV
					2011	1,412,000 *GO 3,015,000 *CTY 2,950,000 *TFED
					2012	250,000 *EXCIS 255,000 *1/8STX 0 *TFED
		Project Total				<u>15,500,000</u>

\*indicates project costs not included in plan totals



Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>THOROUGHFARE CONSTRUCTION IMPROVEMENTS - Eligible for Excise Tax</b>						
TH-0870	<b>159th St.: Quivira to Antioch Design and Construction</b> Widen two miles of 159th, from Quivira to Antioch, from 2 to 4 lanes. Revised funding based on increased Federal funding available and updated CARS program.	Revised Funding	2007-2009	2012-2013	2007	150,000 *1/8STX
					2009	1,250,000 *EXCIS
					2011	4,000,000 *GO 0 *EXCIS
					2012	0 *GO 0 *EXCIS 2,400,000 *1/8STX 3,385,000 *CTY 2,915,000 *TFED
					2013	1,440,000 GO 1,385,000 EXCIS 1,350,000 1/8STX 3,065,000 CTY 2,740,000 TFED
	Project Total					24,080,000
TH-1443	<b>127th Street and Pflumm Intersection Improvements</b> Intersection Improvements at 127th and Pflumm, in conjunction with Olathe's widening of 127th Street from Blackbob to Pflumm.	New	2011	2013	2013	0 GO 0 20GO 0 PAYG 0 EXCIS 260,000 1/8STX 0 CTY 0 TFED
	Project Total					260,000
TH-1026	<b>167th St.: Antioch to Metcalf Design</b> Design of widening of 167th Street, Antioch to Metcalf from two to four lanes.	New	2013	TBD	2013	0 GO 0 20GO 0 PAYG 0 EXCIS 700,000 1/8STX 0 CTY 0 TFED
	Project Total					700,000
TH-0496	<b>Switzer Road: 151st to 159th Design and Construction</b> Widening of Switzer Road from 2 to 4 lanes. Revised year for construction from 2015 to 2014. County funding year is 2013.	Revised Year	2012	2014	2014	0 GO 525,000 PAYG 1,000,000 EXCIS 2,200,000 1/8STX 2,700,000 CTY
	Project Total					6,425,000

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>THOROUGHFARE CONSTRUCTION IMPROVEMENTS - Eligible for Excise Tax</b>						
TH-0513	<b>159th Street: Metcalf Avenue to Nall Avenue</b> Widening of 159th Street from Metcalf Avenue to Nall Avenue from 2 to 4 lanes. In addition to CARS funding, Johnson County has indicated it will participate in the cost sharing for this project. Revised funding based on availability.	New	2012	2015	2012	0 *PAYG 700,000 *1/8STX
					2015	0 GO 0 20GO 0 PAYG 910,000 EXCIS 1,900,000 1/8STX 2,740,000 CTY 3,000,000 TFED <u>9,250,000</u>
	Project Total					
TH-1027	<b>Metcalf Avenue: 159th Street to 167th Street</b> Widening of Metcalf Ave: 159th to 167th from 2 to 4 lanes. 25% of the corridor is in Johnson County (outside of city limits). Revised based on available 1/8-Cent Sales Tax funding.	Revised Funding Revised Year	2014	2016	2014	700,000 1/8STX
					2016	0 GO 0 20GO 75,000 PAYG 1,135,000 EXCIS 2,725,000 1/8STX 1,935,000 CTY 4,000,000 TFED <u>10,570,000</u>
	Project Total					
TH-1147	<b>Quivira Road: 183rd Street to 187th Street</b> Construction of Quivira Road to standard two lane. This section of Quivira Road currently does not exist. This project was included in the City's Municipal Services Extension Plan for the 2008 annexation. Revised year for construction from 2013 to 2017. Revised cost due to scope change to bring the road to City standard and updated engineers estimate.	Revised Year Revised Scope Revised Cost	2015	2017	2017	0 GO 0 PAYG 510,000 EXCIS 1,300,000 1/8STX 0 ESC 0 SA 1,250,000 CTY 0 OCITY 0 TFED
	Project Total					<u>3,060,000</u>

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>THOROUGHFARE CONSTRUCTION IMPROVEMENTS - Eligible for Excise Tax</b>						
TH-0500	<b>143rd St.: Pflumm to Quivira Design and Construction</b>	Revised Year Revised Cost	2015	TBD	2015	0 GO 0 PAYG 0 EXCIS 330,000 1/8STX 0 ESC 0 SA 0 CTY [OCITY= Olathe] 325,000 OCITY 0 TFED  TBD 0 *GO 0 *PAYG 660,000 *EXCIS 1,575,000 *1/8STX 3,240,000 *CTY 1,955,000 *OCITY 0 *TFED
						<u>8,085,000</u>
	Project Total					
SUBTOTAL						1,440,000 GO
THOROUGHFARE CONSTRUCTION IMPROVEMENTS - Eligible for Excise Tax						0 20GO 600,000 PAYG 4,940,000 EXCIS 11,465,000 1/8STX 0 ESC 0 SA 0 SWU 11,690,000 CTY 325,000 OCITY 0 KDOT 9,740,000 TFED 0 CDBG 0 OFED 0 ERF 0 GCR 0 SPR 0 PRIV 0 ODF 0 OFIN
						<u>40,200,000</u>

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>THOROUGHFARE CONSTRUCTION IMPROVEMENTS - Not Eligible for Excise Tax</b>						
TH-0853	<b>Antioch: I-435 to 119th Street</b> Widen Antioch from 4 to 6 lanes. Project construction complete. Special assessment bonding will occur in 2012.	No Change	2007	2010	2008	0 *GO 1,000,000 *PAYG 0 *EXCIS 0 *1/8STX 0 *ESC 0 *SA 0 *CTY 0 *OCITY 0 *TFED  2010 2,235,000 *GO 280,000 *PAYG 0 *EXCIS 1,940,000 *1/8STX 205,000 *ESC 2,785,000 *CTY 0 *OCITY 2,575,000 *TFED [OFIN= Special Street Improvement Fund] 200,000 *OFIN  2012 110,000 *SA <hr/> 11,330,000
	Project Total					
TH-0948	<b>Quivira Road: 99th St. to 105th Design &amp; Construction</b> Widen Quivira Road from 4 to 6 lanes. 25% of funding is being provided by the City of Lenexa. Design occurred in 2009, with construction scheduled for 2011-2012. Project area is from 99th- I-435 to 99th-105th Street, as 105th to I-435 will be completed in conjunction with KDOT work on I-435. Revised cost based on updated engineer's estimate.	Revised Cost	2009	2011-2012	2008	0 *GO 200,000 *PAYG  2009 0 *GO 600,000 *PAYG 0 *OCITY  2011 0 *GO 600,000 *1/8STX 660,000 *CTY 370,000 *OCITY 4,205,000 *TFED <hr/> 6,635,000
	Project Total					
TH-0529A	<b>U.S. 69 Highway Widening 75th Street to 103rd Street</b> Widen U.S. 69 Highway to six lanes from 75th Street to 103rdth Street. Added to CIP due to ARRA (stimulus) funds. Amount shown is City contribution only. Total project costs are estimated at \$85,000,000.	No Change	2007	2009-2011	2009	2,024,000 *GO 82,000 *PAYG  2010 1,240,000 *GO 694,000 *PAYG 160,000 *OCITY <hr/> 4,200,000
	Project Total					

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>THOROUGHFARE CONSTRUCTION IMPROVEMENTS - Not Eligible for Excise Tax</b>						
TH-0552	<b>Quivira: College Blvd. to 119th Street</b>	Revised Cost	2010	2012	2010	0 *GO 0 *PAYG 0 *1/8STX 0 *CTY 0 *KDOT 0 *TFED
	Project scope to include widening of Quivira from College Blvd. to 119th St. from 4 to 6 lanes. Right-of-way purchase and utility relocations will be required. Revised cost based on updated engineer's estimate. CARS funding revised based on eligible match.	[OFIN= Special Street Improvement Fund]				750,000 *OFIN
				2012		1,490,000 *GO 0 *PAYG 345,000 *1/8STX 690,000 *CTY 0 *KDOT 5,500,000 *TFED
						<u>8,775,000</u>
	Project Total					
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 CTY 0 OCITY 0 KDOT 0 TFED 0 CDBG 0 OFED 0 ERF 0 GCR 0 SPR 0 PRIV 0 ODF 0 OFIN <u>0 TOTAL</u>

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>TRAFFIC MANAGEMENT SYSTEMS AND TRAFFIC SIGNALS</b>						
TS-0749	<b>KC Scout/OPTCS Interface</b> Project will tie the City's traffic system into regional KC Scout traffic management system. Project should be completed in mid-2012.	No Change	2005	2008	2008	45,000 *PAYG 0 *ESC 0 *OCITY 0 *CTY 135,000 *KDOT 0 *OFED 0 *PRIV <hr/> 180,000
TS-0979	<b>Traffic Adaptive Signal System</b> 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.	No Change	2007	2012	2008  2012	50,000 *PAYG   205,000 *KDOT <hr/> 255,000
TS-1192	<b>Battery Backup and Compressed Natural Gas Generators</b> Install battery backup and compressed natural gas generators at six traffic signals. Revised construction year from 2011 to 2012.	Revised Year	2009	2012	2008	62,000 *PAYG 0 *ESC 0 *OCITY 0 *TFED 0 *OFED 0 *PRIV <hr/> 62,000
TS-1324	<b>College Blvd. &amp; Lamar Ave. Traffic Signal Design &amp; Construction</b> Design of traffic signal at College Blvd. and Lamar Ave. Project scope includes both design and construction. Additional escrow funds were applied to this project.	Revised Funding	2009	2010	2008	33,000 *PAYG 34,800 *ESC 0 *OCITY 0 *CTY 0 *TFED 200,000 *OFIN 0 *PRIV <hr/> 267,800
TS-0720	<b>2009 OPTCS - Phase 9</b> New communications controllers & cabinets. Replaces existing telecable communication system with fiber optic. Project is nearing completion.	No Change	2008	2009	2009	881,250 *PAYG 0 *1/8STX 0 *ESC 0 *OCITY 0 *TFED 0 *OFED 0 *PRIV <hr/> 881,250

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>TRAFFIC MANAGEMENT SYSTEMS AND TRAFFIC SIGNALS</b>						
TS-0750	<b>Changeable Dynamic Message Signs (DMS) Installation</b> Construction of DMS connected with the KC Scout system. Project location is College Blvd. and Metcalf intersection.	No Change	2010	2011	2009	54,000 *PAYG 0 *ESC 0 *OCITY 0 *CTY 216,000 *KDOT 0 *OFED 0 *PRIV <hr/> 270,000
	Project Total					
TS-1320	<b>Johnson Drive &amp; Foster Traffic Signal</b> Design and construction of traffic signal replacement at Johnson Drive and Foster. Revised year for construction from 2010 to 2012.	Revised Year	2009	2012	2009	183,000 *PAYG 0 *ESC 0 *OCITY 0 *CTY 0 *TFED 0 *OFED 0 *PRIV <hr/> 183,000
	Project Total					
TS-1051	<b>College Blvd. Dynamic Signage</b> 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.	No Change	2008	2011	2010	50,000 *PAYG 0 *ESC 0 *OCITY 0 *CTY 180,000 *KDOT 0 *OFED 0 *PRIV <hr/> 230,000
	Project Total					
TS-0833	<b>2010 OPTCS - Phase 10</b> New communications controllers & cabinets. Replaces existing telecable communication system with fiber optic. City received EECBG funding for half of project.	No Change	2009	2010	2010	5,000 *PAYG 0 *1/8STX 0 *ESC 0 *OCITY 0 *CTY 0 *TFED [OFED = EECBG] 300,000 *OFED 0 *PRIV <hr/> 305,000
	Project Total					
TS-1364	<b>2010 Traffic Signal Controllers</b> Installation of new 2070 signal controls at various locations. Funded 80% through CMAQ grant.	No Change	2010	2010	2010	18,750 *PAYG 0 *1/8STX 0 *ESC 0 *OCITY 0 *CTY 0 *TFED 75,000 *OFED 0 *PRIV <hr/> 93,750
	Project Total					

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>TRAFFIC MANAGEMENT SYSTEMS AND TRAFFIC SIGNALS</b>						
TS-0937	<b>2011 Traffic Signal Installation, Modification and Replacement</b> <div>Two new signals at locations to be determined; miscellaneous modification &amp; replacement of existing signals as needed.</div>	No Change	2010	2011	2011	59,200 *PAYG 0 *ESC 0 *OCITY 0 *CTY 0 *TFED 0 *OFED 0 *PRIV <hr/> 59,200
	Project Total					
TS-1366	<b>Pedestrian Walkability Enhancements</b> <div>Pedestrian countdown timers will be installed at several signalized intersections to improve walkability for pedestrians. Project is funded 80% with CMAQ grant.</div>	No Change	2010	2011	2011	10,800 *PAYG 0 *ESC 0 *OCITY 0 *CTY 0 *TFED 43,200 *OFED 0 *PRIV <hr/> 54,000
	Project Total					
TS-1429	<b>2011 OPTCS</b> <div>Purchase of new communications controllers and ethernet switchers and installation of redundant fiber.</div>	No Change	2011	2011	2011	195,000 *PAYG 0 *1/8STX 0 *ESC 0 *OCITY 0 *CTY 0 *TFED 0 *OFED 0 *PRIV <hr/> 195,000
	Project Total					
TS-1053	<b>2012 Traffic Signal Installation, Modification and Replacement</b> <div>Two new signals at locations to be determined; miscellaneous modification &amp; replacement of existing signals as needed. Removed escrow funding.</div>	Revised Funding	2011	2012	2012	300,000 *PAYG 0 *ESC 0 *OCITY 0 *CTY 0 *TFED 0 *OFED 0 *PRIV <hr/> 300,000
	Project Total					
TS-1197	<b>123rd and Foster Traffic Signal</b> <div>Design and construction of traffic signal 123rd St. and Foster. Revised year for construction from 2011 to 2012.</div>	Revised Year	2010	2012	2011	30,000 *PAYG 131,000 *ESC 0 *OCITY 0 *CTY 0 *TFED 0 *OFED 0 *PRIV <hr/> 161,000
	Project Total					

\*indicates project costs not included in plan totals



Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>TRAFFIC MANAGEMENT SYSTEMS AND TRAFFIC SIGNALS</b>						
TS-1373	<b>143rd Street and Lamar Avenue Traffic Signal</b> Design and construction of traffic signal at 143rd St. and Lamar Avenue. Revised year for construction from 2011 to 2012.	Revised Year	2010	2012	2011	200,000 *PAYG 0 *ESC 0 *OCITY 0 *CTY 0 *TFED 0 *OFED 0 *PRIV <hr/> 200,000
	Project Total					<hr/>
TS-1138	<b>2013 Traffic Signal Installation, Modification and Replacement</b> Two new signals at locations to be determined; miscellaneous modification & replacement of existing signals as needed.	No Change	2013	2013	2013	300,000 PAYG 80,000 ESC 0 OCITY 0 CTY 0 TFED 0 OFED 0 PRIV <hr/> 380,000
	Project Total					<hr/>
TS-1225	<b>2014 Traffic Signal Installation, Modification and Replacement</b> Two new signals at locations to be determined; miscellaneous modification & replacement of existing signals as needed.	No Change	2013	2014	2014	300,000 PAYG 80,000 ESC 0 OCITY 0 CTY 0 TFED 0 OFED 0 PRIV <hr/> 380,000
	Project Total					<hr/>
TS-1285	<b>2015 Traffic Signal Installation, Modification and Replacement</b> Two new signals at locations to be determined; miscellaneous modification & replacement of existing signals as needed.	No Change	2014	2015	2015	300,000 PAYG 80,000 ESC 0 OCITY 0 CTY 0 TFED 0 OFED 0 PRIV <hr/> 380,000
	Project Total					<hr/>
TS-1382	<b>2016 Traffic Signal Installation, Modification and Replacement</b> Two new signals at locations to be determined; miscellaneous modification & replacement of existing signals as needed.	No Change	2015	2016	2016	300,000 PAYG 80,000 ESC 0 OCITY 0 CTY 0 TFED 0 OFED 0 PRIV <hr/> 380,000
	Project Total					<hr/>

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>TRAFFIC MANAGEMENT SYSTEMS AND TRAFFIC SIGNALS</b>						
TS-1436	<b>2017 Traffic Signal Installation, Modification and Replacement</b>	New	2017	2017	2017	300,000 PAYG
	Two new signals at locations to be determined; miscellaneous modification & replacement of existing signals as needed. Continuation of annual program.					80,000 ESC
						0 OCITY
						0 CTY
						0 TFED
						0 OFED
						0 PRIV
						<u>380,000</u>
	Project Total					
<b>SUBTOTAL</b>						
<b>TRAFFIC MANAGEMENT SYSTEMS AND TRAFFIC SIGNALS</b>						
						0 GO
						0 20GO
						1,500,000 PAYG
						0 EXCIS
						0 1/8STX
						400,000 ESC
						0 SA
						0 SWU
						0 CTY
						0 OCITY
						0 KDOT
						0 TFED
						0 CDBG
						0 OFED
						0 ERF
						0 GCR
						0 SPR
						0 PRIV
						0 ODF
						0 OFIN
						<u>1,900,000</u>

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>STORM DRAINAGE</b>						
SD-1043	<b>2007 Water Quality Demonstration Project</b> <div>Bioretention cells for water quality to be built at parking lots in South Lake Park, Highland View Park and possibly new recycling center. Grant funding from Johnson County Stormwater available. This project supports implementation of water quality goals under NPDES. SMAC reimbursements pending.</div>	No Change	2006	2007	2007	0 *GO 0 *PAYG 0 *SA 85,000 *SWU 175,000 *CTY  2009 40,000 *SWU  <hr/> 300,000
SD-0954	<b>Stormwatch and Traffic Operations Center Integration</b> <div>Integration of the City's flood warning (Stormwatch) and roadway weather information systems with the new traffic operations center. Implementation will continue through 2011.</div>	No Change	2008	2009-2011	2008	0 *GO 0 *PAYG 0 *SA 20,000 *SWU 0 *CTY 180,000 *KDOT  <hr/> 200,000
SD-1160	<b>Flood Warning Decision Support Services</b> <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.</div>	No Change	2007	2008	2007 2008 2009 2010 2011	126,000 *CTY  200,000 *CTY  181,000 *CTY  113,000 *CTY  65,000 *CTY  <hr/> 685,000
SD-1125	<b>Stormdrainage Improvements: 71st to 74th, Reeds to Maple</b> <div>Replacement of open ditches with storm sewers to relieve flooding of six residences in the area of 71st St. to 74th St., Reeds to Maple. Cost estimate based on preliminary engineering study. SMAC funding has been approved. Project is on-going.</div>	No Change	2007	2009	2008       2009	0 *GO 0 *PAYG 0 *SA 200,000 *SWU 0 *CTY 0 *KDOT  0 *GO 0 *PAYG 0 *SA 351,500 *SWU 1,625,000 *CTY 0 *KDOT <hr/> 2,176,500

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>STORM DRAINAGE</b>						
SD-0859	<b>2010 Preliminary Stormwater Engineering Studies</b> <div>Funding for preliminary engineering studies, required before the City can apply for SMAC funding. Revised costs to reflect actual engineering services costs.</div>	Revised Cost	2010	2010	2010	0 *GO 0 *PAYG 0 *SA 20,000 *SWU 60,000 *CTY <hr/> 80,000
	Project Total					
SD-0931	<b>2011 Storm Drainage Improvement 71st &amp; Glenwood</b> <div>Project area is 71st and Glenwood. Revised costs based on the final design cost estimate.</div>	Revised Cost	2010	2011	2010	60,000 *SWU  0 *GO 0 *PAYG 0 *SA 340,000 *SWU 1,110,000 *CTY <hr/> 1,510,000
	Project Total					
SD-0930	<b>2011 Preliminary Stormwater Engineering Studies</b> <div>Funding for preliminary engineering studies, required before the City can apply for SMAC funding. Revised costs based on actual cost of engineering services for the studies of three separate locations and county funding available.</div>	Revised Cost	2011	2011	2011	0 *GO 0 *PAYG 0 *SA 140,000 *SWU 50,000 *CTY <hr/> 190,000
	Project Total					
SD-1056	<b>2012 Preliminary Stormwater Engineering Studies</b> <div>Funding for preliminary engineering studies, required before the City can apply for SMAC funding.</div>	No Change	2012	2012	2012	0 *GO 0 *PAYG 0 *SA 80,000 *SWU 120,000 *CTY <hr/> 200,000
	Project Total					
SD-1057	<b>2012 Storm Drainage Improvement Stanley: 151st Terr. &amp; Metcalf</b> <div>Annual funding for storm drainage improvements. Project area is along Negro Creek at 151st Terr. and Metcalf. Revised year for Special Assessment funding.</div>	Revised Year	2011	2012	2010	255,000 *SWU  2011 255,000 *SWU  2012 0 *GO 0 *PAYG 0 *SA 890,000 *SWU 2,940,000 *CTY  2013 225,000 SA <hr/> 4,565,000
	Project Total					

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>STORM DRAINAGE</b>						
SD-1423	<b>147th and Switzer Flood Control</b> Stormwater Improvement District 11-199 was approved by the City Council in June 2011. Revised costs based on bid opening.	New	2011	2012	2012	0 *GO 100,000 *PAYG 0 *SA 380,000 *SWU 0 *CTY 0 *KDOT  2013 25,000 SA <u>505,000</u>
	Project Total					
SD-1134	<b>2013 Preliminary Stormwater Engineering Studies</b> Funding for preliminary engineering studies, required before the City can apply for SMAC funding.	No Change	2013	2013	2013	0 GO 0 PAYG 0 SA 80,000 SWU 120,000 CTY 0 KDOT <u>200,000</u>
	Project Total					
SD-1135	<b>2013 Storm Drainage Improvement</b> Annual funding for storm drainage improvements. Project areas are yet to be determined.	No Change	2012	2013	2012	60,000 *SWU  2013 0 GO 0 PAYG 0 SA 500,000 SWU 1,680,000 CTY 0 KDOT <u>2,240,000</u>
	Project Total					
SD-1221	<b>2014 Preliminary Stormwater Engineering Studies</b> Funding for preliminary engineering studies, required before the City can apply for SMAC funding.	No Change	2014	2014	2014	0 GO 0 PAYG 0 SA 80,000 SWU 120,000 CTY 0 KDOT <u>200,000</u>
	Project Total					
SD-1222	<b>2014 Storm Drainage Improvement</b> Annual funding for storm drainage improvements. Project areas are yet to be determined. Revised cost and scope to reflect anticipated County SMAC funding availability.	Revised Cost Revised Scope	2013	2014	2013	150,000 SWU  2014 0 GO 0 PAYG 0 SA 750,000 SWU 2,700,000 CTY 0 KDOT <u>3,600,000</u>
	Project Total					

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>STORM DRAINAGE</b>						
SD-1280	<b>2015 Preliminary Stormwater Engineering Studies</b> <div>Funding for preliminary engineering studies, required before the City can apply for SMAC funding.</div>	No Change	2015	2015	2015	0 GO 0 PAYG 0 SA 80,000 SWU 120,000 CTY 0 KDOT <hr/> 200,000
	Project Total					
SD-1281	<b>2015 Storm Drainage Improvement</b> <div>Annual funding for storm drainage improvements. Project areas are yet to be determined.</div>	No Change	2014	2015	2014	150,000 SWU  2015 0 GO 0 PAYG 0 SA 750,000 SWU 0 CTY 0 KDOT <hr/> 900,000
	Project Total					
SD-1383	<b>2016 Preliminary Stormwater Engineering Studies</b> <div>Funding for preliminary engineering studies, required before the City can apply for SMAC funding.</div>	No Change	2016	2016	2016	0 GO 0 PAYG 0 SA 80,000 SWU 120,000 CTY 0 KDOT <hr/> 200,000
	Project Total					
SD-1384	<b>2016 Storm Drainage Improvement</b> <div>Annual funding for storm drainage improvements. Project areas are yet to be determined.</div>	No Change	2015	2016	2015	150,000 SWU  2016 0 GO 0 PAYG 0 SA 750,000 SWU 0 CTY 0 KDOT <hr/> 900,000
	Project Total					
SD-1397	<b>2017 Storm Drainage Improvement</b> <div>Annual funding for storm drainage improvements. Project areas are yet to be determined.</div>	No Change	2016	2017	2016	150,000 SWU  2017 0 GO 0 PAYG 0 SA 750,000 SWU 0 CTY 0 KDOT <hr/> 900,000
	Project Total					

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
<b>STORM DRAINAGE</b>						
SD-1438	<b>2017 Preliminary Stormwater Engineering Studies</b> <div>Continuation of annual program. Funding for preliminary engineering studies, required before the City can apply for SMAC funding.</div>	New	2017	2017	2017	0 GO 0 PAYG 0 SA 80,000 SWU 120,000 CTY 0 KDOT <hr/> 200,000
	Project Total					
SD-1439	<b>2018 Storm Drainage Improvement (2017 DESIGN)</b> <div>Annual funding for storm drainage improvements. Project areas are yet to be determined.</div>	New	2017	2018	2017	150,000 SWU   2018 0 *GO 0 *PAYG 0 *SA 750,000 *SWU 0 *CTY 0 *KDOT <hr/> 900,000
	Project Total					
SUBTOTAL						0 GO
STORM DRAINAGE						0 20GO
						0 PAYG
						0 EXCIS
						0 1/8STX
						0 ESC
						250,000 SA
						4,650,000 SWU
						4,980,000 CTY
						0 OCITY
						0 KDOT
						0 TFED
						0 CDBG
						0 OFED
						0 ERF
						0 GCR
						0 SPR
						0 PRIV
						0 ODF
						0 OFIN
						<hr/> 9,880,000 TOTAL <hr/>

\*indicates project costs not included in plan totals

Project Number	Project Description	Change From 2016-2016 CIP	Des. Year	Cons. Year	Fin. Year	2013-2017 CIP
SUMMARY - ALL FUNDS						
	SUBTOTAL					3,585,000 GO
	SUMMARY - ALL FUNDS					0 20GO
						8,185,000 PAYG
						4,940,000 EXCIS
						23,814,000 1/8STX
						400,000 ESC
						250,000 SA
						5,637,000 SWU
						18,765,000 CTY
						504,000 OCITY
						0 KDOT
						9,740,000 TFED
						1,200,000 CDBG
						0 OFED
						4,312,000 ERF
						0 GCR
						1,125,000 SPR
						250,000 PRIV
						0 ODF
						250,000 OFIN
						<u>82,957,000</u>

\*indicates project costs not included in plan totals



# **CITY OF OVERLAND PARK**

## **2013-2017 MAINTENANCE PROGRAM**

**Adopted  
August 20, 2012**



## **Maintenance Program Definition**

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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.

## **2013-2017 Maintenance Program Key to Project Categories**

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**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.

## **2013-2017 Maintenance Program**

### **Key to Funding Sources**

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**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 and 2008, voters approved an extension of this tax for additional five-year periods. The tax is currently set to sunset in March of 2014. The 2013-2017 financial plan anticipates an extension of a sales tax supporting improvements beyond March 2014.

**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 By Project - All Years and Funding Sources

- City at Large Funding

Sales Tax

County

Stormwater Utility Funds

Special Parks & Recreation Funds

Special Street Funds

Golf Course Revenues
- Pay-as-You-Go funding

Funding from the current 1/8-cent sales tax for street improvement a proposed extension of the 1/8-cent sales tax

Funds provided by Johnson County CARS and SMAC funding

Property tax and user fee revenues earmarked for improvements to the City's stormwater management infrastructure

Liquor tax revenue statutory obligated to be spent on park services, programs and facilities

Motor fuel tax revenue statutory obligated to be spent on street maintenance

Funds raised through the operation of the City's golf courses that are available for capital improvements

		2013	2014	2015	2016	2017	Total	City at Large	Sales Tax	County	Stormwater Utility	Special Parks & Rec	Special Street	Golf Course Revenues
Public Buildings Maintenance														
MB-1355	2013 Building Maintenance	450,000					450,000	450,000						
MB-1356	2014 Building Maintenance		450,000				450,000	450,000						
MB-1357	2015 Building Maintenance			450,000			450,000	450,000						
MB-1444	2016 Building Maintenance				450,000		450,000	450,000						
MB-1466	2017 Building Maintenance					450,000	450,000	450,000						
Public Building Maintenance Total		450,000	450,000	450,000	450,000	450,000	2,250,000	2,250,000	0	0	0	0	0	0
Fire Public Building Maintenance														
MF-1361	2013 Fire Building Maintenance	50,000					50,000	50,000						
MF-1362	2014 Fire Building Maintenance		50,000				50,000	50,000						
MF-1363	2015 Fire Building Maintenance			50,000			50,000	50,000						
MF-1445	2016 Fire Building Maintenance				50,000		50,000	50,000						
MF-1465	2017 Fire Building Maintenance					50,000	50,000	50,000						
Fire Public Building Maintenance Total		50,000	50,000	50,000	50,000	50,000	250,000	250,000	0	0	0	0	0	0
Parks & Recreation Maintenance														
MP-1470	2013 Arboretum Maintenance	75,000					75,000					75,000		
MP-1471	2013 Park Maintenance	450,000					450,000					450,000		
MP-1472	2013 Golf Course Maintenance	100,000					100,000							100,000
MP-1473	2014 Arboretum Maintenance		75,000				75,000					75,000		
MP-1474	2014 Park Maintenance		450,000				450,000					450,000		
MP-1475	2014 Golf Course Maintenance		100,000				100,000							100,000
MP-1476	2015 Arboretum Maintenance			75,000			75,000					75,000		
MP-1477	2015 Park Maintenance			450,000			450,000					450,000		
MP-1478	2015 Golf Course Maintenance			100,000			100,000							100,000
MP-1479	2016 Arboretum Maintenance				75,000		75,000					75,000		
MP-1480	2016 Park Maintenance				450,000		450,000					450,000		
MP-1481	2016 Golf Course Maintenance				100,000		100,000							100,000
MP-1482	2017 Arboretum Maintenance					75,000	75,000					75,000		
MP-1483	2017 Park Maintenance					450,000	450,000					450,000		
MP-1484	2017 Golf Course Maintenance					100,000	100,000							100,000
MP-1485	MRCC Play Structure Replacement					150,000	150,000	150,000						
Parks & Recreation Maintenance Total		625,000	625,000	625,000	625,000	775,000	3,275,000	150,000	0	0	0	2,625,000	0	500,000
Storm Drainage Maintenance														
MS-1193	2013 Major Storm Sewer Repair	850,000	550,000				1,400,000				1,400,000			
MS-1266	2014 Major Storm Sewer Repair	120,000	1,080,000				1,200,000				1,200,000			
MS-1267	2015 Major Storm Sewer Repair		250,000	1,120,000			1,370,000				1,370,000			
MS-1353	2016 Major Storm Sewer Repair			300,000	1,070,000		1,370,000				1,370,000			
MS-1428	2017 Major Storm Sewer Repair				330,000	1,070,000	1,400,000				1,400,000			
MS-1486	2018 Major Storm Sewer Repair					300,000	300,000				300,000			
Storm Drainage Maintenance Total		970,000	1,880,000	1,420,000	1,400,000	1,370,000	7,040,000	0	0	0	7,040,000	0	0	0

Maintenance By Project - All Years and Funding Sources

- City at Large Funding

Sales Tax

County

Stormwater Utility Funds

Special Parks & Recreation Funds

Special Street Funds

Golf Course Revenues
- Pay-as-You-Go funding

Funding from the current 1/8-cent sales tax for street improvement a proposed extension of the 1/8-cent sales tax

Funds provided by Johnson County CARS and SMAC funding

Property tax and user fee revenues earmarked for improvements to the City's stormwater management infrastructure

Liquor tax revenue statutory obligated to be spent on park services, programs and facilities

Motor fuel tax revenue statutory obligated to be spent on street maintenance

Funds raised through the operation of the City's golf courses that are available for capital improvements

		2013	2014	2015	2016	2017	Total	City at Large	Sales Tax	County	Stormwater Utility	Special Parks & Rec	Special Street	Golf Course Revenues	
Street Infrastructure Maintenance															
MR-1600	2013 Street Maintenance Repair Program	9,600,000					9,600,000	3,600,000	500,000	1,000,000			4,500,000		
MR-1700	2014 Street Maintenance Repair Program		10,100,000				10,100,000	4,050,000	500,000	1,000,000			4,550,000		
MR-1800	2015 Street Maintenance Repair Program			10,950,000			10,950,000	4,900,000	500,000	1,000,000			4,550,000		
MR-1900	2016 Street Maintenance Repair Program				11,850,000		11,850,000	5,750,000	500,000	1,000,000			4,600,000		
MR-2000	2017 Street Maintenance Repair Program					11,850,000	11,850,000	5,750,000	500,000	1,000,000			4,600,000		
Street Infrastructure Maintenance Total		9,600,000	10,100,000	10,950,000	11,850,000	11,850,000	54,350,000	24,050,000	2,500,000	5,000,000	0	0	22,800,000	0	
Traffic Infrastructure Maintenance															
MT-1615	2013 Traffic Major Maintenance	500,000					500,000		500,000						
MT-1715	2014 Traffic Major Maintenance		500,000				500,000		500,000						
MT-1815	2015 Traffic Major Maintenance			500,000			500,000		500,000						
MT-1915	2016 Traffic Major Maintenance				500,000		500,000		500,000						
MT-2015	2017 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	0	2,500,000	0	0	0	0	0	
TOTAL		12,195,000	13,605,000	13,995,000	14,875,000	14,995,000	69,665,000	26,700,000	5,000,000	5,000,000	7,040,000	2,625,000	22,800,000	500,000	

**TOTAL MAINTENANCE PLAN****RESOURCES****Street, Curb and Traffic Infrastructure Maintenance**

	<b>Budget 2013</b>	<b>Projected</b>			
		<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>
Special Street & Highway Fund (Gas Tax)	\$ 4,500,000	\$ 4,550,000	\$ 4,550,000	\$ 4,600,000	\$ 4,600,000
General Fund: Street/Traffic Infrastructure Maintenance	3,600,000	4,050,000	4,900,000	5,750,000	5,750,000
1/8-Cent Sales Tax for Street Improvements	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
CARS (County funds)	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Federal Transportation (ARRA)	-	-	-	-	-

**Stormwater Maintenance**

Stormwater Utility Fund	970,000	1,880,000	1,420,000	1,400,000	1,370,000
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**Facility Maintenance**

General Fund: Facility Infrastructure Maintenance	450,000	450,000	450,000	450,000	450,000
Fire Fund: Facility Infrastructure Maintenance	50,000	50,000	50,000	50,000	50,000

**Parks and Recreation Maintenance**

Special Parks and Recreation Fund	525,000	525,000	525,000	525,000	525,000
Golf Course Fund	100,000	100,000	100,000	100,000	100,000
General Fund	-	-	-	-	150,000

<b>TOTAL</b>	<b>\$ 12,195,000</b>	<b>\$ 13,605,000</b>	<b>\$ 13,995,000</b>	<b>\$ 14,875,000</b>	<b>\$ 14,995,000</b>
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**EXPENDITURES**

Street, Curb and Traffic Infrastructure Maintenance	\$ 10,100,000	\$ 10,600,000	\$ 11,450,000	\$ 12,350,000	\$ 12,350,000
Stormwater Maintenance	970,000	1,880,000	1,420,000	1,400,000	1,370,000
Public and Fire Facility Maintenance	500,000	500,000	500,000	500,000	500,000
Parks and Recreation Maintenance	625,000	625,000	625,000	625,000	775,000

<b>TOTAL</b>	<b>\$ 12,195,000</b>	<b>\$ 13,605,000</b>	<b>\$ 13,995,000</b>	<b>\$ 14,875,000</b>	<b>\$ 14,995,000</b>
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**2013-2017 TOTAL** \$ 69,665,000

The Public Works Department program of services for 2013 includes continuation of the Street, Curb and Traffic infrastructure maintenance program. The table below summarizes the planned infrastructure maintenance budget for 2013 and projected expenditures through 2017.

STREET, CURB AND TRAFFIC INFRASTRUCTURE MAINTENANCE PLAN		Budget 2012	Estimated 2012	Budget 2013	Projected			
					2014	2015	2016	2017
RESOURCES								
Special Street & Highway Fund (Gas Tax) <sup>1</sup>	5,000,000	5,000,000	4,500,000	4,550,000	4,550,000	4,600,000	4,600,000	
General Fund Transfer for Traffic Infrastructure Maint.:								
Total GF Transfer	2,250,000	2,250,000	3,600,000	4,050,000	4,900,000	5,750,000	5,750,000	
CARS (County funds) <sup>2</sup>	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	
1/8-Cent Sales Tax for Street Improvements	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	
TOTAL	9,250,000	9,250,000	10,100,000	10,600,000	11,450,000	12,350,000	12,350,000	
EXPENDITURES								
Street Infrastructure	8,250,000	8,250,000	9,100,000	9,600,000	10,450,000	11,350,000	11,350,000	
Curb Infrastructure	500,000	500,000	500,000	500,000	500,000	500,000	500,000	
Traffic Infrastructure	500,000	500,000	500,000	500,000	500,000	500,000	500,000	
All Maintenance Categories	9,250,000	9,250,000	10,100,000	10,600,000	11,450,000	12,350,000	12,350,000	
<sup>1</sup> 2012 funding from the Special Street and Highway fund are higher than Motor Fuel revenues based on a projected one-time expenditures of fund balance. The Special Street and Highway Fund is used 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.								
<sup>2</sup> The projected amounts are based on the County's current plan, subject to revision by the Board of County Commissioners, and are based on annual CARS appropriations.								

STORMWATER MAINTENANCE PLAN				Projected			
	Budget 2012	Estimated 2012	Budget 2013	2014	2105	2016	2017
RESOURCES							
Stormwater Utility Fund							
Current Revenues	1,315,000	1,252,500	970,000	1,880,000	1,420,000	1,400,000	1,370,000
Prior Year Carryover	-	-	-	-	-	-	-
TOTAL	1,315,000	1,252,500	970,000	1,880,000	1,420,000	1,400,000	1,370,000
EXPENDITURES							
All Maintenance Categories	1,315,000	1,252,500	970,000	1,880,000	1,420,000	1,400,000	1,370,000



PUBLIC BUILDING MAINTENANCE PLAN	Budget 2012	Proposed 2013	Projected			
			2014	2015	2016	2017
RESOURCES						
General Fund Transfer for Facility Infrastructure Maintenance	400,000	450,000	450,000	450,000	450,000	450,000
TOTAL	400,000	450,000	450,000	450,000	450,000	450,000
EXPENDITURES						
Annual Ongoing Maintenance	50,000	100,000	100,000	100,000	100,000	100,000
Special Projects	350,000	350,000	350,000	350,000	350,000	350,000
All Maintenance Categories	400,000	450,000	450,000	450,000	450,000	450,000

FIRE BUILDING MAINTENANCE PLAN		Budget 2012	Proposed 2013	Projected			
				2014	2105	2016	2017
RESOURCES							
Fire Fund Transfer for Facility Infrastructure Maintenance		50,000	50,000	50,000	50,000	50,000	50,000
TOTAL		50,000	50,000	50,000	50,000	50,000	50,000
EXPENDITURES							
All Maintenance Categories		50,000	50,000	50,000	50,000	50,000	50,000

<b>PARKS AND RECREATION MAINTENANCE PL</b>				<b>Projected</b>			
	<b>Budget 2012</b>	<b>Estimated 2012</b>	<b>Budget 2013</b>	<b>2014</b>	<b>2105</b>	<b>2016</b>	<b>2017</b>
<b>RESOURCES</b>							
Special Parks and Recreation	-	525,000	<b>525,000</b>	525,000	525,000	525,000	525,000
Golf Course Revenue	-	100,000	<b>100,000</b>	100,000	100,000	100,000	100,000
General Fund Transfer for Maint.:	-	-	-	-	-	-	150,000
TOTAL	-	625,000	<b>625,000</b>	625,000	625,000	625,000	775,000
<b>EXPENDITURES</b>							
Arboretum Maintenance	-	75,000	<b>75,000</b>	75,000	75,000	75,000	75,000
Park Maintenance	-	450,000	<b>450,000</b>	450,000	450,000	450,000	450,000
Golf Course Maintenance	-	100,000	<b>100,000</b>	100,000	100,000	100,000	100,000
Special Projects	-	-	-	-	-	-	150,000
All Maintenance Categories TOTAL	-	625,000	<b>625,000</b>	625,000	625,000	625,000	775,000

Project Number	Project Description	Change From 2012-2016 Plan	Des. Year	Cons. Year	Fin. Year	2013-2017 Maintenance Plan	
STREET INFRASTRUCTURE MAINTENANCE							
MR-1300	<b>2010 Street Maintenance Repair Program</b> <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 and crack-seal.</div>	No Change	2009	2010	2010	* 2,550,000 *PAYG * 4,270,000 *SSH * 500,000 *1/8STX * 1,000,000 *CTY * 400,000 *KDOT	
	Project Total					* 8,720,000	
MR-1400	<b>2011 Street Maintenance Repair Program</b> <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 and crack-seal.</div>	No Change	2010	2011	2011	* 1,389,000 *PAYG * 4,455,000 *SSH * 500,000 *1/8STX * 1,000,000 *CTY * 93,100 *SWUF	
	Project Total					* 7,437,100	
MR-1490	<b>2012 Street Maintenance Repair Program</b> <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.</div>	No Change	2011	2012	2012	* 2,250,000 *PAYG * 5,000,000 *SSH * 500,000 *1/8STX * 1,000,000 *CTY * 0 *KDOT	
	Project Total					* 8,750,000	
MR-1492	<b>2013 Street Maintenance Repair Program</b> <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 based on available Gas Tax</div>	No Change	2012	2013	2013	3,600,000 PAYG 4,500,000 SSH 500,000 1/8STX 1,000,000 CTY 0 KDOT	
	Project Total					9,600,000	
MR-1493	<b>2014 Street Maintenance Repair Program</b> <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 based on available Gas Tax</div>	No Change	2013	2014	2014	4,050,000 PAYG 4,550,000 SSH 500,000 1/8STX 1,000,000 CTY 0 KDOT	
	Project Total					10,100,000	
MR-1494	<b>2015 Street Maintenance Repair Program</b> <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 based on available Gas Tax</div>	No Change	2014	2015	2015	4,900,000 PAYG 4,550,000 SSH 500,000 1/8STX 1,000,000 CTY 0 KDOT	
	Project Total					10,950,000	

\*Indicates project costs not included in program totals

Project Number	Project Description	Change From 2012-2016 Plan	Des. Year	Cons. Year	Fin. Year	2013-2017 Maintenance Plan	
STREET INFRASTRUCTURE MAINTENANCE							
MR-1495	<b>2016 Street Maintenance Repair Program</b> <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 based on available Gas Tax</div>	No Change	2015	2016	2016	5,750,000	PAYG
						4,600,000	SSH
						500,000	1/8STX
						1,000,000	CTY
						0	KDOT
	Project Total					11,850,000	
MR-1496	<b>2017 Street Maintenance Repair Program</b> <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 based on available Gas Tax</div>	New	2017	2017	2017	5,750,000	PAYG
						4,600,000	SSH
						500,000	1/8STX
						1,000,000	CTY
						0	KDOT
	Project Total					11,850,000	
SUBTOTAL						24,050,000	PAYG
STREET INFRASTRUCTURE MAINTENANCE						22,800,000	SSH
						2,500,000	1/8STX
						-	SWU
						5,000,000	CTY
						-	KDOT
						54,350,000	TOTAL

\*Indicates project costs not included in program totals

Project Number	Project Description	Change From 2012-2016 Plan	Des. Year	Cons. Year	Fin. Year	2013-2017 Maintenance Plan	
TRAFFIC INFRASTRUCTURE MAINTENANCE							
MT-1215	<b>2009 Traffic Major Maintenance Repair Program</b> <div>Annual traffic system maintenance program. Includes funding for repair, replacement and upgrades to existing traffic signals, streetlights and traffic control system components.</div>	No Change	2008	2009	2009	* 0 *PAYG * 0 *SSH * 500,000 *1/8STX * 0 *KDOT	
Project Total						* 500,000	
MT-1315	<b>2010 Traffic Major Maintenance Repair Program</b> <div>Annual traffic system maintenance program. Includes funding for repair, replacement and upgrades to existing traffic signals, streetlights and traffic control system components.</div>	No Change	2009	2010	2010	* 0 *PAYG * 0 *SSH * 500,000 *1/8STX * 0	
Project Total						* 500,000	
MT-1415	<b>2011 Traffic Major Maintenance Repair Program</b> <div>Annual traffic system maintenance program. Includes funding for repair, replacement and upgrades to existing traffic signals, streetlights and traffic control system components.</div>	No Change	2010	2011	2011	* 0 *PAYG * 0 *SSH * 500,000 *1/8STX * 0 *KDOT	
Project Total						* 500,000	
MT-1489	<b>2012 Traffic Major Maintenance Repair Program</b> <div>Annual traffic system maintenance program. Includes funding for repair, replacement and upgrades to existing traffic signals, streetlights and traffic control system components.</div>	No Change	2011	2012	2012	* 0 *PAYG * 0 *SSH * 500,000 *1/8STX * 0 *KDOT	
Project Total						* 500,000	
MT-1497	<b>2013 Traffic Major Maintenance Repair Program</b> <div>Annual traffic system maintenance program. Includes funding for repair, replacement and upgrades to existing traffic signals, streetlights and traffic control system components.</div>	No Change	2012	2013	2013	0 PAYG 0 SSH 500,000 1/8STX 0 KDOT	
Project Total						500,000	
MT-1498	<b>2014 Traffic Major Maintenance Repair Program</b> <div>Annual traffic system maintenance program. Includes funding for repair, replacement and upgrades to existing traffic signals, streetlights and traffic control system components.</div>	No Change	2013	2014	2014	0 PAYG 0 SSH 500,000 1/8STX 0 KDOT	
Project Total						500,000	
MT-1499	<b>2015 Traffic Major Maintenance Repair Program</b> <div>Annual traffic system maintenance program. Includes funding for repair, replacement and upgrades to existing traffic signals, streetlights and traffic control system components.</div>	No Change	2014	2015	2015	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	Change From 2012-2016 Plan	Des. Year	Cons. Year	Fin. Year	2013-2017 Maintenance Plan
<b>TRAFFIC INFRASTRUCTURE MAINTENANCE</b>						
MT-1500	<b>2016 Traffic Major Maintenance Repair Program</b> <div>Annual traffic system maintenance program. Includes funding for repair, replacement and upgrades to existing traffic signals, streetlights and traffic control system components.</div>	No Change	2015	2016	2016	0 PAYG 0 SSH 500,000 1/8STX 0 KDOT
	Project Total					500,000
MT-1501	<b>2017 Traffic Major Maintenance Repair Program</b> <div>Annual traffic system maintenance program. Includes funding for repair, replacement and upgrades to existing traffic signals, streetlights and traffic control system components.</div>	New	2016	2017	2017	0 PAYG 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

\*Indicates project costs not included in program totals

Project Number	Project Description	Change From 2012-2016 Plan	Des. Year	Cons. Year	Fin. Year	2013-2017 Maintenance Plan		
STORM DRAINAGE MAINTENANCE								
MS-1217	<b>183rd and Lackman RCB Replacement</b> Reinforced concrete box replacement.	No Change	2008	2009	2009	*	0	*PAYG
						*	140,000	*SWU
						*	0	*CTY
					2010	*	0	*PAYG
						*	19,000	*SWU
						*	0	*CTY
	Project Total					*	159,000	
MS-1263	<b>83rd and Grandview Drainage Ditch Improvements</b> Replacement of concrete ditch liner.	No Change	2009	2010	2009	*	0	*PAYG
						*	100,000	*SWU
						*	0	*CTY
					2010	*	0	*PAYG
						*	600,000	*SWU
						*	0	*CTY
					2011	*	0	*PAYG
						*	15,000	*SWU
						*	0	*CTY
	Project Total					*	715,000	
MS-1265	<b>2010 RCB Repairs</b> Repairs to reinforced concrete boxes at several locations.	No Change	2009	2010	2009	*	0	*PAYG
						*	105,000	*SWU
						*	0	*CTY
					2010	*	0	*PAYG
						*	515,000	*SWU
						*	0	*CTY
	Project Total					*	620,000	
MS-0998	<b>2011 Major Storm Sewer Repair</b> Replacement of ditch liners in the vicinity of Melrose and Ballentine and Dennis Garrett Public Works facility.	Revised Cost	2010	2011	2010	*	0	*PAYG
						*	155,000	*SWU
						*	0	*CTY
					2011	*	0	*PAYG
						*	900,000	*SWU
						*	0	*CTY
	Project Total						1,055,000	
MS-1273	<b>2011 Major Storm Sewer Repair Part II</b> Corrugated metal pipe replacement at four locations.	Revised Cost	2010	2011	2010	*	0	*PAYG
						*	174,652	*SWU
						*	0	*CTY
					2011	*	0	*PAYG
						*	602,348	*SWU
						*	0	*CTY
					2012	*	0	*PAYG
						*	0	*SWU
						*	0	*CTY
					2013		0	PAYG
							0	SWU
							0	CTY
	Project Total						777,000	

\*Indicates project costs not included in program totals

Project Number	Project Description	Change From 2012-2016 Plan	Des. Year	Cons. Year	Fin. Year	2013-2017 Maintenance Plan		
STORM DRAINAGE MAINTENANCE								
MS-1283	<b>98th and Pawnee Storm Sewer Repair</b> Replacement of corrugated metal pipe in the vicinity of 98th and Pawnee.	Revised Cost	2010	2011	2010	*	0	*PAYG
						*	80,000	*SWU
						*	0	*CTY
					2011	*	0	*PAYG
						*	460,000	*SWU
						*	0	*CTY
					2012	*	0	*PAYG
						*	52,500	*SWU
						*	0	*CTY
	Project Total						592,500	
MS-1090	<b>2012 Major Storm Sewer Repair</b> Unspecified Locations 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 Cost	2011	2012	2011	*	0	*PAYG
						*	503,000	*SWU
						*	0	*CTY
					2012	*	0	*PAYG
						*	0	*SWU
						*	1,500,000	*CTY
					2013		0	PAYG
							0	SWU
							0	CTY
	Project Total						2,003,000	
MS-1441	<b>2012 Major Storm Sewer Repair, Part 2</b> Unspecified Locations 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.	New	2011	2012	2011	*	0	*PAYG
						*	250,000	*SWU
						*	0	*CTY
					2012	*	0	*PAYG
						*	900,000	*SWU
						*	0	*CTY
	Project Total						1,150,000	
MS-1193	<b>2013 Major Storm Sewer Repair</b> Unspecified Locations 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.	No Change	2012	2013	2012	*	0	*PAYG
						*	300,000	*SWU
						*	0	*CTY
					2013		0	PAYG
							850,000	SWU
							0	CTY
					2014		0	PAYG
							550,000	SWU
							0	CTY
	Project Total						1,700,000	
MS-1266	<b>2014 Major Storm Sewer Repair</b> Unspecified Locations 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.	No Change	2013	2014	2013		0	PAYG
							120,000	SWU
							0	CTY
					2014		0	PAYG
							1,080,000	SWU
							0	CTY
	Project Total						1,200,000	

\*Indicates project costs not included in program totals



Project Number	Project Description	Change From 2012-2016 Plan	Des. Year	Cons. Year	Fin. Year	2013-2017 Maintenance Plan
<b>STORM DRAINAGE MAINTENANCE</b>						
MS-1267	<b>2015 Major Storm Sewer Repair</b> Unspecified Locations 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.	No Change	2014	2015	2014	0 PAYG 250,000 SWU 0 CTY
					2015	0 PAYG 1,120,000 SWU 0 CTY
	Project Total					1,370,000
MS-1353	<b>2016 Major Storm Sewer Repair</b> Unspecified Locations 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.	No Change	2015	2016	2015	0 PAYG 300,000 SWU 0 CTY
					2016	0 PAYG 1,070,000 SWU 0 CTY
	Project Total					1,370,000
MS-1428	<b>2017 Major Storm Sewer Repair</b> Unspecified Locations 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	2016	2017	2016	0 PAYG 330,000 SWU 0 CTY
					2017	0 PAYG 1,070,000 SWU 0 CTY
	Project Total					1,400,000
MS-1486	<b>2018 Major Storm Sewer Repair</b> Unspecified Locations 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. 2017 funding is for design only.	New	2017	2018	2017	0 PAYG 300,000 SWU 0 CTY
	Project Total					300,000

\*Indicates project costs not included in program totals

Project Number	Project Description	Change From 2012-2016 Plan	Des. Year	Cons. Year	Fin. Year	2013-2017 Maintenance Plan
STORM DRAINAGE MAINTENANCE						
	SUBTOTAL					- PAYG
	STORM DRAINAGE MAINTENANCE					- SSH
						7,040,000 SWU
						- CTY
						- KDOT
						- ERF
						<u>7,040,000</u> TOTAL

\*Indicates project costs not included in program totals

Project Number	Project Description	Change From 2012-2016 Plan	Des. Year	Cons. Year	Fin. Year	2013-2017 Maintenance Plan	
PUBLIC BUILDINGS MAINTENANCE							
MB-1269	<b>2009 Building Maintenance</b> Annual major maintenance to city facilities, including roof replacement, exterior maintenance and repair, flooring, and mechanical equipment replacement.	No Change	2009	2009	2009	* *	370,000 *PAYG 0 *ERF
Project Total						*	370,000
MB-1270	<b>2010 Building Maintenance</b> Annual major maintenance to city facilities, including roof replacement, exterior maintenance and repair, flooring, and mechanical equipment replacement.	No Change	2010	2010	2010	* *	400,000 *PAYG 0 *ERF
Project Total						*	400,000
MB-1271	<b>2011 Building Maintenance</b> Annual major maintenance to city facilities, including roof replacement, exterior maintenance and repair, flooring, and mechanical equipment replacement.	No Change	2011	2011	2011	* *	400,000 *PAYG 0
Project Total						*	400,000
MB-1354	<b>2012 Building Maintenance</b> Annual major maintenance to city facilities, including roof replacement, exterior maintenance and repair, flooring, and mechanical equipment replacement.	No Change	2012	2012	2012	* *	400,000 *PAYG 0 *ERF
Project Total						*	400,000
MB-1355	<b>2013 Building Maintenance</b> Annual major maintenance to city facilities, including roof replacement, exterior maintenance and repair, flooring, and mechanical equipment replacement.	Revised Cost	2013	2013	2013		450,000 PAYG 0 ERF
Project Total							450,000
MB-1356	<b>2014 Building Maintenance</b> Annual major maintenance to city facilities, including roof replacement, exterior maintenance and repair, flooring, and mechanical equipment replacement.	Revised Cost	2014	2014	2014		450,000 PAYG 0 ERF
Project Total							450,000
MB-1357	<b>2015 Building Maintenance</b> Annual major maintenance to city facilities, including roof replacement, exterior maintenance and repair, flooring, and mechanical equipment replacement.	Revised Cost	2015	2015	2015		450,000 PAYG 0 ERF
Project Total							450,000

\*Indicates project costs not included in program totals

Project Number	Project Description	Change From 2012-2016 Plan	Des. Year	Cons. Year	Fin. Year	2013-2017 Maintenance Plan
<b>PUBLIC BUILDINGS MAINTENANCE</b>						
MB-1444	<b>2016 Building Maintenance</b> Annual major maintenance to city facilities, including roof replacement, exterior maintenance and repair, flooring, and mechanical equipment replacement.	<b>Revised Cost</b>	2016	2016	2016	450,000 PAYG 0 ERF
	Project Total					450,000
MB-1466	<b>2017 Building Maintenance</b> Annual major maintenance to city facilities, including roof replacement, exterior maintenance and repair, flooring, and mechanical equipment replacement.	<b>New</b>	2017	2017	2017	450,000 PAYG 0 ERF
	Project Total					450,000
SUBTOTAL - PUBLIC BUILDINGS MAINTENANCE						2,250,000 PAYG - SSH - SWU - CTY - KDOT - ERF 2,250,000

\*Indicates project costs not included in program totals

Project Number	Project Description	Change From 2012-2016 Plan	Des. Year	Cons. Year	Fin. Year	2013-2017 Maintenance Plan	
FIRE SERVICE FUND - PUBLIC BUILDINGS MAINTENANCE							
MF-0219	Concrete Repairs Station 2	No Change	2007	2007	2007	* 25,000 *PAYG * 0 *ERF	
	Project Total					* 25,000	
MF-0630	Garage Door Replacement Station 4	No Change	2008	2008	2008	* 25,000 *PAYG * 0 *ERF	
	Project Total					* 25,000	
MF-0631	Kitchen Remodel Station 1	No Change	2008	2008	2008	* 15,000 *PAYG * 0 *ERF	
	Project Total					* 15,000	
MF-0794	Roof Replacement Fire Station 2	No Change	2008	2008	2008	* 68,000 *PAYG * 0 *ERF	
	Project Total					* 68,000	
MF-1272	2009 Fire Building Maintenance Annual major maintenance to fire facilities, including roof replacement, exterior maintenance and repair, flooring, kitchen remodeling and mechanical equipment replacement.	No Change	2009	2009	2009	* 50,000 *PAYG * 0 *ERF	
	Project Total					* 50,000	
MF-1358	2010 Fire Building Maintenance Annual major maintenance to fire facilities, including roof replacement, exterior maintenance and repair, flooring, kitchen remodeling and mechanical equipment replacement.	No Change	2010	2010	2010	* 50,000 *PAYG * 0 *ERF	
	Project Total					* 50,000	
MF-1359	2011 Fire Building Maintenance Annual major maintenance to fire facilities, including roof replacement, exterior maintenance and repair, flooring, kitchen remodeling and mechanical equipment replacement.	No Change	2011	2011	2011	* 50,000 *PAYG * 0 *ERF	
	Project Total					* 50,000	
MF-1360	2012 Fire Building Maintenance Annual major maintenance to fire facilities, including roof replacement, exterior maintenance and repair, flooring, kitchen remodeling and mechanical equipment replacement.	No Change	2012	2012	2012	* 50,000 *PAYG * 0 *ERF	
	Project Total					* 50,000	
MF-1361	2013 Fire Building Maintenance Annual major maintenance to fire facilities, including roof replacement, exterior maintenance and repair, flooring, kitchen remodeling and mechanical equipment replacement.	No Change	2013	2013	2013	50,000 PAYG 0 ERF	
	Project Total					50,000	
MF-1362	2014 Fire Building Maintenance Annual major maintenance to fire facilities, including roof replacement, exterior maintenance and repair, flooring, kitchen remodeling and mechanical equipment replacement.	No Change	2014	2014	2014	50,000 PAYG 0 ERF	
	Project Total					50,000	

\*Indicates project costs not included in program totals

Project Number	Project Description	Change From 2012-2016 Plan	Des. Year	Cons. Year	Fin. Year	2013-2017 Maintenance Plan	
<b>FIRE SERVICE FUND - PUBLIC BUILDINGS MAINTENANCE</b>							
MF-1363	<b>2015 Fire Building Maintenance</b> Annual major maintenance to fire facilities, including roof replacement, exterior maintenance and repair, flooring, kitchen remodeling and mechanical equipment replacement.	No Change	2015	2015	2015	50,000	PAYG 0 ERF
	Project Total					50,000	
MF-1445	<b>2016 Fire Building Maintenance</b> Annual major maintenance to fire facilities, including roof replacement, exterior maintenance and repair, flooring, kitchen remodeling and mechanical equipment replacement.	No Change	2016	2016	2016	50,000	PAYG 0 ERF
	Project Total					50,000	
MF-1465	<b>2017 Fire Building Maintenance</b> Annual major maintenance to fire facilities, including roof replacement, exterior maintenance and repair, flooring, kitchen remodeling and mechanical equipment replacement.	New	2017	2017	2017	50,000	PAYG 0 ERF
	Project Total					50,000	
<b>FIRE SERVICE FUND - PUBLIC BUILDINGS MAINTENANCE</b>						250,000	PAYG
						-	SSH
						-	SWU
						-	CTY
						-	KDOT
						-	ERF
						250,000	

\*Indicates project costs not included in program totals

Project Number	Project Description	Change From 2012-2016 Plan	Des. Year	Cons. Year	Fin. Year	2013-2017 Maintenance Plan
<b>PARK AND RECREATION MAINTENANCE</b>						
MP-1467	<b>2012 Arboretum Maintenance</b> Major annual repairs and maintenance to Arboretum gardens and amenities. Previously funded as part of the CIP budget.	<b>No Change</b>	2012	2012	2012 *	75,000 *SPR
	Project Total				*	75,000
MP-1468	<b>2012 Park Maintenance</b> Major annual repairs and maintenance to City park and recreation amenities. Previously funded as part of the CIP budget.	<b>New</b>	2012	2012	2012 *	450,000 *SPR
	Project Total				*	450,000
MP-1469	<b>2012 Golf Course Maintenance</b> Major annual repairs and maintenance to golf course grounds and amenities. Previously funded as part of the CIP budget.	<b>New</b>	2012	2012	2012 *	100,000 *GCR
	Project Total				*	100,000
MP-1470	<b>2013 Arboretum Maintenance</b> Major annual repairs and maintenance to Arboretum gardens and amenities. Previously funded as part of the CIP budget.	<b>New</b>	2013	2013	2013	75,000 SPR
	Project Total					75,000
MP-1471	<b>2013 Park Maintenance</b> Major annual repairs and maintenance to City park and recreation amenities. Previously funded as part of the CIP budget.	<b>New</b>	2013	2013	2013	450,000 SPR
	Project Total					450,000
MP-1472	<b>2013 Golf Course Maintenance</b> Major annual repairs and maintenance to golf course grounds and amenities. Previously funded as part of the CIP budget.	<b>New</b>	2013	2013	2013	100,000 GCR
	Project Total					100,000
MP-1473	<b>2014 Arboretum Maintenance</b> Major annual repairs and maintenance to Arboretum gardens and amenities. Previously funded as part of the CIP budget.	<b>New</b>	2014	2014	2014	75,000 SPR
	Project Total					75,000
MP-1474	<b>2014 Park Maintenance</b> Major annual repairs and maintenance to City park and recreation amenities. Previously funded as part of the CIP budget.	<b>New</b>	2014	2014	2014	450,000 SPR
	Project Total					450,000

\*Indicates project costs not included in program totals

Project Number	Project Description	Change From 2012-2016 Plan	Des. Year	Cons. Year	Fin. Year	2013-2017 Maintenance Plan	
PARK AND RECREATION MAINTENANCE							
MP-1475	<div>2014 Golf Course Maintenance</div> <div>Major annual repairs and maintenance to golf course grounds and amenities. Previously funded as part of the CIP budget.</div> <div>Project Total</div>	New	2014	2014	2014	100,000	GCR
						100,000	
MP-1476	<div>2015 Arboretum Maintenance</div> <div>Major annual repairs and maintenance to Arboretum gardens and amenities. Previously funded as part of the CIP budget.</div> <div>Project Total</div>	New	2015	2015	2015	75,000	SPR
						75,000	
MP-1477	<div>2015 Park Maintenance</div> <div>Major annual repairs and maintenance to City park and recreation amenities. Previously funded as part of the CIP budget.</div> <div>Project Total</div>	New	2015	2015	2015	450,000	SPR
						450,000	
MP-1478	<div>2015 Golf Course Maintenance</div> <div>Major annual repairs and maintenance to golf course grounds and amenities. Previously funded as part of the CIP budget.</div> <div>Project Total</div>	New	2015	2015	2015	100,000	GCR
						100,000	
MP-1479	<div>2016 Arboretum Maintenance</div> <div>Major annual repairs and maintenance to Arboretum gardens and amenities. Previously funded as part of the CIP budget.</div> <div>Project Total</div>	New	2016	2016	2016	75,000	SPR
						75,000	
MP-1480	<div>2016 Park Maintenance</div> <div>Major annual repairs and maintenance to City park and recreation amenities. Previously funded as part of the CIP budget.</div> <div>Project Total</div>	New	2016	2016	2016	450,000	SPR
						450,000	
MP-1481	<div>2016 Golf Course Maintenance</div> <div>Major annual repairs and maintenance to golf course grounds and amenities. Previously funded as part of the CIP budget.</div> <div>Project Total</div>	New	2016	2016	2016	100,000	GCR
						100,000	
MP-1482	<div>2017 Arboretum Maintenance</div> <div>Major annual repairs and maintenance to Arboretum gardens and amenities.</div> <div>Project Total</div>	New	2017	2017	2017	75,000	SPR
						75,000	
MP-1483	<div>2017 Park Maintenance</div> <div>Major annual repairs and maintenance to City park and recreation amenities.</div> <div>Project Total</div>	New	2017	2017	2017	450,000	SPR
						450,000	

\*Indicates project costs not included in program totals



Project Number	Project Description	Change From 2012-2016 Plan	Des. Year	Cons. Year	Fin. Year	2013-2017 Maintenance Plan	
PARK AND RECREATION MAINTENANCE							
MP-1484	<b>2017 Golf Course Maintenance</b>	New	2017	2017	2017	100,000	GCR
	Major annual repairs and maintenance to golf course grounds and amenities.						
	Project Total						
						100,000	
MP-1485	<b>Matt Ross Community Center Play Structure Replacement</b>	New	2017	2017	2017	150,000	PAYG
	Replacement of three-story play structure in MRCC Explorer Room.						
	Project Total						
						150,000	
SUBTOTAL -						150,000	PAYG
PARK AND RECREATION MAINTENANCE						500,000	GCR
						2,625,000	SPR
						-	ERF
						3,275,000	

\*Indicates project costs not included in program totals

<b>13-17 Major Maintenance Plan</b>							
	<b>Street Infrastructure</b>	<b>Traffic Infrastructure</b>	<b>Storm Drainage</b>	<b>Public Buildings</b>	<b>Fire Building</b>	<b>Parks and Recreation</b>	<b>ALL FUNDS - TOTAL</b>
<b>PAYG</b>	24,050,000	0	0	2,250,000	250,000	150,000	<b>26,700,000</b>
<b>SSH</b>	22,800,000	0	0	0	0	0	<b>22,800,000</b>
<b>1/8STX</b>	2,500,000	2,500,000	0	0	0	0	<b>5,000,000</b>
<b>SWU</b>	0	0	7,040,000	0	0	0	<b>7,040,000</b>
<b>CTY</b>	5,000,000	0	0	0	0	0	<b>5,000,000</b>
<b>KDOT</b>	0	0	0	0	0	0	<b>0</b>
<b>ERF</b>	0	0	0	0	0	0	<b>0</b>
<b>GCR</b>	0	0	0	0	0	500,000	<b>500,000</b>
<b>SPR</b>	0	0	0	0	0	2,625,000	<b>2,625,000</b>
<b>ODF</b>	0	0	0	0	0	0	<b>0</b>
<b>OFIN</b>	0	0	0	0	0	0	<b>0</b>
<b>TOTAL</b>	<b>54,350,000</b>	<b>2,500,000</b>	<b>7,040,000</b>	<b>2,250,000</b>	<b>250,000</b>	<b>3,275,000</b>	<b>69,665,000</b>

\*Indicates project costs not included in program totals

## **GLOSSARY OF BUDGET TERMS**

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### **Ad Valorem Tax**

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").

### **Appropriation**

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.

### **Assessed Valuation**

The valuation placed upon real and certain personal property by the County Assessor as the basis for levying property taxes.

### **Assets**

Resources owned by the City which have monetary value.

### **AV**

Acronym for Assessed Valuation.

### **Balance Sheet**

A basic financial statement that discloses the assets, liabilities, reserves and equity of specific governmental funds as of a specific date.

### **Balanced Budget**

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.

### **Best Management Practices (BMP)**

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.

### **BMP**

Acronym for Best Management Practices

### **Bond**

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.

### **Bond Rating**

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.

<b><u>Budget</u></b>	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.
<b><u>Capital Improvements Program</u></b>	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.
<b><u>Capital Project</u></b>	A capital project is a project that constructs, expands or acquires a City asset, including infrastructure, facilities or large equipment.
<b><u>CARS</u></b>	Acronym for County Assisted Road System. CARS funding is provided by Johnson County using the motor vehicle fuel tax.
<b><u>CC</u></b>	Acronym for Cost Center
<b><u>CDBG</u></b>	Acronym for Community Development Block Grant.
<b><u>CIP</u></b>	Acronym for Capital Improvements Program.
<b><u>Commodities</u></b>	Items of expenditures which are consumed or show a material change in their physical condition. Examples include office supplies, replacement parts and gasoline.
<b><u>Contingency</u></b>	A budgetary resource set aside for emergencies or unforeseen expenditures not otherwise known at the time the budget is adopted.
<b><u>Cost Center</u></b>	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.
<b><u>Debt</u></b>	An obligation resulting from the borrowing of money.
<b><u>Debt Service</u></b>	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.
<b><u>Delinquent Taxes</u></b>	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.
<b><u>Department</u></b>	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.
<b><u>Encumbrances</u></b>	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.

<b><u>Property Tax</u></b>	Ad valorem taxes levied on both real and personal property according to the assessed valuation and the tax rate.
<b><u>Revenue</u></b>	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.
<b><u>Revenue Estimate</u></b>	A formal estimate of how much revenue will be earned from a specific revenue source for some future period - typically a future fiscal year.
<b><u>Source of Revenue</u></b>	The classification of revenues according to their source or point of origin.
<b><u>Special Assessment</u></b>	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.
<b><u>Special Revenue Funds</u></b>	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.
<b><u>Transient Guest Tax</u></b>	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.
<b><u>TGT</u></b>	Acronym for Transient Guest Tax.
<b><u>Tax Rate Limit</u></b>	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.
<b><u>Use Tax</u></b>	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.
<b><u>User Charges</u></b>	The payment of fees for direct receipt of a public service by the party benefiting from the service.

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