



# 2018

**Annual Budget Document  
City of Lenexa  
January 1 - December 31**



## ACKNOWLEDGMENT

This document was prepared by a team of city staff members who worked very enthusiastically, with pride and dedication, to provide a meaningful and useful document for the benefit of the citizens, the business community, and the City of Lenexa organization.

The following individuals are recognized for their significant contribution in the budget process:

Eric Wade, City Administrator  
Todd Pelham, Deputy City Administrator  
Doug Robinson, Chief Financial Officer  
Danielle Dulin, Assistant to the City Administrator  
Michael Nolan, Assistant to the City Administrator

The following individuals are recognized for their significant contribution in the preparation of this document:

Jill Grube, Assistant Chief Financial Officer  
Lisa Cline, Senior Accountant  
Dana Stauch, Senior Accountant  
Megan Sterling, Senior Accountant  
Barbara Young, Senior Accountant

We would also like to acknowledge the cooperation and efforts put forth by the Administrative Team and their staff members in assisting with the preparation of this document.

City of Lenexa  
17101 W. 87th Street Parkway  
Lenexa, Kansas 66219  
(913) 477-7500  
Website: [www.lenexa.com](http://www.lenexa.com)



# Directory of City Officials

---

## GOVERNING BODY

MAYOR  
Michael Boehm

### CITY COUNCIL

WARD 1: Joe Karlin  
Steven Lemons

WARD 2: Stacy Knipp  
Thomas Nolte

WARD 3: Vacant  
Lou Serrone

WARD 4: Andy Huckaba  
Mandy Stuke

---

## MANAGEMENT TEAM

CITY ADMINISTRATOR  
Eric Wade

CHIEF FINANCIAL OFFICER  
Doug Robinson

DEPUTY  
CITY ADMINISTRATOR  
Todd Pelham

CITY ATTORNEY  
Cynthia Harmison

PARKS & RECREATION DIRECTOR  
Gary Ristow

FIRE CHIEF  
Lonny Owens

COMMUNITY  
DEVELOPMENT DIRECTOR  
Beccy Yocham

MUNICIPAL SERVICES  
DIRECTOR  
Nick Arena

POLICE CHIEF  
Thomas Hongslo

INFORMATION TECHNOLOGY  
DIRECTOR  
Justin Rairden

COMMUNICATIONS  
DIRECTOR  
Denise Rendina

ASSISTANT TO THE  
CITY ADMINISTRATOR  
Danielle Dulin

ASSISTANT TO THE  
CITY ADMINISTRATOR  
Michael Nolan

---

CITY CLERK  
Katy Crow

MUNICIPAL JUDGE  
Erika DeMarco

---



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**City of Lenexa  
Kansas**

For the Fiscal Year Beginning

**January 1, 2017**

GOVERNMENT FINANCE OFFICERS ASSOCIATION

Executive Director

The Government Finance Officers Association of the United States and Canada (G.F.O.A.) presented an award of Distinguished Budget Presentation Award to the City of Lenexa, Kansas for its annual budget for the fiscal year beginning January 1, 2017.

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 G.F.O.A. to determine its eligibility for another award.



# Table of Contents

## I. GENERAL OVERVIEW

This overview section provides a summary of the major elements in this document including charts and graphs.

Budget Message .....	8
Budget Highlights .....	16
How to Use this Document.....	18

### City Overview

Organizational Chart .....	19
Tax Value Illustration.....	20
City Profile .....	21
Vicinity Map .....	22
Form of Government .....	23
Geography.....	23
Population .....	24
Major Employers .....	24
Major Property Taxpayers .....	25
Income.....	25
Economic Environment .....	26
Assessed Value and Appraised Value.....	26
Tax Rates – City of Lenexa.....	27
Tax Rates – Overlapping .....	27
Tax Levy Comparison Graph .....	27

### Financial Overview

Description of Accounts and Funds .....	28
Financial Policies.....	31
Budget Procedures .....	34
Budget Expenditure by Fund Graph.....	36
Budget Summary by Year .....	37
Budget Summary by Fund .....	38
Budgetary Projections by Fund .....	39
Budgetary Projections by Fund – Explanation of Changes in Fund Balance .....	41
Summary of Revenues and Expenditures by Fund .....	42
Major Revenue Sources - Trends and Assumptions .....	44
Multi-Year Financial Forecast .....	48

## II. CAPITAL IMPROVEMENT PROGRAM AND DEBT MANAGEMENT

This section includes financial data on the city’s debt obligations, capital improvement program, and the effects of future capital improvement projects on operations.

Capital Improvement Program Description .....	54
Capital Improvement Program Sources & Uses by Year.....	58
Capital Improvement Program Project Expenditure by Year .....	59
Capital Improvement Program Highlights .....	62
Capital Improvement Program Overview .....	63
Debt Management.....	66
Debt Service Budget Summary.....	68
Debt Service Schedule.....	69
Debt Policy Statistics.....	70
General Debt Ratios.....	71

Ratio of Annual Debt Service Expenditures to General Government Expenditures .....	71
Ratio of General Bonded Debt to Assessed Value .....	72
Legal Debt Margin .....	72
Overlapping Debt .....	73

**III. FUND BUDGETS**

This section includes each department's summary financial information, mission statement, accomplishments, key performance measures, major budget changes and staffing information.

**General Fund**

Governing Body.....	75
Executive Department.....	77
Communications.....	79
Municipal Court .....	81
Transfers .....	84
Finance.....	85
Human Resources .....	87
Enterprise Systems and Technology Department .....	90
Legal Department.....	92
Community Development Department.....	95
Fire Department .....	97
Police Department.....	100
Emergency Mangement.....	103
Municipal Services Department .....	104
Parks and Recreation Department.....	107
Special Highway Fund .....	110
Special Alcohol Fund .....	111
Special Parks and Recreation Fund .....	112
Tourism and Convention Fund.....	113
Parks and Recreation Impact Fee Funds .....	114
Street Tree Funds .....	115
Transportation Improvement Plan Funds.....	116
Neighborhood Revitalization Fund.....	117
City Center TIF District Fund .....	118
Mining TIF District Fund.....	119
Ridgeview Mining TIF District Fund .....	120
Orchard Corners CID Fund .....	121
Prairie Creek CID Fund.....	122
Quivira 95 CID Fund .....	123
Greystone Plaza CID Fund .....	124
City Center East #1 CID Fund .....	125
City Center East #2 CID Fund .....	126
I-35 & 95 <sup>th</sup> Street TIF Fund .....	127
SpringHill Suites CID Fund .....	128
Candlewood Suites CID Fund.....	129
Holiday Inn Express CID Fund.....	130
Stormwater Fund.....	131
Rec Center Fund.....	133

**IV. NON-BUDGETED FUNDS**

This section lists the funds of the City of Lenexa that are not budgeted, with a short explanation of each.

Non-Budgeted Funds .....	137
--------------------------	-----

**V. APPENDIX**

Personnel Table .....	140
Glossary .....	151



# General Overview

**Annual Budget Document  
2018  
City of Lenexa  
January 1 - December 31**



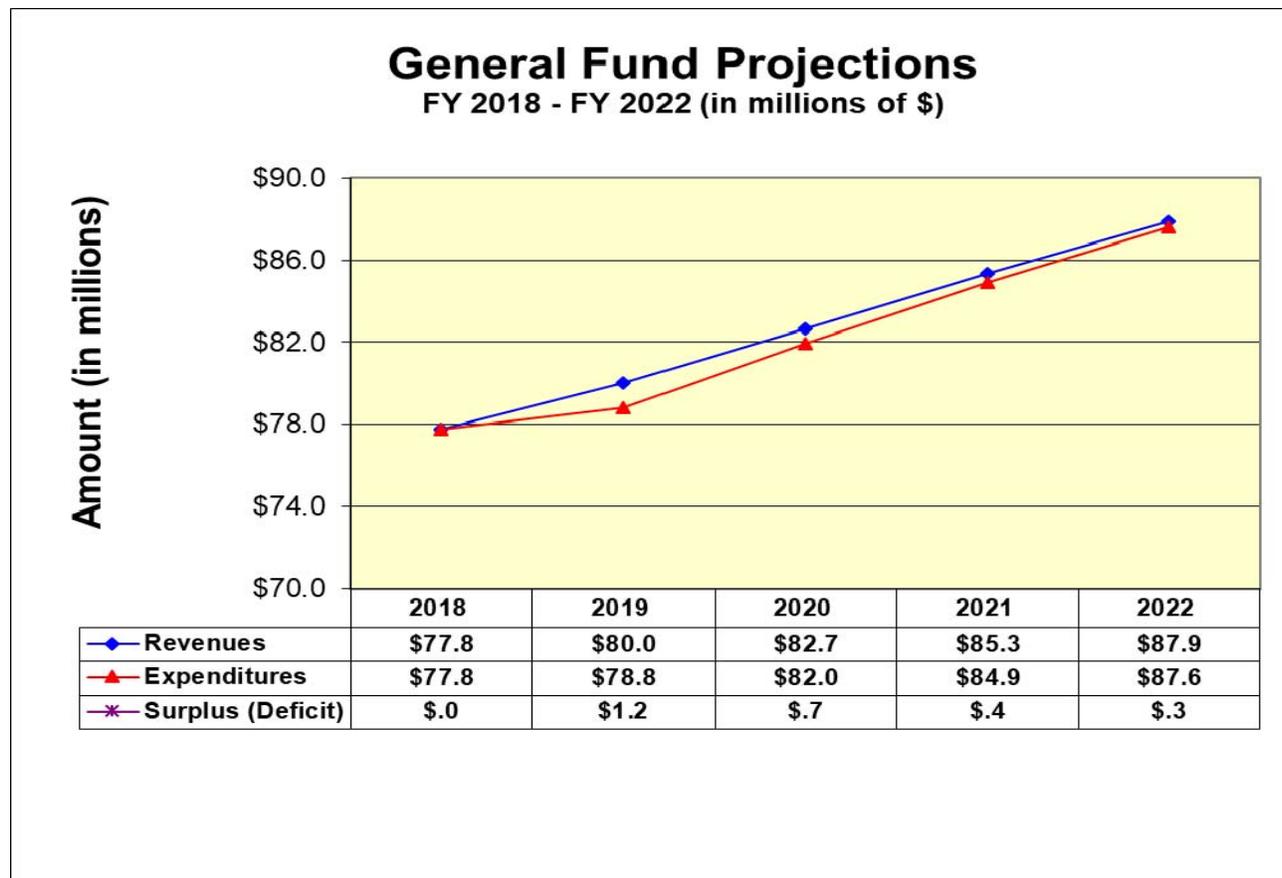
**Budget Message – 2018 Adopted Budget**

DATE: October 23, 2017  
 TO: Members of the Governing Body  
 FROM: Eric Wade, City Administrator

**INTRODUCTION AND ECONOMIC ENVIRONMENT**

I am submitting the final budget for fiscal year 2018 approved at the August 15, 2017 Governing Body meeting. As required by law and by sound fiscal management, the adopted budget is balanced and ready for implementation. The budget document communicates the city’s plan on how to allocate the resources at hand to best serve the residents and businesses of Lenexa.

The city continues to operate in a positive economic environment after the end of the “Great Recession.” Assessed valuation increased by 6% for the 2018 budget – this is the fifth consecutive year of growth in assessed valuation. Construction activity in the city remains strong, with 2017 construction valuation expected to meet or exceed 2016 levels (which was a record year). In addition, the unemployment rate in Johnson County continues to decline (the unemployment rate averaged 3.3% in 2016 compared to a peak of 6.5% in 2010). As a result, the city’s General Fund financial projections are structurally balanced:



In summary, the adopted budget:

1. Includes a projected property tax mill levy at 31.817 mills (slight decrease from 2017).
2. Maintains appropriate reserve levels in all city funds (the projected reserve for the General Fund is 34% of budgeted revenues in FY 2018, which is within the city's policy range of 30% to 35%).
3. Continues the focus on providing quality city services (including an increase in staffing levels to address greater service demands).
4. Continues funding for the pavement management program and parks/civic projects (including the new Rec Center facility) due to the 3/8-cent sales tax adopted by voters in 2008.

The total adopted budget for all funds, including projected reserve amounts, is \$153.9 million (\$116.0 million for expenditures plus \$37.9 million for projected reserve balances). This is an increase of \$12.6 million, or 9%, compared to the 2017 adopted budget.

### **GOVERNING BODY GOALS & MAJOR ISSUES FACING THE CITY**

The Governing Body has six strategic goals that guide the city's activities, including preparation of the annual operating budget. These goals align the financial decisions included in the annual budget and Capital Improvement Program (CIP) to the services provided by the city. Each goal is listed below, along with the major issues facing the city and how the 2018 budget attempts to address these major issues.

Goal #1: City Services – Ensure that city services assist in creating a superior quality of life and a safe atmosphere where people desire to live, work and play.

The city's primary challenge in meeting this goal is addressing increased demands for services. The adopted budget includes additional staffing to help meet service demands. In addition, the budget includes continued funding for technology and training to increase staff productivity.

Goal #2: Fiscal Responsibility – Provide exceptional value for community-provided resources and strive for long-term financial balance in the city's operational and capital activities.

The city's primary challenge in meeting this goal is achieving structural financial balance in the General Fund, Debt Service Fund, and Stormwater Fund (these three funds comprise over 84% of the total budget). The adopted budget maintains structural balance in the General Fund for 2018, and the multi-year financial forecast reflects structural balance for all three funds by 2019.

The property tax limit calculation adopted by the State Legislature will make it more difficult to maintain structural balance in the General Fund. The calculation (which was effective for the 2018 budget) limits the rate of growth of property tax revenue to the five-year rolling average of the consumer price index (CPI). However, the legislation exempts a few key items from the calculation:

- Bond and interest payments (primarily accounted for in the city's Debt Service Fund)
- Increased expenditures above the CPI for public safety functions as long as the increased expenditures are not for construction or remodeling of buildings
- Expenditures mandated by federal or state law with such mandates becoming effective on or after July 1, 2015
- New real property improvements
- Property which has changed in use.

Due to the exemptions from the calculation, staff believes structural balance will be attainable for the General Fund during the next few fiscal years.

Goal #3: Economic Development – Promote and stimulate quality development (including retail, corporate headquarters, bioscience, high technology companies and residential) to enhance the city's diverse economic base.

The city continues to offer various incentives to stimulate economic development projects within the community. Current active programs include the issuance of private activity bonds in conjunction with tax

abatements, tax increment financing (TIF) for projects located within existing TIF districts, and community improvement district (CID) financing. CID financing in particular has been successful in creating new retail development.

Goal #4: Reinvestment – Promote and support efforts to redevelop retail sites and improve our neighborhoods to continue the city’s reputation as a safe and friendly community.

The city’s primary challenge in meeting this area is balancing new development opportunities with redevelopment needs in the eastern part of the city. The adopted budget continues to support this goal by providing funding for the pavement management program. In addition, CID financing has assisted with redevelopment efforts for aging retail properties such as the Orchard Corners and the Greystone Plaza shopping areas. The city will also receive funding through the Community Development Block Grant (CDBG) program to assist with redevelopment activities.

Goal #5: City Center – Partner in the development of a premier destination point – “City Center” – that serves as a community gathering place integrating a variety of uses.

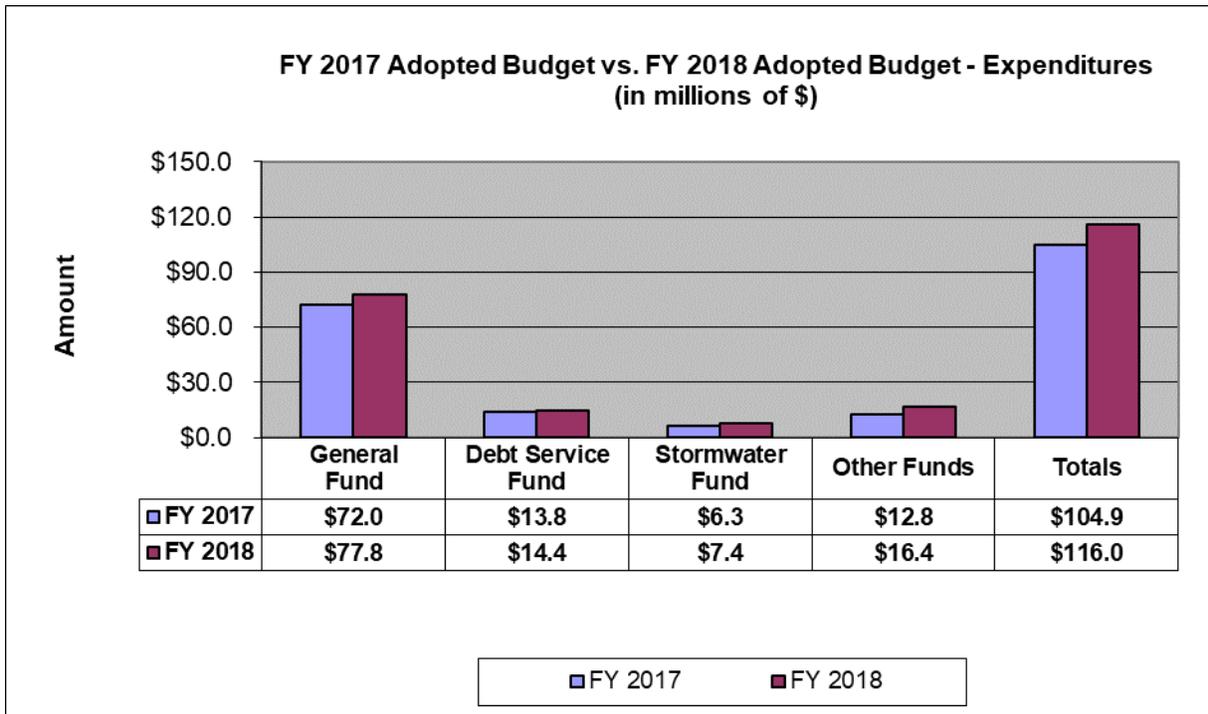
The development of Lenexa City Center has made significant progress in the past few years. The new civic campus – with the Lenexa Rec Center and City Hall (featuring the Lenexa Public Market and Park University) – opened on July 31, 2017. Several new hotels, restaurants, multifamily housing and retail are either open or will soon be under construction. In addition, the new Johnson County Public Library branch and the Shawnee Mission School District aquatics facility will break ground this fall.

Goal #6: Sense of Community – Celebrate Lenexa’s heritage and history to enhance the sense of community, pride and quality of life for residents.

To meet this goal, the city continues to fund a number of community festivals in the adopted budget, including the Art Fair, Great Lenexa Barbeque Battle, Latino Art Bravisimo, Spinach Festival, Lenexa Freedom Run, and the Chili Challenge.

#### **BUDGET SUMMARY**

The major funds in the annual operating budget are the General Fund, the Debt Service Fund (which accounts for retirement of all general obligation debt excluding stormwater debt), and the Stormwater Fund (which accounts for stormwater operations and debt service activities). Budgeted expenditure information for these funds is summarized in the following chart.



Total budgeted expenditures in FY 2018 are projected to increase by \$11.1 million, or 11%, compared to the adopted FY 2017 budget amount of \$104.9 million. General Fund expenditures are projected to increase by \$5.8 million, or 8%, compared to the previous budget amount for 2017.

The total budget of \$153.9 million is the sum of budgeted expenditures plus projected ending reserve balances in each budgeted fund as of December 31, 2018. The projected ending reserve balances are \$37.9 million for FY 2018, which is an increase of \$1.5 million compared to the 2017 projections.

### **REVENUE HIGHLIGHTS**

The city's projected property tax rate is 31.817 mills in 2018 (decrease of .011 mills compared to 2017). The allocation of the property tax rate for FY 2018 is 23.880 mills for the General Fund and 7.937 mills for the Debt Service Fund. At the total rate of 31.817 mills, the city will receive approximately \$34.0 million in property taxes, which is an increase of \$1.5 million (5%) from 2017.

The city's assessed valuation, to which the property tax rate is applied, is estimated to increase from \$1.04 billion in 2017 to \$1.10 billion in 2018. This represents an increase of 6%. The estimated delinquency rate for property taxes is 3% in the adopted budget, which is an increase from the 2% rate for the 2017 budget.

A summary of assessed valuation changes by category for the past five years is presented in the following table.

#### **Percentage Change in Assessed Valuation**

	<b><u>FY 2014</u></b>	<b><u>FY 2015</u></b>	<b><u>FY 2016</u></b>	<b><u>FY 2017</u></b>	<b><u>FY 2018</u></b>
Real Estate	2.9%	7.0%	8.8%	7.1%	6.5%
Personal	-19.5%	-26.0%	-13.0%	-5.6%	-5.3%
Utilities	7.9%	-8.7%	1.7%	2.1%	-0.5%
<b>Total</b>	<b>1.9%</b>	<b>5.1%</b>	<b>7.9%</b>	<b>6.7%</b>	<b>6.0%</b>

The 6% increase in the city's total assessed valuation for 2018 is the fourth consecutive year of growth greater than 5%.

A summary of the projections for the city's General Fund revenue sources is presented in the following table. The table includes the 2017 budget, the revised estimate for 2017, and the projection for the 2018 budget. Revenues are generally estimated using a conservative approach in order to avoid budgetary shortfalls during the year.

**Summary of General Fund Revenue Sources**

<u>Revenue Source</u>	<u>FY 2017 Budget</u>	<u>FY 2017 Revised Estimate</u>	<u>FY 2018 Budget</u>	<u>% Change</u>	<u>% Change</u>
				<u>2018 Budget vs. 2017 Budget</u>	<u>2018 Budget vs. 2017 Revised Est.</u>
Property Taxes	\$24,357,831	\$24,357,831	\$25,551,365	4.9%	4.9%
City Sales Taxes	\$16,011,750	\$16,883,232	\$17,389,729	8.6%	3.0%
County Sales Taxes	\$7,825,680	\$8,748,016	\$9,564,413	22.2%	9.3%
Use Taxes	\$7,415,736	\$7,721,468	\$7,986,695	7.7%	3.4%
Franchise Tax (Electric)	\$4,830,000	\$5,064,000	\$5,165,000	6.9%	2.0%
Motor Veh. Taxes	\$2,040,542	\$2,040,542	\$2,294,124	12.4%	12.4%
Court Fines	\$1,500,000	\$1,200,000	\$1,230,000	-18.0%	2.5%
Franchise Tax (Gas)	\$900,000	\$925,000	\$944,000	4.9%	2.1%
Building Permits	\$900,000	\$1,000,000	\$1,000,000	11.1%	0.0%
Other Revenues	\$6,187,850	\$6,337,850	\$6,649,305	7.5%	4.9%
<b>Total General Fund</b>	<b>\$71,969,389</b>	<b>\$74,277,939</b>	<b>\$77,774,631</b>	<b>8.1%</b>	<b>4.7%</b>

General Fund revenues are expected to increase by \$5.8 million (8%) from the FY 2017 adopted budget.

Sales and Compensating Use Taxes (General Fund)

The revenue projections for city sales taxes reflect an increase of 9% compared to the original FY 2017 budget due to new retail establishments and continued growth in retail spending. County sales taxes are expected to increase by 22% compared to FY 2017 budget due to continued growth in retail spending and a 1/4-cent sales tax increase approved by voters earlier this year. Use taxes are expected to increase by 8% compared to the FY 2017 budget. The projected increase in use taxes is due to increased construction activity in the city and the 1/4-cent sales tax increase for the County approved by voters earlier this year (the increase also applies to County use tax collections). Staff continues to monitor sales and use tax collections on a monthly basis and will provide updates to the Governing Body in the quarterly financial report presentations.

Franchise Tax Revenues

Franchise tax revenue from electricity consumption is expected to increase by 7% compared to the FY 2017 budget. This projection is based on current actual collections and increased development activity within the city.

Motor Vehicle Taxes

Motor vehicle tax revenue is expected to increase by 12% in the General Fund compared to the FY 2017 budget. The majority of the increase is due to the reallocation of a portion of the mill levy tax rate to the General Fund from the Debt Service Fund in 2017. For all funds, motor vehicle tax revenue is expected to increase by 3% compared to 2017. The Johnson County Treasurer's office prepares the motor vehicle tax revenue estimates for all governmental jurisdictions in Johnson County.

User fees

All user fees were evaluated during preparation of the budget. These fees are automatically adjusted annually based on inflation:

- Stormwater capital charges;
- Park & Recreation impact fee;

- Transportation Improvement Program fee.

Any other potential fee adjustments will be submitted to the Governing Body for consideration at a later date.

### **EXPENDITURE HIGHLIGHTS**

Total budgeted expenditures (including transfers) in FY 2018 are \$116.0 million. The following table compares FY 2017 and FY 2018 expenditures by fund.

#### **Summary of FY 2018 Budgeted Expenditures by Fund**

<b>Fund</b>	<b>FY 2017 Budget</b>	<b>FY 2018 Budget</b>	<b>\$ Increase (Decrease)</b>	<b>% Increase (Decrease)</b>
General	\$71,969,389	\$77,774,631	\$5,805,242	8.1%
Debt Service	\$13,793,529	\$14,442,910	\$649,381	4.7%
Special Highway	\$1,399,780	\$1,434,560	\$34,780	2.5%
Special Alcohol	\$255,046	\$256,556	\$1,510	0.6%
Special Parks	\$255,046	\$256,556	\$1,510	0.6%
Tourism & Convention	\$1,153,000	\$1,760,000	\$607,000	52.6%
Park & Recreation Impact Fee	\$400,000	\$440,000	\$40,000	10.0%
Street Tree	\$55,000	\$55,000	\$0	0.0%
Transportation Improvement Program (TIP)	\$370,000	\$498,000	\$128,000	34.6%
Neighborhood Revitalization District	\$300,000	\$300,000	\$0	0.0%
City Center TIF District	\$3,457,000	\$4,491,000	\$1,034,000	29.9%
Mining Tax Increment Financing (TIF) District	\$1,613,000	\$1,678,000	\$65,000	4.0%
Ridgeview Mining TIF District	\$963,000	\$775,000	(\$188,000)	-19.5%
I-35 & 95th Street TIF	\$84,000	\$1,204,000	\$1,120,000	1333.3%
Orchard Corners CID	\$650,000	\$650,000	\$0	0.0%
Prairie Creek CID	\$100,000	\$100,000	\$0	0.0%
Quivira 95 CID	\$52,000	\$52,000	\$0	0.0%
Greystone Plaza CID	\$45,000	\$60,000	\$15,000	33.3%
City Center East CID #1	\$40,000	\$42,000	\$2,000	5.0%
City Center East CID #2	\$90,000	\$90,000	\$0	0.0%
Midas Springhill Suites CID	\$0	\$44,000	\$44,000	N/A
Candlewood Suites CID	\$0	\$24,000	\$24,000	N/A
Holiday Inn Express CID	\$0	\$28,000	\$28,000	N/A
Stormwater	\$6,284,677	\$7,395,465	\$1,110,788	17.7%
Rec Center	\$1,528,408	\$2,097,148	\$568,740	37.2%
<b>Totals</b>	<b>\$104,857,875</b>	<b>\$115,948,826</b>	<b>\$11,090,951</b>	<b>10.6%</b>

Expenditures for the General Fund, which is the largest portion of the budget, will increase by 8% compared to the 2017 budget. The General Fund increase is primarily due to a full year of operating costs for the new City Hall/Public Market facility, transfer of the new County 1/4-cent sales/use tax revenues to the Capital Improvement Fund, and additional staffing necessary to address increasing

service demands. Expenditures for the City Center TIF District and the I-35/95<sup>th</sup> Street TIF District increase due to additional TIF payments from increased assessed valuation for economic development projects. For FY 2018, expenditures for the Rec Center fund increase due to a full year of operating costs for the Rec Center facility. Also, the budget includes expenditures for the Midas Springhill Suites, Candlewood Suites, and Holiday Inn Express CIDs. These special districts are new and did not have budgeted expenditures for FY 2017.

Staffing Levels

The following table summarizes FTE levels by department for FY 2015 through FY 2018.

**Budgeted FTEs by Department: FY 2015 – FY 2018**

<b>Department</b>	<b>FY 2015</b>	<b>FY 2016</b>	<b>FY 2017 Budget</b>	<b>FY 2017 Revised</b>	<b>FY 2018 Budget</b>
Executive	5.50	6.50	7.13	7.13	8.00
Communications	3.00	3.00	3.00	4.00	4.00
Court	5.50	5.50	5.50	5.50	6.00
Finance	6.00	6.00	6.00	6.00	7.00
Human Resources	6.50	6.75	7.00	7.00	7.00
Enterprise Systems & Technology	13.00	13.00	13.00	14.00	14.00
Legal	8.76	8.76	8.79	8.88	8.88
Community Development	39.92	39.17	40.17	40.17	42.17
Fire	87.00	89.50	94.50	94.50	95.73
Police	134.35	142.75	144.33	144.81	148.23
Emergency Management	0.00	0.00	0.00	0.00	1.00
Municipal Services (includes Stormwater)	66.75	67.00	67.75	67.75	71.00
Parks and Recreation (includes Rec Center)	72.35	72.20	102.83	102.83	124.48
<b>Totals</b>	<b>448.63</b>	<b>460.13</b>	<b>500.00</b>	<b>502.57</b>	<b>537.49</b>

Budgeted FTEs are 537 for FY 2018, which is an increase of 37 FTEs compared to the FY 2017 budget. The additional staffing is primarily due to a full year of operations for the new Rec Center and City Hall/Public Market facility and additional staffing to address increasing service demands.

Employee Pay Increases

In order to attract and retain a quality workforce, the adopted budget includes approximately 4% of pay as a compensation reserve. Later this year, I will submit a proposal on how to allocate the compensation reserve between merit pay increases and other pay plan adjustments for city employees.

**CAPITAL IMPROVEMENT PROGRAM**

The amended Capital Improvement Program (CIP) for FY 2017 through FY 2021 totals \$238 million (including prior year expenditures). A total of 40 projects are funded in the CIP, which is primarily financed with general obligation bonds, the 3/8-cent sales tax, and transfers from the General Fund. Staff will present the recommended CIP for FY 2018 through FY 2022 to the Governing Body later this year.

**FINAL COMMENTS**

Overall, the FY 2018 budget contains positive news for the city. Even with the property tax limit calculation, the financial model reflects structural balance between revenues and expenditures during the next five years. Real estate values have increased, funds are available for additional staffing to address service demands, and reserve levels are in compliance with the city’s reserve policy for all city funds.

I am extremely grateful for the hard work and positive spirit of city employees as they continue to provide quality services to the community. Also, I would like to thank the Governing Body for their support throughout the process of preparing the budget for FY 2018.

Please contact me if you have questions or concerns regarding the adopted budget.



# Budget Highlights

The 2018 budget is the City of Lenexa's fiscal plan for the next year. The total budget for all funds, including projected reserve balances, is \$153.9 million - up 9% from the 2017 budget of \$141.3 million. The highlights for the 2018 budget by department are listed in the table below.

<b>Department</b>	<b>Budget Highlights for 2018</b>	<b>Personnel</b>
Governing Body	The Governing Body contingency amount is unchanged at \$10,000 for 2018.	Not applicable.
Executive	Personal services, contractual services, and commodities increase due to a full year of operation for the Public Market.	FTEs increase from 7.13 to 8.00 (full year of operation for the Public Market).
Municipal Court	Personal services increase due to the addition of a part-time Court Clerk position.	FTEs increase from 5.50 to 6.00 (addition of part-time Court Clerk position).
Enterprise Systems & Technology (EST)	No significant changes.	FTEs remain at 14.00.
Communications	Contractual services increase due to costs for a new business satisfaction survey.	FTEs remain at 4.00.
Finance	Personal services increase due to the addition of a Senior Accountant position. Contractual services increase due to credit card and payroll processing fees.	FTEs increase from 6.00 to 7.00 (addition of Senior Accountant position).
Legal	Contractual services increase due to higher general liability and property insurance costs (new City Hall/Public Market and Rec Center facilities).	FTEs remain at 8.88.
Human Resources	No significant changes.	FTEs remain at 7.00.

<b>Department</b>	<b>Budget Highlights for 2018</b>	<b>Personnel</b>
Community Development	Personal services increase due to the addition of a Receptionist position and a Licensing and Permit Technician position.	FTEs increase from 40.17 to 42.17 (addition of Receptionist and Licensing and Permit Technician positions).
Police	Personal services increase due to addition of two Dispatcher positions and increasing Court Security Officer position from part-time to full-time. Contractual services increase to fund the Mental Health Co-Responder program on a full-time basis.	FTEs increase from 144.33 to 148.23 (addition of two Dispatcher positions and increasing Court Security Officer position to full-time).
Fire	Personal services increase due to addition of three Firefighter positions (Operations Division). Capital outlay increases to purchase extrication equipment for two squad units.	FTEs increase from 94.50 to 95.73 (addition of three Firefighter positions).
Emergency Management	This new department was created to prepare and communicate an all-hazards preparedness program for the organization. The 2018 budget includes funding for an Emergency Management Coordinator position.	FTE is 1.00 (Emergency Management Coordinator position).
Municipal Services	Personal services increase due to addition of a Constructor Inspector position for the Pavement Management Program. Capital outlay increases to purchase a tandem axle dump truck and asphalt patch unit.	FTEs increase from 49.65 to 50.90 (addition of Constructor Inspector position).
Stormwater	Personal services increase due to addition of a Stormwater Superintendent position and a Stormwater Maintenance Worker position.	FTEs increase from 18.10 to 20.10 (addition of Stormwater Superintendent and Maintenance Worker positions).
Parks and Recreation	Personal services increase due to addition of a full-time Park Maintenance Worker position, seasonal Park Maintenance Work positions, a Farmers Market Attendant position, and additional Camp Counselor positions. Contractual services and commodities increase due to a full year of operation for the new City Hall/Public Market.	FTEs increase from 73.28 to 76.90 (addition of Parks Maintenance Worker, Farmers Market Attendant, and Camp Counselor positions).
Rec Center	The budget amount increases due to a full year of operation for the Rec Center.	FTEs increase from 29.05 to 47.08 due to a full year of operation for the Rec Center.



# How to Use This Document

This document is divided into 5 sections. The breakdown is listed below:

**General Overview:** This section is designed to give the reader a general look at Lenexa and an overview of the total budget and is divided into two main sections. The City Overview includes demographic data and tables and the Financial Overview includes summary information on the budget. Many parts of this section can be reproduced for the general public and media.

**Capital Improvement Program/Debt Management:** A general description of the 2017 – 2021 Capital Improvement Program along with the funding sources can be found in this section. The general guidelines the city uses to manage the Debt program, debt ratios and debt schedules are also listed.

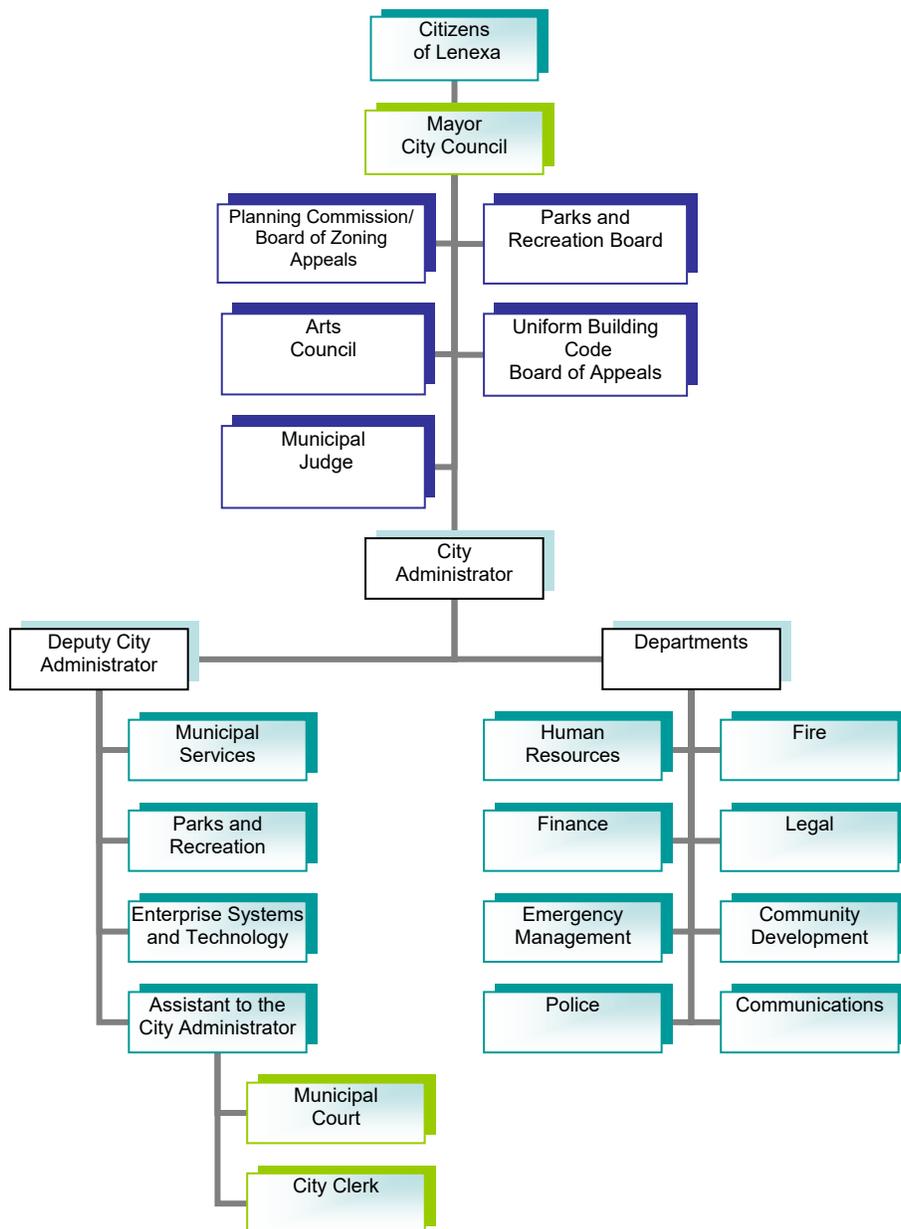
**Fund Budgets:** A description of the funds and departments can be found in this section. A summary of all department expenditures is listed, along with a mission statement, accomplishments, objectives, key performance measures, staffing requirements and budget highlights.

**Non-Budgeted Funds:** This section lists the city's non-budgeted funds with a short description of each one. Also included are listings of uses for the money transfers into the Capital Improvement Fund.

**Appendix:** This section contains a detailed personnel table and a glossary of terms and acronyms that are used throughout the document.

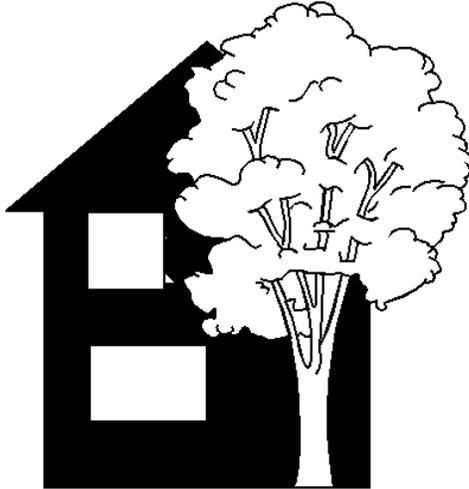


# City Overview





# Tax Value Illustration



To determine assessed valuation multiply market value of home by 11.5 percent.  
 $\$289,000 \times 11.5\% = \$33,235$

Assessed valuation = \$33,235

To determine city tax liability multiply assessed valuation by mill levy.

$\$33,235 \times .031817 = \$1,057.44$

City tax liability = \$1,057.44

To determine the monthly expense for city services divide tax liability by 12 months.  
 $\$1,057.44 / 12 = \$88.12$

Monthly expense for city services = \$88.12

Market value = \$289,000

## Value of Your Lenexa Dollar

The following list represents a sample of the city services provided for the \$88.12 per month tax.

- Fire Protection/Prevention/Safety
- Public Parks
- Public Swimming Pools
- Traffic Control
- Community Development
- Municipal Court
- Community Activities
- Legal Counsel/Prosecution
- Community Standards
- Senior Citizen Taxi Service
- Community Center
- Building Inspection
- Police Protection
- Snow Removal
- Governmental Administration
- Animal Control
- Road Maintenance
- Drug Prevention Education
- Sidewalk Repair
- Street Lighting
- New Road Construction
- Senior Citizen Center
- School Crossing Guards
- Community Newsletter

For comparison purposes, these items denote common monthly expenses for a Lenexa family:

- One 15-gallon tank of unleaded fuel at \$2.30/gallon: \$34.50
- One-month digital TV service with DVR, one movie channel & high speed internet: \$100.00



# City Profile

The City of Lenexa, Kansas is a middle- to upper-income suburb located in the southwest portion of the Kansas City metropolitan area. The city encompasses 34.40 square miles of land in Johnson County. With a current population of 53,840 the city continues to grow and prosper. According to the 2010 census, the median age in the city was 36.6 years and with an average of 2.48 persons per household.

<b>Year Platted:</b>	1869
<b>Year of Incorporation:</b>	1907
<b>Form of Government:</b>	Mayor/Council
<b>Location:</b>	12 miles Southwest of Downtown Kansas City, Missouri
<b>County:</b>	Johnson County

#### Population Trends:

Year	Lenexa
1960	2,487
1970	5,242
1980	18,639
1990	34,110
2000	40,238
2010	48,190

#### Selected Economic Indicators (Lenexa):

Labor Force – 30,268  
 Median Household Income - \$64,729  
 Total Housing Units – 21,376

#### Police Protection:

Number of Stations - 1  
 Police Officers/Support Staff – 148.23 FTEs

#### Fire Protection:

Number of Stations - 5  
 Fire Fighters and Support Staff – 95.73 FTEs  
 Number of Vehicles – 34

**Bond Rating:** Moody's Aaa  
 Standard & Poor's AAA

#### Climate:

Average Summer Temperature - 75°  
 Average Winter Temperature - 36°  
 Average Annual Precipitation - 38.8"  
 Average Annual Snowfall – 17.6"

#### Education:

Serviced by three districts:  
 Shawnee Mission School District #512  
 Olathe School District #233  
 DeSoto School District #232

#### Education:

*Schools located in Lenexa:*  
 Elementary Schools - 7  
 Middle Schools - 2  
 Senior High Schools - 1  
*Serviced by universities:*  
 Johnson County Community College within 1 mile of the city  
 University of Kansas located 30 minutes west in Lawrence, Kansas  
 KU Satellite campus within 2 miles  
 KSU Satellite campus within 7 miles  
 Park University located in Civic Center campus

#### Transportation Advantages:

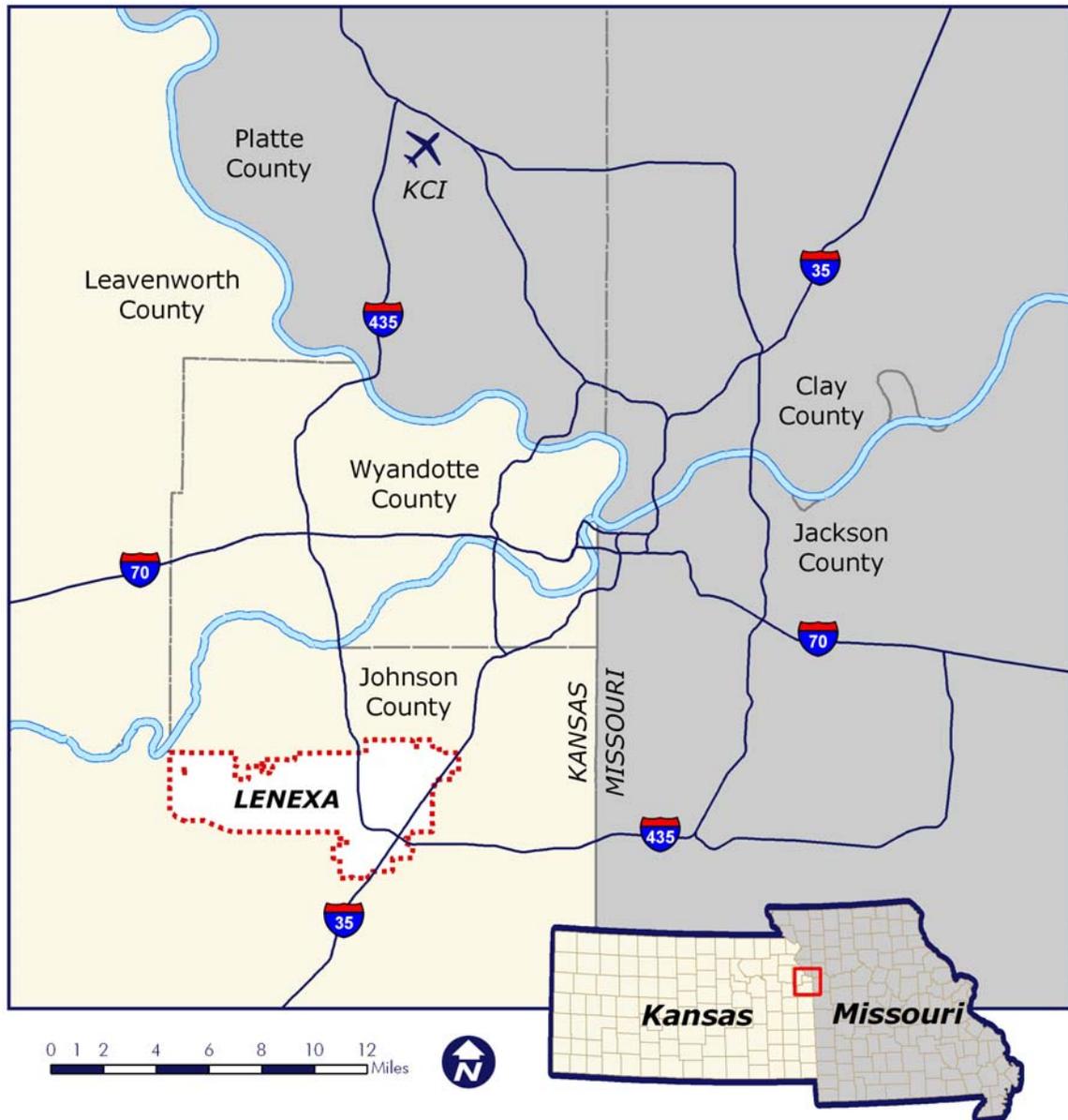
Within 200 miles of Geographic Center of the United States  
 Six Major Highways:  
 Interstate 70 K-10 Highway  
 Interstate 35 U.S. 69  
 Interstate 435  
 K-7 Highway  
 Major Railways:  
 Burlington Northern  
 Atchison/Topeka & Santa Fe  
 Kansas City International Airport: 27 miles North of the city  
 Johnson County Industrial Airport: 8 miles southwest of the city  
 Johnson County Transit:  
 Provides Bus Service within the City/County and to downtown KC

#### Recreational Facilities:

Parks - 44 (667.4 total acres),  
 4 lakes  
 Undeveloped parks – 5 (228.30 acres)  
 Tennis Courts - 14  
 Swimming Pools - 4  
 Baseball/Softball Fields - 6  
 Soccer Fields – 18  
 Multipurpose Courts – 5.5  
 Shelter Houses - 19  
 Sand Volleyball Courts - 4  
 Jogging/Walking Trails (miles) – 25.5  
 Skateboard Park – 1  
 Playground Facilities - 32



# Vicinity Map



The City of Lenexa is a community of approximately 53,840 people, which encompasses more than 34 square miles and is located in Johnson County, Kansas approximately 12 miles southwest of downtown Kansas City, Missouri. Lenexa occupies a strategic location within the metropolitan area. Its position at the intersection of several major transportation routes has been a major factor in the Lenexa's past growth and development, particularly for office and industrial development.

**Form of Government**

The town of Lenexa was platted in August 1869 and became a city of the first class on December 1, 1980. The city operates under a Mayor-Council form of government with the addition of a City Administrator. The Mayor is elected on an at-large, nonpartisan basis and serves a four-year term. The eight Council members are elected (nonpartisan) by ward and serve four-year terms of office. An election for Council members is held every odd-numbered year, with one representative from each of the four wards being chosen at each election.

The City Administrator is appointed by the Mayor and City Council as the chief administrative officer of the city and is charged with the efficient and effective administration of the city. The following tables list the principal elected and appointed officials of the city:

<u>Name</u>	<u>Elected officials</u> <u>Title</u>	<u>Office</u>
Michael Boehm	Mayor	2015 – 2019
Joe Karlin	Councilmember	2013 – 2017
Steven Lemons	Councilmember	2015 – 2019
Stacy Knipp	Councilmember	2017
Thomas Nolte	Councilmember	2015 – 2019
Vacant	Councilmember	2017 - 2019
Lou Serrone	Councilmember	2013 – 2017
Mandy Stuke	Councilmember	2013 – 2017
Andy Huckaba	Councilmember	2015 – 2019

<u>Name</u>	<u>City officials</u> <u>Title</u>	<u>Employed since</u>
Eric Wade	City Administrator	2004
Todd Pelham	Deputy City Administrator	2014
Cynthia Harmison	City Attorney	1988
Thomas Hongslo	Police Chief	1995
Lonny Owens	Fire Chief	1987
Beccy Yocham	Community Development Director	1997
Nick Arena	Municipal Services Director	2011
Gary Ristow	Park and Recreation Director	2008
Doug Robinson	Chief Financial Officer	2004
Justin Rairden	Information Technology Director	2011
Denise Rendina	Communications Director	2013
Erika DeMarco	Municipal Judge	2017
Katy Crow	City Clerk	2011

**Geography**

The City of Lenexa, Kansas is a middle- to upper-income suburb located in the southwest portion of the Kansas City metropolitan area. The city encompasses 34.40 square miles of land in Johnson County.

## Population

The City of Lenexa has grown rapidly over the last five decades from 803 residents in 1950 to an estimated 53,840 by the end of 2017. Much of this growth occurred during the 1970s and 1980s. According to the 2010 census, the median age in the city was 36.6 years, 24.7% of the population was under 18 years of age, 10.3% of the population was 65 years or older, and the city had almost 3,436 children under five years of age. The 2010 census also indicated a total of 20,832 housing units with an average of 2.48 persons per household. The city's historical population trends are shown in the following tables:

<b>Historical Population Trends</b>				
	<b>Lenexa</b>	<b>Percentage change</b>	<b>Johnson County</b>	<b>Percent change</b>
Year:				
1960*	2,487	--- %	143,792	--- %
1970*	5,242	110.8	220,073	53.5
1980*	18,639	255.6	270,269	22.8
1990*	34,110	83.0	355,021	31.4
2000	40,238	18.0	454,514	27.1
2010	48,190	20.0	544,179	16.5
2011	48,326	0.3	548,837	0.9
2012	48,448	0.3	559,913	2.0
2013	49,394	2.0	566,933	1.3
2014	50,344	1.9	574,096	1.3
2015	51,042	1.4	590,604	2.9
2016	52,488	2.8	na	---

\*U.S. Census April 1<sup>st</sup> decennial counts (1960, 1970, 1980, 1990, 2000, 2010), ongoing U.S. Census annual July 1<sup>st</sup> estimates, Lenexa Community Development Department July 1<sup>st</sup> projections for 2011-2017.

## Major Employers

Lenexa offers an excellent working environment for industrial, office, and retail firms. Hundreds of small- and medium-sized businesses, as well as over 20 *Fortune* 500 companies, are located in the city. The top 10 employers ranked by number of employees is listed below

<b>Name</b>	<b>Number of Employees</b>
United Parcel Service	2,087
Quest Diagnostics	1,954
Kiewit Power Engineering Company	1,272
J.C. Penney Logistics Center	1,200
Amazon	730
Alliance Data Systems	657
Gear For Sports	625
PRA International	576
Clinical Reference Lab	567
Lakeview Village	565

## Ten Major Property Taxpayers

Name of owner	Current assessed valuation	% to total assessed values (1)
Lenexa Real Estate Portfolio	\$ 18,238,273	1.61%
Perg Buildings, LLC	16,922,206	1.49%
LIT Industrial Limited	11,777,371	1.04%
Kansas City Power & Light Co	10,633,563	0.94%
MEPT Kansas Commerce	9,656,854	0.85%
Shawnee Mission Medical	9,317,555	0.82%
JC Penney Properties, Inc.	7,471,432	0.66%
Meritex Lenexa Executive Park	7,451,070	0.66%
Lexmark Properties (Kansas)	6,777,326	0.60%
Orchard Center Company, LLC	6,368,049	0.56%

(1) Includes the assessed valuation for motor vehicles.  
Source: Johnson County Clerk's Office, Johnson County Appraisers Office

## Income

The city is located in Johnson County. The following tables provide statistical information for Johnson County and Kansas on such economic characteristics as median, mean, and per capita income:

Household Effective Buying Income – Johnson County				
	Median	Mean	Per capita	Households
Year:				
2012	\$56,954	\$74,396	\$29,163	220,810
2013	58,793	74,939	26,396	223,608
2014	61,852	78,356	30,762	226,673
2015	64,585	83,477	32,796	229,794
2016	65,920	87,493	34,397	232,023

Source: Claritas, Inc.

Household Effective Buying Income – Kansas				
	Median	Mean	Per capita	Households
Year:				
2012	\$40,431	\$51,913	\$20,264	1,128,776
2013	43,504	54,756	21,384	1,135,195
2014	44,803	56,872	22,224	1,137,134
2015	46,247	59,545	23,276	1,141,184
2016	46,930	61,215	23,937	1,144,287

Source: Claritas, Inc.

## Economic Environment

The city's growth in population has followed a corresponding expansion in business activity. Competitive firms are attracted to the city's large business parks, developed land at reasonable rates, and excellent access to interstate highways. The city has enjoyed an increasingly diversified economy as a result.

Since 2007, the City has created 4,111 new businesses as follows:

<b>Number of New Businesses</b>	
2007	510
2008	542
2009	584
2010	197
2011	217
2012	274
2013	310
2014	592
2015	323
2016	562

Source: Lenexa Community Development Department.

## Retail Sales by Year

2007	974,811,819
2008	1,117,650,476
2009	965,896,427
2010	922,135,421
2011	990,292,582
2012	1,070,279,418
2013	1,142,223,709
2014	1,219,812,337
2015	1,205,688,364
2016	1,175,887,246

## Assessed Value

### Assessed Value and Appraised Value of All Taxable Tangible Property

	Assessed Value Real Estate	Ratio of Assessed Value to Appraised Value	Appraised Value	Assessed Value Personal Property	Assessed Value State Assessed Utility	Assessed Value Motor Vehicle	Assessed Total
2007	\$822,636,283	14%	\$5,903,655,326	\$151,089,330	\$32,308,929	\$76,442,635	\$1,082,477,177
2008	853,642,326	15%	5,886,147,750	113,984,994	29,778,985	78,523,529	1,075,929,834
2009	829,743,292	16%	5,344,420,933	93,491,169	33,701,766	77,610,667	1,034,546,894
2010	765,361,859	15%	5,246,771,318	60,483,211	31,351,516	74,559,595	931,756,181
2011	768,176,024	15%	5,236,608,479	53,837,911	28,058,513	74,158,463	924,230,911
2012	771,570,637	15%	5,188,137,146	45,636,264	27,492,147	74,417,660	919,116,708
2013	793,950,131	14%	5,607,023,010	36,743,490	29,661,638	76,704,885	937,060,144
2014	849,596,067	15%	5,585,677,480	27,206,191	27,077,031	79,426,145	983,305,434
2015	924,106,434	15%	6,020,523,550	23,679,751	27,548,961	85,542,570	1,060,877,716
2016	989,935,596	16%	6,112,670,017	22,349,586	28,127,653	93,061,812	1,133,474,647

**Tax Levies**

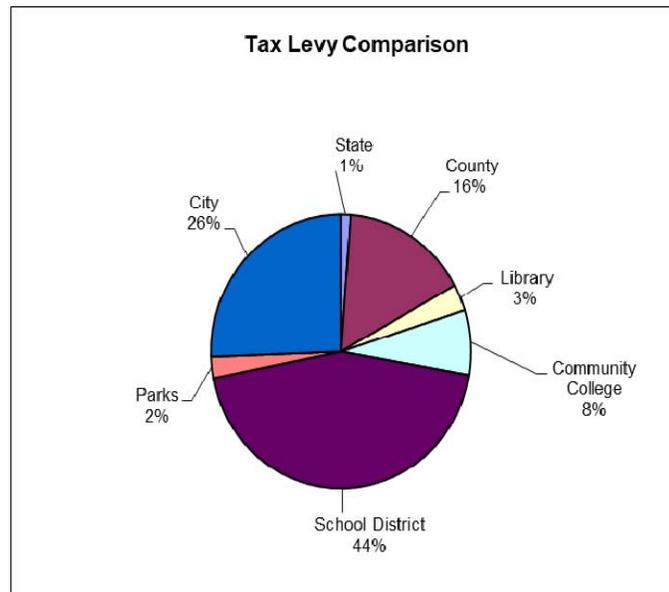
**City of Lenexa Tax Rates (Expressed in Mills)**

Levy Year	Budget Year	General	Debt Service	Total
2008	2009	16.929	9.639	26.568
2009	2010	17.433	9.141	26.574
2010	2011	17.467	9.159	26.626
2011	2012	20.473	9.162	29.635
2012	2013	20.496	9.172	29.668
2013	2014	21.028	8.685	29.713
2014	2015	23.066	8.699	31.765
2015	2016	21.875	9.932	31.807
2016	2017	23.891	7.937	31.828

**Tax Rates of Jurisdictions Overlapping With the City (Expressed in Mills)**

Levy Year	Budget Year	State	County	Library	Community College	School District	Parks	City	Total
2007	2008	1.5	17.985	2.962	8.749	52.008	2.295	26.477	111.976
2008	2009	1.5	17.767	3.057	8.768	52.094	2.341	26.568	112.095
2009	2010	1.5	17.716	3.151	8.784	55.318	2.346	26.574	115.389
2010	2011	1.5	17.748	3.158	8.799	57.192	2.350	26.626	117.373
2011	2012	1.5	17.700	3.145	8.776	56.135	2.343	29.635	119.234
2012	2013	1.5	17.717	3.149	8.785	55.766	2.344	29.668	118.929
2013	2014	1.5	17.745	3.155	9.551	55.611	2.347	29.713	119.622
2014	2015	1.5	17.764	3.157	9.461	55.911	2.347	31.765	121.905
2015	2016	1.5	19.582	3.912	9.469	54.059	3.101	31.807	123.430
2016	2017	1.5	19.590	3.915	9.473	54.940	3.102	31.828	124.348

Unified School District #512 is used as an example but depending upon resident location, USD #232 or USD #233 would be the applicable taxing jurisdiction.





# Financial Overview

## Description of Accounts and Funds

The accounts of the city are organized on the basis of funds and groups of accounts, each of which is considered to be a separate accounting entity. The operations of each fund are accounted for by providing a separate set of self-balancing accounts, which is comprised of its assets, liabilities, fund balance, revenues and expenditures or expenses, as appropriate. The types of funds maintained by the city are as follows:

**GENERAL FUND:** The General Fund is the principal fund of the city. The majority of the current operating expenditures of the city are financed through revenues received by the General Fund. The General Fund is considered a major fund.

**DEBT SERVICE FUND:** The Debt Service 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 account groups. Revenues for this purpose include ad valorem property taxes, special assessment taxes, and investment interest income. The Debt Service Fund is considered a major fund.

**ENTERPRISE FUND:** The Stormwater Fund is used to account for the administration, operations, maintenance, financing and related debt service for providing a systematic, economical and environmentally sensitive means for managing the stormwater functions for the city. The Rec Center Fund is used to account for the programs and services provided to the community at the Rec Center. Enterprise funds are used to account for the operations that are financed and operated in a manner similar to private business enterprises where the intent of the governing body is to provide the goods or services to the general public on a continuing basis primarily through user charges.

**SPECIAL REVENUE FUNDS:** These funds are used to account for revenues derived from specific taxes, governmental grants or other revenue sources which are designated to finance particular functions or activities of the city. Budgeted Special Revenue Funds include; Special Highway, Tourism and Convention, Special Alcohol, Special Parks & Recreation, Neighborhood Revitalization, Transportation Improvement Plan (Zone 1, 2 & 3), Parks and Recreation Impact Fee (Zone 1, 2 & 3), Street Tree (Zone 1, 2 & 3), Mining TIF, City Center TIF, Ridgeview Mining TIF, Orchard Corners CID, Prairie Creek CID, Quivira 95 CID, Greystone Plaza CID, City Center East CID #1, City Center East CID #2, I-35 & 95<sup>th</sup> Street TIF, SpringHill Suites CID, Candlewood Suites CID and Holiday Inn Express CID.

**FIDUCIARY FUNDS:** The Pension Trust Fund is used to account for the accumulation of resources for pension benefit payments.

A **Fund** is an accounting entity with a self-balancing set of accounts that records financial transactions for a specific government activity or function. A fund includes both revenue and expenditure accounts. The fund balance of a fund is the excess of a fund's current assets over its current liabilities.

The **Expenditure** account numbers used in the City of Lenexa's budgeting and accounting process are broken down by fund, function, department, division, activity, and object.

### FUND - FUNCTION - DEPARTMENT - DIVISION - ORGANIZATION – OBJECT

A *function* is a group of related activities aimed at accomplishing a major service. A *department* is a major administrative section of the City of Lenexa, which indicates overall management responsibility for an operation, or group of related operations within a functional area. A *division* is a segment of the department, which is assigned a specific operation. An *organization* is a subset of the division, which fulfills a specific task of the division. The expenditure *object* number designates a specific expense account and is consistently applied throughout all departments, divisions, and organizations.

The **Revenue** account numbers used in the City of Lenexa's budgeting and accounting process are broken down by fund, section and object.

FUND - SECTION – OBJECT

*Sections* are categories of revenues such as property taxes, non-property taxes, licenses and permits, intergovernmental, charges for service, fines and forfeitures, use of money, miscellaneous, and non-revenue receipts. The revenue *object* number designates a specific revenue account and is consistently applied throughout the funds.

**FUND AND DEPARTMENT STRUCTURE:**

**BUDGETED FUNDS**

<b><i>Fund Type</i></b>	<b><i>Fund #</i></b>	<b><i>Fund Name/Department</i></b>
<b>General</b>	<b>01</b>	<b>General (Major Fund)</b> Governing Body Executive Communications Municipal Court City Clerk Finance Human Resources Enterprise Systems and Technology Legal Community Development Fire Police Emergency Management Municipal Services Parks and Recreation
<b>Debt Service</b>	<b>05</b>	<b>Debt Service (Major Fund)</b>
<b>Special Revenue</b>	25	Special Highway
	26	Special Alcohol
	27	Special Parks & Recreation
	28	Tourism and Convention
	40/41/42	Parks and Recreation Impact Fee Zone 1, 2 & 3
	43/44/45	Street Tree Zone 1, 2 & 3
	46/47/48	Transportation Improvement Plan Zone 1, 2 & 3
	50	Neighborhood Revitalization
	51	City Center TIF District
	53	Mining TIF District
	54	Ridgeview Mining TIF District
	56	Orchard Corners CID
	57	Prairie Creek CID
	58	Quivira 95 CID
	59	Greystone Plaza CID
	61	City Center East CID #1
	62	City Center East CID #2
	63	I-35 & 95 <sup>th</sup> Street TIF
	64	SpringHill Suites CID
	65	Candlewood Suites CID
	66	Holiday Inn Express CID
<b>Enterprise</b>	80	Stormwater
	82	Rec Center

**NON-BUDGETED FUNDS**

<b><i>Fund Type</i></b>	<b><i>Fund #</i></b>	<b><i>Fund Name</i></b>
Special Revenue	03	Lenexa Foundation
	<b>10</b>	<b>Capital Improvement (Major Fund)</b>
	15	Grants
	20	Law Enforcement Trust
	21	Legal Trust
	73	Facilities Maintenance
	75	Equipment Reserve
Internal Service	86	Risk Management
	85	Health Plan
	87	Workers Compensation
Fiduciary	90	Pension Trust

***ACCOUNTING:***

All governmental funds are accounted for using the modified accrual basis of accounting. Revenues are recognized when they become measurable and available. 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 revenues in the General Fund that are determined to be susceptible of accrual include utility franchise taxes, grants-in-aid earned, other governmental revenues, and investment income. Major revenues that are determined not to be susceptible of 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, and property taxes in the Debt Service and Special Revenue Funds.

Expenditures are generally recognized under the modified accrual basis of accounting when the related fund liability is incurred. Exceptions to this rule include:

- Long-term portion of accumulated unpaid vacation and sick pay, which is not accrued.
- Principal and interest on general long-term debt, which is recognized when due.
- Prepaid expenses, which are not recorded.

The basis of budgeting is the same as the basis of accounting (modified accrual basis of accounting).



# Financial Policies

The purpose of this section is to present a summary of the policies that the City of Lenexa follows in managing its financial and budgetary affairs. Most of the policies listed below are not new, but represent long-standing principles and traditions which have guided the city in the past and have allowed the city to maintain its financial stability, even during times of economic recession.

For Lenexa, a balanced budget is defined as a budget, in which projected resources (revenues plus use of fund balance) equal projected expenditures. This definition applies to each fund appropriated in the city's budget.

## **RESERVE POLICY:**

- The city will maintain prudent reserve amounts in city funds in order to maintain working capital, fund capital asset replacement, and fund debt retirement. Reserve targets will be based on a number of factors, including: a) cash flow requirements, b) contingencies for unpredictable revenue sources, and c) contingencies for unpredictable expenditures and emergencies (such as natural disasters).
- The reserve (unassigned fund balance) target for the General Fund will range from 30% to 35% of budgeted annual General Fund revenues.
- The reserve (fund balance) target for the Debt Service Fund will range from 10% to 20% of the annual principal and interest amounts due on outstanding bonds and temporary notes.
- The reserve (fund balance) target for the Stormwater Fund will range from 10% to 20% of budgeted annual Stormwater Fund revenues.
- The reserve (fund balance) target for the Rec Center Fund will range from 10% to 20% of budgeted annual Rec Center Fund revenues.
- The policy establishes reserve targets for a number of other city funds. These include the Health Plan Fund, the Risk Management Fund, the Worker's Compensation Fund, the Tourism and Convention Fund, and the Special Alcohol Fund.

The City Council adopted the current reserve policy in August 2017.

## **INVESTMENT OF IDLE FUNDS:**

- It is the policy of the city that, giving due regard to the safety and risk of investment, all available funds shall be invested in conformance with legal and administrative guidelines and, to the maximum extent possible, at the highest rates obtainable at the time of investment.
- The primary objectives of investment activities, in order of priority, shall be safety, liquidity, and yield. Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio. The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated. This will be accomplished by structuring the portfolio so that securities mature concurrently with cash needs to meet anticipated demands. The investment portfolio shall be designed with the objective of attaining a market rate of return throughout budgetary and economic cycles, taking into account investment risk constraints and liquidity needs.
- No single financial institution should hold demand or time deposits which will constitute more than 10% of the city's portfolio value. No more than 33% of the total portfolio value should be placed with a single issuer other than the United States Treasury. Additional limits are established for specific investment types.
- The city will not directly invest in securities with stated maturities of more than four (4) years from the date of purchase, in accordance with state statute.

- A quarterly investment report will be prepared and submitted to the City Administrator and Governing Body. This report will be prepared in a manner which will allow the city to ascertain whether investment activities during the reporting period have conformed to the investment policy.

The City Council adopted the current investment policy in November 2016.

***PURCHASING POLICY:***

- A commodity or service should be obtained at the lowest cost possible consistent with the quality required to maintain efficient operation of city departments.
- When the Governing Body approves a level of expenditures for any given department that, in itself is not a permit to expend funds, unless the need exists, and the item is within the city budget.
- Purchases less than or equal to \$20,000 per occurrence may be approved by the appropriate Administrative Team member. Purchases totaling \$20,000.01 to \$75,000 per occurrence require approval by the City Administrator, Deputy City Administrator, or Chief Financial Officer. All purchases totaling over \$75,000 per occurrence require approval by the Governing Body.
- The city will maintain a control system to ensure adherence to the budget and will prepare regular reports comparing expenditures to budgeted amounts.

The City Administrator approved the purchasing policy in February 2017 (City Council approval is not required).

***CAPITAL ASSET POLICY:***

- To safeguard the investment in capital assets.
- To use the fixed asset system as a management tool for replacement of reoccurring items to avoid duplication and inefficient use of capital assets.
- To comply with state laws and regulations.
- To provide information for preparation of financial statements in accordance with G.A.A.P.
- When disposing of capital assets, every effort should be made to recover some of the original cost by selling and/or trading in the capital asset.

The City Administrator approved the current capital asset policy in September 2007.

***CAPITAL IMPROVEMENT POLICY:***

- The city will develop a multi-year plan for capital improvements, update it annually and make all capital improvements in accordance with this plan.
- Immediate capital replacement needs and smaller capital projects are funded on a pay-as-you-go basis through a yearly budget transfer. Funding for projects with a projected cost of at least \$300,000 and a useful life of at least five years is provided through the Capital Improvement Program (CIP).
- Capital improvements involve the outlay of substantial funds; therefore, numerous techniques will be looked at to enable the city to pay for capital improvements over a longer period of time, including; General Obligation Bonds, Reserves (fund balances), Revenue Bonds, Lease Purchase, Special Districts, Special Assessments, State and Federal Grants and "Cash for Capital Projects".

The City Administrator approved the current capital improvement policy in February 2017.

***DEBT POLICY:***

- To provide for proper planning of capital expenditures, financing requirements, and guidelines for issuance of various debt instruments.
- To secure favorable ratings and competitive lower interest rates on all types of borrowing instruments, thereby providing savings to all taxpayers.
- Strive to meet credit market norms (where they exist), and monitor absolute amounts and year-to-year trends of key financial and debt ratios.

Borrowing Instruments:

- \* *Temporary Notes:* Maximum maturity of any note will be four years from date of issue.
- \* *General Obligation Bonds:* As a general practice, the city will structure normal capital improvement projects to mature over 10 to 15 years, or the useful life of the project, whichever is less. Stormwater capital improvement projects are structured to mature over 20 years. Bonds will be rated by a national credit rating agency or agencies if deemed financially advantageous.
- \* *Lease/Purchase Agreements:* These instruments may be used as a flexible financial alternative for acquiring assets. The scheduled maturity shall not exceed the anticipated useful life of the capital item, and in no case shall exceed 20 years.
- \* *Tax Increment Financing (TIF) Bonds:* The city may issue TIF Bonds to finance eligible redevelopment project expenses as part of a TIF district. TIF Bonds issued by the city will normally be special obligation bonds supported by incremental revenues generated from the TIF District, and not General Obligation Bonds secured by the city's full faith and credit.

The City Council adopted the current debt policy in December 2010.



# Budget Procedures

## ***BUDGET ADOPTION***

Applicable Kansas statutes require that annual budgets be legally adopted for all funds (including proprietary funds) unless exempted by a specific statute. Specific funds exempted from legally adopted budgets are all Federal and State Assistance Funds, all Capital Project Funds, the Facilities Maintenance Fund, the Equipment Reserve Fund, the Legal Trust Fund, the Law Enforcement Trust Fund, the Lenexa Foundation Fund, the Capital Improvement Fund, the Risk Management Fund, the Health Plan Fund, the Workers Compensation Fund, and the Pension Trust Fund.

## ***BUDGET CONTROLS***

Control over spending in funds that are not subject to legal budgets is maintained by the use of internal spending limits established by management. For budgeting, revenues are recognized when they become both measurable and available to finance expenditure of the current period, except for special assessments of the Debt Service Fund, which are recognized on a cash basis. Applicable Kansas statutes require the use of an encumbrance system as a management control technique to assist in controlling expenditures. Encumbrances of the budgeted governmental fund types, representing purchase orders, contracts, and other commitments, are reported as a charge to the current year budget. For budget purposes, unencumbered cash balances are determined by deducting liabilities and encumbrances from cash and receivables susceptible to accrual. The statutes provide for the following sequence and timetable in adoption of budgets: a) preparation of the budget for the succeeding calendar year on or before August 1 of each year, b) Notice of Public Hearing published on or before August 5 of each year, c) a minimum of ten day's notice of public hearing published in a local newspaper, on or before August 15 of each year, and d) Certify adoption of final budget on or before August 25 of each year.

## ***BUDGET AMENDMENT***

The city must first publish a notice of hearing to amend the budget. Ten days after publication, a public hearing is held and the Governing Body may amend the budget at that time. Kansas statutes permit transferring budgeted amounts from one object or purpose to another within the same fund; however, such statutes prohibit creating expenditures in excess of the total amount of the adopted budget of expenditures of individual funds. All appropriations lapse at the end of the year, except for capital project funds, which are carried forward until such time as the project is completed or terminated. Kansas statutes permit original budgets to be increased for previously non-budgeted increases in revenue other than ad valorem property taxes.

## ***BUDGET PROCESS***

The city must prepare and adopt a budget each year. The presentation of this document is the last in a series of steps in that process as outlined in the budget calendar on the following page. The budget process is summarized in the following paragraphs.

1. Budget Preparation Guidelines – The budget preparation guidelines were developed in February 2017 and included the following primary assumptions: a) maintaining or reducing the total mill levy for 2018, and b) an increase of 6% in the city's assessed valuation.
2. Budget Alternatives – Each department was directed to prepare and submit potential budget alternatives (additions and reductions) for consideration in the 2018 budget process.

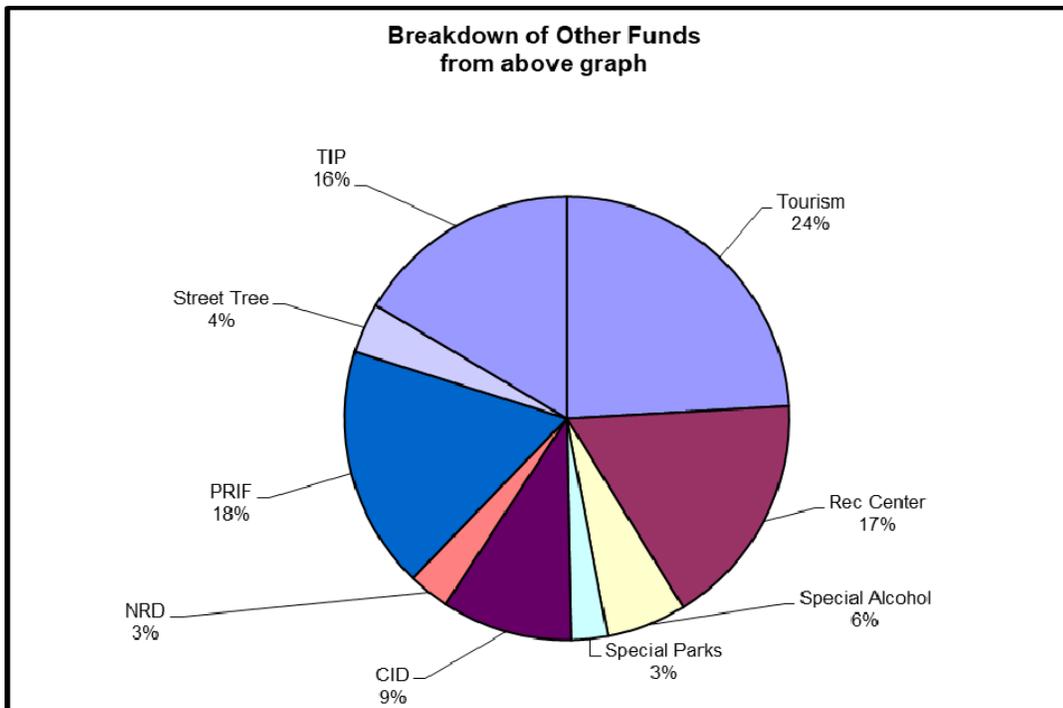
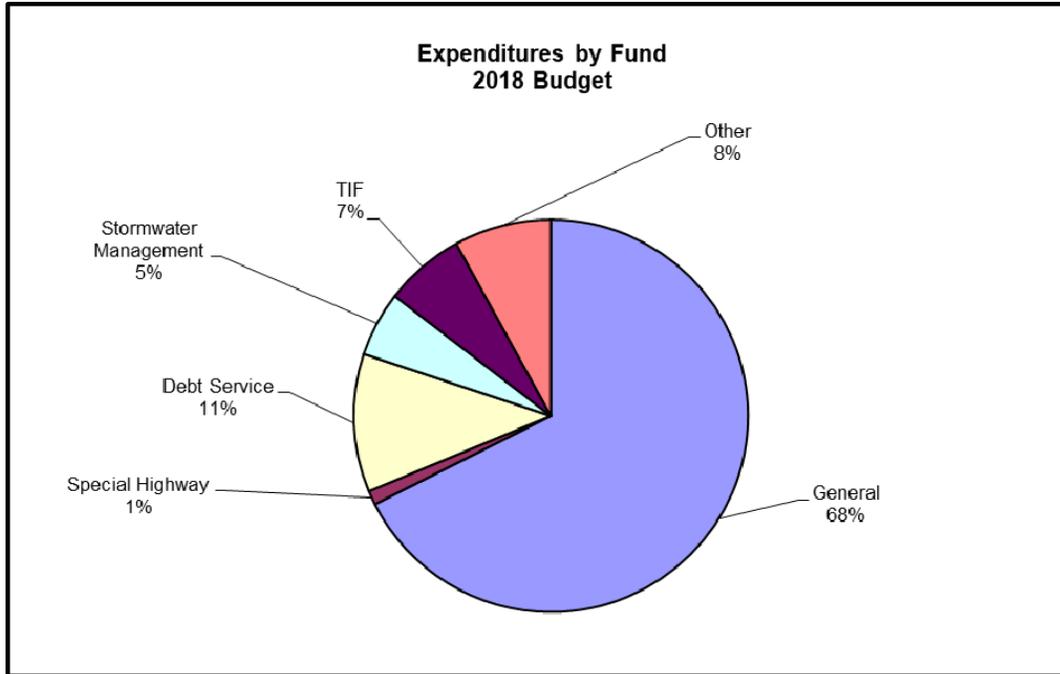
3. City Administrator Review – The City Administrator reviewed the department budget alternatives and made preliminary decisions on the budget recommendation in April; these decisions were discussed with each department head. The City Administrator submitted a formal budget recommendation to the Governing Body in May.
4. Governing Body Review of Recommended Budget - Staff presented an overview of the 2018 recommended budget (along with an update of the city’s multi-year financial models) on May 23, 2017. After additional study sessions and a public hearing, the Governing Body formally adopted the budget at the August 15<sup>th</sup> Council meeting. Upon adoption of the budget, staff filed required budget forms with Johnson County prior to the August 25<sup>th</sup> deadline established by state law.

**BUDGET CALENDAR**

January 2017	<ul style="list-style-type: none"> <li>• Distribute budget calendar to Administrative Team</li> </ul>
February 2017	<ul style="list-style-type: none"> <li>• Distribute budget preparation forms/instructions to departments (Feb. 22<sup>nd</sup>)</li> <li>• Meet with County Appraiser – real property valuation update (Feb. 28<sup>th</sup>)</li> </ul>
March 2017	<ul style="list-style-type: none"> <li>• Department verification of existing position data</li> <li>• Departments complete operating budget information in Munis – revenue estimates &amp; contractual/commodities/capital expenditures; departments submit new position requests using position justification form (Mar. 22<sup>nd</sup>)</li> </ul>
April 2017	<ul style="list-style-type: none"> <li>• City Administrator meetings with departments to review operating budget requests</li> <li>• Departments complete key performance measures and other Information for budget document (Apr. 19<sup>th</sup>)</li> <li>• City Administrator makes final decisions on recommended operating budget</li> <li>• Finalize revenue estimates for recommended budget</li> </ul>
May 2017	<ul style="list-style-type: none"> <li>• Distribute recommended budget to Governing Body &amp; post budget on website (May 18<sup>th</sup>)</li> <li>• Governing Body budget session to review recommended budget (May 23<sup>rd</sup>)</li> </ul>
June 2017	<ul style="list-style-type: none"> <li>• Receive final assessed valuation estimates from Johnson County (by June 15<sup>th</sup>)</li> <li>• Update Governing Body on final assessed valuation estimates (June 13<sup>th</sup> or June 20<sup>th</sup>)</li> <li>• Adopt resolution setting public hearing date for Aug. 1st</li> </ul>
July 2017	<ul style="list-style-type: none"> <li>• Publish public hearing notice in newspapers</li> </ul>
August 2017	<ul style="list-style-type: none"> <li>• Hold public hearing on recommended budget (Aug. 1<sup>st</sup>)</li> <li>• Governing Body adopted 2018 Budget (Aug. 15<sup>th</sup>)</li> <li>• Submit FY 2018 Adopted Budget information to Johnson County &amp; State of Kansas (by Aug. 25<sup>th</sup>)</li> </ul>
October 2017	<ul style="list-style-type: none"> <li>• Final budget document posted on website &amp; submitted to GFOA</li> </ul>



# Budget Expenditures by Fund Graph



These graphs show each fund's percentage of the total budget of the city.



# Budget Summary by Year

Listed below are the resources and expenditures of all budgeted funds for the City of Lenexa. This includes General, Debt Service, Enterprise and Special Revenue Funds. For further detail into the 2018 budget, look on the following page for the funding sources and expenditures for each fund type.

	2015	2016	2017	2018
	<u>Actual</u>	<u>Actual</u>	<u>Revised Budget</u>	<u>Budget</u>
<b>Beginning Fund Balance</b>	\$43,948,033	\$44,985,391	\$50,019,489	\$41,444,296
<b>Revenues</b>				
Property Taxes	\$33,601,407	\$36,396,840	\$41,973,146	\$45,667,362
Non-Property Taxes	45,412,304	46,418,729	48,267,750	50,777,079
Licenses & Permits	2,435,161	2,578,292	1,880,500	1,884,500
Intergovernmental	75,197	45,173	0	0
Charges for Services	7,750,057	9,448,360	10,035,055	10,903,112
Fines & Forfeitures	1,388,116	1,263,438	1,291,000	1,311,000
Use of Money	865,178	749,038	724,088	1,100,301
Miscellaneous	250,233	231,131	390,680	395,205
Non-Revenue Receipts	2,569,882	80,799	61,000	61,000
Transfers In	667,565	1,564,842	389,408	343,448
<b>Total Revenues</b>	<b>\$95,015,100</b>	<b>\$98,776,643</b>	<b>\$105,012,627</b>	<b>\$112,443,007</b>
<b>Total Available Resources</b>	<b>\$138,963,133</b>	<b>\$143,762,034</b>	<b>\$155,032,116</b>	<b>\$153,887,303</b>
<b>Expenditures</b>				
Governing Body	\$187,378	\$204,988	\$245,182	\$248,826
Executive (includes Communications)	1,953,514	2,166,140	2,751,508	2,778,806
Municipal Court	497,394	538,352	568,956	599,734
Enterprise Systems & Technology	3,206,981	2,964,194	3,910,624	3,562,632
Finance	1,207,352	1,204,454	1,243,688	1,453,895
Legal	1,306,512	1,317,088	1,590,742	1,667,155
Human Resources	718,456	894,707	1,115,487	1,136,110
Community Development	3,738,409	3,776,099	4,180,445	4,306,788
Police	13,723,996	14,362,329	15,360,102	16,021,918
Fire	10,014,498	10,359,417	10,581,167	11,083,484
Emergency Management	0	0	0	127,725
Municipal Services	8,847,053	9,031,109	11,430,507	11,839,601
Parks & Recreation	5,667,937	5,737,318	8,226,923	8,977,002
Economic Development (TIF, CID)	2,324,392	2,931,636	7,053,645	9,186,360
Debt Service	15,365,205	17,039,567	17,388,153	18,107,331
Transfers	25,218,665	21,215,147	27,940,691	24,851,459
<b>Total Expenditures</b>	<b>\$93,977,742</b>	<b>\$93,742,545</b>	<b>\$113,587,820</b>	<b>\$115,948,826</b>
<b>Ending Fund Balance</b>	<b>\$44,985,391</b>	<b>\$50,019,489</b>	<b>\$41,444,296</b>	<b>\$37,938,477</b>

\*Total ending fund balance plus total expenditures for 2018 equals the adopted budget.



# Budget Summary by Fund

Listed below are the funding sources and expenditures for the 2018 Budget by fund type. In the 2018 General Fund budget, \$26.1 million is budgeted for reserves. For further information on projection of financial condition please turn to the following page.

	General Fund	Debt Service Fund	Enterprise Funds	Special Revenue Funds	Total
<b>Beginning Fund Balance</b>	\$26,134,082	\$5,354,319	\$2,037,718	\$7,918,177	\$41,444,296
<b>Revenues</b>					
Property Taxes	\$25,956,365	\$11,262,997	\$0	\$8,448,000	\$45,667,362
Non-Property Taxes	45,244,611	809,796	0	4,722,672	50,777,079
Licenses & Permits	1,832,500	0	52,000	0	1,884,500
Intergovernmental	0	0	0	0	0
Charges for Services	2,055,244	0	7,854,868	993,000	10,903,112
Fines & Forfeitures	1,311,000	0	0	0	1,311,000
Use of Money	995,301	75,000	30,000	0	1,100,301
Miscellaneous	268,110	0	113,095	75,000	456,205
Transfers In	111,500	0	231,948	0	343,448
<b>Total Revenues</b>	<b>\$77,774,631</b>	<b>\$12,147,793</b>	<b>\$8,281,911</b>	<b>\$14,238,672</b>	<b>\$112,443,007</b>
<b>Total Available Resources</b>	<b>\$103,908,713</b>	<b>\$17,502,112</b>	<b>\$10,319,629</b>	<b>\$22,156,849</b>	<b>\$153,887,303</b>
<b>Expenditures</b>					
Governing Body	\$248,826	\$0	\$0	\$0	\$248,826
Executive *	1,875,067	0	0	903,739	2,778,806
Municipal Court	599,734	0	0	0	599,734
Enterprise Systems & Tech.	3,562,632	0	0	0	3,562,632
Finance	1,453,895	0	0	0	1,453,895
Legal	1,667,155	0	0	0	1,667,155
Human Resources	1,136,110	0	0	0	1,136,110
Community Development	4,306,788	0	0	0	4,306,788
Police	15,831,862	0	0	190,056	16,021,918
Fire	11,083,484	0	0	0	11,083,484
Emergency Management	127,725	0	0	0	127,725
Municipal Services	9,823,051	0	2,016,550	0	11,839,601
Parks & Recreation	6,824,854	0	2,097,148	55,000	8,977,002
Economic Dev. (TIF, CID)	0	0	0	9,186,360	9,186,360
Debt Service	0	13,751,910	4,078,915	276,506	18,107,331
Transfers	19,233,448	691,000	1,300,000	3,627,011	24,851,459
<b>Total Expenditures</b>	<b>\$77,774,631</b>	<b>\$14,442,910</b>	<b>\$9,492,613</b>	<b>\$14,238,672</b>	<b>\$115,948,826</b>
<b>Ending Fund Balance</b>	<b>\$26,134,082</b>	<b>\$3,059,202</b>	<b>\$827,016</b>	<b>\$7,918,177</b>	<b>\$37,938,477</b>

Total ending fund balance plus total expenditures for 2018 equals the adopted budget.

\*Executive Department includes Communications.



# Budgetary Projections by Fund

Total projected fund balances (reserves) for all funds for the end of 2017 are \$41.4 million and the general fund reserve is \$26.1 million.

<b>FUND</b>	<b>Balance 1/1/2017</b>	<b>2017 Estimated Revenue</b>	<b>2017 Estimated Expenditures</b>	<b>Balance 12/31/2017</b>
General	\$32,426,895	\$74,277,939	\$80,570,752	\$26,134,082
Debt Service	7,205,821	11,942,027	13,793,529	5,354,319
Special Highway	354,323	1,399,780	1,399,780	354,323
Special Alcohol	457,108	255,046	255,046	457,108
Special Parks & Recreation	65,236	255,046	255,046	65,236
Tourism & Convention	1,198,429	1,153,000	1,153,000	1,198,429
Parks & Rec. Impact	1,727,882	400,000	400,000	1,727,882
Street Tree	392,937	55,000	55,000	392,937
TIP	1,522,680	370,000	370,000	1,522,680
Neighborhood Revitalization	69,202	300,000	300,000	69,202
City Center TIF	1,396,994	3,457,000	3,457,000	1,396,994
Mining TIF	1,137	1,613,000	1,613,000	1,137
Ridgeview Mining TIF	560,465	963,000	963,000	560,465
Orchard Corners CID	106,397	650,000	650,000	106,397
Prairie Creek CID	11,257	100,000	100,000	11,257
Quivira 95 CID	6,710	52,000	52,000	6,710
Greystone Plaza CID	8,533	45,000	45,000	8,533
City Center East #1 CID	7,982	40,000	40,000	7,982
City Center East #2 CID	30,907	90,000	90,000	30,907
I-35 & 95th Street TIF	0	84,000	84,000	0
Springhill Suites CID	0	0	0	0
Candlewood Suites CID	0	0	0	0
Holiday Inn Express CID	0	0	0	0
Stormwater Management	2,468,595	5,982,381	6,413,259	2,037,717
Rec Center	0	1,528,408	1,528,408	0
<b>Total</b>	<b>\$50,019,489</b>	<b>\$105,012,627</b>	<b>\$113,587,820</b>	<b>\$41,444,296</b>



# Budgetary Projections by Fund

Total projected budgeted fund balances (reserves) for all funds are \$37.9 million and the general fund reserve is \$26.1 million. Explanation for changes in fund balances are provided on the following page.

<b>FUND</b>	<b>Balance 1/1/2018</b>	<b>2018 Budgeted Revenue</b>	<b>2018 Budgeted Expenditures</b>	<b>Balance 12/31/2018</b>
General	\$26,134,082	\$77,774,631	\$77,774,631	\$26,134,082
Debt Service	5,354,319	12,147,793	14,442,910	3,059,202
Special Highway	354,323	1,434,560	1,434,560	354,323
Special Alcohol	457,108	256,556	256,556	457,108
Special Parks & Recreation	65,236	256,556	256,556	65,236
Tourism & Convention	1,198,429	1,760,000	1,760,000	1,198,429
Parks & Rec. Impact	1,727,882	440,000	440,000	1,727,882
Street Tree	392,937	55,000	55,000	392,937
TIP	1,522,680	498,000	498,000	1,522,680
Neighborhood Revitalization	69,202	300,000	300,000	69,202
City Center TIF	1,396,994	4,491,000	4,491,000	1,396,994
Mining TIF	1,137	1,678,000	1,678,000	1,137
Ridgeview Mining TIF	560,465	775,000	775,000	560,465
Orchard Corners CID	106,397	650,000	650,000	106,397
Prairie Creek CID	11,257	100,000	100,000	11,257
Quivira 95 CID	6,710	52,000	52,000	6,710
Greystone Plaza CID	8,533	60,000	60,000	8,533
City Center East #1 CID	7,982	42,000	42,000	7,982
City Center East #2 CID	30,907	90,000	90,000	30,907
I-35 & 95th Street TIF	0	1,204,000	1,204,000	0
Springhill Suites CID	0	44,000	44,000	0
Candlewood Suites CID	0	24,000	24,000	0
Holiday Inn Express CID	0	28,000	28,000	0
Stormwater Management	2,037,717	6,184,763	7,395,465	827,015
Rec Center	0	2,097,148	2,097,148	0
<b>Total</b>	<b>\$41,444,296</b>	<b>\$112,443,007</b>	<b>\$115,948,825</b>	<b>\$37,938,477</b>



# Budgetary Projections by Fund

## Explanation of Changes in Fund Balances

The following funds have projected changes in fund balances for FY 2017 and/or FY 2018: General Fund, Debt Service Fund, and Stormwater Fund. These changes are explained below.

**General Fund:** The fund balance of the General Fund is projected to decrease by \$6.3 million in FY 2017 due to one-time transfers to the Capital Improvement Fund to finance capital projects on a pay-as-you-go basis. The transfers are possible due to the fund balance being greater than the policy target at the end of FY 2016. There is no projected change in fund balance for FY 2018.

**Debt Service Fund:** The fund balance of the Debt Service Fund is projected to decrease by \$1.9 million in FY 2017 and \$2.3 million in FY 2018. These decreases occur in order to maintain a stable property tax rate in the Debt Service Fund for 2018 and future years. The fund balance is projected to be greater than the policy target in FY 2017 through FY 2022. By FY 2019, Debt Service Fund revenues are projected to slightly exceed expenditures.

**Stormwater Fund:** The fund balance of the Stormwater Fund is projected to decrease by \$431,000 in FY 2017 and \$1.2 million in FY 2018. These decreases occur in order to maintain a stable stormwater service charge user fee in 2017 and future years. The fund balance is projected to be greater than the policy target in FY 2017 through FY 2022. By FY 2019, Stormwater revenues are projected to slightly exceed expenditures.



## Summary of Revenues and Expenditures by Fund

This table includes all revenues by fund for actual fiscal year 2015 through budget year 2018. The table below shows the addition of three new community improvement districts for 2018.

<b>Revenues by Fund</b>	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Re-estimate</b>	<b>2018 Budget</b>
General	\$70,415,578	\$69,287,132	\$74,277,939	\$77,774,631
Debt Service	11,022,566	12,820,862	11,942,027	12,147,793
Special Highway	1,340,569	1,644,893	1,399,780	1,434,560
Special Alcohol	251,335	253,801	255,046	256,556
Special Parks & Recreation	251,335	253,801	255,046	256,556
Tourism & Convention	837,296	901,901	1,153,000	1,760,000
Parks & Rec. Impact	418,429	510,251	400,000	440,000
Street Tree	55,463	23,777	55,000	55,000
TIP	403,843	548,962	370,000	498,000
Neighborhood Revitalization	262,840	254,482	300,000	300,000
City Center TIF	1,666,276	2,231,345	3,457,000	4,491,000
Mining TIF	1,227,497	1,331,301	1,613,000	1,678,000
Ridgeview Mining TIF	717,059	733,927	963,000	775,000
Orchard Corners CID	552,347	510,439	650,000	650,000
Prairie Creek CID	85,730	71,408	100,000	100,000
Quivira 95 CID	29,533	42,482	52,000	52,000
Greystone Plaza CID	34,165	40,418	45,000	60,000
City Center East #1 CID	32,943	33,908	40,000	42,000
City Center East #2 CID	0	31,122	90,000	90,000
I-35 & 95th Street TIF	0	0	84,000	1,204,000
Springhill Suites CID	0	0	0	44,000
Candlewood Suites CID	0	0	0	24,000
Holiday Inn Express CID	0	0	0	28,000
Stormwater Management	5,410,296	7,250,429	5,982,381	6,184,763
Rec Center	0	0	1,528,408	2,097,148
	<b>\$95,015,100</b>	<b>\$98,776,643</b>	<b>\$105,012,627</b>	<b>\$112,443,007</b>



## Summary of Revenues and Expenditures by Fund

This table includes all expenditures by fund for actual fiscal year 2015 through budget year 2018. The table below shows the addition of three new community improvement districts for 2018. Expenditures by fund for FY2018 include projected December 31, 2018 fund balances (reserves).

<b>Expenditures by Fund</b>	<b>2015 Actual</b>	<b>2016 Actual</b>	<b>2017 Re-estimate</b>	<b>2018 Budget</b>
General	\$68,949,008	\$66,691,416	\$80,570,752	\$103,908,713
Debt Service	11,542,899	12,968,392	13,793,529	17,502,112
Special Highway	1,331,909	1,626,199	1,399,780	1,788,883
Special Alcohol	185,542	217,365	255,046	713,664
Special Parks & Recreation	252,441	248,925	255,046	321,791
Tourism & Convention	579,881	788,578	1,153,000	2,958,428
Parks & Rec. Impact	28,026	-	400,000	2,167,883
Street Tree	69,353	21,811	55,000	447,938
TIP	616,132	210,000	370,000	2,020,681
Neighborhood Revitalization	207,559	340,456	300,000	369,202
City Center TIF	1,468,469	1,687,061	3,457,000	5,887,992
Mining TIF	1,230,733	1,330,828	1,613,000	1,679,137
Ridgeview Mining TIF	677,552	217,424	963,000	1,335,464
Orchard Corners CID	550,411	523,131	650,000	756,397
Prairie Creek CID	84,238	74,747	100,000	111,257
Quivira 95 CID	32,069	39,940	52,000	58,710
Greystone Plaza CID	48,436	38,011	45,000	68,534
City Center East #1 CID	27,205	35,179	40,000	49,982
City Center East #2 CID	0	215	90,000	120,907
I-35 & 95th Street TIF	0	0	84,000	1,204,000
Springhill Suites CID	0	0	0	44,000
Candlewood Suites CID	0	0	0	24,000
Holiday Inn Express CID	0	0	0	28,000
Stormwater Management	6,095,879	6,682,867	6,413,259	8,222,481
Rec Center Fund	0	0	1,528,408	2,097,148
<b>Total</b>	<b>\$93,977,742</b>	<b>\$93,742,545</b>	<b>\$113,587,820</b>	<b>\$153,887,303</b>



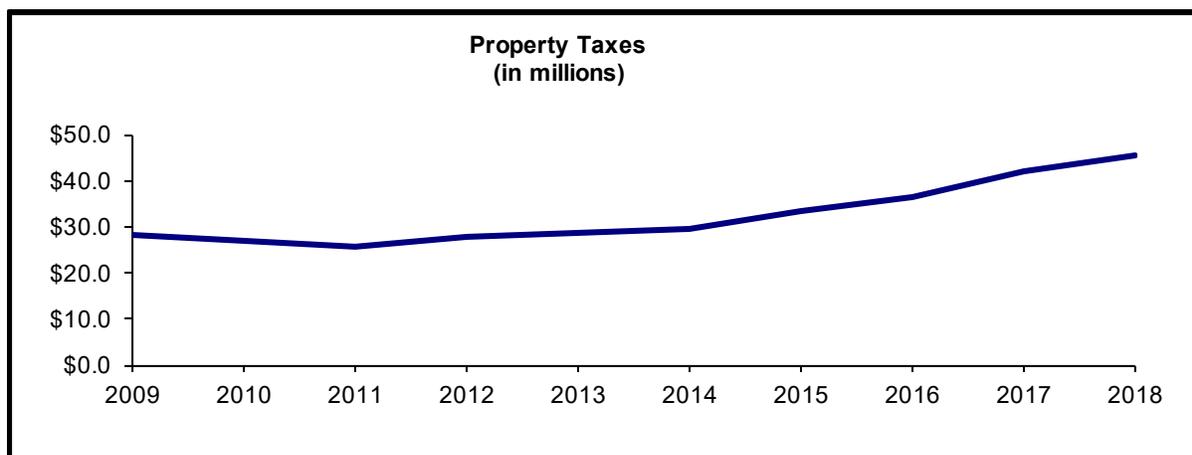
## Major Revenue Sources - Trends and Assumptions

Listed below are the major revenue sources and the underlying assumptions and trends for each.

- PROPERTY TAXES
- SALES TAX (CITY AND COUNTY) & USE TAX
- FRANCHISE TAXES
- STORMWATER SERVICE CHARGES
- REC CENTER MEMBERSHIP FEES

**PROPERTY TAXES:** This is the largest source of revenue followed by city and county sales tax revenues. Property tax dollars generated to fund the 2018 budget are \$34.0 million (assuming a 3.0% delinquency rate) as compared to \$32.5 million for the 2017 budget. To generate \$34.0 million in property tax revenue, an estimated mill levy of 31.817 is required for the 2018 budget. This includes 23.880 mills for the General Fund and 7.937 mills for the Debt Service Fund. This budget anticipates that the city's current property tax rate will decrease slightly (.011 mills) to 31.817 for the 2018 budget. The city's assessed valuation, to which the property tax rate is applied, is estimated to increase from \$1.04 billion in 2017 to \$1.10 billion in 2018. This represents an increase of 61%. The estimated delinquency rate for property taxes is 3% in the adopted budget, which is an increase of 1% from the 2017 budget.

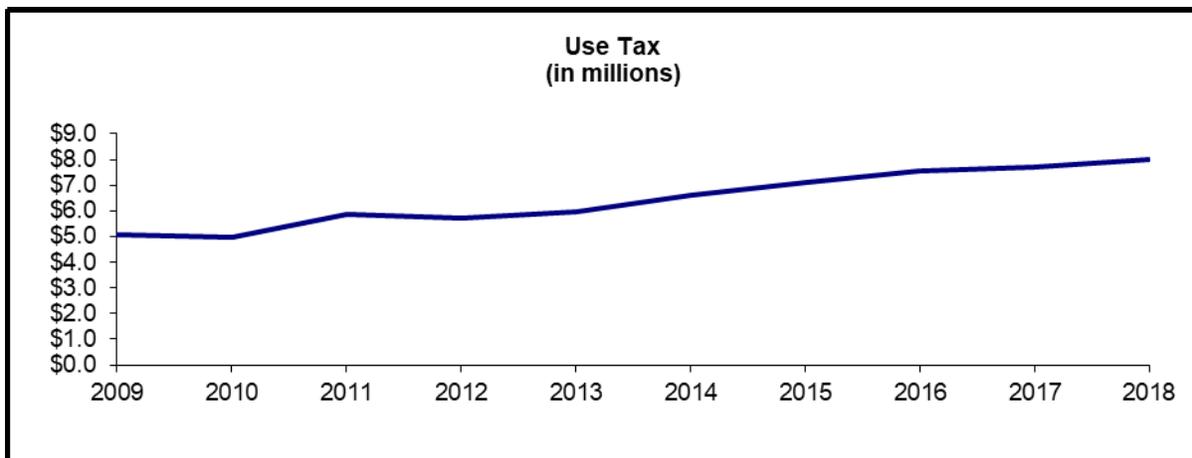
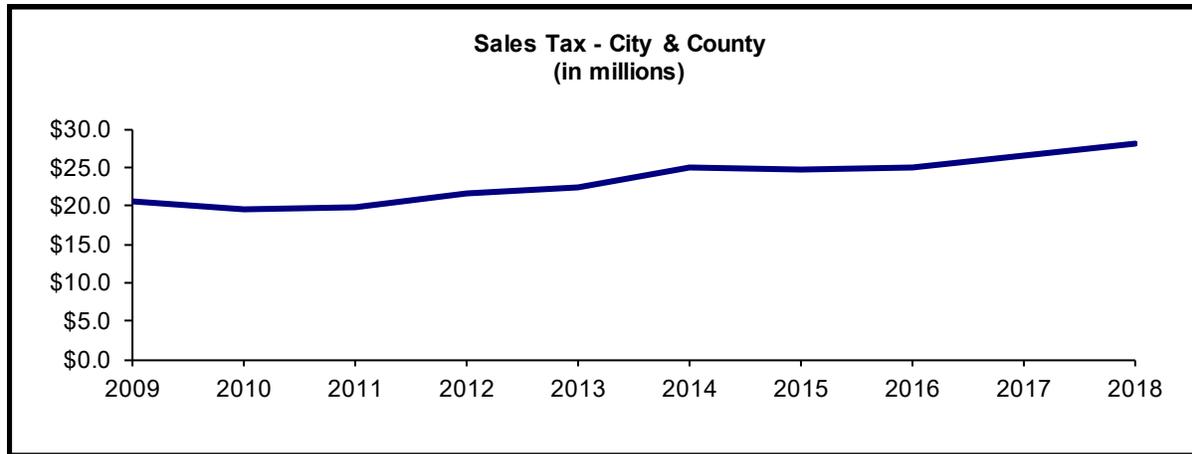
Property taxes are billed and collected by Johnson County. The County distributes property taxes to the City in January, March, June, September and October.



**SALES & USE TAX:** The city currently imposes a 1.375% sales tax rate, which includes a 1.000% general purpose levy and 0.375% to fund road and park maintenance, park facility upgrades and development. (In certain areas of the City, there is an additional 1% sales tax for Community Improvement Districts.) The 0.375% sales tax went into effect on Oct. 1, 2008 and generates approximately \$6.4 million annually in sales tax and use tax revenues. The city also shares in the distribution of Johnson County sales tax at the rate of 1.35%. General Fund city sales tax revenue is

projected at \$17.4 million for 2018 an increase of 8.0% compared to the 2017 budget. General Fund county sales tax revenue is projected at \$9.6 million for 2018, an increase of 22% compared to the 2017 budget. County sales tax are expected to increase due to an additional ¼ cent sales tax approved by voters in 2017.

Sales and uses tax are collected by businesses and remitted to the Kansas Department of Revenue. The Department of Revenue distributes the sales and use taxes to the City on a monthly basis.



**FRANCHISE TAXES:**

Electric - The city is served by two electric providers. Under the current franchise agreement with these providers, a franchise fee of 5% of gross receipts is paid to the city. Weather patterns and the cost of raw materials continue to have the most impact on electric consumption and franchise fees collected. The city entered into new franchise agreements with Westar Energy, Inc. in 2017, and Kansas City Power & Light in 2009. Electric franchise taxes are projected to increase by 6.9% in 2018.

Electric franchise taxes are remitted to the City on a monthly basis.

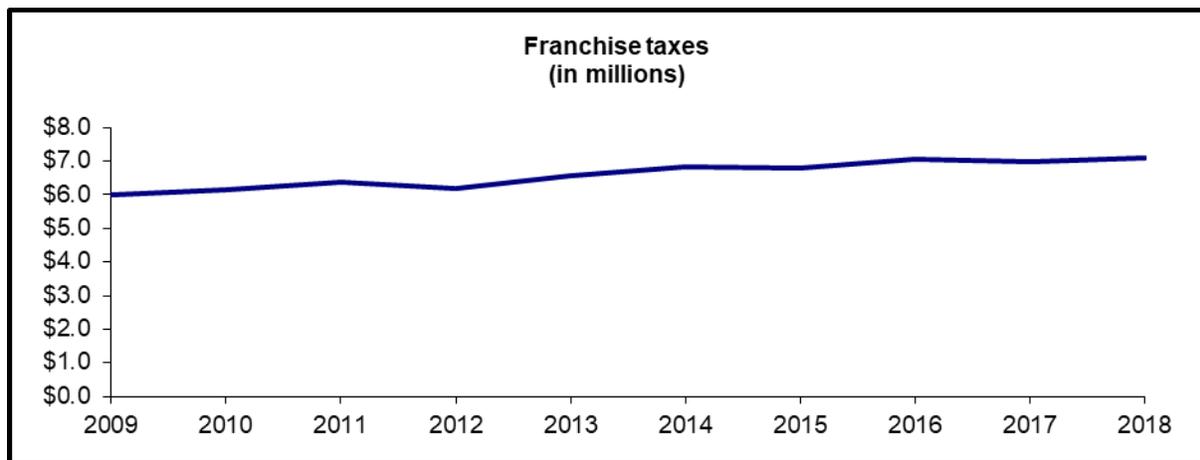
Gas - The city is served by two natural gas providers. Under their current franchise agreements, a franchise fee of 5% of gross receipts is collected by the provider and remitted to the city. Weather patterns and the wholesale cost of natural gas play a large role in the ultimate consumption of natural gas and total franchise fees collected. The franchise agreement with Atmos Energy was renegotiated and adopted in 2017. The second natural gas franchise with Kansas Gas Service was renegotiated and adopted in May 2011. The city adopted a Volumetric Rate Calculation Form in July 2008 pursuant to which both providers have collected franchise fees on the transport gas sold as a commodity by the

company since January 1, 2009. The city annually determines the Volumetric Rate and adopts and amended Volumetric Rate Calculation Form. Weather patterns and the cost of natural gas have the most impact on gas consumption and franchise fees collected. Gas franchise taxes are projected to increase 4.9% for 2018 as compared to the 2017 budget.

Gas franchise taxes are remitted to the City on a monthly basis.

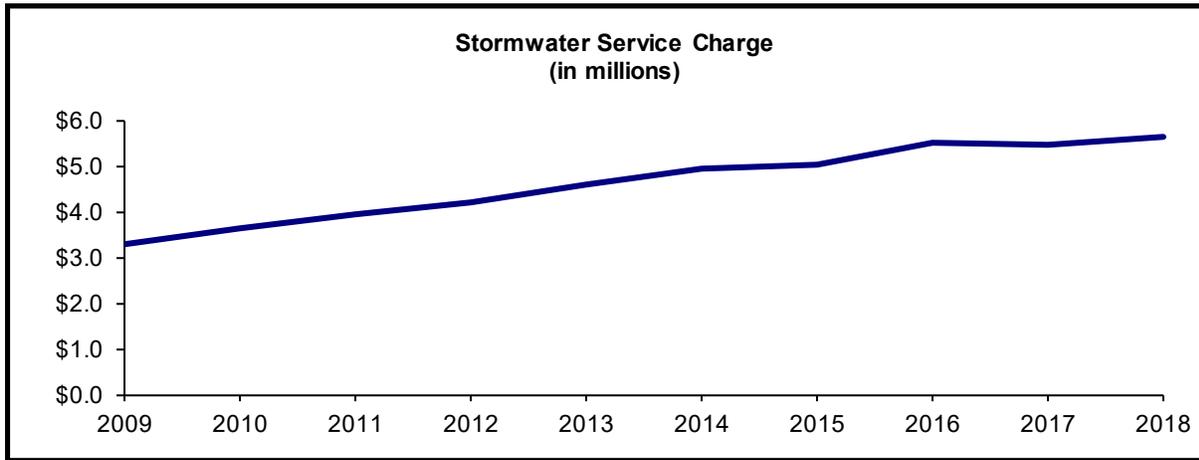
Communications - Cable Television – Four companies currently provide video service in the City of Lenexa. State law allows cable television and other video service providers to enter into a statewide franchise instead of executing a franchise with each city. In 2008, Time Warner’s local franchise expired and they opted to enter into a statewide franchise and have provided the statutorily required local agreement to do so. AT&T also obtained a statewide video franchise and submitted the required local agreement pursuant to state law. Consolidated Communications notified the city that it intended to operate under the statewide franchise after its franchise with Lenexa expired at the end of 2012. Google obtained a statewide video franchise and submitted the required local agreement pursuant to state law in 2015. Under both local and statewide franchises, the city will collect a 5% gross revenues franchise fee.

Telephone - The City of Lenexa has current franchises with eighteen telecommunications providers. In 2009, the City renegotiated its franchise with Southwestern Bell Telephone Company, which requires SBC to pay a 5% gross revenues franchise fee. Additionally, the city has been successful in negotiating and adopting franchises with several UNE-P telecom providers and wireless service providers, and continues to seek franchises with other providers that are providing service in the city without a franchise. While the revenues anticipated from these small providers are not significant, it will provide a level playing field for all telecom providers in the community. Telecommunication franchise fees are projected to decrease 4.8% for 2018 compared to the 2017 budget.

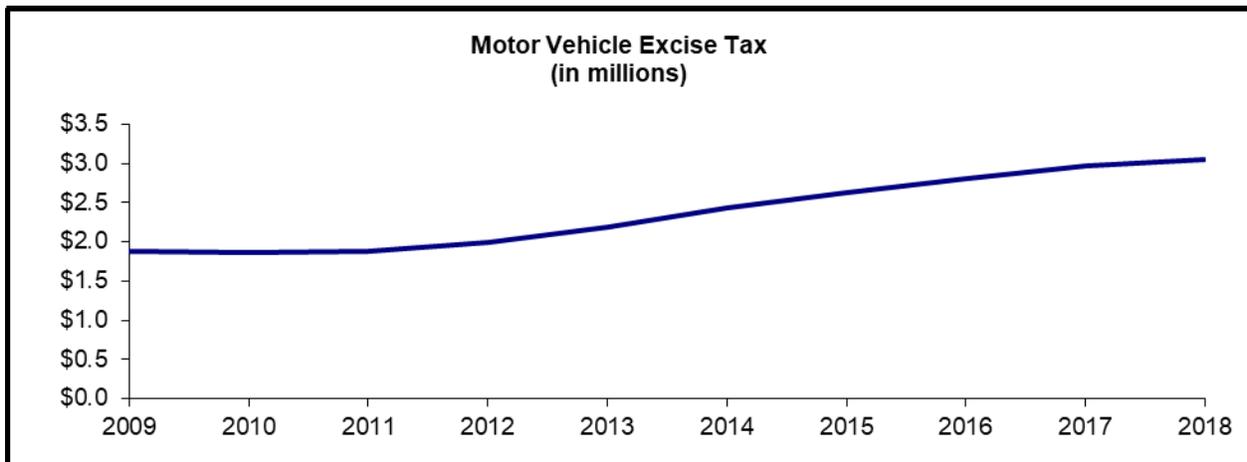


**STORMWATER SERVICE CHARGE:** In 2000, the city developed a Stormwater Management Plan which called for a proactive approach to stormwater management issues within the city. This approach reduces flooding, improves water quality and builds community assets. To fund this plan the city established a stormwater management fee which is imposed on each residential and nonresidential developed property. The fee pays for operation and maintenance, costs of capital improvements, debt service associated with the stormwater management system and other costs included in the operating budget. This monthly service charge will remain constant in the 2018 budget at \$109 per equivalent dwelling unit (EDU). (Homeowners will pay \$109 annually.) Stormwater service charges are budgeted to increase 2.5% as compared to the original 2017 budget.

Stormwater service charges are billed and collected by Johnson County. The County distributes the service charges on the same schedule as property taxes.



**MOTOR VEHICLE EXCISE TAXES:** This is a tax collected by the county at the time of vehicle registration. The amount of tax is based on a statutory amount set for various classes of vehicles (based on original value and age) and is taxed according to the countywide average tax rate for the preceding year. Kansas statutes provides for the distribution of revenue for the vehicle tax among all taxing subdivisions. This division is made in proportion to the city's share of the prior year's total levy rate in which the vehicle has it tax origin. Vehicle tax revenue is proportionately allocated to each fund based on relative property taxes for the prior year. The County treasurer notifies the city of the estimated amount which it is to receive each year. Motor vehicle excise tax is estimated at \$3.06 million for 2018.



**REC CENTER MEMBERSHIP FEES:** In July of 2017, the city opened a new recreation center. This 100,000 square foot Rec Center facility features fitness equipment, an indoor pool, a jogging walking track that encompasses a full service fitness floor and two gyms for open play. A portion of the 3/8 cent sales tax went toward constructing the facility. The Lenexa Rec Center will cover operational costs through user fees. User fees include memberships, programs and rentals. Membership fees for 2017 are estimated at \$807,900 for almost 6 months of revenue and 2018 membership fees are estimated at \$1,252,000 for one full year of membership revenue.



# Multi-Year Financial Forecast

## **INTRODUCTION**

Several years ago, the city developed multi-year financial models for the General Fund, Debt Service Fund, and Stormwater Fund. These three funds comprise more than 84% of the city's operating budget. The financial models allow the Governing Body and staff to:

- Obtain a better understanding of the city's future financial challenges.
- Create a common set of assumptions and expectations.
- Place an emphasis on long-term financial planning.

The financial models are dynamic and change constantly as assumptions are analyzed and adjusted. Overall, the models are tools that illustrate the impact of policy decisions and potential trends, and allow the city to consider "what-if" financial scenarios.

Key changes since the previous budget cycle include:

- Estimated assessed valuation increased by 6% for the 2018 budget.
- Sales tax collections are increasing (sales tax collections are projected to increase by 9% in 2018)
- Financial results were positive for 2016 (General Fund revenues exceeded expenditures and transfers by \$2.6 million).

Overall, the city's financial model reflects structural balance (projected revenues equal to or exceed projected expenditures) in the General Fund for each year of the five year forecast period.

## **PROPERTY TAX LIMIT CALCULATION**

The property tax limit calculation adopted by the State Legislature (effective for the 2018 budget) limits the rate of growth of property tax revenue to a five-year rolling average of the consumer price index (CPI). However, the approved legislation exempts a few key items from the calculation:

- Bond and interest payments (which are mostly accounted for in the city's Debt Service Fund).
- Increased expenditures above the CPI calculation for public safety (law enforcement, fire protection, and emergency medical services).
- Expenditures mandated by federal or state law with such mandates becoming effective on or after July 1, 2015.
- New real property improvements.
- Property which has changed in use.

Since bond and interest payments are exempted, the property tax limit calculation only applies to the city's General Fund. The 2018 adopted budget includes a property tax levy less than the calculated property tax limit.

## **GENERAL FUND MODEL**

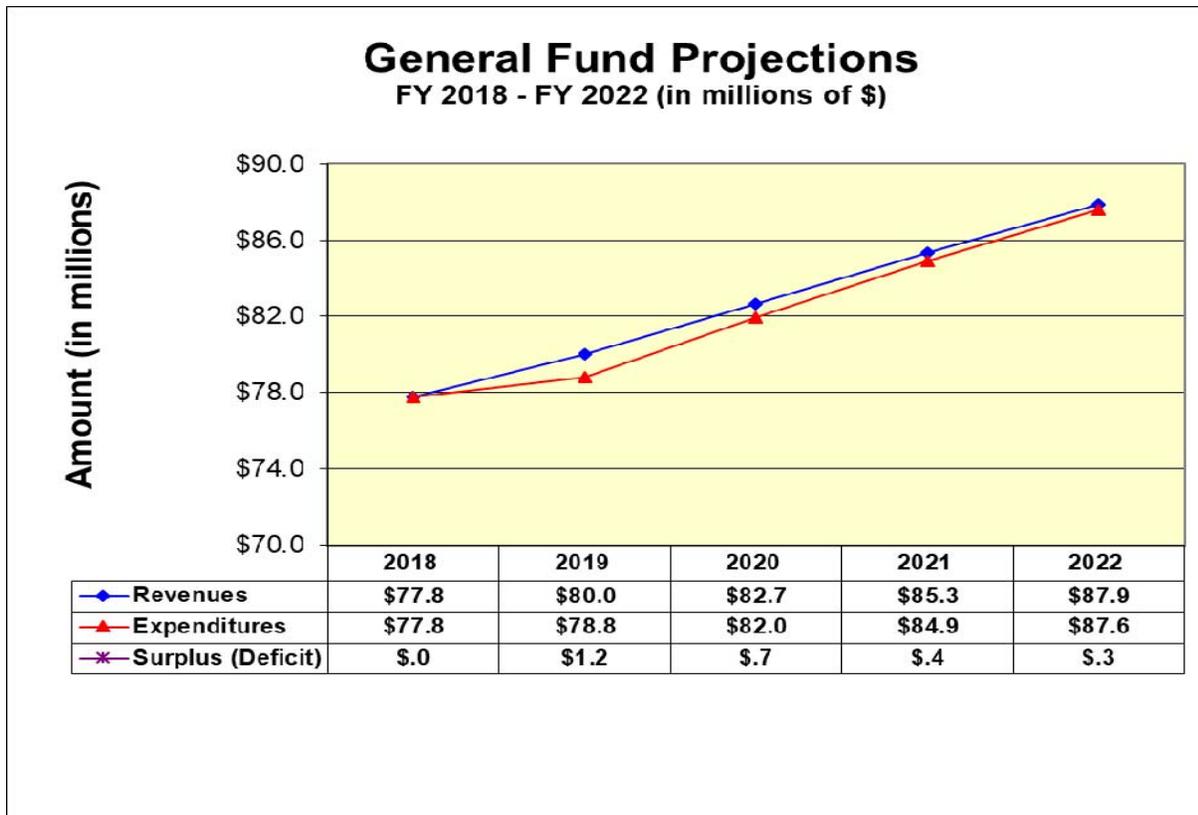
Earlier this year, staff presented preliminary General Fund projections through FY 2022. Staff has updated these projections to incorporate revised revenue estimates and the adopted expenditure budget for FY 2018. Staff has summarized the key financial model assumptions in the following table.

**Table #1: Financial Model Assumptions – General Fund**

	FY2018	FY2019	FY2020	FY2021	FY2022
Assessed Value % change	6%	6%	5%	5%	4%
Mill Levy	23.880	23.634	23.476	23.407	23.334
Total projected % change allowed for General Fund property tax revenue without an election	N/A	5%	4.5%	4.5%	4%
City Sales Tax % change (1.375% rate)	9%	3%	3%	3%	3%
County Sales Tax % change	22%	3.0%	3.0%	3.0%	3.0%
Personnel: % allocated for pay increases	4%	4%	4%	4%	4%
Personnel: \$ impact of change in staffing levels in General Fund	\$946,000 (add 14 FTEs)	\$500,000 (add 7 FTEs)	\$400,000 (add 6 FTEs)	\$400,000 (add 6 FTEs)	\$300,000 (add 4 FTEs)
General Fund Transfer to Recreation Center Fund	\$232,000	\$237,000	\$215,000	\$192,000	\$166,000
General Fund Transfer to Equipment Reserve Fund (equipment replacement) – in millions	\$1.5	\$1.5	\$1.5	\$1.5	\$1.1
General Fund Transfer to Capital Improvement Fund (pay as you go funding for CIP – funded from general revenue) – in millions	\$5.9	\$4.3	\$4.4	\$4.5	\$4.6

Due to the property tax limit calculation, the General Fund mill levy is projected to decline slightly in the later years of the forecast period.

The following graph summarizes the revenue and expenditure projections for the General Fund in FY 2018 to FY 2022.



The General Fund financial model reflects structural balance (projected revenues equal or exceed projected expenditures) in all years of the five year forecast period.

### General Fund Reserve (Fund Balance) Information

The city adopted a revised policy regarding reserve funds in August 2017. This policy states that the city will “maintain prudent reserve amounts in city funds in order to maintain working capital, fund capital asset replacement, and fund debt retirement.” The policy establishes reserve targets based on a number of factors, including:

- Maintaining reserves to meet cash flow requirements.
- Maintaining reserves to provide contingencies for unpredictable revenue sources.
- Maintaining reserves to provide contingencies for unpredictable expenditures and emergencies (such as natural disasters).

The policy establishes reserve targets for a number of city funds, including the General Fund. According to the policy, the annual calculation is expected to generate a General Fund reserve target that ranges between 30% and 35% of budgeted annual General Fund revenues. This target range is generally equivalent to 4 months of General Fund operating expenditures.

Projections for the General Fund reserve are presented in the following table.

**Table #2: Projected Fund Balances for General Fund**

<b>Fiscal Year</b>	<b>Projected Ending Fund Balance (Reserve)</b>	<b>Ending Fund Balance %*</b>
2018	\$26.1 million	34%
2019	\$27.3 million	34%
2020	\$28.0 million	34%
2021	\$28.5 million	33%
2022	\$28.7 million	33%

\*The percentage shown is the percentage of projected annual General Fund revenues.

Based on the current projections, the city will be able to maintain a fund balance ranging from \$26 million to \$29 million over the forecast period (33% to 34% of estimated annual General Fund revenues). This level of fund balance will allow the city to proactively adjust to any revenue disruptions and also enhances the probability of maintaining the current credit ratings assigned by the rating agencies for the city’s general obligation debt.

### **DEBT SERVICE FUND MODEL**

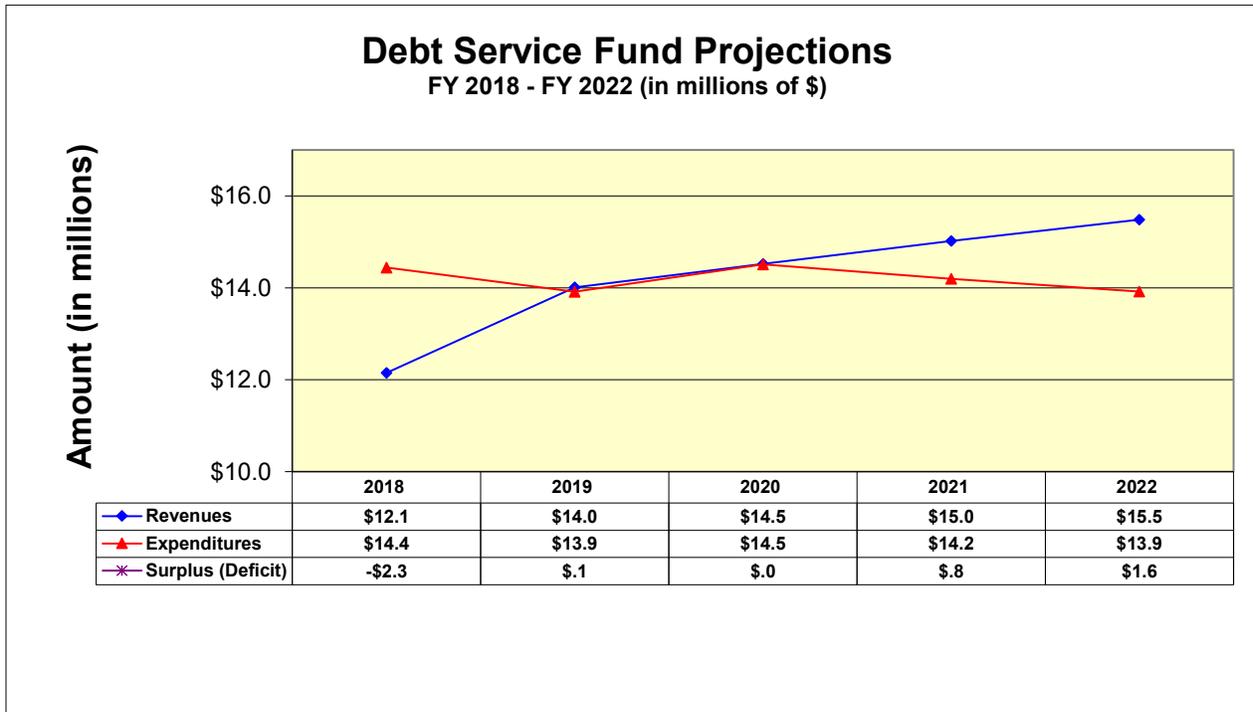
Staff has updated the Debt Service Fund projections to incorporate revised revenue estimates and debt financing estimates of the projected Capital Improvement Program (CIP).

#### Model Assumptions

The Debt Service Fund projections are based on the same assessed valuation assumptions as used for the General Fund. The projections also assume the Debt Service Fund mill levy will be 7.937 mills in FY 2018 through FY 2022.

Debt Service Fund expenditures incorporate financing for capital projects funded with general obligation bonds (excluding stormwater projects) in the adopted CIP. In general, repayment for new debt is structured on a level payment basis over a period of 10 years. However, there are some projects that will be repaid over a period of greater than 10 years (for example, certain special benefit district debt is repaid over 15 or 20 years in accordance with existing development agreements).

The following graph summarizes the revenue and expenditure projections for the Debt Service Fund in FY 2018 to FY 2022.



The Debt Service Fund financial model reflects a deficit of \$2.3 million in FY 2018. However, projected revenues exceed projected expenditures in FY 2019 through FY 2022.

The reserve target for the Debt Service Fund is a range of 10% to 20% of projected expenditures. The projected use of the Debt Service Fund reserve would decrease the reserve amount to \$3.1 million in 2018 (21% of debt service expenditures). In 2019, the reserve would begin to increase unless adjustments are made to the amount of property tax levied for debt service or for the amount of new debt issued for capital projects. During the five year forecast period, the reserve amount would exceed the 10% minimum reserve requirement.

#### **STORMWATER FUND MODEL**

Staff has updated the Stormwater Fund projections to incorporate revised revenue estimates and debt financing estimates of the projected CIP.

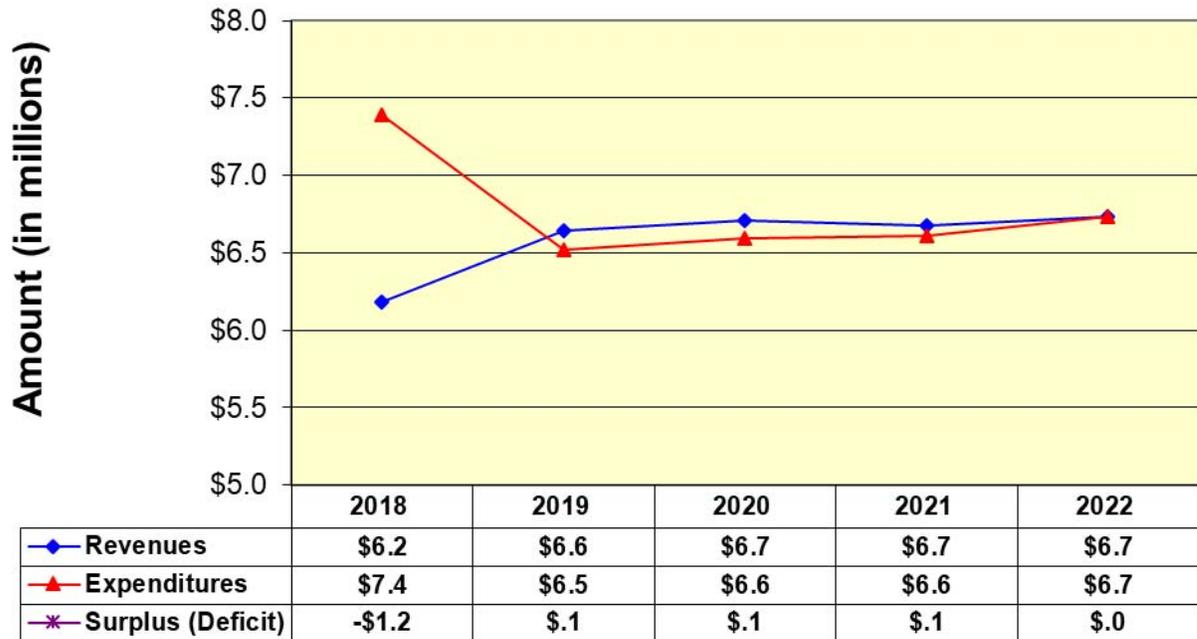
#### **Model Assumptions**

The Stormwater Fund revenue projections assume the annual service charge is \$109 per equivalent dwelling unit (EDU) in 2018 through 2022.

The expenditure projections for operating costs are generally based on the same assumptions as the General Fund, and the stormwater debt service projections are based on the capital projects included in the projected CIP. Debt repayment is structured on a level payment basis over a period of 20 years per the original Stormwater Fund financial model.

The following graph summarizes the revenue and expenditure projections for the Stormwater Fund in FY 2018 to FY 2022.

## Stormwater Fund Projections FY 2018 - FY 2022 (in millions of \$)



The Stormwater Fund financial model reflects a deficit of \$1.2 million in FY 2018. However, projected revenues exceed projected expenditures in FY 2019 through FY 2022.

The reserve target for the Stormwater Fund is a range of 10% to 20% of projected stormwater revenues. The projected use of the Stormwater Fund reserve would decrease the reserve amount to \$0.8 million by FY 2018 (13% of Stormwater revenues). During the five year forecast period, the reserve amount would equal or exceed the 10% minimum reserve requirement.

### **FINAL COMMENTS**

The financial projections presented in this document are based on a number of assumptions which continue to change as time passes. Some of the variables in the projections are controlled by the Governing Body, while others cannot be controlled and are virtually impossible to predict. Overall, the projections should be viewed as a tool to illustrate the impact of policy alternatives and to highlight potential fiscal issues in future years. These tools provide the opportunity to implement adjustments in revenues and expenditures to avoid potential shortfalls in the later years of the forecast period.



# Capital Improvement Program and Debt Management

**Annual Budget Document  
2018  
City of Lenexa  
January 1 - December 31**



# Capital Improvement Program

## **WHAT IS A CAPITAL IMPROVEMENT PROGRAM?**

A capital improvement program is a plan that is the result of a systematic evaluation of capital projects. The plan serves as a guide for the efficient and effective provision of public facilities, outlining timing and financing schedules of capital projects for a five-year period of time. In the process of formulating the plan, public improvements are prioritized and costs are projected, thereby allowing the city to take maximum advantage of federal, state, and county funds. However, the capital improvement plan is not a document of long-term certainty. Rather, the plan is reviewed yearly, during which time the needs of the city may be re-prioritized and financial status re-evaluated. This allows the city further flexibility in maintaining and promoting an effective level of service for present and future citizens.

## **WHAT IS A CAPITAL IMPROVEMENT PROJECT?**

A capital improvement project is a project that may include the construction of new facilities as additions to the city's assets, renovation of existing structures to significantly extend useful life, and major repair operations of a comprehensive and non-routine nature. To be defined as a capital project, the project must exceed \$300,000 in cost, and have a useful life of at least five years. (Immediate capital replacement needs and smaller capital projects are funded on a pay-as-you-go basis through a yearly budget transfer.) Capital improvements involve the outlay of substantial funds; therefore, numerous techniques will be looked at to enable the city to pay for capital improvements over a longer period of time, including: general obligation bonds, reserves (fund balances), revenue bonds, lease purchase, special districts, special assessments, state and federal grants and cash for capital projects. Common examples of capital improvement projects include the construction of roads and bridges, facility construction, and land acquisition. However, the funding of certain other large ticket items, such as fire trucks, is considered to be capital projects as well.

## **WHAT ARE THE OBJECTIVES OF A CAPITAL IMPROVEMENT PROGRAM?**

- 1) To forecast public facilities and improvements that will be needed in the near future.
- 2) To anticipate and project financing needs in order to maximize available federal, state and county funds.
- 3) To promote sound financial planning in order to enhance and protect the bond rating of the City of Lenexa, in accordance with the debt policy.
- 4) To avoid, through sound financial planning, dramatic fluctuations of the tax rate.
- 5) To focus attention on and assist in the implementation of established community goals as outlined in the official Comprehensive Plan.
- 6) To serve as a guide for local officials in making budgetary decisions.
- 7) To balance the needs of developing west Lenexa with the needs of the already developed eastern portion of Lenexa.

- 8) To promote and enhance the economic development of the City of Lenexa in a timely manner.
- 9) To strike a balance between needed public improvements and the present financial capability of the city to provide for these improvements.
- 10) To provide an opportunity for citizens and interest groups to voice their requests for community improvement projects.
- 11) To provide for improvements in a timely and systematic manner.

#### ***HOW DOES CAPITAL SPENDING IMPACT THE OPERATING BUDGET?***

Capital spending impacts the operating budget by increasing revenue and/or increasing or decreasing expenditures. When the city undertakes a capital improvement such as a boulevard, sometimes it is undertaken to attract new businesses or industries to the city. Thus, the businesses will increase the city's property tax base and also potentially increase sales tax revenues. Building permits will also increase due to the construction of the buildings used in the businesses.

The construction of a new boulevard will also increase the expenditure side of the department's operating budget. The Parks and Recreation Department has additional area to maintain. The Community Development Department has additional area to zone. The Police Department has an additional street to patrol. The Municipal Services Department has an additional street to clear of snow and ice. The Fire Department has additional areas for fire protection.

The city strives to increase its revenues through the growth of the city, therefore, decreasing the amount of tax dollars required from its citizens.

#### ***HOW IS THE CAPITAL IMPROVEMENT PROGRAM FORMULATED?***

Since a capital improvement program is intended to schedule major physical improvements, it is necessary to allow all city departments an opportunity to submit capital improvement requests that are anticipated over a five-year period. Likewise, citizens and public interest groups should be offered the opportunity to voice their requests for community improvement projects.

Once a composite list of capital improvement requests has been created, and the administrative recommendations submitted, the Planning Commission is responsible for reviewing and recommending project priority from a professional planning perspective. The Governing Body is responsible for recommending and prioritizing projects from a budgetary and affordability perspective as well as examining the need and priority of the projects themselves. The scheduling of projects over a five-year period is based on an evaluation of Lenexa's development policies, plans for future growth, and the ability of the city to amortize the debt. It is important to understand that the Governing Body is not committed to a particular expenditure in a particular year. Instead, the capital improvement programming process is repeated each year to allow re-evaluation of previous requests and consider new requests based on changing community needs and conditions.

## **HOW ARE CAPITAL IMPROVEMENTS FINANCED?**

It is important to note the direct correlation between sound capital planning and favorable bond ratings. Credit rating agencies directly correlate greater risk with large debt. A strong assessed valuation in conjunction with low debt ratios facilitates a better bond rating, thereby resulting in more favorable interest rates for long-term borrowing. A sound capital improvement program is critically important to a favorable bond rating, as it demonstrates that the city is able to exercise control over expenditures.

Because most capital improvements involve the outlay of substantial funds, local government can seldom pay for these facilities through annual appropriations in the annual operating budget. Therefore, numerous techniques have evolved to enable local government to pay for capital improvements over a longer period of time rather than a single year. Most techniques involve the issuance of bonds in which a government borrows money from investors and pays the principal and interest over a number of years. Long-term debt is issued by the City of Lenexa in accordance with the city's debt policy. Brief definitions of financing techniques are listed below.

Authorities and Special Districts: Special authorities or districts may be formed, pursuant to applicable statutory requirements, to provide public improvements. These districts are usually single purpose, providing only a single service or improvement. The purpose of forming authorities or special districts is often to avoid statutory local government debt limits, which restrict the ability of the municipality to issue long-term debt. A further purpose is to provide improvements, which may overlap jurisdictional boundaries. Projects undertaken by special districts and authorities are generally financed through the issuance of revenue bonds, although in some circumstances special districts may be granted the power to tax.

Current (Pay-as-you-go) Revenue: Pay-as-you-go financing refers to the method whereby improvements are financed from current revenues including general taxes, fees, service charges, special funds, and special assessments.

General Obligation Bonds: Many capital improvement projects are funded by the issuance of general obligation bonds. General obligation bonds are full faith and credit bonds, pledging the general taxing power of the jurisdiction to back the bonds. General obligation bonds can be sold to finance permanent types of improvements such as schools, municipal buildings, parks, and recreation facilities. In some circumstances, voter approval may be required.

Lease/Purchase: Local governments using the lease/purchase method prepare specifications for a needed public works project that is constructed and owned by a private company or authority. The facility is then leased back to the municipality, and the title is conveyed to the municipality at the end of the lease period. The lease period is of such length that the payments retire the principal and interest.

Reserve Funds: In reserve fund financing, funds are pooled in advance to finance an upcoming capital construction or purchase. This pool of funds may be from surplus or earmarked operational revenues, funds in depreciation reserves, or the sale of capital assets.

Revenue Bonds: Revenue bonds are a mechanism used in cases where the project being funded will generate revenue from user fees, such as water or sewer systems. These fees are used to pay for the improvement project. These bonds are not generally subject to statutory debt limitations, as the full faith and credit of the municipal entity do not back these issues. However, some revenue bonds, referred to as "double barreled" revenue bonds, have supplemental guarantees to make the investment more appealing. The interest rate on revenue bonds is generally higher than that for general obligation bonds.

Special Assessments: Community Development projects that more directly benefit certain property owners may be financed in the interest of equity by the use of special assessments. In this method, the directly benefiting property owners are assessed the cost of the improvement based upon applicable formulas and/or policies. Local improvements typically financed by this method include street pavement, sanitary sewers, and water mains.

State and Federal Grants: State and federal grants-in-aid are financing methods that have financed many improvements including street improvements, water and sewer facilities, airports, parks and playgrounds. The costs of these improvements may be paid for entirely by the grant, although in many instances these funds must be leveraged with local funds.



# Capital Improvement Program

## Sources and Uses of funding by year 2017-2021 Amended CIP

<u>Sources of Funding:</u>	<u>Prior Years</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>Totals</u>	<u>% share</u>
General Obligation Bonds	\$67,170,001	\$0	\$27,470,022	\$3,000,000	\$0	\$0	\$6,833,500	\$104,473,523	44%
Stormwater Bonds	\$0	\$2,047,000	\$3,978,000	\$2,391,000	\$1,588,000	\$3,390,000	\$2,227,000	\$15,621,000	7%
Special Benefit District Bonds	\$0	\$0	\$13,083,349	\$0	\$0	\$0	\$0	\$13,083,349	6%
General Fund Revenues	\$14,153,556	\$3,585,838	\$8,836,935	\$4,757,500	\$2,227,990	\$2,171,246	\$3,095,500	\$38,828,565	16%
Stormwater Revenues	\$0	\$1,025,835	\$650,878	\$150,000	\$1,125,000	\$965,000	\$780,000	\$4,696,713	2%
Excise Tax	\$183,353	\$0	\$750,000	\$0	\$0	\$931,500	\$0	\$1,864,853	1%
TIP Fees	\$0	\$180,000	\$220,000	\$0	\$0	\$0	\$0	\$400,000	0%
PRIF Fees	\$59,071	\$619,305	\$80,000	\$0	\$0	\$0	\$0	\$758,376	0%
3/8 cent sales tax	\$17,517,635	\$2,511,090	\$4,898,609	\$319,000	\$2,535,504	\$2,611,568	\$2,989,916	\$33,383,322	14%
Parks Revenues	\$779,531	\$25,000	\$323,416	\$0	\$25,000	\$25,000	\$25,000	\$1,202,947	1%
<b>Subtotal:</b>	<b>\$99,863,147</b>	<b>\$9,994,068</b>	<b>\$61,253,263</b>	<b>\$10,617,500</b>	<b>\$7,501,494</b>	<b>\$10,094,314</b>	<b>\$15,950,916</b>	<b>\$215,274,702</b>	<b>91%</b>
<b><u>External sources of funding:</u></b>									
Federal & State Grants	\$2,786,973	\$160,000	\$7,001,027	\$333,000	\$44,000	\$600,000	\$0	\$10,925,000	5%
CARS Program	\$0	\$1,120,000	\$0	\$0	\$0	\$0	\$0	\$1,120,000	1%
Special Highway fund (gas tax)	\$0	\$1,144,308	\$1,282,800	\$1,324,780	\$1,324,780	\$1,324,780	\$1,324,780	\$7,726,228	3%
Other local funding	\$0	\$0	\$1,442,000	\$1,150,000	\$0	\$0	\$0	\$2,592,000	1%
<b>Total external sources of funding:</b>	<b>\$2,786,973</b>	<b>\$2,424,308</b>	<b>\$9,725,827</b>	<b>\$2,807,780</b>	<b>\$1,368,780</b>	<b>\$1,924,780</b>	<b>\$1,324,780</b>	<b>\$22,363,228</b>	<b>10%</b>
<b>Grand Total Sources of Funding:</b>	<b>\$102,650,120</b>	<b>\$12,418,376</b>	<b>\$70,979,090</b>	<b>\$13,425,280</b>	<b>\$8,870,274</b>	<b>\$12,019,094</b>	<b>\$17,275,696</b>	<b>\$237,637,930</b>	<b>100%</b>



# Capital Improvement Program

## Sources and Uses of funding by year 2017-2021 Amended CIP

<u>Uses of Funding:</u>	<u>Prior Years</u>	<u>FY 2016</u>	<u>FY 2017</u>	<u>FY 2018</u>	<u>FY 2019</u>	<u>FY 2020</u>	<u>FY 2021</u>	<u>Totals</u>	<u>% share</u>
Streets & Bridges	\$14,554,537	\$13,811,349	\$48,747,007	\$1,165,189	\$4,998,274	\$6,589,468	\$11,801,196	\$101,667,020	43%
Traffic	\$0	\$760,000	\$2,400,000	\$2,180,000	\$680,000	\$680,000	\$680,000	\$7,380,000	3%
Stormwater	\$37,199	\$6,793,093	\$5,650,543	\$2,541,000	\$2,688,000	\$4,330,000	\$2,982,000	\$25,021,835	11%
Facilities	\$9,618,450	\$51,066,551	\$22,510,000	\$5,783,000	\$394,000	\$350,000	\$350,000	\$90,072,001	38%
Parks	\$1,839,625	\$911,552	\$4,866,178	\$319,000	\$0	\$0	\$300,000	\$8,236,355	3%
Capital Equipment & Miscellaneous	\$591,095	\$111,998	\$2,038,000	\$1,177,500	\$110,000	\$69,626	\$1,162,500	\$5,260,719	2%
<b>Total Uses of Funding:</b>	<b>\$26,640,906</b>	<b>\$73,454,543</b>	<b>\$86,211,728</b>	<b>\$13,165,689</b>	<b>\$8,870,274</b>	<b>\$12,019,094</b>	<b>\$17,275,696</b>	<b>\$237,637,930</b>	<b>100%</b>



# Capital Improvement Program

## Year Capital Expenditures are Incurred

Prj No.	Project Title	Prior Years	Budget					Total	
			2016	2017	2018	2019	2020		2021
<b>STREETS/BRIDGES</b>									
60087	Pavement Management Program	0	4,440,398	8,100,000	1,065,189	4,713,284	4,789,348	4,867,696	27,975,915
60041	Bridge Maintenance	0	110,000	100,000	100,000	100,000	100,000	100,000	610,000
60005	K-10 & Lone Elm Interchange Design and ROW Acquisition	3,278,604	50,000	4,155,396	0	0	0	0	7,484,000
60043	95th Street & I-35 Interchange	9,101,917	2,275,037	750,000	0	0	0	0	12,126,954
60081/60082	Ridgeview Road from Prairie Star Parkway to K10 Highway	2,009,806	598,945	30,612,190	0	0	0	0	33,220,941
60083	City Center Amenity Zone	17,770	250	1,208,698	0	0	0	0	1,226,718
60086	Lenexa Logistics Center North SBD - Mill Creek Road	146,440	2,238,370	1,075,190	0	0	0	0	3,460,000
60088	Mill Creek Road Improvements SBD (Fairways at City Center)	0	2,610,942	529,058	0	0	0	0	3,140,000
60089	Britton Street Extension Improvement District - Special Benefit District (SBD)	0	687,407	825,942	0	0	0	0	1,513,349
60091	Winchester Street & Civic Center Amenity Zone	0	800,000	100,000	0	0	0	0	900,000
New	I-435 & 87th Street Parkway Landscaping	0	0	900,000	0	0	0	0	900,000
New	99th Street & Clare Road	0	0	0	0	0	931,500	6,833,500	7,765,000
New	Westbound 87th Street Right Turn Lane at Northbound I-435 Entrance Ramp	0	0	390,533	0	0	0	0	390,533
New	95th Street & Santa Fe Trail Drive Intersection Improvements	0	0	0	0	184,990	768,620	0	953,610
	Subtotal	14,554,537	13,811,349	48,747,007	1,165,189	4,998,274	6,589,468	11,801,196	101,667,020
<b>TRAFFIC</b>									
60042	Street Lighting System Replacement	0	580,000	680,000	680,000	680,000	680,000	680,000	3,980,000
New	LED Streetlight Conversion	0	0	1,500,000	1,500,000	0	0	0	3,000,000
New	87th Street & Penrose Traffic Signal	0	180,000	220,000	0	0	0	0	400,000
	Subtotal	0	760,000	2,400,000	2,180,000	680,000	680,000	680,000	7,380,000
<b>PUBLIC BUILDINGS</b>									
Fund 73	Facilities Improvements & Maintenance Fund	0	1,365,001	350,000	350,000	350,000	350,000	350,000	3,115,001
80008-80013	Lenexa Civic Center	9,618,450	49,581,550	16,200,000	0	0	0	0	75,400,000
New	Community Center & Senior Center Improvements	0	120,000	140,000	133,000	44,000	0	0	437,000
New	City Center Parking Structure (SMSD Aquatics Center)	0	0	2,300,000	2,300,000	0	0	0	4,600,000
New	Municipal Service Center Fleet Facility	0	0	3,000,000	3,000,000	0	0	0	6,000,000
New	Civic Center - Park University Tenant Finish	0	0	520,000	0	0	0	0	520,000
	Subtotal	9,618,450	51,066,551	22,510,000	5,783,000	394,000	350,000	350,000	90,072,001



# Capital Improvement Program

## Year Capital Expenditures are Incurred

Prj No.	Project Title	Year Capital Expenditures are Incurred							
		Prior Years	Budget 2016	2017	2018	2019	2020	2021	Total
<b>PARKS</b>									
70012	Playground Equipment Replacement	944,751	187,584	47,000	319,000	0	0	300,000	1,798,335
70014	Park Shelter & Restroom Improvements	585,504	298,403	256,416	0	0	0	0	1,140,323
70017	Park Entry Signage and Wayfinding	225,188	89,812	296,000	0	0	0	0	611,000
70021	Sar-Ko-Par Trails Park Improvements	48,742	133,413	2,291,859	0	0	0	0	2,474,014
70022	Renner Boulevard (91st to 93rd Street) Mixed Use Trail	6,573	52,627	304,640	0	0	0	0	363,840
70023	Lackman Road (Sar-Ko-Par to 95th & I-435) Mixed Use Trail	28,867	139,883	1,105,000	0	0	0	0	1,273,750
70024	City Center Trail and Pond Improvements	0	9,830	565,263	0	0	0	0	575,093
	Subtotal	1,839,625	911,552	4,866,178	319,000	0	0	300,000	8,236,355
<b>STORMWATER</b>									
90044	Traditional Stormwater Infrastructure Replacement	0	3,047,835	2,394,000	2,541,000	2,688,000	2,835,000	2,982,000	16,487,835
90046	Brookwood Place Stormdrainage Improvements	0	200,000	1,869,000	0	0	0	0	2,069,000
90047	Lenexa Logistics Center North SBD - Stormwater	37,199	3,545,258	1,387,543	0	0	0	0	4,970,000
New	Pflumm & College Stormwater Rehabilitation	0	0	0	0	0	1,495,000	0	1,495,000
	Subtotal	37,199	6,793,093	5,650,543	2,541,000	2,688,000	4,330,000	2,982,000	25,021,835
<b>MAJOR CAPITAL EQUIPMENT &amp; MISCELLANEOUS</b>									
85021	Video Camera Network Upgrade/Expansion	591,095	111,998	310,000	110,000	110,000	69,626	0	1,302,719
85036	SCBA Fleet Replacement	0	0	1,024,000	0	0	0	0	1,024,000
New	Command Post Replacement Vehicle	0	0	0	325,000	0	0	0	325,000
10 (2017)	Fire Engine/Pumper	0	0	704,000	0	0	0	0	704,000
10 (2018)	Fire Engine/Pumper	0	0	0	742,500	0	0	0	742,500
10 (2021)	75' Elevated Stream/Aerial Ladder Apparatus	0	0	0	0	0	0	1,162,500	1,162,500
	Subtotal	591,095	111,998	2,038,000	1,177,500	110,000	69,626	1,162,500	5,260,719
Total Cost Funded Projects		26,640,906	73,454,543	86,211,728	13,165,689	8,870,274	12,019,094	17,275,696	237,637,930



# CIP Highlights

As provided by state law the city does not budget its major capital improvement projects. Major capital projects are established within the framework of the city's five-year capital improvement program. This program is reviewed annually and adopted by resolution of the Governing Body. The city's Capital Improvement Plan focuses on using a mixture of funding sources, including debt, 3/8-cent sales and use tax revenues, excise tax revenues and County Assisted Road System funding. The city has also established an ongoing pavement management program for the maintenance of new and existing roadways to help reduce the impact on the Municipal Services operating budget.

## **Capital Projects (Capital Improvement Program 2017-2021)**

The 2017-2021 CIP is built upon the Governing Body and Planning Commission's goals of delivering on past promises; improving the quality of life through infrastructure; and balancing the facilitation of growth with maintenance of current infrastructure. The CIP was prepared assuming a debt service property tax rate of 7.937 mills in FY 2017 through FY 2021. The CIP includes 40 funded projects for 2017-2021. The 2017-2021 Adopted CIP is \$28 million higher than the previous CIP due to the addition of various projects including: 99<sup>th</sup> & Clare Road, LED Streetlight conversion, City Center Parking Structure and the Municipal Services Center Fleet Facility, along with an increase in the Ridgeview Road project. Capital expenditures totaling \$13.2 million have been planned for construction for the 2018 budget year. These projects will require \$5.4 million in city at large funding.

## **Pavement Management Program**

One of the Governing Body's six strategic goals is reinvestment. The 2018 budget supports this goal by allocating funding to infrastructure maintenance. The Pavement Management Program is money that is set aside in 2018 for the maintenance and repair of streets and highways. A total of \$1.1 million is allocated for the Pavement Management Program in 2018 which will be funded from Special Highway monies.



# Capital Improvement Program

Listed below are all the projects slated for the 2018 construction year, the estimated cost and the operating budget impact for the year 2018.

## **Pavement Maintenance Program**

*Description:* In an effort to maintain quality roadways, the City of Lenexa takes a proactive approach to pavement maintenance. Using the GBA Street Master Pavement Maintenance Program, we are able to evaluate alternative maintenance techniques, such as crack sealing, slurry seal, and mill & overlay to create a cost effective program.

*Justification:* The annual Pavement Maintenance Program will maintain roadways during their useful life. Current maintenance procedures include curb & gutter replacement, crack sealing, micro seals, mill & overlay and asphalt surface rejuvenation hot-in-place asphalt repaving.

*Cost:* \$1,065,189

*Operating Budget Impact:* None

## **Bridge Maintenance**

*Description:* The city is required to have all 26 bridges inspected biennially and reports to the Kansas Department of Transportation. A consultant for the city has identified a number of maintenance needs to keep our bridges safe and to extend their useful life. Specific improvements include expansion joint repairs, crack sealing, guardrail repair and scour protection.

*Justification:* Without routine maintenance, the useful life of Lenexa's bridges will be significantly shortened.

*Cost:* \$100,000

*Operating Budget Impact:* None

## **Street Lighting Replacement**

*Description:* In 2009, the city purchased 2,437 streetlights from KCP&L. Purchasing the street lights outright instead of leasing them led to a cost savings which funds this program. Over time, old and functionally deficient lights will be replaced by modern, energy-efficient ones.

*Justification:* Most of the street lights recently purchased from KCP&L are over 30 years old, were installed under different standards and have served beyond the expected service life. This program will replace older lights with new energy efficient lights meeting current City standards.

*Cost:* \$680,000

*Operating Budget Impact:* None

## **LED Streetlight Conversion**

*Description:* Replace existing HID lights with more energy efficient LED lights.

*Justification:* The replacement of street lights with LED's will result in significant energy savings with a payback of about 5-6 years. LED lights also provide a more desirable white light.

*Cost:* \$1,500,000

*Operating Budget Impact:* None

## **Facilities Improvements and Maintenance Fund**

*Description:* Funding for improvements and maintenance of all city owned facilities, including parks. Projects include: interior and exterior maintenance, site parking, roofing, deferred maintenance for equipment replacement, (HVAC) heating, ventilation and air conditioning.

*Justification:* To prolong the useful life of our infrastructure, reduce operational costs, and protect the stakeholder's investments.

*Cost:* \$350,000

*Operating Budget Impact:* None

### **Community Center & Senior Center Improvements**

*Description:* A feasibility study to determine what amenities and programs should be offered at the Community and Senior Centers. It is anticipated that the study will identify necessary improvements to serve the community, especially in the area of ADA accessibility. These necessary renovations will be prioritized and phased over the next several years using the annual CDBG funds distributed to the City.

*Justification:* Senior and low income persons are the main focus of CDBG monies. These necessary renovations will be prioritized and phased over the next several years using the annual CDBG funds distributed to the City.

*Cost:* \$140,000

*Operating Budget Impact:* None

### **City Center Parking Structure (SMSD Aquatics Center)**

*Description:* Construction of a public parking structure to serve the new Shawnee Mission School District Aquatics Facility and the City Center development area.

*Justification:* The parking structure will provide additional public parking for the City Center development area, including City Hall and the Rec Center. The City will pay 50% of the cost of the parking structure and the Shawnee Mission School District will pay the remaining 50%.

*Cost:* \$2,300,000

*Operating Budget Impact:* None

### **Municipal Service Center Fleet Facility**

*Description:* The new facility will be built to support staff and all aspects of our fleet operations that currently includes maintenance bays, office area, break room, parts room, storage area, automotive bays and an automotive paint shop. This facility will be responsible for all maintenance and repair of the entire fleet and small equipment for the city. The new fleet maintenance facility will be constructed with sustainable design features in mind, hydronic heating in the shop, reusing waste oil as a secondary heat source and energy efficient light fixtures to name a few.

*Justification:* The original fleet building is 40 years old and consisting of a metal building. The building was expanded in 1987 adding 3 additional bays. The current Fleet building is inadequate to serve the needs of the city due to its insufficient size and configuration. The height limitations at overhead doors require service to be performed outdoors on some vehicle types, mainly fire engines. The new tiller is too large to fit in the existing bays – about 25% of it will extend out of the doors, requiring the door to be open during servicing. During times of inclement weather this makes routine maintenance and emergency service work very challenging for maintenance staff due to no lifting capability outside of the building and with mechanics required to work on the ground and inadequate light levels.

*Cost:* \$3,000,000

*Operating Budget Impact:* None in 2018

### **Playground Equipment Replacement**

*Description:* Replace playground equipment at various parks due to age and safety.

*Justification:* Playground equipment has a useful life and eventually must be replaced. This project continues replacement of equipment on a rotating basis according to the replacement schedule.

*Cost:* \$319,000

*Operating Budget Impact:* Low to moderate budget impact depending on selected surfacing elements. Less than \$1,000 per year.

### **Traditional Stormwater Infrastructure replacement**

*Description:* This project reflects the ongoing replacement of corrugated metal pipe (CMP), primarily in eastern Lenexa.

*Justification:* The city has over 60 miles of corrugated metal pipe (CMP) allowed for stormwater infrastructure due to a previous storm drainage standard that Lenexa and many cities around the country employed for several decades. Lenexa no longer allows CMP for storm drainage infrastructure due to its susceptibility to corrosion. The city completed its first Condition Assessment of pipes and storm boxes in 2005 and watershed crews continually update the database. Numerous pipes and the catch basins that connect them are in need of immediate replacement. Others require ongoing proactive maintenance. This project addresses this significant issue in a systematic way over several years.

*Cost:* \$2,541,000

*Operating Budget Impact:* None

### **Video Camera Network Upgrade/Expansion**

*Description:* Install and update video cameras at key locations throughout the city. The plan includes installing video cameras at various city buildings to include Municipal Services, Fire Department, Parks – such as Legler Barn, park areas and city pools. This includes the addition of several cameras and license plate readers at high traffic intersections. There will also be emphasis to connect to video feeds from schools, and local businesses as available.

*Justification:* Enhance and upgrade the city's video system including video surveillance cameras, license plate readers at key locations throughout the city as well as coordination of video feeds with schools and local businesses. The proposed video network plan will extend the vision of community policing efforts, provide a visible deterrent to criminal activity as well as proved a valuable tool for investigating criminal activity in the city.

*Cost:* \$110,000

*Operating Budget Impact:* None

### **Command Post Replacement Vehicle**

*Description:* Command Post - 37'8" Freightliner M2 106 conventional chassis, 33,000 GVWR, MBE900, 7.2L diesel engine, Allison 3000 RDS automatic 6 speed RDS, air brake package, 50 gallon fuel tank.

*Justification:* There is a critical need for a Command Post: one that will be a shared resource within the city and one that is capable of being used to facilitate effective and coordinated response to an emergency or other incident and thereby aid in the proficient use of resources. Being able to respond to emergencies and disasters in a coordinated and efficient manner is critical since these situations can cause severe disruptions in normal operations and communications.

*Cost:* \$325,000

*Operating Budget Impact:* None

### **Fire Engine/Pumper**

*Description:* 1,250 GPM, class "A" engine/pumper fire apparatus with 750 gallon water tank.

*Justification:* This apparatus replaces fleet #9202, a 2008 class "A" engine/pumper. Apparatus #9201 will be reassigned to reserve status and fleet #929 (1991 Engine/Pumper) is recommended for trade-in. This purchase helps to ensure a safe, efficient, and effective fire apparatus fleet that is necessary for fire operations at commercial, industrial and residential occupancies.

*Cost:* \$742,500

*Operating Budget Impact:* None



# Debt Management

## **DERIVATIVES**

As required by the debt policy, the city will cautiously plan for the potential use of any derivative products. The city will carefully examine these products (which usually take the form of non-traditional financing structures) on a case-by-case basis with full analytical review of the costs and benefits of the derivative option. The city will only consider derivatives in very specific debt applications, and not as a general rule for basic municipal infrastructure funding. The city does not currently use any derivative products for debt management purposes.

## **CREDIT RATINGS**

One objective of the city's debt policy is to help secure favorable credit ratings in order to minimize borrowing costs and preserve access to the credit markets. In general, a credit rating is an independent summary judgment on the willingness and ability of a debt issuer to make full and timely debt service payments to investors. The city's debt is rated by Moody's Investors Service and Standard & Poor's Ratings Services. The city's credit ratings on general obligation bonds are:

- ◆ Moody's Investors Service – Aaa
- ◆ Standard & Poor's Ratings Services – AAA

In assigning the "Aaa" rating to the city's general obligation bonds, Moody's Investors Service made the following comments:

- ◆ "The Aaa rating reflects the city's sizeable tax base located in Johnson County (Aaa stable), above-average wealth indices, solid financial operations characterized by a trend of operating surpluses and healthy reserves levels, and elevated debt burden. The stable outlook reflects the city's stable tax base, growing population, and multi-year trend of healthy financial operations that is expected to continue."

Standard & Poor's Ratings Services maintained its rating of AAA on the city's general obligation bonds. In assigning the AAA rating to the city's general obligation bonds, Standard & Poor's made the following comments:

- ◆ "Very strong economy, with access to a broad and diverse metropolitan statistical area (MSA);"
- ◆ "Very strong management, with "strong" financial policies and practices under our financial management assessment (FMA) technology;"
- ◆ "Very strong liquidity, with total government available cash at 110.9% of total governmental fund expenditures and 4.3x governmental debt service, and access to external liquidity we consider strong;"
- ◆ "Weak debt and contingent liability position, with debt service carrying charges at 20.5% of expenditures and net direct debt that is 186.7% of total governmental fund revenue, but rapid amortization, with 74.1% of debt scheduled to be retired in 10 years; and
- ◆ "Strong institutional framework score."

In addition, Lenexa's management practices are considered strong under Standard & Poor's financial management assessment (FMA). A FMA of strong indicates practices are strong, well embedded, and likely sustainable. In addition to a formal fund balance policy, key items include quarterly fiscal presentations to the City Council tracking revenues, expenditures, and investment performance; a five year capital improvement program, with identified funding, that ties into a long-term financial model; and a formal debt management policy that extends beyond state guidelines.

**SUMMARY**

The city has adopted a debt policy to ensure that the city is able to make all debt service payments in a timely manner. The city's financial position is favorable, as can be seen by the credit ratings assigned to the city's general obligation bonds. Current debt levels are manageable and the city's financial reserves remain sufficient. Sound financial policies, including a debt management policy, are in place to maintain the city's financial health in 2018 and beyond. Additional information on the city's current debt service, projected debt service, and debt ratios is presented in the remainder of this section.



# Debt Service

## DEBT SERVICE FUND - 05

### Fund Description

To account for all monies used for the retirement of general obligation bonds (excluding Stormwater bonds). Revenue for debt retirement comes primarily from an ad valorem tax levied on real and personal property.

### Core Services

- Debt service expenditures in 2018 consist of \$13.8 million in general obligation principal payments and interest payments
- The projected reserve in the 2018 budget is \$3.1 million or approximately 22% of budgeted annual debt service. This reserve will be reduced over time in order to maintain a stable property tax rate for the debt service fund.

### Expenditure Information

Expenditure Category	FY 2015	FY 2016	FY 2017	FY 2017	FY 2018
	Actual	Actual	Original Budget	Revised Budget	Budget
Personal Services	\$0	\$0	\$0	\$0	\$0
Contractual Services	9,648	8,968	0	0	0
Commodities	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Debt Service	11,533,251	12,959,424	13,289,034	13,289,034	13,751,910
Transfers	0	0	504,495	504,495	691,000
Reserves	0	0	5,254,527	0	3,059,202
<b>Total</b>	<b>\$11,542,899</b>	<b>\$12,968,392</b>	<b>\$19,048,056</b>	<b>\$13,793,529</b>	<b>\$17,502,112</b>



# Debt Service

## GENERAL OBLIGATION (G.O.) BONDS

Fiscal Year Ending	Debt Service Fund Principal	Debt Service Fund Interest	Stormwater Fund Principal	Stormwater Fund Interest	Tourism Fund Principal	Tourism Fund Interest	Capital Improvement Fund Principal	Capital Improvement Fund Interest	Total
<b>2018</b>	\$ 9,940,325	\$ 3,009,776	\$ 3,004,675	\$ 819,630	\$ 160,000	\$ 116,506	\$ 1,810,000	\$ 1,029,850	\$ 19,890,762
<b>2019</b>	7,995,000	2,613,010	1,740,000	692,609	160,000	113,306	1,905,000	939,350	16,158,275
<b>2020</b>	8,065,000	2,302,523	1,810,000	622,934	165,000	110,107	2,000,000	844,100	15,919,664
<b>2021</b>	8,010,000	1,958,285	1,805,000	548,941	175,000	101,856	2,095,000	744,100	15,438,182
<b>2022</b>	7,155,000	1,664,985	1,820,000	476,391	180,000	93,106	2,140,000	702,200	14,231,682
<b>2023</b>	6,530,000	1,385,335	1,840,000	416,566	190,000	84,107	2,245,000	595,200	13,286,208
<b>2024</b>	5,045,000	1,116,919	1,895,000	354,594	200,000	78,406	2,360,000	482,950	11,532,869
<b>2025</b>	3,920,000	925,237	1,550,000	289,969	200,000	74,156	2,475,000	364,950	9,799,312
<b>2026</b>	2,915,000	781,363	1,335,000	234,806	205,000	69,657	2,600,000	241,200	8,382,026
<b>2027</b>	2,970,000	685,131	970,000	182,288	210,000	64,531	2,680,000	163,200	7,925,150
<b>2028</b>	2,520,000	587,131	700,000	139,537	215,000	58,231	2,760,000	82,800	7,062,699
<b>2029</b>	2,535,000	505,031	745,000	110,394	225,000	51,781	0	0	4,172,206
<b>2030</b>	2,640,000	422,231	545,000	79,325	230,000	45,032	0	0	3,961,588
<b>2031</b>	2,170,000	333,525	495,000	59,113	235,000	38,131	0	0	3,330,769
<b>2032</b>	2,240,000	261,638	430,000	40,875	250,000	31,081	0	0	3,253,594
<b>2033</b>	1,680,000	187,425	380,000	25,350	250,000	23,581	0	0	2,546,356
<b>2034</b>	1,740,000	127,162	190,000	10,875	260,000	16,081	0	0	2,344,118
<b>2035</b>	1,805,000	64,750	115,000	4,312	265,000	8,282	0	0	2,262,344
<b>Total</b>	<b>\$ 79,875,325</b>	<b>\$ 18,931,457</b>	<b>\$ 21,369,675</b>	<b>\$ 5,108,509</b>	<b>\$ 3,775,000</b>	<b>\$ 1,177,938</b>	<b>\$ 25,070,000</b>	<b>\$ 6,189,900</b>	<b>\$ 161,497,804</b>



# Debt Management

Investments in capital infrastructure are required to maintain the quality of life that attracts people to the City of Lenexa. Due to the size of these investments, the city uses a variety of financing methods for the capital improvement program. The financing methods include the issuance of general obligation bonds and other bonds, which are governed by the city's debt policy.

The city adopted a revised debt policy in December of 2010. In accordance with this policy, the city may review and consider the impact debt could have with regard to the following:

- ◆ Adherence to the capital improvement program.
- ◆ Potential for increase in assessed valuation.
- ◆ Potential for increase in sales tax revenue.
- ◆ Mill levy required to fund the Debt Service Fund annually.
- ◆ Other factors not specifically mentioned in the policy as the city determines pertinent.

In addition, the city shall monitor the absolute amounts and year to year trends of key financial and debt ratios. If credit market norms exist, the city should strive to meet those standards. Specifically, the city shall monitor the following trends:

- ◆ Ratio of property tax-supported debt service to discretionary revenues.
- ◆ Ratio of property tax-supported debt service to total revenues.
- ◆ Ratio of outstanding General Obligation debt to the statutory debt limit. The city will strive to maintain a minimum of 30% of its statutory debt capacity.

## **STATUS OF CURRENT RATIOS**

- ◆ Property tax-supported debt service/discretionary revenues  
 $\$ 13,751,910 / \$ 89,922,424 = 15.29\%$
- ◆ Property tax-supported debt service/total revenues  
 $\$ 13,751,910 / \$ 112,144,559 = 12.26\%$
- ◆ General Obligation Bonds and Temporary Notes/Statutory Debt Limit  
 $\$ 152,025,000 / \$ 340,042,394 = 44.7\%$  (The city's available debt capacity is 55.3%)
- ◆ Debt Service Fund  
2017 estimated mill levy rate (for 2018 budget) = 7.937

## **DEBT ISSUANCE FOR 2018**

The city estimates issuing \$5.4 million of general obligation bonds in 2018 to finance street, building and Stormwater CIP projects.

**General Debt Ratios**

Assessed Valuation (1)	\$1,200,926,950
Outstanding General Obligation Bonds	\$144,500,000
Outstanding General Obligation Notes Payable	\$7,525,000
Population (Estimate) (2)	53,840
Per Capita General Obligation Debt	\$2,824
Ratio of General Obligation Bonds to Assessed Valuation	12.03%
Overlapping Debt (3)	\$142,893,029
Direct and Overlapping Debt (4)	\$294,918,029
Per Capita Direct and Overlapping Debt	\$5,478
Ratio of Direct and Overlapping Debt to Assessed Valuation	24.56%

(1) Estimate as of June 2017, including motor vehicle assessed value as of December 2016.

(2) Census bureau estimate July 2017.

(3) Johnson County Debt as of December 2016, all other debt as of June 2016.

(4) Direct Debt includes the outstanding general obligation bonds and general obligation notes.

**Ratio Of Annual Debt Service Expenditures For  
General Bonded Debt To Total General  
Government Expenditures\***

Fiscal Year	Principal	Interest and Fiscal Charges	Total Debt Service (1)	Total General Governmental Expenditures*	Ratio of Debt Service To General Governmental Expenditures
2007	\$8,875,000	\$4,028,902	\$12,903,902	\$60,512,607	21.3%
2008	14,825,189	4,618,153	19,443,342	68,615,455	28.3%
2009	12,465,000	4,723,849	17,188,849	65,672,174	26.2%
2010	9,505,000	4,274,369	13,779,369	59,396,016	23.2%
2011**	7,645,000	3,044,899	10,689,899	54,488,962	19.6%
2012	6,560,000	2,864,634	9,424,634	59,206,165	15.9%
2013	7,694,131	2,896,593	10,590,724	61,415,135	17.2%
2014	8,402,296	2,700,335	11,102,631	61,207,063	18.1%
2015	8,562,875	2,765,375	11,328,250	64,538,872	17.6%
2016	11,110,612	4,472,882	15,583,494	70,611,302	22.1%

\*The above includes General, Special Revenue and Debt Service Funds.

\*\*Stormwater Fund is no longer a Special Revenue Fund but it is reported as an Enterprise Fund.

The Stormwater expenditures are no longer included in Total General Governmental Expenditures.

(1) Payable in part from special assessments levied against property benefited by certain improvements.

**Ratio of General Bonded Debt to Assessed Value  
and General Bonded Debt per Capita**

Fiscal Year	Population	General* Assessed Value	G.O. Bonded Debt**	Ratio of G.O. Debt to Assessed Value	G.O. Bonded Debt Per Capita
2007	45,804	\$1,082,477,177	\$102,820,000	9.50%	\$2,245
2008	46,900	1,075,929,834	107,580,000	10.00%	2,294
2009	47,996	1,034,546,894	101,845,000	9.84%	2,122
2010	48,190	931,756,181	104,275,000	11.19%	2,164
2011	48,326	924,230,911	100,675,000	10.89%	2,083
2012	48,448	919,108,323	106,205,000	11.56%	2,192
2013	49,394	937,060,144	103,905,000	11.09%	2,104
2014	50,344	983,305,903	117,185,000	11.92%	2,328
2015	51,042	1,060,877,716	163,505,000	15.41%	3,203
2016	52,488	1,133,474,647	144,500,000	12.75%	2,753

\* Assessed Valuation includes Motor Vehicle Assessed Value

\*\* Includes Special Assessments

**Legal Debt Margin**

Assessed value (includes motor vehicle)	\$1,133,474,647
Debt limit (30% of assessed value)	\$340,042,394
Bonded indebtedness:	
General obligation bonds	\$144,500,000
General obligation notes	<u>7,525,000</u>
Total debt	\$152,025,000
Legal debt margin	\$188,017,394

\* 2017 Assessed Valuation

Includes Motor Vehicle Assessed Valuation as of December 2016.

Bonded indebtedness as of December 2016.

**Overlapping Debt**

<u>Jurisdiction</u>	<u>Outstanding GO Debt*</u>	<u>Applicable to the City Percent</u>	<u>Amount</u>
Johnson County	\$368,395,000	11.19%	\$41,223,401
Park & Recreation District	1,595,000	11.19%	178,481
U.S.D. #232	150,565,000	4.62%	6,956,103
U.S.D. #233	429,795,454	12.41%	53,337,616
U.S.D. #512	252,590,000	16.31%	<u>41,197,429</u>
Total Estimated Overlapping Debt =			\$142,893,029

\* Johnson County Debt as of December 31, 2016, all other debt as of June 30, 2016.  
Excludes general obligation debt supported by revenues and revenue debt.



# Fund Budgets

**Annual Budget Document  
2018  
City of Lenexa  
January 1 - December 31**



# Governing Body

GENERAL FUND – GOVERNING BODY – 01 (EXECUTIVE DEPARTMENT)

## Mission Statement

As a quality community, the City of Lenexa is committed to excellence in public service through partnerships with people as they pursue their dreams.

## Core Services

- Provide public policies that benefit the city's citizens and businesses

## Accomplishments for 2016

- Biennial citizen survey results from 2015 demonstrated that Lenexa citizens rate the quality of life and overall image of the city significantly higher than their counterparts in other Kansas City metropolitan cities and cities across the nation
- Maintained a strong financial position with triple-A ratings from credit rating agencies
- Sixteen different construction projects underway in Lenexa City Center

## Objectives for FY 2017/2018

- Ensure that city services assist in creating a superior quality of life and a safe atmosphere where people desire to live, work, and play
- Provide exceptional value for community-provided resources and strive for the long-term financial balance in the city's operational and capital activities
- Promote and stimulate quality development (including retail, corporate headquarters, bioscience, high technology companies and residential) to enhance the city's diverse economic base
- Promote and support efforts to redevelop retail sites and improve our neighborhoods to continue the city's reputation as a safe and friendly community
- Partner in the development of a premier destination point—Lenexa City Center—that serves as a community gathering place (including residential, retail, and office uses)
- Celebrate Lenexa's heritage and history to enhance the sense of community, pride, and quality of life for residents

## Future Opportunities/Issues

- Continue to be a forward-thinking organization to deliver exceptional public services to its 50,000+ residents
- Continue to attract new businesses and residents to the City of Lenexa

## Key Performance Measures

	FY 2015	FY 2016	FY 2017	FY 2018
Objective: % of citizen survey respondents who are "satisfied" or "very satisfied" with Lenexa as a place to live is 90% or greater	97%	95%	95%	95%
Objective: % of citizen survey respondents who are "satisfied" or "very satisfied" with Lenexa as a place to raise children is 90% or greater	95%	95%	95%	95%
Objective: % of citizen survey respondents who are "satisfied" or "very satisfied" with Lenexa as a place to work is 75% or greater	83%	80%	80%	80%
Objective: % of citizen survey respondents who are "satisfied" or "very satisfied" with leadership of Lenexa elected officials is 75% or greater	75%	80%	80%	80%

## Expenditure Information

Expenditure Category	FY 2015	FY 2016	FY 2017	FY 2017	FY 2018
	Actual	Actual	Original Budget	Revised Budget	Budget
Personal Services	\$90,902	\$129,993	\$137,182	\$137,182	\$140,826
Contractual Services	93,542	72,994	103,000	103,250	103,000
Commodities	2,934	2,001	5,000	4,750	5,000
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>\$187,378</b>	<b>\$204,988</b>	<b>\$245,182</b>	<b>\$245,182</b>	<b>\$248,826</b>

## Major Budget Changes for FY 2018

- No major budget changes.

## Staffing

	FY 2015 Actual	FY 2016 Actual	FY 2017 Estimate	FY 2017 Revised	FY 2018 Budget
Full-Time Equivalent Positions	0.00	0.00	0.00	0.00	0.00



# Executive

GENERAL FUND – EXECUTIVE DEPARTMENT - 01

## Mission Statement

Enhance the quality of life for those who live in, work in, or visit our community through organizational leadership and by providing exceptional support to the Governing Body.

### Core Services

- Professional management of the organization
- Promote economic development and redevelopment
- Guide all city departments in meeting governing body goals

### Accomplishments for 2016

- Welcomed a new Fire Chief, Human Resources Director, and Municipal Services Director to the Management Team
- Paced for another record year in construction value throughout the city for the third year in a row
- Managed construction of new City Hall, Recreation Center, and parking garage facilities
- Received approval from US Department of HUD for CDBG program to administer program and receive annual distribution of approximately \$220,000
- Selected a new agenda management software package
- Facilitated approval of three TIF project plans for hotels in I-35 & 95<sup>th</sup> Street TIF District

### Objectives for FY 2017/2018

- Manage construction of Civic Campus
- Relocate City Hall and Parks and Recreation offices to new facilities
- Coordinate construction schedules for Shawnee Mission School District and Johnson County Library facilities in City Center
- Anticipate impact of budget shortfalls at the state level on city's budget
- Facilitate development at City Center and throughout the city
- Analyze impact and effectiveness of various incentive packages offered for new and infill development in the city
- Resolve challenges related to Ridgeview Road project
- Administer CDBG program
- Implement new agenda management software package
- Facilitate conversation regarding the use of the city's share of the county-wide courthouse/public safety sales tax

### Future Opportunities/Issues

- Repurpose City Hall building
- Repurpose Community and Senior Centers facilities in Old Town
- Discover and implement innovative ways to attract new businesses and residents to the City of Lenexa
- Ensure career opportunities through succession planning throughout the organization
- Update records management system
- Continue promoting the construction of Lone Elm interchange

## Key Performance Measures

	FY 2015	FY 2016	FY 2017	FY 2018
Objective: % of citizen survey respondents who are "satisfied" or "very satisfied" with the City Administrator and appointed staff leadership is 75% or greater	75%	75%	75%	75%
Objective: % of citizen survey respondents who are "satisfied" or "very satisfied" with the overall value received for their tax dollar is 75% or greater	75%	75%	75%	75%
Objective: % of citizen survey respondents who are "satisfied" or "very satisfied" with the quality of life in the community is 90% or greater	90%	90%	90%	90%

## Expenditure Information

Expenditure Category	FY 2015	FY 2016	FY 2017	FY 2017	FY 2018
	Actual	Actual	Original Budget	Revised Budget	Budget
Personal Services	\$721,781	\$779,055	\$906,692	\$906,692	\$948,552
Contractual Services	112,472	121,896	324,757	324,757	348,700
Commodities	4,840	2,245	10,575	10,575	13,700
Capital Outlay	0	0	15,000	15,000	15,000
Transfers	0	0	0	0	0
<b>Total</b>	<b>\$839,093</b>	<b>\$903,196</b>	<b>\$1,257,024</b>	<b>\$1,257,024</b>	<b>\$1,325,952</b>

## Major Budget Changes for FY 2018

- Expenditure and staffing information include City Clerk and Public Market
- Funding for a full year of operation for the Public Market

## Staffing

	FY 2015 Actual	FY 2016 Actual	FY 2017 Estimate	FY 2017 Revised	FY 2018 Budget
<b>Full-Time Equivalent Positions</b>	5.50	6.50	7.13	7.13	8.00



# Communications

GENERAL FUND – COMMUNICATIONS – 01 (EXECUTIVE DEPARTMENT)

## Mission Statement

Committed to engaging, educating and informing citizens and employees by providing relevant, accurate and timely information about city projects, activities, events and issues to assist in the overall goal of making Lenexa a great place to live, work, play, visit and raise a family.

## Core Services

- Create and implement strategic communication plans for city initiatives including use of social media
- Publish citizen newsletter, Town Talk
- Manage content and design of city websites, mobile apps and e-communications
- Coordinate media relations
- Support internal employee communications
- Help create community engagement
- Support departments in their efforts to reach target audiences
- Promote branding guidelines including quality graphic design and photography

## Accomplishments for 2016

- Website redesign including all new content
- Expanded content in TownTalk and grew average online readership
- Created strategic marketing plans for both Rec Center and Public Market
- Grew Facebook audience by 30% and increased per-post reach 28%
- Reached 3,000 people per day with Twitter
- Launched NextDoor presence
- Published 280+ newsletters with relevant content and high open rate
- Strong employee communications program including internal survey
- Created Year in Review and supported State of the City
- Helped coordinate events including Food Truck Frenzies and JoCo Gateway ribbon cuttings
- Won multiple awards including two first-place Savvys

## Objectives for FY 2017/2018

- Produce high-quality products which reflect the Lenexa brand, share timely/important information and are valuable to our stakeholders
- Complete transition to new website including joinlenexapd.com
- Launch two new newsletters (Rec Center and Public Market) and transition to new vendor
- Utilize website's news section to share more stories with stakeholders
- Execute communications and marketing plans for Rec Center and Public Market
- Coordinate sponsorship opportunities for September to Remember and Food Truck Frenzies
- Grow social media followers for all sites – particularly Rec Center and Public Market
- Provide timely and accurate information to employees through the Lenexa Star and Astra
- Facilitate employee communications for the upcoming move to ease transition anxiety
- Help plan and execute September to Remember events -- working with Citizen Committee and staff
- Create communications plan for Farmers Market

## Future Opportunities/Issues

- Creating long-term strategic communications plans to engage stakeholders in the Rec Center, Public Market and Farmers Market
- Automate/coordinate systems so information does not have to be entered in multiple places each time
- Growing e-publication distribution lists
- Further utilize video to share stories

## Key Performance Measures

	FY 2015	FY 2016	FY 2017	FY 2018
Objective: % of respondents who are satisfied with effectiveness of Lenexa's communications with the public is 75% or greater	82%	82%	83%	83%
Objective: % of respondents who are satisfied with effectiveness of the city newsletter is 80% or greater	90%	90%	90%	90%
Objective: Increased number of followers on main Lenexa Facebook page	4,575	9,257	10,000	11,000
Objective: Increased number of unique visitors to Lenexa.com	245,844	236,008	250,000	255,000

## Expenditure Information

Expenditure Category	FY 2015	FY 2016	FY 2017	FY 2017	FY 2018
	Actual	Actual	Original Budget	Revised Budget	Budget
Personal Services	\$251,939	\$261,715	\$286,653	\$286,653	\$366,360
Contractual Services	95,373	99,673	170,905	292,905	176,885
Commodities	2,669	1,928	5,870	5,870	5,870
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>\$349,981</b>	<b>\$363,316</b>	<b>\$463,428</b>	<b>\$585,428</b>	<b>\$549,115</b>

## Major Budget Changes for FY 2018

- Includes funding for a business satisfaction survey
- 2017 revised budget includes funding for the Civic Center celebration

## Staffing

	FY 2015 Actual	FY 2016 Actual	FY 2017 Estimate	FY 2017 Revised	FY 2018 Budget
Full-Time Equivalent Positions	3.00	3.00	3.00	4.00	4.00



# Municipal Court

GENERAL FUND – MUNICIPAL COURT – 01 (EXECUTIVE DEPARTMENT)

## Mission Statement

Dedicated to providing an accessible local forum for fair, efficient, professional, and effective disposition of all matters within its jurisdiction.

### Core Services

- Adjudication of violations filed with municipal court
- Maintain and provide accurate records. This includes electronic and physical court files, online record module, and regional criminal history database
- Report the disposition of cases and the collection of specific fees to various state agencies
- Assist the public and external agencies with general court and case-specific inquiries and processing
- Point of contact for external agencies that monitor defendants placed on supervision
- Provide assistance to the prosecutors in the preparation and maintenance of cases
- Provide an orderly and secure environment for court users, public, and staff

### Accomplishments for 2016

- Honored with the 2016 Tyler Public Sector Excellence Award - Honorable Mention (a national award presented by our software vendor). The city was recognized for moving to a paperless court environment and preparing for the upcoming City Hall relocation.
- Thirty-plus years-worth of cases, which must be retained per the Kansas Supreme Court, have been entered into the database (Incode). This allows Court staff to perform open record requests quickly and efficiently, and easily provides prosecutors with criminal history.
- Initiated the Kansas Incode User Group to improve the software's functionality and our methods of processing. Influenced changes to state interfaces, updated procedures, and have a bigger voice in system-wide enhancements by teaming with other Kansas courts.

### Objectives for FY 2017/2018

- Work with the Police Department has begun to implement security screening as required by state legislation. Such entryway screening will involve staffing and equipment, along with physical and logistical changes.
- Look at options to best process cases that have outstanding debt. Changes to the case flow procedure will continue to support the mission of Municipal Court while keeping in mind our limited resources.

### Future Opportunities/Issues

- Successfully manage the increasing complexity of cases and successfully process the increase in caseload that is anticipated as the City continues to grow
- Court Security – Provide a more secure facility for court users, the public and staff
- Test and implement an interface between court software and the KBI to electronically report dispositions in accordance with legislation

## Key Performance Measures

	FY 2015	FY 2016	FY 2017	FY 2018
Objective: Violations filed	12,907	12,349	11,420	12,628
Objective: Clearance rate of charges is 100%	100%	88%	100%	100%
Objective: Defendants scheduled to appear for hearings	18,966	19,125	20,076	19,045
Objective: Amendments & tag fine reductions given by court clerks	467	415	468	441
Objective: Emails processed by Court clerks	3,493	5,063	9,352	13,466
Objective: Open record requests processed	691	669	668	680
Objective: Scheduled trials which are disposed is 70% or greater	65%	59%	70%	70%
Objective: Average age of case on payment docket. (Age is measured from the date of conviction & may include time in warrant status)	6.16 months	7.3 months	8.8 months	6 months
Objective: Recidivism rate; based on criminal history 2 years after case closure	20%	17%	20%	20%

## Expenditure Information

Expenditure Category	FY 2015	FY 2016	FY 2017	FY 2017	FY 2018
	Actual	Actual	Original Budget	Revised Budget	Budget
Personal Services	\$412,473	\$442,277	\$470,092	\$470,092	\$491,490
Contractual Services	81,708	86,023	86,860	86,860	92,240
Commodities	3,213	10,052	12,004	12,004	16,004
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>\$497,394</b>	<b>\$538,352</b>	<b>\$568,956</b>	<b>\$568,956</b>	<b>\$599,734</b>

## Major Budget Changes for FY 2018

- Includes funding for an additional part time Court Clerk

**Staffing**

	<b>FY 2015 Actual</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Estimate</b>	<b>FY 2017 Revised</b>	<b>FY 2018 Budget</b>
<b>Full-Time Equivalent Positions</b>	5.50	5.50	5.50	5.50	6.00



# Transfers

GENERAL FUND – TRANSFERS – 03

## Activity Description

Transfers to other funds including the Capital Improvement Program and the Equipment Reserve Fund for efficient operation of the city.

### Objectives for FY 2017/2018

- Maintain funds in accordance with reserve policies
- Provide for cash funding of capital projects
- Allocate funding for equipment and technology replacement
- Set aside money acknowledging the city will not receive a portion of the property taxes paid by property owners within the city's active Tax Increment Financing (TIF) districts

## Expenditure Information

Expenditure Category	FY 2015	FY 2016	FY 2017	FY 2017	FY 2018
	Actual	Actual	Original Budget	Revised Budget	Budget
Personal Services	\$0	\$0	\$1,495,687	\$1,495,687	\$500,000
Contractual Services	0	0	0	0	0
Commodities	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Transfers	20,480,941	16,867,853	14,648,325	22,544,390	18,733,448
Reserves	0	0	24,279,959	0	26,134,082
<b>Total</b>	<b>\$20,480,941</b>	<b>\$16,867,853</b>	<b>\$40,423,971</b>	<b>\$24,040,077</b>	<b>\$45,367,530</b>

### Major Budget Changes for FY 2018

- Equipment reserve fund transfer equals \$1,500,000
- Facilities maintenance transfer equals \$500,000
- Transfer to Rec Center fund of \$231,948 to partially subsidize the Rec Center facility
- Allowance for TIF is \$2,079,000
- Capital Improvement Fund transfers equal \$14,432,244 consisting of: art funding \$21,000; capital projects \$14,411,244 (funded \$6,397,972 from 3/8 cent sales tax; \$1,636,314 from 1/4 cent county sales/use tax; \$500,000 from excise tax; and \$5,876,958 from general revenues
- General revenues include: \$2,676,000 (2.5 mills) for general capital projects; \$835,000 for the Pavement Management Program (0.78 mills); \$680,000 for street light replacement/maintenance; and \$1,685,958 in unallocated funds



# Finance

GENERAL FUND – FINANCE - 10

## Mission Statement

Provide effective stewardship of public funds through the timely and efficient delivery of financial services to citizens, the business community, and the city government.

### Core Services

- Prepare annual city operating budget
- Prepare five-year Capital Improvement Program (CIP)
- Prepare Comprehensive Annual Financial Report (CAFR)
- Process and account for economic incentive revenues and disbursements
- Manage city investment portfolio and debt issuance
- Process and account for all payments of city wages, benefits, tax obligations, and vendor invoices

### Accomplishments for 2016

- Implemented new version of Munis financial system (version 11.2)
- Completed request for proposal process for banking services
- Began preparation for implementation of new version of ADP time and attendance system
- Completed implementation of financial transparency software
- Completed request for proposal process for pension fund actuarial services
- Created new policy format (in conjunction with the Legal Department) for City financial policies
- Completed 2015 CAFR, 2017 annual operating budget, and 2017 – 2021 CIP

### Objectives for FY 2017/2018

- Prepare annual operating budget, CAFR and five-year CIP
- Implement GASB 77 Tax Abatement disclosures for CAFR
- Implement new version of ADP time and attendance system
- Implement new property tax limit calculation process for annual operating budget
- Convert and update City financial policies into new policy format
- Implement new version of Munis financial system

### Future Opportunities/Issues

- Accounting for complex and numerous economic development projects
- Reconciliation of customer payments received through multiple software platforms
- Implementation of complex accounting standards
- Maintaining structural balance for the city's annual operating budget

## Key Performance Measures

	FY 2015	FY 2016	FY 2017	FY 2018
Objective: Difference between actual and budgeted collections of major revenues sources per fiscal year is 5% or less	2.8%	1.5%	5%	5%
Objective: % of employees paid through direct deposit or paycards is 100%	100%	100%	100%	100%
Objective: % of accounts payable payments paid through EFT is 25% or greater	28%	37%	37%	38%
Objective: % of accounts payable invoices paid through purchasing cards is 75% or greater	74%	78%	78%	79%

## Expenditure Information

Expenditure Category	FY 2015	FY 2016	FY 2017	FY 2017	FY 2018
	Actual	Actual	Original Budget	Revised Budget	Budget
Personal Services	\$670,718	\$721,507	\$746,103	\$746,103	\$883,595
Contractual Services	514,542	467,083	484,585	484,585	548,300
Commodities	13,092	6,864	13,000	13,000	22,000
Capital Outlay	9,000	9,000	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>\$1,207,352</b>	<b>\$1,204,454</b>	<b>\$1,243,688</b>	<b>\$1,243,688</b>	<b>\$1,453,895</b>

## Major Budget Changes for FY 2018

- Includes funding for an additional Senior Accountant
- Contractual services increase due to credit card processing fees and payroll processing fees

## Staffing

	FY 2015	FY 2016	FY 2017	FY 2017	FY 2018
	Actual	Actual	Estimate	Revised	Budget
<b>Full-Time Equivalent Positions</b>	6.00	6.00	6.00	6.00	7.00



# Human Resources

GENERAL FUND – HUMAN RESOURCES DEPARTMENT – 11

## Mission Statement

Committed to providing exceptional service by recruiting, developing, rewarding and retaining a diverse and professional workforce.

### Core Services

- Recruitment and Retention
- Compensation and benefits
- Compliance
- Policy and Employee Relations
- Training and Performance
- Safety and Worker's Compensation
- Employee recognition and rewards
- HRIS Technology

### Accomplishments for 2016

#### Recruitment and Retention

- Prepared new recruitment materials and implemented plan to participate in local job fairs
- Partnered with Parks & Recreation Staff to develop and classify positions related to opening of the Rec Center
- Began partnership with Kansas Works and Project Search as part of our recruiting and diversity efforts

#### Compensation and Benefits

- Worked with external consultant and City Administrator to update and implement 2016 pay plan
- Planned and conducted 2016 Employee Wellness Fair
- Implemented SmartDollar financial wellness program, including facilitated group sessions
- Successfully on-boarded new Wellness Coordinator, Nurse Practitioner and Medical Assistant for Health Center
- Provided employees with total compensation statements
- Worked with Finance Department and external consultant to prepare RFP and select new Actuary for frozen pension plan
- Implemented **alex**, a new benefits communication tool for open enrollment
- Selected as 2016 Healthy KC Gold Certified company by Kansas City Chamber of Commerce for wellness program
- Added pet insurance as new voluntary benefit option

#### Compliance

- Assisted Fire Department with accreditation documentation
- Conducted an FLSA audit for exempt vs. non-exempt status for selected positions and made recommendations to City Administrator regarding compliance with new FLSA exempt salary requirement

#### Policy and Employee Relations

- Led cross-functional team to research and prepare new policy regarding employees carrying concealed weapons
- Developed and implemented consistent, city-wide corrective action and updated pay policies

#### Training and Performance

- Developed and presented Injury Reporting and Treatment training
- Implemented StrengthFinders Training for management team through JCCC
- Implemented small group coaching training sessions (Frank Keck-Excellerant) for supervisors
- Prepared and conducted training on employees carrying concealed weapons
- Conducted annual ethics training for new employees
- Coordinated DOT Drug & Alcohol Awareness Training and Defensive Driving Training for employees who regularly drive city vehicles
- Researched and implemented on-line safety training program to cover topics like Hazardous Materials Communication, Confined Spaces, Blood borne Pathogens,

- Offered 10 Wellness Lunch n' Learn sessions including Identity Theft, Workplace Violence, Cardiovascular Health, sun safety and several others
  - Coordinated the HRA lab and biometric annual Wellness event for 600 participants
- Safety and Workers' Compensation
- Led process to work with Kansas Department of Labor on investigation into accident which caused an employee fatality
  - Worked with external consultant to conduct safety self-audit and worked with Municipal Services Department to remedy findings
  - Engaged external consultant to assist Facilities Manager to facilitate a successful KDOL safety audit
  - Worked with the LiveWell Health Center to get all firefighters up to date on their vaccinations and created a document and process for maintaining immunization records

## Objectives for FY 2017/2018

### Recruitment and Retention

- Develop and implement structured hiring process options for departments
  - Continue efforts to develop a multi-phased recruitment plan in order to attract and retain a robust, qualified, and diverse pool of candidates for all entry-level positions
  - Produce recruitment videos for web site
- Compensation and Benefits

- Conduct Functional Movement Screening pilot
- Add Behavioral Health to Health Center offerings
- Implement plan for employee self-direction of 4% benefit
- Implement **alex** software for new employee orientation
- Plan and conduct 2018 Health and Wellness Fair
- Work with new actuary of frozen pension plan to transition all records and create processes
- Provide a series of financial seminars for employees through SmartDollar

### Safety and Workers' Compensation

- Develop a city-wide safety training program
- Re-establish the Safety Committee and Health Task Force
- Conduct supervisory On-the-Job Injury Training
- Conduct ergonomic assessments of new City Hall work stations

- etc.
- Updated FMLA/Workers compensation training materials and conducted supervisory and employee training in FMLA/WC.

### Employee Recognition and Rewards

- Planned and conducted Employee Recognition event

### HRIS/Technology

- Implementing significant enhancements to the LiveWell Wellness and Health Center electronic portals
- Researched and implemented new leave module in ADP

### Policy and Employee Relations

- Continue review and update of City's human resource policies
- Implement revised Drug & Alcohol and Modified Duty policies
- Convert Employee Policy Manual to new format
- Partner with EST department to implement Acceptable Use of Technology Policy and related employee agreements
- Partner with EST department to develop and implement in-house system for tracking completed training

### Training and Performance

- Provide compliance training for employees (Harassment, Workplace Violence, FMLA, FLSA, Safety)
- Identify and Implement Learning Management System
- Implement comprehensive performance management system, to include coaching, feedback, mentoring and succession planning
- Conduct Diversity Training

### Employee Recognition and Rewards

- Plan and conduct Employee Recognition event
- Plan and Conduct Holiday Employee event

### HRIS/Technology

- Complete migration to ADP Workforce Now

### Future Opportunities/Issues

- Create consistency across departments in policy development and implementation
- Continue efforts toward a more seamless employee experience

### Key Performance Measures

	FY 2015	FY 2016	FY 2017	FY 2018
Objective: % of workers compensation claims as a % of total payroll is less than 0.1200%	0.1092%	0.1261%	0.1200%	0.1200%
Objective: Cost per hire – costs incurred on recruiting a new employee	\$287	\$360	\$375	\$375
Objective: Turnover rate for employees (excluding seasonal and temporary employees) is less than 10.2%	12.6%	8.9%	10%	10%
Objective: % of full-time employees participating in the Wellness Program is 75% or greater	96%	89%	90%	90%

### Expenditure Information

Expenditure Category	FY 2015	FY 2016	FY 2017	FY 2017	FY 2018
	Actual	Actual	Original Budget	Revised Budget	Budget
Personal Services	\$493,878	\$669,401	\$768,235	\$768,235	\$788,858
Contractual Services	204,012	207,832	320,902	323,402	323,402
Commodities	20,566	17,474	23,850	23,850	23,850
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>\$718,456</b>	<b>\$894,707</b>	<b>\$1,112,987</b>	<b>\$1,115,487</b>	<b>\$1,136,110</b>

### Major Budget Changes for FY 2018

- Includes funding for an intern position.

### Staffing

	FY 2015 Actual	FY 2016 Actual	FY 2017 Estimate	FY 2017 Revised	FY 2018 Budget
<b>Full-Time Equivalent Positions</b>	6.50	6.75	7.00	7.00	7.00



# Enterprise Systems & Technology

GENERAL FUND – ENTERPRISE SYSTEMS & TECHNOLOGY - 15

## Mission Statement

To provide quality and timely business technology solutions that enhances the city's effectiveness in serving the community. Provide professional systems leadership, vision, and assistance to all city departments and provide strategy, research, development and implementation of hardware and software.

### Core Services

- Deliver excellent customer service by understanding the business needs and providing timely and effective solutions and communicating effectively with all customers
- Deliver city wide technology vision and leadership through evaluating existing and emerging technologies and implementing business ready technology solutions
- Deliver reliable technology infrastructure aligned with business objectives
- Deliver systems that provide customers with timely, meaningful and secure access to information and services
- Facilitate educational opportunities for city employees
- Deliver technology plans that enable fiscal management of the city's resources

### Accomplishments for 2016

- Civic Center campus technology infrastructure design and configuration
- City firewall, malware protection, and URL filtering hardware upgraded and replaced
- Migration of external DNS to cloud based service
- Windows 10/Office 2016 migration plan and testing
- VMware ESXi 6.0 migration plan and testing
- Fire Metrics and Fire Inspection App development
- Fire Operations Mobile App development Provided maps and data analytics for the Fire Department accreditation process

### Objectives for FY 2017/2018

- Windows 10/Office 2016 deployment
- Civic Center technology testing and deployment
- Mobile App Development: 311 app redesign and PD outreach app
- SIP deployment for our VOIP infrastructure
- Continue implementing recommendations from security audit
- VMware ESXi 6.0 deployment
- Windows Server and SQL Server 2016 deployment
- Expansion of external fiber network

### Future Opportunities/Issues

- Public Safety building technology redesign
- Internal developed legacy application redesign
- Server hardware refresh for City Hall and Fire Station 3

## Key Performance Measures

	FY 2015	FY 2016	FY 2017	FY 2018
Objective: Open Service Requests	774 partial year	1,900	2,100	2,200
Objective: Number of supported users	450	491	510	515
Objective: Supported number of workstations	412	397	410	415
Objective: Supported number of servers	218	161	175	180

## Expenditure Information

Expenditure Category	FY 2015 Actual	FY 2016 Actual	FY 2017 Original Budget	FY 2017 Revised Budget	FY 2018 Budget
Personal Services	\$1,225,116	\$1,205,852	\$1,304,949	\$1,304,949	\$1,389,172
Contractual Services	1,452,870	1,367,583	1,668,660	1,718,660	1,668,660
Commodities	208,249	207,781	268,400	268,400	273,400
Capital Outlay	320,746	182,978	236,400	618,615	231,400
Transfers	0	0	0	0	0
<b>Total</b>	<b>\$3,206,981</b>	<b>\$2,964,194</b>	<b>\$3,478,409</b>	<b>\$3,910,624</b>	<b>\$3,562,632</b>

## Major Budget Changes for FY 2018

- No major budget changes

## Staffing

	FY 2015 Actual	FY 2016 Actual	FY 2017 Estimate	FY 2017 Revised	FY 2018 Budget
Full-Time Equivalent Positions	13.00	13.00	13.00	14.00	14.00



# Legal

GENERAL FUND – LEGAL DEPARTMENT- 18

## Mission Statement

Promote the organization's goals and values by providing excellent legal services with integrity, zeal, accuracy and efficiency through competent, responsive and professional representation.

### Core Services

- Furnish legal advice and support to elected and appointed city officials, as well as all city departments
- Draft contracts, resolutions, ordinances and all other legal documents
- Prosecute violations of city code including traffic, public offenses and other ordinance infractions, representing the city in municipal court and on subsequent appeals
- Investigate, defend and prosecute lawsuits involving the city as a named party
- Identify, evaluate and manage property and liability risk exposure for the city and secure adequate insurance to transfer such risk as appropriate
- Receive, evaluate and administer all property and liability claims within the city deductible and, where appropriate, seek reimbursement from third parties for damage to city property

### Accomplishments for 2016

- Provided assistance on 80 complex economic development projects, a significant increase from previous years
- Managed the city telecommunication tower leases, including the negotiation of several new leases and lease renewals
- Assisted with negotiations and drafting of multiple complex leases for potential university tenants and Public Market vendors at the new City Hall
- Drafted updated solicitation ordinance and sponsorship policy, and provided education and training on these items and First Amendment principles
- Successfully resolved three lawsuits involving the city and a two significant disputes between the city and a vendor
- Developed a comprehensive email retention policy to ensure legally-compliant storage, production and disposition of the city's electronic communication
- Renegotiated the city's lease for the Police Department's use of the indoor firing range at the National Guard Armory
- Analyzed and secured appropriate property and general liability insurance lines for the facilities at the new Civic Center Campus

### Objectives for FY 2017/2018

- Coordinate a smooth transition to the new City Hall while maintaining seamless and high level legal support for all departments
- Assist in the selection and contracting process for the city's new Fleet Service Facility design-build contractor
- Draft and adopt new International Building and/or Fire Codes as desired by city departments
- Examine and look for solutions to update the system for tracking the city's agreements and important deadlines
- Sustained team-building efforts to engage the legal staff and build camaraderie
- Analyze and improve the contracting process for Parks & Recreation events
- Continued work with State legislators concerning alcohol licensing issues at the new Civic Center Campus
- Assist with the hiring and integration of a new Municipal Judge
- Continued efforts to increase the cross-training and expansion of knowledge within the legal staff

### Future Opportunities/Issues

- Review all Administrative and Governing Body policies and revise/draft new policies as necessary
- Support the City's continued build-out and maintenance of infrastructure allowing for new development and improved services
- Continued challenges in responding to Kansas Open Record requests as software companies are now making requests for bulk system information
- Additional development of the legal department's ability to staff the variety of economic development work
- Assist the City's effort to develop comprehensive stormwater management through the negotiation of consulting, construction and acquisition agreements
- Work on succession planning
- Provide training to City departments, boards and/or citizens as appropriate
- Successfully manage the City's prosecution functions as those functions will be split between the new City Hall and the old City Hall facilities

### Key Performance Measures

	FY 2015	FY 2016	FY 2017	FY 2018
Objective: Number and type of contracts reviewed Complex/Standard Form	118/346	88/285	95/281	113/336
Objective: % of clearance rate for municipal court charges (i.e. number of charges closed/resolved as a percentage of the total number of charges filed for the same time period) are 95% or greater	100.0%	99%	100%	88%
Objective: Number of substantive economic development initiatives in which the City Attorney's office provided assistance	39	40	47	80

### Expenditure Information

Expenditure Category	FY 2015	FY 2016	FY 2017	FY 2017	FY 2018
	Actual	Actual	Original Budget	Revised Budget	Budget
Personal Services	\$842,539	\$935,226	\$980,474	\$980,474	\$1,046,749
Contractual Services	462,619	380,177	592,680	597,792	608,970
Commodities	1,354	1,685	12,476	12,476	11,436
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>\$1,306,512</b>	<b>\$1,317,088</b>	<b>\$1,585,630</b>	<b>\$1,590,742</b>	<b>\$1,667,155</b>

## Major Budget Changes for FY 2018

- Contractual services increase due to general liability and property insurance related to the Civic Center campus

<b>Staffing</b>					
	<b>FY 2015 Actual</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Estimate</b>	<b>FY 2017 Revised</b>	<b>FY 2018 Budget</b>
<b>Full-Time Equivalent Positions</b>	8.76	8.76	8.79	8.88	8.88



# Community Dev.

GENERAL FUND – COMMUNITY DEVELOPMENT DEPARTMENT - 20

## Mission Statement

Promoting and facilitating the development of high quality public and private built environments to ensure that Lenexa is the best community to live, work and play.

### Core Services

- Manage development of infrastructure through the five-year Capital Improvement Program (CIP)
- Perform engineering review and inspection of private development and public infrastructure
- Perform building code review and inspections for all construction
- Review and process all zoning, site, plan, Special Use Permit and subdivision applications
- Enforce property maintenance codes, zoning codes and rental registration
- Ensure safe and efficient movement of traffic through the city
- Issue licenses for businesses, animals, liquor sales, alarms, special events, etc.
- Provide technical support to the City Council, Planning Commission and other city departments
- Provide long-range planning for the city

### Accomplishments for 2016

- Reviewed and permitted a record \$323 million in total development activity
- Reviewed and permitted \$20 million in development at City Center
- Completed and reopened the 95th Street & I-35 interchange
- Completed and reopened the K-10 & Ridgeview Road interchange
- Completed *A New Look at Old Town*, a planning document for the revitalization and redevelopment of Old Town Lenexa
- Developed the Minor Home Repair Program (MHRP)
- Completed the *Multifamily Housing Study*
- Worked 3,216 code enforcement cases

### Objectives for FY 2017/2018

- Complete Ridgeview Road
- Efficiently manage the CDBG Minor Home Repair Program
- Coordinate and launch the Lenexa Public Market
- Adopt the 2018 building and fire codes with fire and legal
- Complete the *Quivira Road Study*
- Efficiently and effectively manage new and ongoing development at City Center
- Review economic development incentives in the wake of state action and development patterns within the city

### Future Opportunities/Issues

- Pace of development
- Redevelopment opportunities and challenges
- Reduced state funding for local projects
- Potential for increased federal infrastructure funding

## Key Performance Measures

	FY 2015	FY 2016	FY 2017	FY 2018
Objective: % of citizen survey respondents who are "satisfied" or "very satisfied" with enforcement of city codes/ordinances is 75% or greater	72%	72%	>75%	>75%
Objective: % of citizen survey respondents who are "satisfied" or "very satisfied" with how well the city is planning for growth is 75% or greater.	76%	76%	>75%	>75%
Objective: % of service request open more than two days with no action taken	1.25%	0.5%	<1%	<1%
Objective: % of citizens who were satisfied with flow of traffic/congestion management	75%	75%	>75%	>75%

## Expenditure Information

Expenditure Category	FY 2015	FY 2016	FY 2017	FY 2017	FY 2018
	Actual	Actual	Original Budget	Revised Budget	Budget
Personal Services	\$3,432,603	\$3,496,023	\$3,804,870	\$3,804,870	\$3,942,963
Contractual Services	290,328	263,015	340,250	352,000	335,750
Commodities	15,103	17,061	23,575	23,575	28,075
Capital Outlay	375	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>\$3,738,409</b>	<b>\$3,776,099</b>	<b>\$4,168,695</b>	<b>\$4,180,445</b>	<b>\$4,306,788</b>

## Major Budget Changes for FY 2018

- Includes funding for a Receptionist and a Licensing and Permit Technician

## Staffing

	FY 2015 Actual	FY 2016 Actual	FY 2017 Estimate	FY 2017 Revised	FY 2018 Budget
<b>Full-Time Equivalent Positions</b>	39.92	39.17	40.17	40.17	42.17



# Fire Department

GENERAL FUND - FIRE DEPARTMENT - 30

## Mission Statement

The Lenexa Fire Department proudly serves our community with professional services through selfless dedication and compassion.

### Core Services

- Community Risk Reduction
- Public Education
- Fire Investigation, Origin, and Cause
- Domestic Preparedness, Planning, and Response
- Fire Suppression
- Emergency Medical Services
- Technical Rescue
- Hazardous Materials

### Accomplishments for 2016

- Completion of the Standards of Cover and Self-Assessment Manual, and revision of departmental standard practice guidelines
- Peer assessment re-accreditation site visit
- Expanded community engagement to include fire department open house and citizens' fire academy
- Developed educational support and retention measures to ensure long-term sustainment of advanced life support services
- Leadership, team building, and emergency incident management training for fire officers
- Uniform changes to promote professional appearance, safety, functionality, and organizational branding
- Partnership with Municipal Services to implement hydraulic lift truck fleet to improve operational versatility
- Secured grant to replace self-contained breathing apparatus (SCBA) fleet

### Objectives for FY 2017/2018

- CFAI re-accreditation, first department in Kansas to receive the designation 4 times
- Update the Johnson County Fire & Emergency Services Chiefs Association Interlocal Agreement
- Adopt the 2018 fire and building codes with community development and legal
- Improve the fire department plans review process by co-locating with community development
- Establish a fire department confidential peer support program
- Support and host a countywide safety officer credentialing program
- Accomplish the 2018 strategic plan initiatives
- Work with police and municipal services to ensure a professional citywide emergency management program
- Address Lenexa growth demands with personnel, resources, and facilities
- Partner with educational institutions fire service career programs
- Purchase an engine for fire station #2: 1,250 GPM pump with 750-gallon water tank
- Provide comprehensive SCBA training and implementation of new equipment
- Update all existing job descriptions

## Future Opportunities/Issues

- Pursue excellence through the accreditation best practices model
- Ensure that our succession planning program meets future leadership needs
- Remain focused on our culture, through open and transparent communications, trust, empowerment, compensation, and benefits to become the employer of choice
- Recruit, retain, and support a diverse workforce that mirrors the community
- Ensure the highest quality advanced emergency medical services program
- Engage the community through a variety of planned events and social media strategies

## Key Performance Measures

	FY 2015	FY 2016	*FY 2017	*FY 2018
Objective: Total incidents	5,638	5,681	5,709	5,740
Objective: 90 <sup>th</sup> percentile EMS incident turnout time baseline performance 1 <sup>st</sup> unit	1:04	1:03	1:00	1:00
Objective: 90 <sup>th</sup> percentile fire incident turnout time baseline performance 1 <sup>st</sup> unit	1:18	1:19	1:20	1:20
Objective: 90 <sup>th</sup> percentile EMS incident travel time baseline performance 1 <sup>st</sup> unit	5:31	5:33	4:00	4:00
Objective: 90 <sup>th</sup> percentile fire incident travel time baseline performance 1 <sup>st</sup> unit	6:14	5:41	4:00	4:00

\*FY 2017 and FY 2018 incident response times are the established Lenexa Fire Department benchmarks (targets) for the east and central planning areas. Refer to the Lenexa Fire Department [Standards of Cover](#) for a detailed list of performance indicators.

## Expenditure Information

Expenditure Category	FY 2015	FY 2016	FY 2017	FY 2017	FY 2018
	Actual	Actual	Original Budget	Revised Budget	Budget
Personal Services	\$9,549,561	\$9,866,017	\$9,963,745	\$9,963,745	\$10,401,062
Contractual Services	219,123	231,506	315,422	315,422	295,422
Commodities	245,814	261,894	302,000	302,000	327,000
Capital Outlay	0	0	0	0	60,000
Debt Service	0	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>\$10,014,498</b>	<b>\$10,359,417</b>	<b>\$10,581,167</b>	<b>\$10,581,167</b>	<b>\$11,083,484</b>

## Major Budget Changes for FY 2018

- Funding for extrication equipment for 2 squad units
- Funding for 6 automated external defibrillators
- Increased overtime funding for the Prevention Division
- Addition of 3 Firefighter positions for the Operations Division

### Staffing

	FY 2015 Actual	FY 2016 Actual	FY 2017 Estimate	FY 2017 Revised	FY 2018 Budget
<b>Full-Time Equivalent Positions</b>	87.00	89.50	94.50	94.50	95.73



# Police

GENERAL FUND – POLICE DEPARTMENT – 35

## Mission Statement

Working in partnership to protect and serve the community, with honor, integrity, and professionalism.

### Core Services

- Provide all elements of law enforcement to the community 24/7
- Provide 24/7 routine and emergency communication services for all city departments
- Traffic enforcement
- Community education
- School safety
- Proactive community partnerships to prevent crime
- Criminal investigations
- Participation in safety enhancement projects with other city departments and area law enforcement agencies
- Provide records management, report dissemination and secure storage of property and evidence

### Accomplishments for 2016

- Successful implementation of part-time Mental Health Co-Responder Program
- Continued to develop and adapt our mission and goals with a strategic plan
- Restructure of police department for improved span of control, efficiency and communication
- Emphasis of community policing to enhance community interaction and communication
- Establish a paid internship program for enhanced recruiting
- Continued positive working relationship with other city departments
- Continued emphasis on intelligence led policing
- Continued to promote innovation and technology for added efficiency, criminal investigations and officer safety
- Enhanced our social media footprint for community interaction and communication

### Objectives for FY 2017/2018

- Transition Mental Health Co-Responder Program to full time
- Implementation of unmanned aerial vehicle program
- Implementation of Data Driven Approach of Crime and Traffic Safety (DDACTS)
- Recruitment of police officers continues to be a challenge. Emphasis on maintaining the highest standards in recruitment and selection
- Continue working relationships with area agencies regarding crime trends including the heroin epidemic
- Continue to offer educational opportunities for the community to counter misconceptions on law enforcement procedures and practices
- Continue to monitor the deployment of personnel with city growth

## Future Opportunities/Issues

- Recruitment, hiring and retention of employees. Area departments are hiring experienced police officers with lateral transfers of 12 to 15 years of credit.
- Continue emphasis on succession planning with young work staff and anticipated future retirements in command positions
- Increase in violence toward police officers. Maintaining a high level of officer safety equipment and training
- Mental health continues to be a challenge. Large increase in calls for service dealing with the mentally ill.
- Possible future change to county wide records management system
- Retail and commercial growth
- City Center and expansion of multi-family housing as it relates to Crime Resistance Community Policing
- Maintaining a high level of service with increased population and vacant police officer positions
- Develop a plan for future expansion of police department facility
- Possible closing of indoor firing range at National Guard Armory

## Key Performance Measures

	FY 2015	FY 2016	FY 2017	FY 2018
Objective: Total incidents handles	43,689	45,874	46,000	46,000
Objective: Total calls for service	20,819	22,274	16,000	20,000
Objective: Average non-emergency response times of 12 minutes or less	7.7	7.5	12	12
Objective: Average emergency response times of 5 minutes or less	5.4	5.1	5	5
Objective: % of citizen survey respondents who are "satisfied" or "very satisfied" with the quality of local police protection is 90% or greater	95%	95%	93%	93%

## Expenditure Information

Expenditure Category	FY 2015 Actual	FY 2016 Actual	FY 2017 Original Budget	FY 2017 Revised Budget	FY 2018 Budget
Personal Services	\$12,291,171	\$12,827,491	\$13,335,557	\$13,335,557	\$14,024,375
Contractual Services	845,765	905,173	1,182,203	1,226,394	1,275,203
Commodities	431,848	476,236	584,374	604,105	532,284
Capital Outlay	1,876	0	0	0	0
Transfers	0	0	0	0	0
<b>Total</b>	<b>\$13,570,660</b>	<b>\$14,208,900</b>	<b>\$15,102,134</b>	<b>\$15,166,056</b>	<b>\$15,831,862</b>

## Major Budget Changes for FY 2018

- Funding for 2 Dispatcher positions.
- Continuation of a police department stabilization fund in order to allow the department flexibility to hire for additional positions. 2018 budget includes 7 FTE's from prior year budget along with the addition of 1 FTE civilian position.
- Increase for Mental Health Co-Responder program to be funded full time (a portion of this program will be funded by the Special Alcohol Fund)
- Funding of Court Security Officer for full year to provide adequate security for Municipal Court.

## Staffing

	FY 2015 Actual	FY 2016 Actual	FY 2017 Estimate	FY 2017 Revised	FY 2018 Budget
<b>Full-Time Equivalent Positions</b>	134.35	142.75	144.33	144.81	148.23



# Emergency Management

GENERAL FUND – EMERGENCY MANAGEMENT DEPARTMENT – 38

## Mission Statement

Develops, prepares, communicates an all-hazards preparedness program that includes a coordinated multi-agency response plan designed to protect the community from terrorist threats or attacks, major disasters, and other large scale emergencies occurring in the community.

### Core Services

- All-Hazards Plan Development and Training
- NIMS Training and Compliance Documentation
- Continuity of Operations Plan (COOP) Development and Training
- Critical Infrastructure (materials, supplies, facilities, security, fuel, information systems) Assessment and Protection Plan Development
- Liaison with local, state, and federal agencies

### Objectives for FY 2017/2018

- Update and publish the all hazards plan that defines roles and responsibilities of all participating departments and external agencies
- Annually test and evaluate the all-hazards plan, domestic preparedness, planning and response program
- Develop and document the Continuity of Operations Plan (COOP) to ensure essential operations

## Expenditure Information

Expenditure Category	FY 2015 Actual	FY 2016 Actual	FY 2017 Original Budget	FY 2017 Revised Budget	FY 2018 Budget
Personal Services	\$0	\$0	\$0	\$0	\$107,160
Contractual Services	0	0	0	0	100
Commodities	0	0	0	0	465
Capital Outlay	0	0	0	0	20,000
Transfers	0	0	0	0	0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$127,725</b>

### Major Budget Changes for FY 2018

- Funding for an Emergency Management Coordinator and related costs

## Staffing

	FY 2015 Actual	FY 2016 Actual	FY 2017 Estimate	FY 2017 Revised	FY 2018 Budget
<b>Full-Time Equivalent Positions</b>	0.00	0.00	0.00	0.00	1.00



# Municipal Services

GENERAL FUND – MUNICIPAL SERVICES DEPARTMENT - 40

## Mission Statement

Provide the community with outstanding public service by maintaining the city's infrastructure and facilities with integrity and innovation.

### Core Services

- Maintain all vehicles and equipment
- Maintain streets, curb and gutters, sidewalk and rights-of-way, bike/hiking trails, snow removal and storm related emergencies
- Coordinate the implementation of the city's pavement management program
- Maintain and operate street lights, traffic signs, and traffic signals
- Ensure safe and efficient movement of traffic through the city
- Manage city facilities
- Asset management coordination

### Accomplishments for 2016

- Received re-accreditation with 100% full compliance
- Dumpster day recycled material:
  - 15.76 tons E-waste
  - 15.65 tons of scrap metal
- Timely response to snow and severe weather events
- Hired Assistant Director and Assistant to the Director positions
- Completed the City Center trail project
- Installed 14 battery backups at key signalized intersections
- Pavement management program treated approximately 100 lane miles of residential streets
- Street division assisted with pavement management program by completing base repairs
- Designed and built 3 swap loader trucks for the Fire Department
- Installed new roof railing, replaced broken rail with new piece that is within historical requirements at Chamber of Commerce

### Objectives for FY 2017/2018

- Manage a successful pavement management program
- New fleet facility design and start of construction
- Succession planning for key leadership positions in the department
- Complete retro-reflectivity project
- Maintain a high level of vehicle and equipment readiness
- Implement a crack seal program that addresses 2-3 year streets that had an overlay
- Take on maintenance responsibilities of Civic Center campus (including parking structure)

### Future Opportunities/Issues

- Community outreach
- Parking structure maintenance
- Civic Center campus maintenance
- Keep up to date and train on the new technologies in the auto industry; alternative fuels, aluminum body panels, and new emissions standards
- Maintain fleet shop readiness and efficiency during new fleet facility construction and shop movement
- Rising cost of utilities
- Continue to explore cost effective pavement management methods
- Succession planning and department training program

## Key Performance Measures

	FY 2015	FY 2016	FY 2017	FY 2018
Objective: % of fleet operational at all times is 90% or greater	90%	92%	90%	90%
Objective: % of citizen survey respondents who are "satisfied" or "very satisfied" with snow removal on major city streets is 90% or greater	90%	90%	90%	90%
Objective: % of citizen survey respondents who are "satisfied" or "very satisfied" with maintenance of traffic signals is 85% or greater	85%	85%	85%	85%
Objective: % of citizen survey respondents who are "satisfied" or "very satisfied" with maintenance of city streets is 85% or greater	85%	85%	85%	87%
Objective: % of citizen survey respondents who are "satisfied" or "very satisfied" with maintenance of city buildings is 85% or greater	87%	90%	90%	90%
Objective: % of citizen survey respondents who are "satisfied" or "very satisfied" with the adequacy of city street lighting is 80% or greater	82%	80%	80%	80%

## Expenditure Information

Expenditure Category	FY 2015	FY 2016	FY 2017	FY 2017	FY 2018
	Actual	Actual	Original Budget	Revised Budget	Budget
Personal Services	\$3,628,215	\$3,722,814	\$4,052,177	\$4,052,177	\$4,238,021
Contractual Services	1,946,289	2,173,993	2,782,365	2,783,554	2,770,550
Commodities	1,508,702	1,413,289	2,303,130	2,303,130	2,334,480
Capital Outlay	152,991	63,251	303,500	303,500	480,000
Transfers	0	0	0	0	0
<b>Total</b>	<b>\$7,236,197</b>	<b>\$7,373,347</b>	<b>\$9,441,172</b>	<b>\$9,442,361</b>	<b>\$9,823,051</b>

## Major Budget Changes for FY 2018

- Includes funding for a tandem axle dump truck and asphalt patch unit
- Funding for a Construction Inspector for the Pavement Management Program

### Staffing

	FY 2015 Actual	FY 2016 Actual	FY 2017 Estimate	FY 2017 Revised	FY 2018 Budget
<b>Full-Time Equivalent Positions</b>	48.75	49.50	49.65	49.65	50.90



# Parks & Recreation

GENERAL FUND – PARKS & RECREATION DEPARTMENT – 50

## Mission Statement

Lenexa Parks and Recreation strengthens community through exceptional people, programs, facilities and festivals.

### Core Services

- Planning and developing parks and facilities that are environmentally sensitive, provide diverse leisure-time opportunities and support the community's vision and desires
- Providing high quality, high impact recreation experiences by organizing, promoting, and delivering programs, festivals, and services to our community
- Responding to our customers' needs through trust and communication
- Promoting collaborative efforts and partnerships with other agencies and businesses to help obtain the vision of the community
- Providing the quality of life for residents, businesses, and visitors that make people choose Lenexa as their home and/or place of business

### Accomplishments for 2016

- Civic Center campus – Continued planning for the opening of the new campus in 2017
- Staffing – Hired first Rec Center Manager
- Monument signage – completed 2<sup>nd</sup> round
- *Amusing Breeze* – completed installation of second major piece of art
- Renner Roundabout – self-performed irrigation and landscaping north of 87<sup>th</sup> St Parkway
- Senior taxi service – transitioned to 10/10 Taxi providing expanding services
- Civic Center Campus art – engaged consultant to lead effort for an arts master plan and first phase of public art
- RecTrac – successful integration to facility and activity registration software
- Festivals – increased sponsorship and attendance at all festivals including the 35<sup>th</sup> anniversary of the Great Lenexa BBQ Battle
- Community Garden – installed first raised bed garden promoting accessibility and supporting local gardening program
- Recreation programming increased in nearly every area
- Johnson County Library – enhanced partnership with local branch through programming

### Objectives for FY 2017/2018

- Successful opening of the Rec Center and Lenexa Commons
- Contribute to the successful opening of the civic center campus including September to Remember
- Installation of first public pieces in the new City Hall, Rec Center and Commons
- Successful Sar-Ko-Par Trails Pavilion project
- Successful first season for the Lenexa Community Orchestra
- Fully staff and equip new Rec Center
- Successful launch of landscaping improvements to I-35/95<sup>th</sup> St and the I-435/87<sup>th</sup> St Parkway interchanges
- Identify a repurposing strategy for the Senior and Community Center facilities

### Future Opportunities/Issues

- Funding for Parks Master Plan improvements, pool renovations, new trails/connections, trail maintenance and future park development
- Address needed resources to manage existing and additional responsibilities
- Parks and Recreation Service Center – develop a compound to house vehicles and equipment adjacent to facility
- Increase social media/marketing efforts including the Rec Center
- Staff resources – additional staff needed to manage expectations and needs of citizens

### Key Performance Measures

	FY 2015	FY 2016	FY 2017	FY 2018
Objective: % of citizen survey respondents who are “satisfied” or “very satisfied with the quality of parks/recreation programs & facilities is 90% or greater	94%	94%	94%	94%
Objective: % of citizen survey respondents who are “satisfied” or “very satisfied with the maintenance of parks is 93% or greater	94%	94%	94%	94%
Objective: % of citizen survey respondents who are “satisfied” or “very satisfied with the number of parks is 85% or greater	90%	90%	90%	90%
Objective: % of citizen survey respondents who are “satisfied” or “very satisfied with athletic programming and facilities is 67% or greater	70%	70%	70%	70%
Objective: % of citizen survey respondents who are “satisfied” or “very satisfied with the quality of biking/walking trails is 80% or greater	87%	87%	87%	87%

## Expenditure Information

Expenditure Category	FY 2015	FY 2016	FY 2017	FY 2017	FY 2018
	Actual	Actual	Original Budget	Revised Budget	Budget
Personal Services	\$4,088,941	\$4,225,134	\$4,701,330	\$4,701,330	\$4,832,996
Contractual Services	862,464	868,425	1,110,298	1,197,908	1,195,132
Commodities	578,598	585,971	707,871	707,871	760,320
Capital Outlay	65,153	35,977	57,406	36,406	36,406
Transfers	0	0	0	0	0
<b>Total</b>	<b>\$5,595,156</b>	<b>\$5,715,507</b>	<b>\$6,576,905</b>	<b>\$6,643,515</b>	<b>\$6,824,854</b>

## Major Budget Changes for FY 2018

- First full year of operations on Civic Center campus
- Funding for a Parks Maintenance Worker and additional Parks Maintenance seasonal workers
- Funding for a Farmers Market Attendant and additional Camp Counselors

## Staffing

	FY 2015 Actual	FY 2016 Actual	FY 2017 Estimate	FY 2017 Revised	FY 2018 Budget
<b>Full-Time Equivalent Positions</b>	71.85	71.70	73.28	73.28	76.90



# Special Highway

SPECIAL HIGHWAY FUND - 25

## Fund Description

To account for monies levied by the State of Kansas (Motor Fuel Tax) producing revenues to be used to defray in whole or in part the cost of constructing, altering reconstructing, maintaining and repairing streets and highways pursuant to KSA 79-3425C.

### Core Services

- Funding for pavement management program

## Expenditure Information

Expenditure Category	FY 2015 Actual	FY 2016 Actual	FY 2017 Original Budget	FY 2017 Revised Budget	FY 2018 Budget
Personal Services	\$0	\$0	\$0	\$0	\$0
Contractual Services	0	0	0	0	0
Commodities	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Transfers	1,331,909	1,626,199	1,399,780	1,399,780	1,434,560
Reserves	0	0	335,629	0	354,323
<b>Total</b>	<b>\$1,331,909</b>	<b>\$1,626,199</b>	<b>\$1,735,409</b>	<b>\$1,399,780</b>	<b>\$1,788,883</b>

### Major Budget Changes for FY 2018

- No major changes - \$1,434,560 is allocated for the pavement management program



# Special Alcohol

SPECIAL ALCOHOL FUND - 26

## Fund Description

To account for monies provided by state liquor taxation on private clubs and expended for the purchase, establishment, and maintenance of services or programs for alcoholism prevention and education.

### Core Services

- Alcoholism prevention
- Drug abuse awareness and education

## Expenditure Information

Expenditure Category	FY 2015	FY 2016	FY 2017	FY 2017	FY 2018
	Actual	Actual	Original Budget	Revised Budget	Budget
Personal Services	\$0	\$0	\$0	\$0	\$0
Contractual Services	128,375	128,375	159,000	159,000	160,000
Commodities	24,961	25,054	35,046	35,046	30,056
Capital Outlay	0	0	0	0	0
Transfers	32,206	63,937	61,000	61,000	66,500
Reserves	0	0	420,672	0	457,108
<b>Total</b>	<b>\$185,542</b>	<b>\$217,366</b>	<b>\$675,718</b>	<b>\$255,046</b>	<b>\$713,664</b>

### Major Budget Changes for FY 2018

- \$130,000 for Drug & Alcoholism Council
- \$30,000 funding for the Mental Health Co-Responder
- \$66,500 for DARE officer's salaries (transferred to General Fund)
- Funding of \$30,056 for DARE equipment and supplies



# Special Parks & Recreation

SPECIAL PARKS & RECREATION FUND - 27

## Fund Description

To account for monies provided by state liquor taxation on private clubs and expended for the purchase, establishment and maintenance of services or programs for alcoholism prevention and education. Special Alcohol Funds are to be evenly distributed between the General Fund, Special Parks and Recreation Fund and the Special Alcohol Fund.

### Core Services

- Funding for parks capital improvement projects

## Expenditure Information

Expenditure Category	FY 2015 Actual	FY 2016 Actual	FY 2017 Original Budget	FY 2017 Revised Budget	FY 2018 Budget
Personal Services	\$0	\$0	\$0	\$0	\$0
Contractual Services	0	0	0	0	0
Commodities	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Transfers	252,441	248,925	255,046	255,046	256,556
Reserves	0	0	60,359	0	65,235
<b>Total</b>	<b>\$252,441</b>	<b>\$248,925</b>	<b>\$315,405</b>	<b>\$255,046</b>	<b>\$321,791</b>

### Major Budget Changes for FY 2018

- No major budget changes



# Tourism & Convention

TOURISM AND COVENTION FUND - 28

## Fund Description

To account for monies derived from transient guest tax levied on the gross rental receipts paid by guests for lodging to be used for promotion of tourism, conventions and economic development.

### Core Services

- Funding for Convention & Visitor's Bureau
- Funding for Economic Development Council
- Funding for art purchases
- Funding for Legler Barn operations

## Expenditure Information

Expenditure Category	FY 2015 Actual	FY 2016 Actual	FY 2017 Original Budget	FY 2017 Revised Budget	FY 2018 Budget
Personal Services	\$9,691	\$11,324	\$53,908	\$53,908	\$38,591
Contractual Services	547,190	547,848	552,748	552,748	562,748
Commodities	0	0	2,400	2,400	2,400
Capital Outlay	0	0	0	0	0
Debt Service	0	206,406	274,006	274,006	276,506
Transfers	23,000	23,000	269,938	269,938	879,755
Reserves	0	0	1,034,540	0	1,198,428
<b>Total</b>	<b>\$579,881</b>	<b>\$788,578</b>	<b>\$2,187,540</b>	<b>\$1,153,000</b>	<b>\$2,958,428</b>

### Major Budget Changes for FY 2018

- \$220,000 for the Convention & Visitor's Bureau
- \$335,000 for Lenexa Economic Development Council
- \$21,000 for art purchases
- \$48,739 for Legler Barn operations
- \$276,506 for debt service payments on the City Center East Conference Center

## Staffing

	FY 2015 Actual	FY 2016 Actual	FY 2017 Estimate	FY 2017 Revised	FY 2018 Budget
Full-Time Equivalent Positions	0.50	0.50	0.50	0.50	0.50



# Parks & Recreation Impact Fee

PARKS & RECREATION IMPACT FEE FUNDS – 40, 41, 42

## Fund Description

To account for monies provided by park impact fees imposed on new development and expended on parks and recreation facilities and public art. This fee ensures that new development bears a proportionate share of the cost of providing parks and recreation facilities.

### Core Services

- The Parks and Recreation Impact Fee Funds (PRIF) are divided into three designated PRIF Districts to ensure the projects are related to the demand generated by the new development in the PRIF District
- Expenditures are budgeted to finance eligible parks and recreation and public art projects

## Expenditure Information

Expenditure Category	FY 2015 Actual	FY 2016 Actual	FY 2017 Original Budget	FY 2017 Revised Budget	FY 2018 Budget
Personal Services	\$0	\$0	\$0	\$0	\$0
Contractual Services	0	0	0	0	0
Commodities	0	0	0	0	0
Capital Outlay	3,428	0	0	0	0
Transfers	24,598	0	400,000	400,000	440,000
Reserves	0	0	1,217,631	0	1,727,883
<b>Total</b>	<b>\$28,026</b>	<b>\$0</b>	<b>\$1,617,631</b>	<b>\$400,000</b>	<b>\$2,167,883</b>

### Major Budget Changes for FY 2018

- Transfer of funds to parks and recreation capital projects increases due to additional revenue from construction activity



# Street Tree

STREET TREE FUNDS – 43, 44, 45

## Fund Description

To account for monies received from building permits for the purpose of financing the landscaping of street-side property in areas under development.

### Core Services

- The Street Tree Funds are divided into three designated zones
- The funds are solely for the purpose of purchasing street tree planting for the zone in which the funds were collected

## Expenditure Information

Expenditure Category	FY 2015	FY 2016	FY 2017	FY 2017	FY 2018
	Actual	Actual	Original Budget	Revised Budget	Budget
Personal Services	\$0	\$0	\$0	\$0	\$0
Contractual Services	0	0	0	0	0
Commodities	69,353	21,811	55,000	55,000	55,000
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Reserves	0	0	390,971	0	392,938
<b>Total</b>	<b>\$69,353</b>	<b>\$21,811</b>	<b>\$445,971</b>	<b>\$55,000</b>	<b>\$447,938</b>

### Major Budget Changes for FY 2018

- No major budget changes



# Transportation Improvement Plan

TRANSPORTATION IMPROVEMENT PLAN FUNDS – 46,47,48

## Fund Description

To account for monies provided by traffic impact fees imposed on new development and expended on transportation operational improvements.

### Core Services

- The Transportation Improvement Program (TIP) is divided into three designated TIP Districts (Funds) to ensure the projects are related to the traffic demand generated by the new development
- Expenditures are budgeted to finance eligible transportation projects

## Expenditure Information

Expenditure Category	FY 2015 Actual	FY 2016 Actual	FY 2017 Original Budget	FY 2017 Revised Budget	FY 2018 Budget
Personal Services	\$0	\$0	\$0	\$0	\$0
Contractual Services	0	0	0	0	0
Commodities	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Transfers	616,132	210,000	370,000	370,000	498,000
Reserves	0	0	1,183,718	0	1,522,681
<b>Total</b>	<b>\$616,132</b>	<b>\$210,000</b>	<b>\$1,553,718</b>	<b>\$370,000</b>	<b>\$2,020,681</b>

### Major Budget Changes for FY 2018

- Transfers of funds to traffic capital projects increases due to additional revenue from construction activity



# Neighborhood Revitalization

NEIGHBORHOOD REVITALIZATION FUND - 50

## Fund Description

To provide for revitalization efforts to improve neighborhoods and continue the City's reputation as a safe, attractive and friendly community. The incentives encourage property owners to reinvest and increase the assessed value of their properties. The district boundaries are 85<sup>th</sup> Street on the north, 98<sup>th</sup> Street on the south, Goddard Street on the east, and Acuff Lane on the west. The district also includes two small portions of the city to the north and south of this area.

### Core Services

- Owners of single family homes or duplexes that are approved for the property tax rebate will receive an 85% rebate of the increase in property tax associated with the increased assessed valuation for 10 years. Owners of multi-family residential and commercial properties will receive a 75% rebate for 10 years

## Expenditure Information

Expenditure Category	FY 2015	FY 2016	FY 2017	FY 2017	FY 2018
	Actual	Actual	Original Budget	Revised Budget	Budget
Personal Services	\$0	\$0	\$0	\$0	\$0
Contractual Services	207,559	340,456	300,000	300,000	300,000
Commodities	0	0	0	0	0
Capital Outlay	0	0	0	0	0
Transfers	0	0	0	0	0
Reserves	0	0	155,176	0	69,202
<b>Total</b>	<b>\$207,559</b>	<b>\$340,456</b>	<b>\$455,176</b>	<b>\$300,000</b>	<b>\$369,202</b>

### Major Budget Changes for FY 2018

- No major budget changes



# City Center TIF

CITY CENTER TIF DISTRICT FUND - 51

## Fund Description

To account for monies received from Johnson County for the Tax Increment Financing (TIF) property tax increment to reimburse the city and developers for certified costs associated with the City Center TIF District.

### Core Services

- Reimbursing the city and developers for eligible costs associated with the City Center TIF District

## Expenditure Information

Expenditure Category	FY 2015 Actual	FY 2016 Actual	FY 2017 Original Budget	FY 2017 Revised Budget	FY 2018 Budget
Personal Services	\$0	\$0	\$0	\$0	\$0
Contractual Services	1,011	0	0	0	0
Commodities	0	0	0	0	0
Economic Development	297,295	907,351	3,439,715	3,439,715	4,468,545
Transfers	1,170,163	779,711	17,285	17,285	22,455
Reserves	0	0	852,708	0	1,396,992
<b>Total</b>	<b>\$1,468,469</b>	<b>\$1,687,062</b>	<b>\$4,309,708</b>	<b>\$3,457,000</b>	<b>\$5,887,992</b>

### Major Budget Changes for FY 2018

- TIF reimbursements increase due to assessed valuation growth within the TIF district



# Mining TIF District

MINING TIF DISTRICT FUND – 53

## Fund Description

To account for monies received from Johnson County for the Tax Increment Financing (TIF) property tax increment to reimburse developers for certified costs associated with the Mining TIF District.

### Core Services

- Reimbursing developers for eligible costs associated with the Mining TIF District

## Expenditure Information

Expenditure Category	FY 2015 Actual	FY 2016 Actual	FY 2017 Original Budget	FY 2017 Revised Budget	FY 2018 Budget
Personal Services	\$0	\$0	\$0	\$0	\$0
Contractual Services	0	0	0	0	0
Commodities	0	0	0	0	0
Economic Development	1,228,039	1,327,815	1,604,935	1,604,935	1,669,610
Transfers	2,694	3,013	8,065	8,065	8,390
Reserves	0	0	663	0	1,137
<b>Total</b>	<b>\$1,230,733</b>	<b>\$1,330,828</b>	<b>\$1,613,663</b>	<b>\$1,613,000</b>	<b>\$1,679,137</b>

### Major Budget Changes for FY 2018

- TIF reimbursements increase due to assessed valuation growth within the TIF district



# Ridgeview Mining TIF

RIDGEVIEW MINING TIF FUND – 54

## Fund Description

To account for monies received from the Tax Increment Financing (TIF) District for the purpose of redevelopment at the intersection of 95<sup>th</sup> and Renner Boulevard.

### Core Services

- Reimbursing developers for eligible costs associated with the Ridgeview Mining TIF District

## Expenditure Information

Expenditure Category	FY 2015 Actual	FY 2016 Actual	FY 2017 Original Budget	FY 2017 Revised Budget	FY 2018 Budget
Personal Services	\$0	\$0	\$0	\$0	\$0
Contractual Services	0	0	0	0	0
Commodities	0	0	0	0	0
Economic Development	55,688	0	958,185	958,185	771,125
Transfers	621,864	217,424	4,815	4,815	3,875
Reserves	0	0	43,961	0	560,464
<b>Total</b>	<b>\$677,552</b>	<b>\$217,424</b>	<b>\$1,006,961</b>	<b>\$963,000</b>	<b>\$1,335,464</b>

### Major Budget Changes for FY 2018

- TIF revenues decline due to the expiration of the original project plan for the district. Under previous state statute, TIF revenues included the entire mill levy. This changed with current state statute, which excludes 21.5 mills (20 mills for schools and 1.5 mills for the state) from TIF revenues. The new project plan for the Ridgeview Mining TIF district will be administered according to current state statute excluding the 21.5 mills from TIF revenues.



# Orchard Corners CID

ORCHARD CORNERS CID FUND – 56

## Fund Description

To account for monies received from the Community Improvement District (CID) District additional 1% city sales tax for the purpose of redevelopment in the Orchard Corners District.

### Core Services

- Reimbursing the developer for eligible costs associated with the Orchard Corners CID district

## Expenditure Information

Expenditure Category	FY 2015	FY 2016	FY 2017	FY 2017	FY 2018
	Actual	Actual	Original Budget	Revised Budget	Budget
Personal Services	\$0	\$0	\$0	\$0	\$0
Contractual Services	0	0	0	0	0
Commodities	0	0	0	0	0
Economic Development	550,411	512,395	643,500	643,500	643,500
Transfers	0	10,735	6,500	6,500	6,500
Reserves	0	0	119,088	0	106,397
<b>Total</b>	<b>\$550,411</b>	<b>\$523,130</b>	<b>\$769,088</b>	<b>\$650,000</b>	<b>\$756,397</b>

### Major Budget Changes for FY 2018

- No major budget changes



# Prairie Creek CID

PRAIRIE CREEK CID FUND – 57

## Fund Description

To account for monies received from the Community Improvement District (CID) District additional 1% city sales tax for the purpose of redevelopment in the Prairie Creek District.

### Core Services

- Reimbursing the developer for eligible costs associated with the Prairie Creek CID district

## Expenditure Information

Expenditure Category	FY 2015	FY 2016	FY 2017	FY 2017	FY 2018
	Actual	Actual	Original Budget	Revised Budget	Budget
Personal Services	\$0	\$0	\$0	\$0	\$0
Contractual Services	0	0	0	0	0
Commodities	0	0	0	0	0
Economic Development	84,238	73,157	99,000	99,000	99,000
Transfers	0	1,590	1,000	1,000	1,000
Reserves	0	0	14,596	0	11,257
<b>Total</b>	<b>\$84,238</b>	<b>\$74,747</b>	<b>\$114,596</b>	<b>\$100,000</b>	<b>\$111,257</b>

### Major Budget Changes for FY 2018

- No major budget changes



# Quivira 95 CID

QUIVIRA 95 CID FUND – 58

## Fund Description

To account for monies received from the Community Improvement District (CID) District additional 1% city sales tax for the purpose of redevelopment in the northwest corner of 95th Street and Quivira Road.

### Core Services

- Reimbursing the developer for eligible costs associated with the Quivira 95 CID district

## Expenditure Information

Expenditure Category	FY 2015 Actual	FY 2016 Actual	FY 2017 Original Budget	FY 2017 Revised Budget	FY 2018 Budget
Personal Services	\$0	\$0	\$0	\$0	\$0
Contractual Services	0	0	0	0	0
Commodities	0	0	0	0	0
Economic Development	32,069	39,220	51,480	51,480	51,480
Transfers	0	720	520	520	520
Reserves	0	0	4,168	0	6,710
<b>Total</b>	<b>\$32,069</b>	<b>\$39,940</b>	<b>\$56,168</b>	<b>\$52,000</b>	<b>\$58,710</b>

### Major Budget Changes for FY 2018

- No major budget changes



# Greystone Plaza CID

GREYSTONE PLAZA CID FUND – 59

## Fund Description

To account for monies received from the Community Improvement District (CID) District additional 1% city sales tax for the purpose of redevelopment in the Greystone Plaza area located north of 87th Street Parkway and west of Rosehill Road.

### Core Services

- Reimbursing the developer for eligible costs associated with the Greystone Plaza CID district

## Expenditure Information

Expenditure Category	FY 2015 Actual	FY 2016 Actual	FY 2017 Original Budget	FY 2017 Revised Budget	FY 2018 Budget
Personal Services	\$0	\$0	\$0	\$0	\$0
Contractual Services	0	0	0	0	0
Commodities	0	0	0	0	0
Economic Development	48,436	37,147	44,550	44,550	59,400
Transfers	0	865	450	450	600
Reserves	0	0	6,127	0	8,534
<b>Total</b>	<b>\$48,436</b>	<b>\$38,012</b>	<b>\$51,127</b>	<b>\$45,000</b>	<b>\$68,534</b>

### Major Budget Changes for FY 2018

- CID reimbursement increases due to new retail establishments opening within the CID district



# City Center East #1 CID

CITY CENTER EAST #1 CID FUND – 61

## Fund Description

To account for monies received from the Community Improvement District (CID) District additional 1% city sales tax for the purpose of redevelopment in the City Center East Village that contains an office building (primarily occupied by AMN Healthcare – B.E. Smith) and the Grand Street cafe.

### Core Services

- Reimbursing the developer for eligible costs associated with the City Center East #1 CID district

## Expenditure Information

Expenditure Category	FY 2015	FY 2016	FY 2017	FY 2017	FY 2018
	Actual	Actual	Original Budget	Revised Budget	Budget
Personal Services	\$0	\$0	\$0	\$0	\$0
Contractual Services	0	0	0	0	0
Commodities	0	0	0	0	0
Economic Development	27,205	34,556	39,600	39,600	41,580
Transfers	0	624	400	400	420
Reserves	0	0	9,253	0	7,982
<b>Total</b>	<b>\$27,205</b>	<b>\$35,180</b>	<b>\$49,253</b>	<b>\$40,000</b>	<b>\$49,982</b>

### Major Budget Changes for FY 2018

- CID reimbursement increases due to sales tax growth within the CID district



# City Center East #2 CID

CITY CENTER EAST #2 CID FUND – 62

## Fund Description

To account for monies received from the Community Improvement District (CID) District additional 1% city sales tax for the purpose of redevelopment which includes the portion of the City Center East Village that contains the Hyatt Place hotel and Ignite restaurant.

### Core Services

- Reimbursing the developer for eligible costs associated with the City Center East #2 CID district

## Expenditure Information

Expenditure Category	FY 2015 Actual	FY 2016 Actual	FY 2017 Original Budget	FY 2017 Revised Budget	FY 2018 Budget
Personal Services	\$0	\$0	\$0	\$0	\$0
Contractual Services	0	0	0	0	0
Commodities	0	0	0	0	0
Economic Development	0	0	89,100	89,100	89,100
Transfers	0	215	900	900	900
Reserves	0	0	0	0	30,907
<b>Total</b>	<b>\$0</b>	<b>\$215</b>	<b>\$90,000</b>	<b>\$90,000</b>	<b>\$120,907</b>

### Major Budget Changes for FY 2018

- No major budget changes.



# I-35 & 95th Street TIF

I-35 & 95<sup>th</sup> STREET TIF FUND – 63

## Fund Description

To account for monies received from the Tax Increment Financing (TIF) District for the purpose of redevelopment at the intersection of I-35 and 95<sup>th</sup> Street.

### Core Services

- Reimbursing the developer for eligible costs associated with the I-35 and 95<sup>th</sup> Street development

## Expenditure Information

Expenditure Category	FY 2015 Actual	FY 2016 Actual	FY 2017 Original Budget	FY 2017 Revised Budget	FY 2018 Budget
Personal Services	\$0	\$0	\$0	\$0	\$0
Contractual Services	0	0	0	0	0
Commodities	0	0	0	0	0
Economic Development	0	0	83,580	83,580	1,197,980
Transfers	0	0	420	420	6,020
Reserves	0	0	0	0	0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$84,000</b>	<b>\$84,000</b>	<b>\$1,204,000</b>

### Major Budget Changes for FY 2018

- The first TIF distribution for Project Plan #1 (northwest corner of 95th Street and Quivira) occurred in 2017; estimated reimbursements from TIF revenues increase due to Project Plan 4 (city landscaping improvements for I-35 and 95<sup>th</sup> Street interchange), which covers the entire TIF district.



# SpringHill Suites CID

SPRINGHILL SUITES CID FUND – 64

## Fund Description

To account for monies received from the Community Improvement District (CID) District additional 1% city sales tax for the purpose of redevelopment which includes the portion of the

### Core Services

- Reimbursing the developer for eligible costs associated with the SpringHill Suites CID district

## Expenditure Information

Expenditure Category	FY 2015 Actual	FY 2016 Actual	FY 2017 Original Budget	FY 2017 Revised Budget	FY 2018 Budget
Personal Services	\$0	\$0	\$0	\$0	\$0
Contractual Services	0	0	0	0	0
Commodities	0	0	0	0	0
Economic Development	0	0	0	0	43,560
Transfers	0	0	0	0	440
Reserves	0	0	0	0	0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$44,000</b>

### Major Budget Changes for FY 2018

- CID was effective on July 1, 2017.



# Candlewood Suites CID

CANDLEWOOD SUITES CID FUND – 65

## Fund Description

To account for monies received from the Community Improvement District (CID) District additional 1% city sales tax for the purpose of redevelopment which includes the portion of the

### Core Services

- Reimbursing the developer for eligible costs associated with the Candlewood Suites CID district

## Expenditure Information

Expenditure Category	FY 2015 Actual	FY 2016 Actual	FY 2017 Original Budget	FY 2017 Revised Budget	FY 2018 Budget
Personal Services	\$0	\$0	\$0	\$0	\$0
Contractual Services	0	0	0	0	0
Commodities	0	0	0	0	0
Economic Development	0	0	0	0	23,760
Transfers	0	0	0	0	240
Reserves	0	0	0	0	0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$24,000</b>

### Major Budget Changes for FY 2018

- CID was effective on October 1, 2017.



# Holiday Inn Express CID

HOLIDAY INN EXPRESS CID FUND - 66

## Fund Description

To account for monies received from the Community Improvement District (CID) District additional 1% city sales tax for the purpose of redevelopment which includes the portion of the

### Core Services

- Reimbursing the developer for eligible costs associated with the Holiday Inn Express CID district

## Expenditure Information

<b>Expenditure Category</b>	<b>FY 2015 Actual</b>	<b>FY 2016 Actual</b>	<b>FY 2017 Original Budget</b>	<b>FY 2017 Revised Budget</b>	<b>FY 2018 Budget</b>
Personal Services	\$0	\$0	\$0	\$0	\$0
Contractual Services	0	0	0	0	0
Commodities	0	0	0	0	0
Economic Development	0	0	0	0	27,720
Transfers	0	0	0	0	280
Reserves	0	0	0	0	0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$28,000</b>

### Major Budget Changes for FY 2018

- CID was effective on October 1, 2017.



# Stormwater

STORMWATER FUND - 80

## Mission Statement

Maintain and enhance Lenexa's stormwater management system by implementing innovative and sustainable stormwater management practices.

### Core Services

- Operate, inspect, maintain and construct stormwater collection systems, drainage structures, stormwater quality BMP's and stream stabilization, restorations and enhancements
- Implement stormwater management plan to meet regulatory requirements that address flood control, water quality, public education and protecting the natural environment
- Coordinate stormwater management activities with other departments and agencies to provide recreational opportunities, limit stormwater impact on street infrastructure and enhance the quality of new construction and redevelopment throughout the city

### Accomplishments for 2016

- Installed 5,180 native plants in new and existing storm water facilities and streams
- Completed 6 stream bank stabilization projects to repair and prevent erosion
- Continued the use of volunteers to assist with stream cleaning, plant installation, seed collection and honey suckle removal for a total of 231.5 hours
- Removed 326 bags of trash and 90 bags of recyclable material from streams and BMPs
- Removed 9 fallen trees from streams
- Removed 1,237 cubic yards of sediment and debris by sweeping streets
- Inspected 119,072 feet of pipe
- Completed 15 pipe repairs that had caused sink holes
- Replaced 7 pipes totaling 210 feet that were beyond repair
- Performed structure lining and lined 95 structures

### Objectives for FY 2017/2018

- Respond to citizen requests related to Stormwater maintenance and repair
- Inspect, maintain, construct, and manage stormwater assets to ensure integrity and function
- Coordinate pipe replacement program with pavement management program on a yearly basis
- Re-inspect storm structure lining project locations and determine future lining opportunities
- Improve recycling program when performing BMP and stream trash removal
- Formulate a plan to dredge sediment from City ponds and wetlands
- Implement an improved pollution prevention and good housekeeping program
- Continue effort of improving our use of volunteer programs
- Continue effort of improving our education and outreach programs

### Future Opportunities/Issues

- Maintenance of existing and additional BMP's
- Increased regulations on stormwater
- City Center stormwater maintenance
- Continued maintenance and repairs of aging and deteriorating infrastructure
- Implementing an ongoing dredging program for City ponds and wetlands
- Competing needs between replacement and relining of aging and deteriorating pipe
- New Johnson County SMAC strategic plan

### Key Performance Measures

	FY 2015	FY 2016	FY 2017	FY 2018
Objective: % of citizen survey respondents who are "satisfied" or "very satisfied" with the quality of the city's stormwater/runoff management is 80% or greater	84%	85%	85%	85%

### Expenditure Information

Expenditure Category	FY 2015 Actual	FY 2016 Actual	FY 2017 Original Budget	FY 2017 Revised Budget	FY 2018 Budget
Personal Services	\$1,285,664	\$1,277,182	\$1,472,798	\$1,472,798	\$1,636,175
Contractual Services	89,715	101,931	167,995	167,995	172,195
Commodities	52,170	64,889	132,870	132,870	133,180
Capital Outlay	183,307	213,760	0	214,483	75,000
Debt Service	3,822,306	3,864,769	4,111,014	3,825,113	4,078,915
Transfers	662,717	1,160,336	400,000	600,000	1,300,000
Reserves	0	0	1,033,001	0	827,016
<b>Total</b>	<b>\$6,095,879</b>	<b>\$6,682,867</b>	<b>\$7,317,678</b>	<b>\$6,413,259</b>	<b>\$8,222,481</b>

### Major Budget Changes for FY 2018

- Debt service and transfers are adjusted to incorporate stormwater projects funded in FY 2017-2021 Capital Improvement Program
- Addition of a Stormwater Superintendent and a Stormwater Maintenance Worker

### Staffing

	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Revised	FY 2018 Budget
Full-Time Equivalent Positions	18.00	17.50	18.10	18.10	20.10



# Rec Center

REC CENTER FUND – 82

## Mission Statement

Lenexa Parks and Recreation strengthens community through exceptional people, programs, facilities and festivals.

### Core Services

- Offer a variety of quality programs and services for all ages to keep them engaged and active
- Provide a safe and affordable place for our community members to recreate and socialize
- Maintain excellent facilities and services that help our customers live better lives
- Create and maintain an environment of community through our programs and services

### Objectives for FY 2017/2018

- Successful charter membership drive
- Order and install furniture and user friendly equipment for the facility
- Successful opening of the facility in July 2017
- Hire and train enthusiastic staff
- Stage Rec Center grand opening event to draw interest to the facility and showcase the amenities
- Create and launch a facility rentals program including birthday party rentals
- Develop adaptive programming options for sports, aquatics and fitness
- Implement a scholarship program for Rec Center programs and memberships
- Develop wellness assessment plan for assisting with member engagement
- Work towards revenue recovery goal schedule

### Future Opportunities/Issues

- Plan for capital replacement needs
- Ensure the equipment replacement fund remains healthy to assist with member retention and engagement
- Sustained growth of programming to include membership and outdoor areas
- Team building to promote collaboration and avoid burnout

## Key Performance Measures

	FY 2015	FY 2016	FY 2017	FY 2018
Objective: % of citizen survey respondents who are “satisfied” or “very satisfied” with the quality of Rec Center facilities is 93% or greater.	N/A	N/A	93%	93%
Objective: % of citizen survey respondents who are “satisfied” or “very satisfied” with the quality of Rec Center fitness equipment options is 85% or greater.	N/A	N/A	85%	85%

	FY 2015	FY 2016	FY 2017	FY 2018
Objective: % of citizen survey respondents who are “satisfied” or “very satisfied” with quantity of Rec Center program options is 87% or greater.	N/A	N/A	87%	87%
Objective: % of citizen survey respondents who are “satisfied” or “very satisfied” with the quality of Rec Center programs and services is 85% or greater.	N/A	N/A	85%	85%
Objective: % of citizen survey respondents who are “satisfied” or “very satisfied” with the cleanliness of Rec Center facilities is 93% or greater.	N/A	N/A	93%	93%
Objective: % of citizen survey respondents who are “satisfied” or “very satisfied” with the Rec Center usage pricing options to the value received is 75% or greater.	N/A	N/A	75%	75%

## Expenditure Information

Expenditure Category	FY 2015	FY 2016	FY 2017	FY 2017	FY 2018
	Actual	Actual	Original Budget	Revised Budget	Budget
Personal Services	\$0	\$0	\$1,121,010	\$1,121,010	\$1,471,550
Contractual Services	0	0	253,993	253,993	448,993
Commodities	0	0	119,185	119,185	151,605
Capital Outlay	0	0	34,220	34,220	25,000
Debt Service	0	0	0	0	0
Transfers	0	0	0	0	0
Reserves	0	0	0	0	0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$1,528,408</b>	<b>\$1,528,408</b>	<b>\$2,097,148</b>

## Major Budget Changes for FY 2018

- Budget includes funding for a full year of operation of the Rec Center (2018 FTE's increase due to a full year of operation)

## Staffing

	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Revised	FY 2018 Budget
<b>Full-Time Equivalent Positions</b>	0.00	0.00	29.05*	29.05*	47.08

\*2017 FTE's are for a partial year of operation.



# Non-Budgeted Funds

**Annual Budget Document  
2018  
City of Lenexa  
January 1 - December 31**



# Non-Budgeted Funds

The city's non-budgeted funds consist of special revenue funds, expendable trust funds and internal service fund types. Typically, these funds are used to account for revenues derived from specific sources, which are designated to finance particular functions or activities of the city. Applicable Kansas statutes require that annual budgets be legally adopted for all funds unless exempted by a specific statute. Control over spending in funds that are not subject to legal budgets is maintained by the use of internal spending limits established by the city.

03 *Lenexa Foundation Fund*  
To account for monies provided by public donations and restricted contributions.

10 *Capital Improvement Fund (C.I.F.)*  
To account for monies transferred from the General Fund and any other city funds for the purpose of financing authorized capital improvement projects and expenditures for machinery and equipment. Included in the 2018 budget is a \$14,432,244 transfer to this fund and is distributed as follows:

<b>3/8 Cent Sales Tax:</b> This sales tax will be used for parks/civic projects and the Pavement Maintenance Program.	\$6,397,972
<b>1/4 Cent County Sales/Use Tax:</b> This sales tax will be used for public safety projects.	\$1,636,314
<b>Capital Projects:</b> These monies will be added to the 2017-2021 CIP to help fund various capital projects.	\$6,376,958
<b>Art Projects:</b> These monies will be added to the CIF to help fund the purchase of art for the City.	\$21,000

15 *Grants*  
To account for monies received by various Grants and to fund a specific purpose. (i.e. Sobriety/Saturation Grant and STEP).

20 *Law Enforcement Trust Fund*  
To account for monies received from the confiscation and sale of items seized in drug related offenses.

21 *Legal Trust Fund*  
To account for monies received from the confiscation and sale of items seized in drug related offenses and also proceeds from certain state grant programs.

73 *Facilities Maintenance Fund*  
To account for monies transferred from the General Fund and Capital Improvement Fund and reserved for repairs to city buildings. In the 2018 budget, \$500,000 has been allocated to transfer to this fund.

75 *Equipment Reserve Fund*  
To account for monies transferred from the General Fund and Capital Improvement Fund to provide for level funding of equipment replacements in all city departments. In the 2018 budget, \$1,500,000 has been allocated to transfer to this fund.

- 85 *Health Plan Fund*  
To account for the City of Lenexa's self insured health plan for employees, retirees, and individuals eligible for continued coverage.
- 86 *Risk Management Fund*  
To account for monies transferred from the General Fund and reserved for the purpose of paying claims and related costs arising from legal action and settlement.
- 87 *Workers Compensation Fund*  
To account for the city's self insured worker's compensation plan for employees.
- 90 *Pension Trust Fund*  
To account for the accumulation of resources for pension benefit payments from the City's Defined Benefit Pension Plan.



# Appendix

**Annual Budget Document  
2018  
City of Lenexa  
January 1 - December 31**



# Personnel

A total of 537.49 full-time equivalent (FTE) positions are included in the recommended budget for FY 2018. The recommended budget increases the number of authorized positions by 37.49 FTE positions. The primary increase in the FTE's is due to the conversion from a partial year of operation to a full year of operation for the Rec Center, Public Market and City Hall, which equates to 20.53 FTE's. An additional 16.41 FTE's are included in various departments to meet increasing service demands. Additional public safety positions are funded which include 3 Firefighter positions, 2 Police Dispatchers and a new Emergency Management Coordinator position. Administrative positions include a new Licensing & Permit Technician, a Senior Accountant, a Receptionist and a part time Municipal Court Clerk.

The following table lists the budgeted FTE positions by department for FY 2015 through FY 2018.

<u>Department</u>	<u>FY 2015</u>	<u>FY 2016</u>	<u>FY 2017 Budget</u>	<u>FY 2017 Revised</u>	<u>FY 2018 Budget</u>
Executive	5.50	6.50	7.13	7.13	8.00
Communications	3.00	3.00	3.00	4.00	4.00
Court	5.50	5.50	5.50	5.50	6.00
Finance	6.00	6.00	6.00	6.00	7.00
Human Resources	6.50	6.75	7.00	7.00	7.00
Enterprise Systems & Technology	13.00	13.00	13.00	14.00	14.00
Legal	8.76	8.76	8.79	8.88	8.88
Community Development	39.92	39.17	40.17	40.17	42.17
Fire	87.00	89.50	94.50	94.50	95.73
Police	134.35	142.75	144.33	144.81	148.23
Emergency Management	0.00	0.00	0.00	0.00	1.00
Municipal Services (includes Stormwater)	66.75	67.00	67.75	67.75	71.00
Parks and Recreation (includes Rec Center)	72.35	72.20	102.83	102.83	124.48
<b>Totals</b>	<b>448.63</b>	<b>460.13</b>	<b>500.00</b>	<b>502.57</b>	<b>537.49</b>

A detailed listing of budgeted positions by department and activity is presented in the following section. The numbers for 2015 Actual, 2016 Actual, 2017 Budget, 2017 Revised, and 2018 Budget are based on FTE calculations and include full-time, regular part-time, and seasonal positions.



# Personnel

## 01 FUND: 011 EXECUTIVE: CITY ADMINISTRATOR

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Administrative Assistant	0.00	0.50	0.50	0.50	0.50
Assistant City Administrator	1.00	0.00	0.00	0.00	0.00
Assistant to the City Administrator	1.00	1.00	1.00	1.00	1.00
City Administrator	1.00	1.00	1.00	1.00	1.00
Community Engagement Specialist	1.00	0.00	0.00	0.00	0.00
Deputy City Administrator	0.00	1.00	1.00	1.00	1.00
Executive Assistant	0.50	0.00	0.00	0.00	0.00
Office Coordinator	0.00	1.00	1.00	1.00	1.00
DIVISION TOTAL	4.50	4.50	4.50	4.50	4.50

## 01 FUND: 014 EXECUTIVE: CITY CLERK

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
City Clerk	1.00	1.00	1.00	1.00	1.00
DIVISION TOTAL	1.00	1.00	1.00	1.00	1.00

## 01 FUND: 015 EXECUTIVE: PUBLIC MARKET

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Public Market Manager	0.00	1.00	1.00	1.00	1.00
Public Market Concierge	0.00	0.00	0.63	0.63	1.50
DIVISION TOTAL	0.00	1.00	1.63	1.63	2.50
EXECUTIVE TOTAL	5.50	6.50	7.13	7.13	8.00

## 01 FUND: 012 COMMUNICATIONS: COMMUNICATIONS

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Communications Manager	1.00	1.00	1.00	1.00	1.00
Communications Specialist	2.00	2.00	2.00	3.00	3.00
DIVISION TOTAL	3.00	3.00	3.00	4.00	4.00
COMMUNICATIONS TOTAL	3.00	3.00	3.00	4.00	4.00

## 01 FUND: 013 MUNICIPAL COURT: COURT

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Municipal Court Clerk	4.50	4.50	4.50	4.50	5.00
Municipal Court Manager	1.00	1.00	1.00	1.00	1.00
DIVISION TOTAL	5.50	5.50	5.50	5.50	6.00
COURT TOTAL	5.50	5.50	5.50	5.50	6.00

**01 FUND: 100 FINANCE: FINANCE**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Accountant	4.00	4.00	4.00	4.00	5.00
Assistant Chief Financial Officer	1.00	1.00	1.00	1.00	1.00
Chief Financial Officer	1.00	1.00	1.00	1.00	1.00
DIVISION TOTAL	6.00	6.00	6.00	6.00	7.00
FINANCE TOTAL	6.00	6.00	6.00	6.00	7.00

**01 FUND: 110 HUMAN RESOURCES: HUMAN RESOURCES**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Benefits Assistant	0.00	0.00	1.00	1.00	1.00
Human Resources Assistant	1.50	1.75	1.00	1.00	1.00
Human Resources Director	1.00	1.00	1.00	1.00	1.00
Human Resources Manager	2.00	2.00	2.00	2.00	2.00
Human Resources Specialist*	2.00	2.00	2.00	2.00	2.00
DIVISION TOTAL	6.50	6.75	7.00	7.00	7.00

\* 60% of one Human Resources Specialist position is charged to the workers compensation fund.

HUMAN RESOURCES TOTAL	6.50	6.75	7.00	7.00	7.00
-----------------------	------	------	------	------	------

**01 FUND: 150 ENTERPRISE SYSTEMS & TECHNOLOGY: ENTERPRISE SYSTEMS & TECHNOLOGY**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Database Administrator	1.00	1.00	1.00	1.00	1.00
EST Manager	1.00	1.00	1.00	1.00	1.00
GIS Analyst	1.00	1.00	1.00	1.00	1.00
GIS Architect (Programmer)	1.00	0.00	0.00	0.00	0.00
GIS Specialist	0.00	1.00	1.00	1.00	1.00
Information Specialist	1.00	1.00	1.00	1.00	1.00
Network Administrator	1.00	1.00	1.00	1.00	1.00
Programmer Analyst	2.00	2.00	2.00	2.00	2.00
Sharepoint Administrator/Webmaster	1.00	1.00	1.00	1.00	0.00
Solution Center Analyst	2.00	2.00	2.00	3.00	3.00
Systems Administrator	1.00	1.00	1.00	1.00	2.00
Systems Engineer	1.00	1.00	1.00	1.00	1.00
DIVISION TOTAL	13.00	13.00	13.00	14.00	14.00
ENTERPRISE SYSTEMS & TECHNOLOGY TOTAL	13.00	13.00	13.00	14.00	14.00

**01 FUND: 180 LEGAL: LEGAL**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Administrative Assistant	0.50	0.50	0.50	0.50	0.50
Assistant City Attorney	1.63	3.00	3.00	3.00	3.00
City Attorney	1.00	1.00	1.00	1.00	1.00
Deputy City Attorney	1.00	0.00	0.66	0.75	0.75
Legal Assistant	1.00	1.00	1.00	1.00	1.00
DIVISION TOTAL	5.13	5.50	6.16	6.25	6.25

**01 FUND: 181 LEGAL: PROSECUTION**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Assistant City Attorney	1.00	0.63	0.00	0.00	0.00
Legal Assistant	1.00	1.00	1.00	1.00	1.00
Prosecutor	1.63	1.63	1.63	1.63	1.63
DIVISION TOTAL	3.63	3.26	2.63	2.63	2.63
LEGAL TOTAL	8.76	8.76	8.79	8.88	8.88

**01 FUND: 200 COMMUNITY DEVELOPMENT: ADMINISTRATION**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Administrative Support	3.00	1.00	1.00	1.00	2.00
Assistant to the City Administrator	1.00	1.00	1.00	1.00	1.00
Community Development Director	1.00	1.00	1.00	1.00	1.00
Contract Specialist	0.00	1.00	1.00	1.00	1.00
Deputy Community Development Director*	1.00	1.00	1.00	1.00	1.00
Licensing & Permit Technician	3.00	3.00	3.00	3.00	4.00
Licensing & Permitting Supervisor	1.00	1.00	1.00	1.00	1.00
Planning Services Specialist	0.00	1.00	1.00	1.00	1.00
DIVISION TOTAL	10.00	10.00	10.00	10.00	12.00

\*20% of Deputy Community Development Director position is funded by the Stormwater Fund.

**01 FUND: 201 COMMUNITY DEVELOPMENT: COMMUNITY STANDARDS**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Community Standards Officer	2.00	2.00	2.00	2.00	2.00
Community Standards Officer (seasonal)	0.67	0.67	0.67	0.67	0.67
Community Standards Supervisor	1.00	1.00	1.00	1.00	1.00
DIVISION TOTAL	3.67	3.67	3.67	3.67	3.67

**01 FUND: 202 COMMUNITY DEVELOPMENT: BUILDING INSPECTION**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Building Services Supervisor	1.00	1.00	1.00	1.00	1.00
Plans Analyst	1.75	1.75	2.00	2.00	2.00
Building Inspector	4.75	4.00	4.75	4.75	4.75
DIVISION TOTAL	7.50	6.75	7.75	7.75	7.75

**01 FUND: 203 COMMUNITY DEVELOPMENT: LAND USE/REVIEW**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Community Development Technician	1.00	1.00	1.00	1.00	1.00
Development Review Administrator	1.00	1.00	1.00	1.00	1.00
Planner	3.00	3.00	3.00	3.00	3.00
DIVISION TOTAL	5.00	5.00	5.00	5.00	5.00

**01 FUND: 204 COMMUNITY DEVELOPMENT: DEVELOPMENT ENGINEERING**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Community Development Technician (Traffic)	1.00	1.00	1.00	1.00	1.00
Construction Inspector	4.75	4.75	4.75	4.75	4.75
Development Engineering/Construction Services Admin.	1.00	1.00	1.00	1.00	1.00
Field Engineer Superintendent	1.00	1.00	1.00	1.00	1.00
Pavement Management Program Coordinator	1.00	1.00	0.00	0.00	0.00
Right of Way Manager	1.00	1.00	1.00	1.00	1.00
Right of Way Technician	1.00	1.00	1.00	1.00	1.00
Staff Engineer/Project Manager	1.00	1.00	2.00	2.00	2.00
Traffic Engineer	1.00	1.00	1.00	1.00	1.00
Transportation Manager	1.00	1.00	1.00	1.00	1.00
DIVISION TOTAL	13.75	13.75	13.75	13.75	13.75
COMMUNITY DEVELOPMENT TOTAL	39.92	39.17	40.17	40.17	42.17

**01 FUND: 300 FIRE: FIRE ADMINISTRATION**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Customer Service Representative	1.00	1.00	1.00	1.00	1.00
Deputy Fire Chief	1.00	0.00	0.00	0.00	0.00
Fire Battalion Chief	0.00	1.00	1.00	1.00	1.00
Fire Captain	2.00	0.00	0.00	0.00	0.00
Fire Chief	1.00	1.00	1.00	1.00	1.00
Fire Division Chief	1.00	1.00	1.00	1.00	1.00
DIVISION TOTAL	6.00	4.00	4.00	4.00	4.00

**01 FUND: 300 FIRE: FIRE ADMINISTRATION (TRAINING)**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Fire Division Chief	0.00	1.00	1.00	1.00	1.00
Fire Battalion Chief	0.00	1.00	1.00	1.00	1.00
Fire Captain	0.00	2.00	2.00	2.00	2.00
DIVISION TOTAL	0.00	4.00	4.00	4.00	4.00

**01 FUND: 301 FIRE: FIRE OPERATIONS**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Fire Battalion Chief	4.00	3.00	3.00	3.00	3.00
Fire Captain	15.00	15.00	15.00	15.00	15.00
Fire Division Chief	1.00	1.00	1.00	1.00	1.00
Firefighter/Fire Medic/Lieutenant	56.00	57.00	61.00	61.00	64.00
DIVISION TOTAL	76.00	76.00	80.00	80.00	83.00

**01 FUND: 302 FIRE: FIRE PLANNING**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Fire Captain	2.00	2.00	3.00	3.00	2.00
Fire Division Chief	1.00	1.00	1.00	1.00	1.00
Fire Lieutenant	2.00	2.00	2.00	2.00	1.00
Fire Prevention Support	0.00	0.50	0.50	0.50	0.73
DIVISION TOTAL	5.00	5.50	6.50	6.50	4.73
FIRE TOTAL	87.00	89.50	94.50	94.50	95.73

**01 FUND: 350 POLICE: ADMINISTRATION**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Administrative Support	1.00	1.00	1.00	1.23	1.23
Crime Analyst	0.00	1.00	1.00	1.00	1.00
Custodian	1.75	1.75	1.75	2.00	2.00
Database Administrator	1.00	1.00	1.00	1.00	1.00
Information Systems Specialist	2.00	2.00	2.00	2.00	2.00
Police Captain	1.00	1.00	1.00	1.00	1.00
Police Chief	1.00	1.00	1.00	1.00	1.00
Police Dispatcher	13.00	13.00	13.00	13.00	16.00
Police Major	1.00	2.00	2.00	2.00	2.00
Police Sergeant	1.00	2.00	2.00	2.00	2.00
Public Service Officer	9.00	10.00	10.00	10.00	10.00
Technical Services Manager	1.00	1.00	1.00	1.00	1.00
Technical Services Specialist	3.00	3.00	3.00	3.00	3.00
Unit Supervisors	5.00	5.00	5.00	5.00	5.00
Video Network Technician	1.00	1.00	1.00	1.00	1.00
Video Security Systems Administrator	0.00	0.00	1.00	1.00	1.00
<b>DIVISION TOTAL</b>	<b>41.75</b>	<b>45.75</b>	<b>46.75</b>	<b>47.23</b>	<b>50.23</b>

**01 FUND: 351 POLICE: INVESTIGATION**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Administrative Support	1.00	1.00	1.00	1.00	1.00
Police Corporals/MPO/Officers	12.00	9.00	9.00	9.00	9.00
Police Major	1.00	0.00	0.00	0.00	0.00
Police Sergeant	2.00	1.00	1.00	1.00	1.00
<b>DIVISION TOTAL</b>	<b>16.00</b>	<b>11.00</b>	<b>11.00</b>	<b>11.00</b>	<b>11.00</b>

**01 FUND: 352 POLICE: PATROL**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Animal Control Officer	3.00	3.00	3.00	3.00	3.00
Court Security Officer	0.60	1.00	1.00	1.00	1.00
Crime Analyst	1.00	0.00	0.00	0.00	0.00
Police Captain	3.00	4.00	4.00	4.00	4.00
Police Corporals/MPO/Police Officers	58.00	67.00	67.58	67.58	68.00
Police Equipment Technician	1.00	1.00	1.00	1.00	1.00
Police Major	1.00	1.00	1.00	1.00	1.00
Police Sergeant	9.00	9.00	9.00	9.00	9.00
<b>DIVISION TOTAL</b>	<b>76.60</b>	<b>86.00</b>	<b>86.58</b>	<b>86.58</b>	<b>87.00</b>
<b>POLICE TOTAL</b>	<b>134.35</b>	<b>142.75</b>	<b>144.33</b>	<b>144.81</b>	<b>148.23</b>

**01 FUND: 380 EMERGENCY MANAGEMENT: EMERGENCY MANAGEMENT**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Emergency Management Coordinator	0.00	0.00	0.00	0.00	1.00
<b>DIVISION TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1.00</b>
<b>EMERGENCY MANAGEMENT TOTAL</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1.00</b>

**01 FUND: 400 MUNICIPAL SERVICES: ADMINISTRATION**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Administration Support	2.00	2.00	2.00	2.00	2.00
Asset Management Technician	0.00	1.00	0.70	0.70	0.70
Asset Systems Coordinator	0.00	0.50	0.20	0.20	0.20
Assistant Municipal Services Director	1.00	1.00	1.00	1.00	1.00
Municipal Services Director*	1.00	1.00	1.00	1.00	1.00
Pavement Management Technician	1.00	1.00	1.00	1.00	1.00
Construction Inspector (PMP)	0.00	0.00	0.00	0.00	1.00
Program Coordinator	0.75	0.00	0.00	0.00	0.00
<b>DIVISION TOTAL</b>	<b>5.75</b>	<b>6.50</b>	<b>5.90</b>	<b>5.90</b>	<b>6.90</b>

\* 20% of the Municipal Services Director and 15% of the Assistant Municipal Services position is charged to the Stormwater Fund.

**01 FUND: 401 MUNICIPAL SERVICES: OPERATIONS - HIGHWAYS & STREETS**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Maintenance Worker	16.00	16.00	16.00	16.00	16.00
Street Foreman	4.00	4.00	4.00	4.00	4.00
Street Superintendent	1.00	1.00	1.00	1.00	1.00
<b>DIVISION TOTAL</b>	<b>21.00</b>	<b>21.00</b>	<b>21.00</b>	<b>21.00</b>	<b>21.00</b>

**01 FUND: 402 MUNICIPAL SERVICES: TRAFFIC**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Traffic Maintenance Worker	1.00	1.00	0.00	0.00	0.00
Traffic Sign Technician	2.00	1.00	1.00	1.00	1.00
Traffic Signal Technician	1.00	2.00	3.00	3.00	3.00
Traffic Superintendent	1.00	1.00	1.00	1.00	1.00
<b>DIVISION TOTAL</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>	<b>5.00</b>

**01 FUND: 403 MUNICIPAL SERVICES: FACILITIES MANAGEMENT**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Administration Support	0.00	1.00	1.00	1.00	1.00
Facilities Foreman	1.00	1.00	1.00	1.00	1.00
Facilities Maintenance Technician	4.00	4.00	4.75	4.75	5.00
Facilities Management Specialist	1.00	0.00	0.00	0.00	0.00
Facilities Manager	1.00	1.00	1.00	1.00	1.00
<b>DIVISION TOTAL</b>	<b>7.00</b>	<b>7.00</b>	<b>7.75</b>	<b>7.75</b>	<b>8.00</b>

**01 FUND: 404 MUNICIPAL SERVICES: OPERATIONS - FLEET MAINTENANCE**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Body Mechanic	1.00	1.00	1.00	1.00	1.00
Equipment Mechanic	6.00	6.00	6.00	6.00	6.00
Fleet Superintendent	1.00	1.00	1.00	1.00	1.00
Fleet Supervisor	1.00	1.00	1.00	1.00	1.00
Parts Specialist	1.00	1.00	1.00	1.00	1.00
<b>DIVISION TOTAL</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>	<b>10.00</b>

**MUNICIPAL SERVICES TOTAL** 48.75 49.50 49.65 49.65 50.90

**01 FUND: 500 PARKS & RECREATION: ADMINISTRATION**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Administration Support	1.00	1.00	1.00	1.00	1.00
Assistant Parks & Recreation Director	1.00	1.00	1.00	0.00	0.00
Community Center Director	0.50	1.00	0.00	0.00	0.00
Customer Service Representative	2.75	2.75	3.00	2.00	2.00
Customer Service Manager	0.00	0.00	0.00	1.00	1.00
Customer Service Supervisor	1.00	1.00	1.00	1.00	1.00
Deputy Park & Recreation Director	0.00	0.00	0.00	1.00	1.00
Parks & Recreation Director	1.00	1.00	1.00	1.00	1.00
DIVISION TOTAL	7.25	7.75	7.00	7.00	7.00

**01 FUND: 501 PARKS & RECREATION: PARK MAINTENANCE - ADMINISTRATION**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Administration Support	0.75	1.00	1.00	1.00	1.00
Crew Leader	0.00	5.00	5.00	5.00	5.00
Irrigation Technician	1.00	1.00	1.00	1.00	1.00
Maintenance Worker	22.00	17.00	17.00	17.00	18.00
Parks Superintendent	1.00	1.00	1.00	1.00	1.00
Parks Supervisor	3.00	3.00	3.00	3.00	3.00
Seasonal Maintenance Workers	5.57	5.57	5.57	5.57	6.20
DIVISION TOTAL	33.32	33.57	33.57	33.57	35.20

**01 FUND: 502 PARKS & RECREATION: SUPPORT SERVICES (01501612)**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Support Services Supervisor	1.00	1.00	1.00	1.00	1.00
Custodian	10.52	10.52	12.32	12.32	13.77
DIVISION TOTAL	11.52	11.52	13.32	13.32	14.77

**01 FUND: 502 PARKS & RECREATION: PROGRAMS (01502000)**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Farmers Market Attendant	0.00	0.00	0.03	0.03	0.41
Program Assistant/Receptionist	0.25	0.25	0.25	0.25	0.00
Recreation Program Coordinator	1.75	1.75	1.75	1.75	0.00
Recreation Superintendent	1.00	1.00	1.00	1.00	1.00
Recreation Supervisor	3.00	3.00	2.50	2.00	3.50
Taxi Driver	0.90	0.00	0.00	0.00	0.00
DIVISION TOTAL	6.90	6.00	5.53	5.03	4.91

**01 FUND: 502 PARKS & RECREATION: THOMPSON BARN (01502613)**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Concierge	1.53	1.53	1.53	1.53	1.53
DIVISION TOTAL	1.53	1.53	1.53	1.53	1.53

**01 FUND: 505 PARKS & RECREATION: PROGRAMS (01505636)**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Camp Counselors	0.00	0.00	0.00	0.00	0.58
Camp Director	0.00	0.00	0.58	0.58	0.58
DIVISION TOTAL	0.00	0.00	0.58	0.58	1.16

**01 FUND: 507 PARKS & RECREATION: PROGRAMS NATURE (01507642)**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Recreation Supervisor	1.00	1.00	1.00	1.00	1.00
DIVISION TOTAL	1.00	1.00	1.00	1.00	1.00

**01 FUND: 509 PARKS & RECREATION: SWIMMING POOLS**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Aquatics Specialist	0.00	0.00	0.42	0.42	0.50
Aquatics Supervisor	0.00	0.00	0.00	0.50	0.50
Coaches	1.75	1.75	1.75	1.75	1.75
Swimming Pool Seasonal Workers	8.58	8.58	8.58	8.58	8.58
DIVISION TOTAL	10.33	10.33	10.75	11.25	11.33

PARKS AND RECREATION TOTAL 71.85 71.70 73.28 73.28 76.90

GENERAL FUND TOTAL 430.13 442.13 452.35 454.92 469.81

**28 FUND: 500 PARKS & RECREATION: LEGLER BARN**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Customer Service Representative	0.50	0.50	0.50	0.50	0.50
DIVISION TOTAL	0.50	0.50	0.50	0.50	0.50

TOURISM FUND TOTAL 0.50 0.50 0.50 0.50 0.50

**80 FUND: 405 MUNICIPAL SERVICES: OPERATIONS - STORMWATER MANAGEMENT ADMINISTRATION**

**Stormwater Management Fund (80405000)**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Asset Management Technician (Municipal Services)	0.00	0.00	0.30	0.30	0.30
Asset Systems Coordinator (Municipal Services)	1.00	0.50	0.80	0.80	0.80
DIVISION TOTAL	1.00	0.50	1.10	1.10	1.10

**80 FUND: 405 MUNICIPAL SERVICES: OPERATIONS - STORMWATER MANAGEMENT MAINTENANCE**

**Stormwater Management Fund (80405500)**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Asst. to the Municipal Service Director (Municipal Services)	0.00	0.00	0.00	1.00	1.00
Maintenance Worker (Municipal Services)	11.00	11.00	11.00	11.00	12.00
Stormwater Maintenance Foreman (Municipal Services)	2.00	2.00	2.00	2.00	2.00
Stormwater Superintendent (Municipal Services)	1.00	1.00	1.00	0.00	1.00
DIVISION TOTAL	14.00	14.00	14.00	14.00	16.00

**80 FUND: 405 MUNICIPAL SERVICES: OPERATIONS - STORMWATER MANAGEMENT ADMINISTRATION**

**Stormwater Management Fund (80405550)**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Erosion Control Inspector (Community Development)	1.00	1.00	1.00	1.00	1.00
Project Manager (Community Development)	1.00	1.00	1.00	1.00	1.00
Stormwater Specialist (Community Development)	1.00	1.00	1.00	1.00	1.00
DIVISION TOTAL	3.00	3.00	3.00	3.00	3.00

STORMWATER TOTAL 18.00 17.50 18.10 18.10 20.10

**82 FUND: 500 REC CENTER: ADMINISTRATION**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Assistant Rec Center Manager	0.00	0.00	0.92	0.92	1.00
Attendants	0.00	0.00	0.00	0.00	3.75
Customer Service (Front Desk) Representatives	0.00	0.00	3.21	3.21	5.50
Customer Service Supervisor	0.00	0.00	0.83	0.83	1.00
Program Coordinator	0.00	0.00	0.25	0.25	0.00
Rec Center Manager	0.00	0.00	1.00	1.00	1.00
DIVISION TOTAL	0.00	0.00	6.21	6.21	12.25

**82 FUND: 501 REC CENTER: FACILITIES**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Facilities Maintenance Technician	0.00	0.00	0.67	0.67	1.00
Parks Maintenance Workers	0.00	0.00	0.67	0.67	1.00
DIVISION TOTAL	0.00	0.00	1.34	1.34	2.00

**82 FUND: 502 REC CENTER: SUPPORT SERVICES**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Custodian	0.00	0.00	2.28	2.28	3.92
DIVISION TOTAL	0.00	0.00	2.28	2.28	3.92

**82 FUND: 503 REC CENTER: RENTALS & EVENTS**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Attendants	0.00	0.00	0.00	0.00	0.85
DIVISION TOTAL	0.00	0.00	0.00	0.00	0.85

**82 FUND: 506 REC CENTER: ENRICHMENT**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Attendants	0.00	0.00	5.60	5.60	2.58
Program Instructors	0.00	0.00	2.24	2.24	0.69
DIVISION TOTAL	0.00	0.00	7.84	7.84	3.27

**82 FUND: 508 REC CENTER: SPORTS**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Attendants	0.00	0.00	0.00	0.00	2.94
Recreation Supervisor	0.00	0.00	0.00	0.00	0.75
DIVISION TOTAL	0.00	0.00	0.00	0.00	3.69

**82 FUND: 509 REC CENTER: AQUATICS**

POSITION	2015 ACTUAL	2016 ACTUAL	2017 BUDGET	2017 REVISED	2018 BUDGET
Aquatics Specialist	0.00	0.00	0.42	0.42	0.50
Lifeguards	0.00	0.00	8.50	8.50	13.39
Pool Managers	0.00	0.00	1.13	1.13	1.83
Recreation (Aquatics) Supervisor	0.00	0.00	0.50	0.50	0.50
DIVISION TOTAL	0.00	0.00	10.55	10.55	16.22

**82 FUND: 510 REC CENTER: FITNESS**

	2015	2016	2017	2017	2018
POSITION	ACTUAL	ACTUAL	BUDGET	REVISED	BUDGET
Attendants	0.00	0.00	0.00	0.00	1.55
Program Instructors	0.00	0.00	0.00	0.00	2.58
Recreation Supervisor	0.00	0.00	0.83	0.83	0.75
DIVISION TOTAL	0.00	0.00	0.83	0.83	4.88
REC CENTER TOTAL	0.00	0.00	29.05	29.05	47.08
<b>Total Personnel</b>	<b>448.63</b>	<b>460.13</b>	<b>500.00</b>	<b>502.57</b>	<b>537.49</b>



# Glossary

**ACCOUNTING SYSTEM** - The total structure of records and procedures which discover, record, classify, summarize, and report information on the financial position and results of operations of the city government.

**ADMINISTRATIVE TEAM** – The Administrative Team (A-team) is composed of the following positions: City Administrator, Deputy City Administrator, Assistant City Administrator, Assistant to the City Administrator, Chief Financial Officer, Assistant Chief Financial Officer, City Attorney, Deputy City Attorney, Community Development Director, Deputy Community Development Director, Fire Chief, Deputy Fire Chief, Fire Division Chief, Human Resources Director, Human Resources Manager, Municipal Services Director, Assistant or Deputy Municipal Services Director, Parks and Recreation Director, Assistant or Deputy Parks and Recreation Director, Police Chief, Police Major, Communications Director, Information Technology Director, and Municipal Court Manager.

**ACCRUAL ACCOUNTING** – A method of accounting that recognizes the financial effect of transactions, events, and interfund activities when they occur, regardless of the timing of related cash flows.

**APPRAISED VALUATION** - The value set upon real estate or other property by the Johnson County Appraiser.

**A.P.W.A.** – (American Public Works Association) An international educational and professional association of public agencies, private sector companies, and individuals dedicated to providing high quality public works goods and services

**ASSESSED VALUATION** - By law a fixed percentage of the appraised market valuation as found by the Appraiser.

**BMP** – (Best Management Practices) Practices that are determined to be the most technologically or economically feasible means of preventing or managing potential impacts.

**BOND** - A written promise, generally under seal, to pay a specific sum of money, called the face value, at a fixed time in the future, called the date of maturity, and carrying interest at a fixed rate, usually payable periodically.

**BOND INDEBTEDNESS** - The portion of a government's debt represented by outstanding bonds.

**B.O.Z.A.** – (Board of Zoning Appeals) The Board of Zoning Appeals is the body that considers and makes decisions about; appeals of the city's actions in administering the zoning regulations of the Unified Development Code (UDC), variances from the specific requirements of the UDC and exceptions that are specifically authorized by the UDC.

**BUDGET** - A financial plan, for a specified period of time, of the governmental operation, that matches all planned revenues and expenditures with the services provided the residents of the city.

**C.A.D.** – (Computer Aided Design) The use of a wide range of computer based tools that assist engineers, architects and other design professions in their design activities.

**C.A.F.R.** – (Comprehensive Annual Financial Report) A financial report that encompasses all funds and component units of the government.

**CAPITAL ASSETS** - Assets of significant value and having a useful life of several years, also called fixed assets. Capital assets includes land, improvements to land, easements, buildings, building improvements, vehicles, machinery, equipment, art and infrastructure. All land will be capitalized, infrastructure will be

capitalized if it is valued over \$300,000 and has a useful life of greater than 5 years, items other than land or infrastructure will be capitalized if it is valued over \$10,000 and has a useful life of greater than 2 years.

**CAPITAL EXPENDITURES** - An expenditure which results in the acquisition of or addition to fixed assets (capital assets).

**CAPITAL IMPROVEMENTS** - Expenditures related to the acquisition, expansion or rehabilitation of an element of the government's physical plant, sometimes referred to as infrastructure.

**CAPITAL OUTLAY** - Fixed assets which have a value of \$10,000 or more and have a useful economic lifetime of more than one year; or, assets of any value if the nature of the item is such that it must be controlled for custody purposes as a fixed asset.

**CAPITAL PROJECT** - Major construction, acquisition, or renovation activities which add value to a government's physical assets or significantly increase their useful life, also called capital improvements.

**C.A.R.S.** – (County Assisted Road System) A program which provides funds to the cities of Johnson County to construct and maintain their major arterials.

**CASH BASIS LAW** – A statute which requires that cash be on hand before incurring an obligation.

**C.D.B.G.** – (Community Development Block Grant) A grant provided by Johnson County to serving low- to moderate-income residents throughout the County.

**C.D.L.** – (Commercial Drivers License) A license that meets certain "standards" that are the same for every state and that is required to drive certain kinds of commercial vehicles.

**C.I.F.** – (Capital Improvement Fund) A fund that accounts for monies transferred from the General Fund and any other city funds for the purpose of financing authorized capital improvement projects and expenditures for machinery and equipment.

**C.I.P.** – (Capital Improvement Program) – A plan that serves as a guide for the efficient and effective provision of public facilities, outlining timing and financing schedules of capital projects for a five year time period.

**COMMODITIES** - Expendable items that are consumable or have a short life span. Examples include office supplies, gasoline, minor equipment, and asphalt.

**COMMUNITY IMPROVEMENT DISTRICT (CID)** - Established to encourage and promote economic development, tourism and community investment within a defined CID area. A CID Project should provide public benefit such as strengthening economic development and employment opportunities; reducing blight, enhancing tourism; upgrading older real estate through redevelopment or rehabilitation; or promoting sustainability. Public financing is achieved by levying and collecting special assessments and/or a CID sales tax upon property in the District.

**CONTINGENCY** - A budgetary reserve set aside for emergencies or unforeseen expenditures not otherwise budgeted.

**CONTRACTUAL SERVICES** - Service rendered to a government by private firms, individuals, or other governmental agencies. Examples include utilities, rent, maintenance agreements, and professional consulting services.

**C.O.P.S.** – (Community Oriented Policing Services) A grant provided to local law enforcement agencies to advance community policing.

**D.A.R.E.** – (Drug Awareness Resistance Education) A police officer-led series of classroom lessons that teaches children how to resist peer pressure and live productive drug and violence-free lives.

**DEBT SERVICE** - The cost of paying principal and interest on borrowed money according to a predetermined payment schedule.

**DEBT SERVICE FUND** - A fund established to account for the accumulation of resources for, and the payment of, long-term principal and interest.

**DEPARTMENT** - A major administrative organizational unit of the city which indicates overall management responsibility for one or more activities.

**DEPRECIATION** - Expiration in the service life of capital assets attributable to wear and tear, deterioration, action of the physical elements, inadequacy or obsolescence.

**DERIVATIVE** – Contract whose value depends on, or derives from, the value of an underlying asset, reference rate or index.

**DIVISION** - A distinct subsection of a department which also indicates a separation of management responsibility.

**D.U.I.** – (Driving Under the Influence) The act of operating a motor vehicle after having consumed alcohol or other drugs, to the degree that mental and motor skills are impaired.

**EMPLOYEE BENEFITS** - Contributions made by a government to meet commitments or obligations for employee fringe benefits. Included are the government's share of costs for Social Security and the various pension, medical, and life insurance plans.

**ENCUMBRANCE** - The commitment of appropriated funds to purchase an item or service. To encumber funds means to set aside or commit funds for a specified future expenditure, to a specific vendor.

**ENTERPRISE FUND** - An enterprise fund is used to account for the acquisition, operation, and maintenance of governmental facilities and services which are predominately self-supporting through user charges. The city currently has no enterprise funds.

**E.P.A.** – (Environmental Protection Agency) An independent regulatory agency responsible for the implementation of federal laws designed to protect the environment.

**EXPENDITURES** - A decrease in the net financial resources of the city due to the acquisition of goods and services.

**EXPENSE** - Charges incurred (whether paid immediately or unpaid) for operations, maintenance, interest or other charges.

**F.H.W.A.** – (Federal Highway Administration) Provides Federal financial resources and technical assistance to State and local governments for constructing, preserving, and improving the National Highway System.

**FISCAL YEAR** - A twelve-month period to which the annual budget applies. (The City of Lenexa's fiscal year is from January 1, to December 31.)

**F.T.E.** – (Full Time Equivalent) Personnel numbers are represented in full time equivalents. One full time equivalent generally equates to 2,080 hours per year.

**FULL FAITH AND CREDIT** - A pledge of the general taxing power of a government to repay debt obligations.

**FUNCTION** - A group of related activities aimed at accomplishing a major service or regulatory program for which a government is responsible. (Example: Governmental Administration.)

**FUND** - An accounting entity with a self-balancing set of accounts that record financial transactions for a specific government activity or function.

**FUND BALANCE** – Net position of a governmental fund (difference between assets, liabilities, deferred outflows of resources, and deferred inflows of resources).

**G.A.A.P.** - Generally Accepted Accounting Principles. Uniform minimum standards for financial accounting and recording, encompassing the conventions, rules, and procedures that define accepted accounting principles.

**G.A.S.B.** – Governmental Accounting Standards Board. The authoritative standard setting body for state and local governments.

**GENERAL FUND** - This is the general operating fund of a city. The revenues and expenditures associated with all services traditionally associated with local governments are accounted for in this fund, except for those services that are required to be accounted for in some other fund.

**GENERAL OBLIGATION BONDS** - (G.O. Bonds) Bonds that finance a variety of public projects which pledge the full faith and credit of the city.

**G.F.O.A.** – (Government Finance Officers Association) An association of public finance professionals that plays a major role in the development and promotion of GAAP for state and local governments.

**G.I.S.** – (Geographic Information Systems) A collection of computer hardware, software, and geographic data for capturing, managing, analyzing, and displaying all forms of geographically referenced information.

**GOAL** - A statement of broad direction, purpose or intent based on the needs of the community.

**G.P.S.** – (Global Positioning System) An aid used to navigate and a tool for map-making and land surveying.

**GRANTS** - Contributions or gifts of cash or other assets from another governmental unit (typically state or federal) to be used or expended for a specified purpose or activity.

**INTERFUND TRANSFERS** - Amounts transferred from one fund to another.

**INTERGOVERNMENTAL REVENUES** - Funds received from federal, state and other local government sources in the form of grants, shared revenues, and payments in lieu of taxes.

**I.R.B.** – (Industrial Revenue Bonds) Bonds issued by a governmental agency to finance acquisition and construction of industrial, commercial and industrial properties on behalf of private businesses.

**K.D.H.E.** – (Kansas Department of Health and Environment) The State Department responsible for protecting the health and environment of all Kansans.

**K.D.O.T.** – (Kansas Department of Transportation) The State Department which provides for a statewide transportation system.

**KORA** – Kansas Open Records Act

**KOMA** – Kansas Open Meetings Act

**LEGAL DEBT MARGIN** - The current statutory debt limit for all Kansas cities pursuant to K.S.A. 79-5037 is 30% of assessed valuation including the motor vehicle valuation.

**LEVY** - To impose taxes for the support of government activities.

**LINE ITEM** - An individual expenditure category listing in the budget. (Example: salary, supplies, contractual services, etc.)

**LONG TERM DEBT** - Debt with a maturity of more than one year after the date of issuance.

**M.A.R.C.** – (Mid America Regional Council) An association that serves city and county governments and the metropolitan planning organization for the bistate Kansas City region.

**MAJOR FUND** – Funds whose revenues, expenditures, assets or liabilities are at least 10 percent of corresponding totals for all governmental or enterprise funds and at least 5 percent of the aggregate amount for all governmental and enterprise funds for the same item. The General Fund is always considered a major fund.

**MILL** - The property tax rate which is based on the valuation of property. A tax rate of one mill produces one dollar of taxes on each \$1,000 of assessed property valuation.

**MODIFIED ACCRUAL ACCOUNTING** – A basis of accounting in which revenues are recognized in the accounting period when they become available and measurable. Expenditures are recognized in the accounting period in which the fund liability is incurred.

**N.F.P.A.** – (National Fire Protection Association) An association whose mission is to reduce the worldwide burden of fire and other hazards on the quality of life by providing and advocating consensus codes and standards, research, training, and education.

**N.P.D.E.S.** – (National Pollution Discharge Elimination System) A national program under Section 402 of the Clean Water Act for regulation of discharges of pollutants from point sources to waters of the United States. Discharges are illegal unless authorized by an NPDES permit.

**OBJECTIVE** - A statement of specific direction, purpose or intent based on the needs of the community and the goals established for a specific program.

**OBJECT OF EXPENDITURE** - An expenditure classification, referring to the lowest and most detailed level of classification, such as salaries, office supplies and furniture.

**ORGANIZATION (ORG) CLASSIFICATION** - Expenditure classification according to the specific lines of work performed by the organizational units.

**P.C.** – (Planning Commission) The body that reviews development proposals for compliance with the Unified Development Code and makes recommendations to the Governing Body.

**P.C.I.** – (Pavement Condition Index) A numerical index between 0 and 100 and is used to indicate the condition of a roadway.

**PERFORMANCE INDICATORS** - Quantitative and/or qualitative objective measurement of results by a department or division, which helps to determine effectiveness in meeting goals and objectives.

**PERSONAL SERVICES** - Expenditures for salaries, wages, and fringe benefits of a government's employees.

**P.M.P.** – (Pavement Maintenance Program) A program funded to maintain quality roadways in the city. The primary source of funding in the Special Highway Fund (gas tax).

**PRIF** – (Parks and Recreation Impact Fee) Funds set up to account for money provided by park impact fees imposed on new development and expended on parks and recreation facilities and public art.

**RESERVES** - An account used to indicate that a portion of a fund balance is restricted or set aside for emergencies or unforeseen expenditures not otherwise budgeted.

**RESOURCES** - Total amounts available for appropriation including estimated revenues, fund transfers, and beginning balances.

**REVENUES** - Funds that the government receives as income. It includes such items as tax payments, fees from specific services, receipts from other governments, forfeitures, grants, shared revenues, and interest income.

**R.O.W.** – (Right of Way) A type of easement that gives someone the right to travel across property owned by another person or entity.

**RPT** – (Regular Part-Time) A position scheduled for year-round employment averaging 20 to 30 hours per week and more than 1,000 hours in a year.

**S.M.A.C.** – (Stormwater Management Advisory Council) SMAC is an advisory group that reviews recommendations of the Stormwater Management Program and makes recommendations to the Johnson County Board of Commissioners for Stormwater Management.

**SPECIAL ASSESSMENTS** - A compulsory levy made against certain properties to defray a part of the cost of a specific improvement, such as street paving, curb and gutter replacement, sanitary sewers, etc., which are deemed to primarily benefit those properties.

**SPECIAL REVENUE FUNDS** - These funds are used to account for revenues derived from specific taxes, governmental grants or other revenue sources which are designated to finance particular functions or activities of the city.

**TAX LEVY** - The total amount to be raised by general property taxes for the purposes specified in the approved city budget.

**TAX RATE** - The amount of tax levied for each \$1,000 of assessed valuation.

**T.I.F.** – (Tax Increment Financing) TIF is a tool which uses future increases in tax revenues to finance the current improvements that will create those gains. When a public project such as a road, is built, there is an increase in the value of surrounding real estate and often new investment (new or rehabilitated buildings, for example). This increased site value and investment creates more taxable property, which increases tax revenues. The increased tax revenues are the "tax increment." Tax Increment Financing dedicates that increased revenue to finance debt issued to pay for the project.

**T.I.P.** – (Transportation Improvement Program) Funds set up to account for monies provided by traffic impact fees imposed on new development and expended on transportation operational improvements.

**TRANSFERS IN/OUT** - Amounts transferred from one fund to another to assist in financing the services for the recipient fund.

**U.B.C.** - Uniform Building Code

**U.D.C.** – (Unified Development Code) The portion of the Lenexa Municipal Code that deals with Unified Development Code is Title 4. This includes Zoning Ordinances and Subdivision Ordinance or Subdivision Regulations.

**U.N.E.** – (Unbundled Network Elements) The parts of the telecommunications network that the incumbent local exchange carriers are required to offer on an unbundled basis.

**U.N.E.P.** – (Unbundled Network Element Platforms) A combination of UNEs that allow end-to-end service delivery without any facilities.

**VoIP** – (Voice over Internet Protocol) The routing of voice conversations over the Internet or through any other IP-based network.