

GARDNER  
KANSAS



# 2014—2015 City of Gardner Annual Report

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*Message from the City Administrator* - It is my pleasure to present the City of Gardner 's Annual Report for fiscal year 2014-2015. The following pages detail how each department has responded in creative and innovative ways to the challenges of providing efficient and effective services to our residents. I am honored to lead a talented group of department leaders who are committed to the residents of Gardner and passionate about public service. As Gardner employees, our goal is to utilize the tax investments to ensure that Gardner remains a community where residents want to live, learn, work and play. We have reached many milestones this past year, and we are aligned to become an even greater customer-focused government in the coming year. We continue to be award-winning. We continue to be challenged to implement best practices. Finally, we will continue to seek input from our residents to posture the city for increased economic opportunities.

Cheryl Harrison-Lee—City Administrator



# GOVERNING BODY



**Kristy Harrison**  
Council President



**Chris Morrow**  
Mayor



**Steve Shute**  
Council Vice President

The Mayor and City Council form the Governing Body of the City of Gardner. The Governing Body is responsible for establishing and enforcing all municipal laws, ensuring that municipal services meet the desires of the community and formulating policies that guide the operation of the City organization.



**Tory Roberts**  
Councilmember



**Heath Freeman**  
Councilmember



**Dr. Todd Winters**  
Councilmember

# DEMOGRAPHICS

## Gardner, Kansas

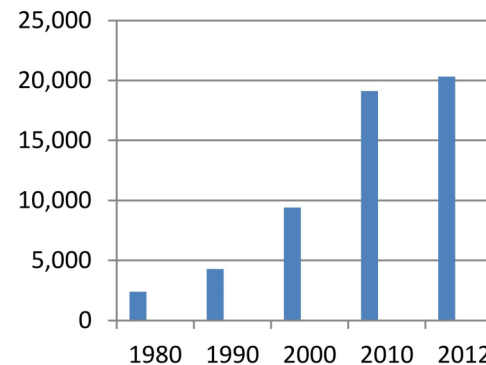
Gardner, Kansas is one of the most rapidly-growing communities in the Kansas City metropolitan area. Located along Interstate 35, just 25 miles from downtown Kansas City, Gardner is a historic community with a keen vision for the future. Its roots stretch back over 150 years to its founding in 1857 along the route of the Santa Fe and Oregon Trails. Presently, Gardner is home to over 20,000 residents and includes seven elementary schools, two middle schools and one high school. Gardner is committed to maintaining its traditional small-town values while focusing on providing for future growth and development.

### QUICK FACTS

#### Population Growth

The 2012 population of 20,318 was a 6.2% increase from 2010.

Year	Population
2012	20,318
2010	19,123
2000	9,396
1990	4,277
1980	2,392



#### Demographic Overview

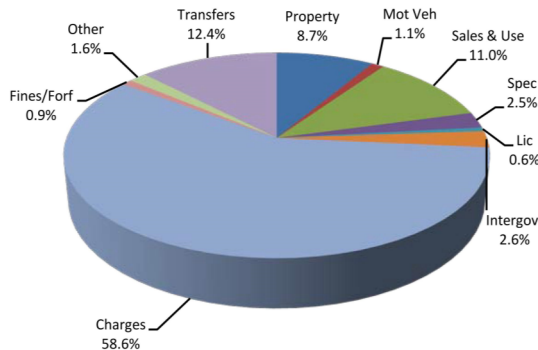
2012 unless noted

30.0 yrs	Gardner median resident age
42.9 yrs	Kansas median resident age
\$ 61,106	Gardner estimated median household income
\$ 46,964	Kansas estimated median household income
\$159,358	Gardner estimated median house or condo value (2011)
\$128,300	Kansas estimated median house or condo value (2011)
\$ 895	Gardner median gross rent (2011)

# FINANCIAL OVERVIEW

**Revenue by Source  
Fiscal Year 2015**

Revenue Source	Amount	% of Total
Property Tax	\$4,423,100	8.7%
Motor Vehicle Tax	565,900	1.1%
Sales & Use Tax	5,597,300	11.0%
Special Assessments	1,289,712	2.5%
Licenses & Permits	285,000	0.6%
Intergovernmental	1,332,200	2.6%
Charges for Services	29,823,000	58.6%
Fines & Forfeitures	470,400	0.9%
Other Revenues:		
Franchise Fees	345,000	
Transient Guest Tax	40,800	
Excise Tax	44,000	
Investment Earnings	27,700	
Miscellaneous	368,500	
Internal Service Funds	-	
Total Other Revenues	826,000	1.6%
Transfers	6,281,800	12.4%
<b>TOTAL</b>	<b>\$50,894,412</b>	<b>100.0%</b>

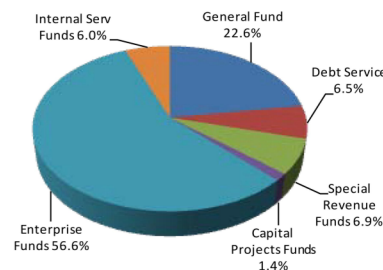


## Several key financial highlights are included in the 2015 Budget including:

- 2.2% decrease (-\$65,000) over the FY 2014 Budget in property tax revenue resulting from a mill levy reduction of 1.728 in the General Fund offset partially by a 5.6% increase in the City's taxable assessed valuation, per the Johnson County Appraiser's Office estimate
- 6.6% increase (+\$89,000) over the FY 2014 Budget in City sales tax reflecting historical trends and current data
- 11.8% increase (+185,700) over the FY 2014 Budget in county sales tax, per historical trends, current data and discussion with county budget personnel
- A 1.728 reduction in the General Fund mill levy (Debt Service mill levy remained unchanged)
- Four percent (4%) increase in wastewater rates, down from an 11% increase in the FY 2014 Budget
- Implementation of a cost allocation plan to recover costs into the General Fund for General Fund services provided to the City's utilities. The cost allocation plan was developed by a consulting firm to ensure an accurate representation of the true cost to provide utility services
- Realignment of resources to implement strategic goals as established by the Governing Body

**Revenue by Fund Type  
Fiscal Year 2015**

Fund Type	Revenue	% of Total
General Fund	\$11,528,100	22.6%
Debt Service	3,286,012	6.5%
Special Revenue Funds	3,489,200	6.9%
Capital Projects Funds	704,800	1.4%
Enterprise Funds	28,832,900	56.6%
Internal Serv. Funds	3,053,400	6.0%
<b>TOTAL</b>	<b>\$50,894,412</b>	<b>100%</b>



# ADMINISTRATION

## ACCOMPLISHMENT HIGHLIGHTS

- Completed the Economic Development Strategy
- Launched the “Leadership Road Show”
- Completed a pay and compensation study
- Created an Economic Development Advisory Task Force
- Implemented a performance management system
- Developed the 2015-2019 Capital Improvement Program
- Completed the 2014 Citizen Satisfaction Survey
- Began redevelopment project for the City’s website
- Updated Charter Ordinance No. 19 with the adoption of Charter Ordinance No. 26
- Updated the Governing Body Rules of Procedure document
- Completed KERIT audit and earned a 5% discount on workman’s compensation rates
- Updated and migrated computers running Microsoft XP for PCI compliance
- Drafted and implemented procedures for I.T. procurement and hardware/software requests
- Completed safety inspections of City facilities
- Conducted “Recognizing Excellence in Gardner” leadership training series

# ECONOMIC DEVELOPMENT

# CASEY'S

## ACCOMPLISHMENT HIGHLIGHTS

- Improved process to close-out building permits and issue certificates of occupancy; achieved a high success rate in converting open permits to closed permits with certificate of occupancy
- Completed 2015 CDBG application, endorsed by the Governing Body
- Presented a report on urban agriculture to the Governing Body at a City Council Work Session
- Developed and began use of pre-application materials to inform applicants of planning processes and standards
- Presented report on oil wells to the Governing Body at a City Council Work Session
- Adopted zoning code text amendments to streamline permitting processes (Gardner Design Standards, sign regulations for institutional uses in residential districts)
- Completed economic development-related zoning code assessment
- Completed the Gardner Comprehensive Plan process - the Comprehensive Plan was adopted by the Governing Body on September 15, 2014
- Presented a report to the Governing Body on trailer and RV storage, sign code issues and proposed development code amendments at a City Council Work Session





# FINANCE

## ACCOMPLISHMENT HIGHLIGHTS

- Revised the City's Purchasing Policy
- Hired a new financial advisor with significant economic development experience
- In conjunction with the financial advisor, conducted a funding capacity analysis for proposed capital projects
- Conducted and implemented a cost allocation study for all utility and internal service funds
- Prepared the 2014A bond sale
- Prepared the 2013 Comprehensive Annual Financial Report (CAFR)
- Implemented a "payment plan" option in court software to streamline court process and mitigate need for additional court nights by reducing recurrent court appearances and allowing citizens to pay approved plans online
- Completed nearly \$1 M in bond refinance work

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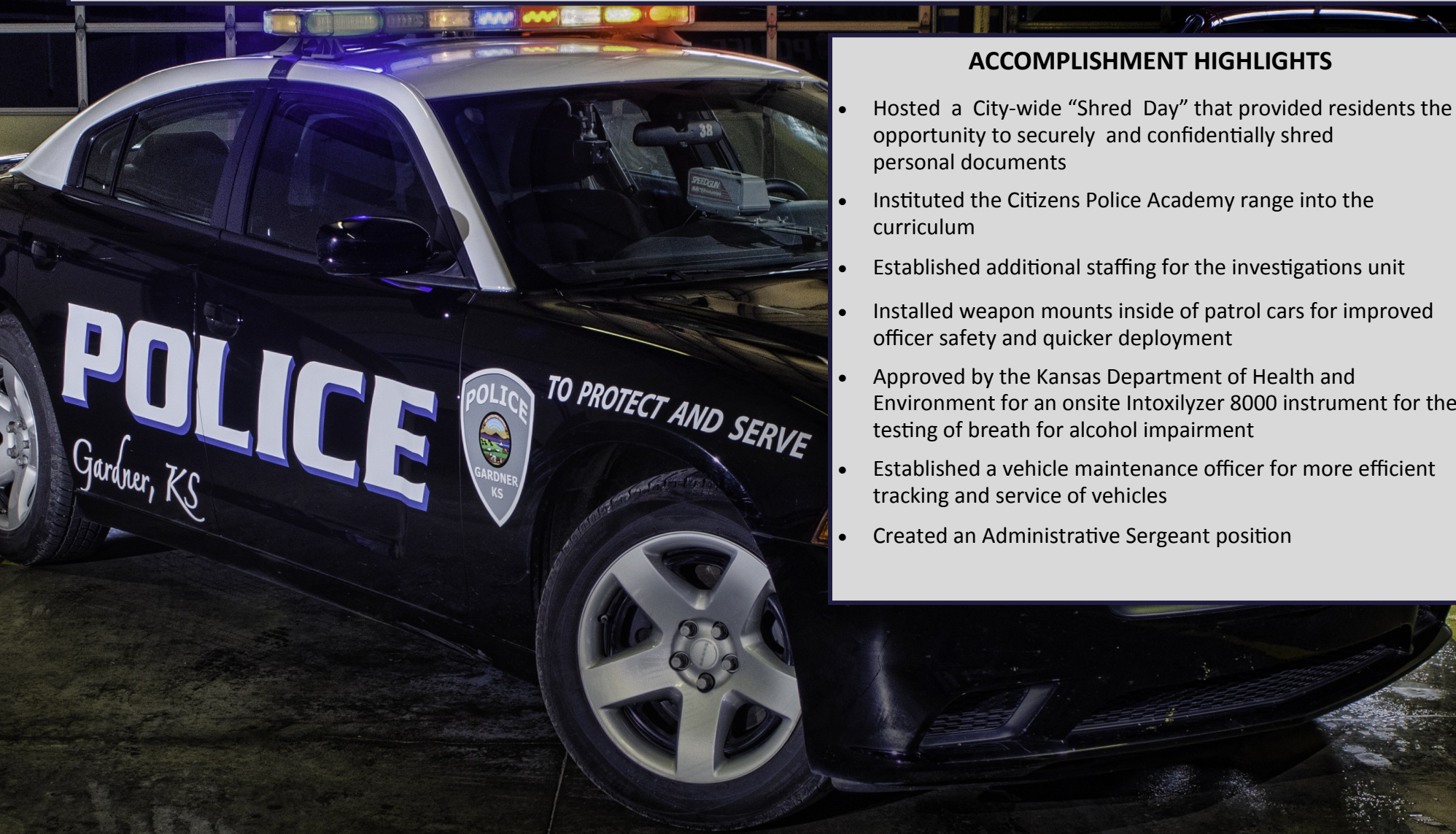
# PARKS AND RECREATION

## ACCOMPLISHMENT HIGHLIGHTS

- Completed engineering and design work, and began construction for Gardner Aquatic Center rehabilitation project
- Began planning and design work for rehabilitation of Westside Park
- Hosted 15 baseball and softball tournaments at Celebration and Westside Parks
- Enhanced activities at the annual 4th of July Celebration
- Introduced new events and activities, including a series of Movies in the Park
- Began collaboration with faith-based and civic communities on programs, events and projects
- Evaluated trails and parking lots throughout the parks system and entered data into new MicroPAVER software
- Received “Blue Chip” award for community health improvement program



# POLICE



## ACCOMPLISHMENT HIGHLIGHTS

- Hosted a City-wide “Shred Day” that provided residents the opportunity to securely and confidentially shred personal documents
- Instituted the Citizens Police Academy range into the curriculum
- Established additional staffing for the investigations unit
- Installed weapon mounts inside of patrol cars for improved officer safety and quicker deployment
- Approved by the Kansas Department of Health and Environment for an onsite Intoxilyzer 8000 instrument for the testing of breath for alcohol impairment
- Established a vehicle maintenance officer for more efficient tracking and service of vehicles
- Created an Administrative Sergeant position

# PUBLIC WORKS

## ACCOMPLISHMENT HIGHLIGHTS

- Created a Comprehensive Pavement Management Plan
- Completed signalization of 183 Road and Center intersection
- Completed the reconstruction of the Center and Main intersection
- Completed the traffic signal design for the Lincoln and Moonlight intersection
- Completed the Grand Street Project
- Completed improvements at the Moonlight and Grand intersection
- Completed quiet zone improvements at Poplar



# Utilities



## ACCOMPLISHMENT HIGHLIGHTS

- Completed the Gardner Lake Dam Evaluation
- Completed the Water Treatment Plant Assessment
- Completed the Wastewater Treatment Plant Assessment
- Completed the Electric Plant Assessment
- Started working on an Inflow & Infiltration Study – process will take 8 to 12 months to obtain good data (dry weather flows and springtime wet weather flows)
- Painted Hillsdale Clear Well
- Painted 183 Road Street Water Tower
- Repaired North Lift Station Tank
- Established a Vehicle and Equipment Replacement Program and rating system
- Repaired Electric Distribution Building parking lot

GARDNER  
KANSAS



*Thank you for making Gardner a  
community where residents want to live,  
learn, work and play.*





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